

STILLMAN  
P.O. Drawer 1430  
Tuscaloosa, Alabama 35403

# STILLMAN

A Top Tier Southern Liberal Arts College

STILLMAN COLLEGE CATALOG

[www.stillman.edu](http://www.stillman.edu)

2010-2012

# STILLMAN



## STILLMAN TRADITION • EXCELLENCE • COLLEGE CATALOG 2010-2012

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**Note:** The statements set forth in this catalog are for informational purposes only and should not be construed as the basis of a contract between a student and Stillman College. While the college expects to operate in keeping with the provisions set out in this catalog, it reserves the right to change any provisions listed in this bulletin, including but not limited to academic requirements for graduation, without actual notice to individual students. Every effort will be made to keep students advised of any such changes. Information on changes will be circularized and kept available in the Registrar's Office and/or each dean's office. It is important that each student be aware of his or her individual responsibility to keep apprised of current policies and requirements

# STILLMAN

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College Catalog  
2010-2012

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

# STILLMAN COLLEGE

## ACADEMIC CALENDARS

### 2010 - 2012

#### Fall Semester 2010

Opening Institute .....	August 18-20
Orientation .....	August 21-27
New Students Register .....	August 25
Upperclassmen Register .....	August 26-27
Confirmation Ceremony for Freshman and New Faculty & Staff.....	August 29
Classes Begin .....	August 30
Last Day for Add/Drop .....	September 8
Fall Convocation .....	September 9
Sophomore Rite of Passage .....	September 9
Excessive Absence Reports Due from Faculty .....	September 10
Application for Degree due in Registrar's Office. ....	October 13
Last Day to Change Grades from Spring/Summer 2010.....	October 15
Mid-Semester Examinations Week .....	October 18-22
Mid-Semester Grade Rosters Due by 12:00 Noon .....	October 26
Student Evaluation of Instruction .....	October 25-29
Sophomore Proficiency Examination .....	October 30
Senior Departmental Examination .....	October 30
Last Day to Withdraw from a Course .....	November 2
Excessive Absence Reports Due from Faculty .....	November 4
Senior Thesis Oral Presentations .....	November 8-12
Registration for Spring 2011 .....	November 10-12
Senior Thesis Due .....	November 17
Senior Departmental Examinations .....	November 20
Thanksgiving Holidays Begin for Students at 5:00 p.m. ....	November 23
Classes Resume at 8:00 a.m. ....	November 29
Last Day for all Tests, Quizzes, etc .....	December 6
Last Day of Classes .....	December 10
Semester Examinations .....	December 11-16
Semester Ends: Christmas Holidays Begin for Students at 5:00 p.m. ....	December 16
All Faculty Grade Rosters Due by 12:00 Noon .....	December 17

#### Spring Semester 2011

Opening Institute .....	January 3 - 4
Orientation .....	January 5
New Students Register .....	January 5
Upperclassmen Register .....	January 6 - 7
Classes Begin .....	January 10
Application for Degree Due in Registrar's Office. ....	January 14
Holiday, Martin Luther King, Jr. ....	January 17
Last Day for Add/Drop .....	January 19



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Spring Convocation .....	January 20
Excessive Absence Reports Due From Faculty .....	February 4
Last Day to Change Grades from Fall 2010 .....	March 8
Mid-Semester Examination Week .....	February 28 – March 4
Mid-Semester Grade Rosters Due by 12:00 Noon .....	March 8
Last Day to Withdraw from a Course .....	March 11
Excessive Absence Reports Due From Faculty .....	March 11
Spring Holiday Begins for Students at 5:00 p.m. ....	March 11
Classes Resume at 8:00 a.m. ....	March 21
Student Evaluation of Instruction .....	March 23 - 25
Sophomore Proficiency Examination .....	March 26
Senior Departmental Examination .....	March 26
Registration for Summer and Fall 2011 .....	April 4 - 6
Senior Thesis Oral Presentations .....	April 4 - 8
Honors Convocation .....	April 7
Senior Departmental Examination .....	April 9
Senior Thesis Due .....	April 11
Awards Convocation .....	April 14
Last Day of Classes for Candidates for Graduation .....	April 22
Semester Examinations for Candidates for Graduation .....	April 25-29
Candidates for Graduation Grades Due by 5:00 p.m. ....	April 29
Last Day for all Tests, Quizzes, etc. ....	April 25
Last Day of Classes .....	April 29
Semester Examinations .....	April 30 - May 6
Commencement; Semester Ends .....	May 7
All Faculty Grade Rosters Due by 12:00 Noon .....	May 11

### Summer 2011

Summer Session Registration .....	May 23
Summer Session Classes Begin .....	May 24
Last Day for Add/Drop .....	May 26
Last Day to Withdraw from a Course .....	May 27
Final Examinations .....	June 29 - 30
Summer Session Ends .....	June 30
All Faculty Grade Rosters Due by 12:00 Noon .....	July 1

### Fall Semester 2011

Opening Institute .....	August 17-19
Orientation .....	August 20-26
New Students Register .....	August 24
Upperclassmen Register .....	August 25-26
Confirmation Ceremony for Freshman and New Faculty & Staff .....	August 28
Classes Begin .....	August 29
Last Day for Add/Drop .....	September 8
Fall Convocation .....	September 8
Sophomore Rite of Passage .....	September 8
Excessive Absence Reports Due from Faculty .....	September 9

Last Day to Change Grades from Spring/Summer 2011 .....	October 19
Application for Degree due in Registrar's Office .....	October 21
Mid-Semester Examinations Week .....	October 17-21
Mid-Semester Grade Rosters Due by 12:00 Noon .....	October 25
Student Evaluation of Instruction .....	October 26-28
Sophomore Proficiency Examination .....	October 22
Senior Departmental Examination .....	October 22
Last Day to Withdraw from a Course .....	November 2
Excessive Absence Reports Due from Faculty .....	November 4
Senior Thesis Oral Presentations .....	November 7-11
Registration for Spring 2012 .....	November 9-11
Senior Thesis Due .....	November 22
Senior Departmental Examinations .....	December 3
Thanksgiving Holidays Begin for Students at 5:00 p.m. ....	November 22
Classes Resume at 8:00 a.m. ....	November 28
Last Day for all Tests, Quizzes, etc .....	December 5
Last Day of Classes .....	December 9
Semester Examinations .....	December 10- 15
Semester Ends: Christmas Holidays Begin for Students	
At 5:00 p.m. ....	December 16
All Faculty Grade Rosters Due by 12:00 Noon .....	December 16

**Spring Semester 2012**

Opening Institute .....	January 4 - 6
Orientation .....	January 9
New Students Register .....	January 10
Upperclassmen Register .....	January 11-13
Holiday, Martin Luther King, Jr .....	January 16
Classes Begin .....	January 17
Last Day for Add/Drop .....	January 23
Application for Degree Due in Registrar's Office .....	January 20
Spring Convocation .....	January 26
Excessive Absence Reports Due From Faculty .....	February 3
Last Day to Change Grades from Fall 2011 .....	March 7
Mid-Semester Examination Week .....	March 5 - 9
Mid-Semester Grade Rosters Due by 12:00 Noon .....	March 13
Excessive Absence Reports Due From Faculty .....	March 16
Spring Holiday Begins for Students at 5:00 p.m. ....	March 16
Classes Resume at 8:00 a.m. ....	March 26
Last Day to Withdraw from a Course .....	March 28
Student Evaluation of Instruction .....	March 28 - 30
Sophomore Proficiency Examination .....	March 31
Senior Departmental Examination .....	March 31
Registration for Summer and Fall 2012 .....	April 4 - 6
Senior Thesis Oral Presentations .....	April 9 - 13
Honors Convocation .....	April 5
Awards Convocation .....	April 12
Senior Departmental Examination .....	April 14
Senior Thesis Due .....	April 16

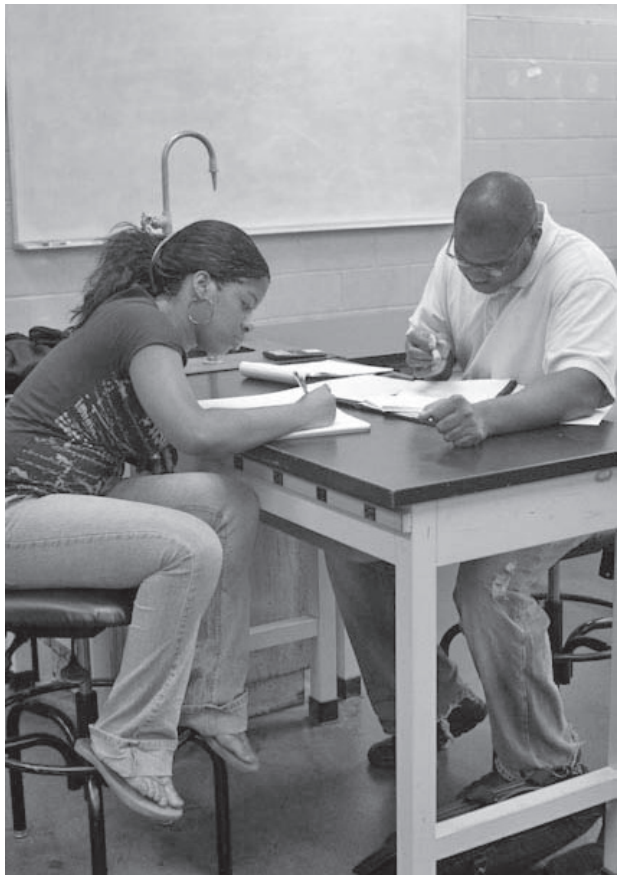
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Last Day of Classes for Candidates for Graduation .....	April 27
Semester Examinations for Candidates for Graduation .....	April 30-May 4
Candidates for Graduation Grades Due by 12:00 Noon .....	May 7
Last Day for all Tests, Quizzes, etc. ....	April 30
Last Day of Classes .....	May 4
Semester Examinations .....	May 5 - 11
Commencement; Semester Ends .....	May 12
All Faculty Grade Rosters Due by 12:00 Noon .....	May 16

### Summer 2012

Summer Session Registration .....	May 21
Summer Session Classes Begin .....	May 22
Last Day for Add/Drop .....	May 25
Last Day to Withdraw from a Course .....	May 29
Final Examinations .....	June 27- 28
Summer Session Ends .....	June 28
All Faculty Grade Rosters Due by 12:00 Noon .....	June 29





## GENERAL INFORMATION

### MISSION STATEMENT

Stillman College is a liberal arts institution, committed to fostering academic excellence and to providing high-quality educational opportunities for diverse populations with disparate levels of academic preparation. Primarily a teaching institution, Stillman has a proud and evolving tradition of preparing students for leadership, scholarship, and service in society.

Stillman has a historical and covenantal affiliation with the Presbyterian Church (U.S.A.), whose Reformed tradition and commitment to the cultivation of the mind correspond well with the mission of the College. The College via its constituents is committed to service for the common good. The entire academic enterprise, undergirded with the principles of faith and ethical integrity, manifests constructive compassion as it confidently pursues the best in scholarly inquiry and creative endeavors.

The College's purpose is to provide a student-centered, fulfilling, technologically enriched educational experience that will among other outcomes, produce graduates who will:

- Think carefully and logically about and express with clarity their observations, experiences, and findings concerning the world they live in via written and spoken forms;
- Exhibit competence in their disciplines, character in their work with others, and compassion toward all people consistent with an education in a Christian environment;
- Qualify for admission to and success in graduate and professional schools or for entry into selected careers;
- Manifest the ability to do independent research, demonstrate objective scholarship, and exhibit creative production/performance appropriate to their disciplines.

### HISTORY

Stillman, authorized by the General Assembly of the Presbyterian Church in the United States in 1875, held its first classes in the Fall of 1876 and was chartered as a legal corporation by the state of Alabama in 1895. At the time, the name was changed from Tuscaloosa Institute to Stillman Institute. The institute was a concept initiated by Dr. Charles Allen Stillman, pastor of the First Presbyterian Church of Tuscaloosa.

The following are significant dates in the College's history:

- 1881 – Tuscaloosa Institute purchased and built a home at 1008 21<sup>st</sup> Avenue, now the site of the Stillman Alumni House.
- 1898 – The old Cochrane homestead and 20 acres of land were purchased.
- 1922 – Stillman Institute became coeducational.
- 1927 – The junior college was added.
- 1929 – The building was erected for the Nurses Training School and the Hospital.
- 1937 – The Junior College division was accredited by the Southern Association of Colleges and Schools (SACS).
- 1941 – The High School Division was discontinued.
- 1948 – The Hospital and Nurses Training Center were closed. Also, on May 5, 1948, the name of the institution was changed to Stillman College.
- 1951 – The first four-year class graduated.



- 1953 – Stillman was accredited as a four-year college by the Southern Association.
- 1961 – Stillman was admitted to membership in the United Negro College Fund.
- 1991 – The College’s address changed to 3600 Stillman Boulevard when portions of Ninth and Fifteenth Streets were named Stillman Boulevard.
- 1998 – Established the Harte Honors College.
- 1999 – Reorganized academic affairs into four divisions: Arts and Sciences, Education, Business and the Library; wired the entire campus via fiber optic cable.
- 2001 – Launched a wireless access computer system.
- 2002 – Received National Innovation in Technology Award presented by Apple Computers.
- 2004 – First-ever ranking among top tier schools by *U.S. News and World Report*.
- 2006 – Expanded its offering of degrees to 13 with the addition of journalism and nursing.
- 2010 – Reorganized academic affairs into two divisions: Arts and Sciences and Professional Education.

The College has had five hold the title of President since the title of the head of the institution was changed from principal in 1929.

- Dr. A.L. Jackson, 1929-1947
- Dr. Samuel Burney Hay, 1948-1965
- Dr. Harold N. Stinson, 1967-1981
- Dr. Cordell Wynn, 1982-1997
- Dr. Ernest McNealey, 1997-present

Proud of its rich and diverse heritage, Stillman today is an accredited, coeducational, liberal arts college that is committed to excellence in both scholarship and service. Under the leadership of President Ernest McNealey, the faculty was significantly strengthened, guaranteed outcome, pre-professional programs were established and intercollegiate football returned.

In addition to a more rigorous innovative curriculum, the College enhanced and expanded its physical environment. Stillman’s expansive physical plant now includes 25 buildings, all new or renovated since 1997. Other new facilities are in the developmental stages as part of the College’s plan to complete its “sense of place.” With a focused vision, Stillman celebrates its past as it advances confidently into the future, embracing excellence for the common good.





## THE CAMPUS

Stillman is located in Tuscaloosa, Alabama, 52 miles southwest of Birmingham. Tuscaloosa is served by major bus and rail lines; modern shopping and service facilities are accessible in the immediate vicinity of the campus. Downtown Tuscaloosa is within walking distance. The 105-acre campus is noted for its stately magnolias and spacious, well-maintained grounds, and graceful buildings.

### **Alexander Batchelor Hall**

Batchelor Hall was completed in 1962. It is a three-story brick building with a basement. Extensive remodeling in 1973-74 and again in 1999 provides for greater utilization of Batchelor for administrative services to students. An exterior elevator is planned for the west side of the building. It has approximately 7,000 square feet on each floor and is reasonably well maintained and in good condition overall. This building contains the following administrative offices:

- Vice President for Academic Affairs
- Business Office
- Human Resources
- Institutional Advancement
- Vice President for Student Affairs
- Athletic Director
- Academic Support Services

### **Harold N. Stinson Math and Science Building**

This building was completed in 1972 and serves as a central classroom facility with approximately 23,000 square feet on the first floor and the same amount of space on the second floor. The second floor received extensive renovation in 1999 and there are now a large laboratory/classroom and two research laboratories in addition to the classroom and laboratory spaces that were already there.

Several of the offices on the first floor are used by IT (Information Technology Management). Classrooms are in great demand in this building between 8 a.m. and 6 p.m. in the spring and fall semesters. This building is unique because it has a special design feature that includes a small auditorium that seats approximately 200 students. The auditorium is used primarily for special functions and occasionally for classroom use. A greenhouse is located on the first floor.

### **Hay College Center**

Hay Center opened in 1965, was renovated in 2002 and serves as the focal point of social life at Stillman. The Center houses the College dining room, student organization offices, computer classroom/laboratory, recreation rooms, post office, book and supply store, commuter student lounge, faculty and presidential dining rooms, guest rooms, and Presidential Board Room. The first floor houses offices for Enrollment Management (Admissions, Financial Aid, and Registrar) Auxiliary Services, and Director of Student Activities. The Constance Stinson Activity Center was recently added. A large courtyard with lighted fountain is adjacent to the building.

### **Birtright Auditorium**

Birtright Auditorium was erected in 1951 and renovated in 1975 and 2003. It provides facilities for physical education and athletics. The building houses a combination auditorium/gymnasium with physical education offices on the first floor and inter-collegiate sports locker rooms and a swimming pool on the lower level. The first floor level of this building, approximately 17,000 square feet, serves as the main auditorium on the campus and seats approximately 1,800 people. Plans have been made for a new Athletics Facility, which will free up Birtright for other uses.

**William H. Sheppard Library**

William H. Sheppard Library was completed in 1956 and houses approximately 118,000 volumes of books and other materials. It also houses the media area and archives. It provides office space for library staff as well as space for book stacks, book processing and graphics. In 1989, the Ashel and Merle Jackson Communications Complex was annexed to the facility. OPACs (on-line access catalogs) are conveniently located throughout the building.

**Winsborough Hall**

Winsborough Hall, a female residence hall, was constructed in 1922. This building is located on the east edge of the main quad. A complete renovation was done in 1987, with refurbishing in 2002 and 2007.

**Frank H. M. Williams Hall**

Williams Hall was completed in 1968, and refurbished and architecturally enhanced in 2001. This building, a single gender residence hall, has been used for housing male or female students.

**Martin Luther King, Jr. Hall**

King Hall was completed in 1968, refurbished and architecturally enhanced in 2002 and is similar in design to Williams Hall. This building is currently being used as a male residence hall. Its condition is good, with recent refurbishing of all interior spaces and rooms.

**John Knox Hall**

Knox Hall was erected as a student nurses' residence hall in 1939. Enlarged in 1954 to serve the needs of a growing student body, it provided administrative space for the General Education Improvement Program and housed the Health Center and male resident students. The building was completely renovated again in 1994 and rededicated in 1995 as a residence hall for men.

**Emily Estes Snedecor Hall**

Snedecor Hall is one of the oldest buildings on campus. It was built in 1929 and served as a hospital for the residents of Tuscaloosa. In later years it served as the mathematics-science building and library. While the original architectural style of the building was maintained, the interior was completely renovated in 2000 and now houses the Division of Business.

**President's Home/Faculty House**

This brick residence known as the President's Home was constructed in 1936 and served until recent years as the official home for the President. It is now used for receptions and other social functions.

**Faculty Housing and Apartments**

The existing structure contains eight units and is used principally as transitional housing for new faculty and staff.

**Joseph D. Roulhac Hall**

Joseph D. Roulhac Hall was completed in 2000 and is named for Judge Joseph Roulhac, a Stillman alumnus and the first African American municipal judge in Akron, Ohio. The residence hall houses 298 female students and contains a computer laboratory and a food court.

**Geneva Hall**

Geneva Hall was completed in 1954 as a residence hall for women. This hall has been renovated to serve the College's community outreach programs.

**Frances Dearing Hay Hall**

Frances Dearing Hay Hall, named in honor of the college's second First Lady, was opened for occupancy in the fall of 1966 to house upper class women students; however, male students currently occupy the facility.

**Marie Lundy Wynn Hall**

Marie Lundy Wynn Hall, completed in 1996, is a female residence hall named in honor of the College's fourth First Lady. The building has a fitness room, computer lab, and a kitchen on each floor.

**Myrtle Williamson Memorial Prayer Chapel**

Myrtle Williamson Memorial Prayer Chapel, finished in 1966 and remodeled in 2002, named for a beloved member of the Bible faculty, is perhaps the most unique architectural structure on the campus. The style of the Chapel is free form using the sphere as the basic element of design. The chapel, made possible through Miss Williamson's estate and gifts from alumni and friends, provides a quiet and beautiful place for prayer and meditation. It is located across the drive from the College Center courtyard.

**Johnson Robinson Nursing and Health Center**

Johnson/Robinson Nursing and Health Center constructed in 1994, is named for two long-time employees of the College. Mrs. Johnson, an alumna of Stillman, served as college nurse for 37 years, and Dr. Robinson served as college physician for 28 years. The building houses the Department of Nursing.

**Cordell Wynn Humanities and Fine Arts Center**

Cordell Wynn Humanities and Fine Arts Center, completed in 1999, serves as a central classroom facility. This building features multi-media and seminar rooms; electronic classrooms; language, reading, speech, writing, and computer laboratories; studio and gallery space; and audio-visual studios for mass communication and telecommunications. The building was named in honor of Dr. Cordell Wynn, fourth President of Stillman.

**Stillman Stadium**

Stillman Stadium, completed in 1999, serves as home to Stillman's outdoor athletic teams. The 8,000-seat stadium includes four NCAA regulation fields—one for football, two for baseball, and one for softball—and five related buildings.

**Glynn House**

The Glynn House was acquired in 2001 to house 15 male students. Located on 29<sup>th</sup> Street, the house was formerly owned by the late Robert and Ila Newell Glynn, strong supporters of Stillman. Mr. Glynn was director of Public Housing in Tuscaloosa and Mrs. Glynn was a private piano and music teacher.

**Hardy House**

The Hardy House, located across the street from the campus, was acquired in 2001 to house 12 male students. It was owned by the late B. Brewster and Eva Hardy. Dr. Hardy was an educator at Stillman, serving as professor, academic dean, and interim president. Mrs. Hardy served more than 25 years as an elementary school teacher and later served as college dietician.

**East End Apartments**

The East End Apartment building was acquired in 2001 to house 50 male students. It was a negotiated gift from the family of Aubrey Buchalter, owner of Buchalter Realty Company, and a long-time friend of the College.



**The School of Education**

The School of Education, completed in 2003, is located on the southeast section of the campus near the stadium. In addition to offices and classrooms, the 31,000-square-foot building contains spaces designed specifically for students in the education program. The high-concept, technological facility stands as evidence of Stillman's commitment to the teaching profession.

**Plant Operations**

Plant Operations, completed in 2003, is comprised of a 5,000 sq. ft. central building for offices, storage spaces, and work spaces, as well as outdoor enclosed supply and equipment spaces.

**Heating Plant**

Constructed in 1939 with a coal-fired furnace, the Heating Plant was renovated and refitted by a gas-fired furnace in 1998. It now services three buildings.

**Administration/Faculty Houses**

The College maintains eight houses intended to insure an administrative presence on campus, and to provide transitional accommodations for faculty.

**Thomas E. Lyle Band Center**

The Thomas E. Lyle Band Center, completed in 2010, is named for former band director and legendary bandman, Dr. Thomas E. Lyle. It is annexed to the Cordell Wynn Humanities and Fine Arts Center and houses the marching and concert bands.

**Tennis Complex**

The Tennis Complex, completed in 2010, is comprised of eight, lighted NCAA regulation courts with the signature Stillman blue playing surface.

## STUDENT SERVICES

Stillman recognizes that there are many activities and services vital to the total growth and development of the student. Consequently, a number of formalized programs, organizations, and activities are made available to students through the Division of Student Affairs.

To facilitate coordination, the organization of activities and services is divided into ten categories: Orientation of New Students, Counseling, Career/Graduate School Related Services, Health Services, Housing and Residential Life, Commuters, Campus Police, Student Activities, and Student Government Association and Campus Christian Life.

## STUDENT DEVELOPMENT

**Orientation of New Students:** A carefully planned program of orientation for first year and transfer students is conducted at the beginning of each semester. Sessions on academic requirements and campus life take place before the formal opening of the academic year. All first year and transfer students are required to participate.

**Counseling and Guidance/Graduate School Related Services:** The Student Development Center, staffed by counselors and student affairs generalists, provides counseling, crisis intervention, service opportunities, internships, and assistance with graduate school/employment preparation and placement.

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**Health Services:** The College provides a health facility and employs a nurse practitioner. Students are also referred to external medical providers, if necessary. Students are encouraged to report to Health Services at the first sign of illness and to use the staff and its resources to prevent illness and promote healthy living. Services and the facility are used on a temporary basis. All students are required to participate in the Stillman Student Accident and Health Insurance Program.

**Residence Life/Housing:** The Office of Residence Life/Housing is the central office for all aspects of residential organization and living. There are seven on-campus residence halls in use that are staffed by Resident Directors and Resident Assistants, all of whom work under the guidance of the Director of Residence Life/Housing.

**Commuters:** Commuting students have all the privileges and responsibilities enjoyed by boarding students. They represent Stillman and are expected to uphold the ideals and standards of the College at all times. Commuters are welcome to purchase meals in the Dining Hall and Food Court, rent mailboxes in the Post Office on an “as available” basis, and have access to the Student Development and Health Center for any health issues.

**Campus Police:** All vehicles must be registered with Campus Police. Each operator must possess a valid driver’s license, show proof of liability insurance, and purchase a decal. The operator must obey all driving rules and regulations. The College’s main entrance to the campus is guarded and the College provides foot patrols and vehicular monitoring of the campus. Officers are on duty at all times for the safety and security of students, faculty, staff and protection of property. Parking areas are designated and student codes of conduct are strictly enforced in order to maximize the effect of protective mechanism. An Emergency Preparedness plan is in place in case of emergencies.

**College Center:** The Hay College Center contains Enrollment Management Services, student offices, conference rooms, student lounges, recreation areas, a billiard room, a post office, an automated teller machine, the College store, and a cafeteria.

**Veterans Service Office:** Stillman’s veteran’s service officer is located in the Registrar’s Office. Students eligible for VA benefits may use this office for counseling regarding veteran status.

**Faculty Advisors and Mentors:** Each student from the time of his/her admittance is assigned a faculty advisor and mentor. When a major has been declared an advisor in the major area is assigned. The advisor must approve each semester’s course schedule. Students should consult with their advisors about their program several times a year. Mentors serve as resource persons and “friends“ to students on campus with whom they can share an experience and question(s) about campus facilities, services, procedures, and resolution to problems.

## STUDENT LIFE

The area of Student Life is a component of the College that is responsible for co-curricular services for students. The services are generally considered to be extra-curricular and include Student Affairs. The primary function is to provide a comprehensive program of student support services directed toward meeting students’ developmental needs.

**Student Government:** Each student enrolled in Stillman College is a member of the Student Government Association and thus has voting privileges in matters presented to the student body by the Student Government Association Council.

The elected officers of the Student Government Association are President, Executive Vice President, Executive Secretary, Vice Presidents for Academic Affairs, External Affairs, Student Affairs, and Fiscal Affairs, and Miss Stillman. All executive powers of the Student Government Association are vested in the President with designated responsibilities assigned to other elected officers and the Coordinating Council of Student Organizations. The President also appoints a Chief of Staff, Student Court Judge, and two representatives to the Board of Trustees. The President in conjunction with other executive officers and the Senate has the function of establishing student court to deal with violators of College regulations referred to it by the Vice President for Student Affairs.

Through involvement and participation in the Student Government Association and college-wide committees, students are provided opportunities to share in the governance of the College.

**Fraternities, Sororities, and Other Organizations:** There are eight national Greek letter organizations chartered on the campus. They are as follows: Alpha Kappa Alpha Sorority, Delta Sigma Theta Sorority, Zeta Phi Beta Sorority, Sigma Gamma Rho Sorority, Kappa Alpha Psi Fraternity, Phi Beta Sigma Fraternity, Alpha Phi Alpha Fraternity, and Omega Psi Phi Fraternity. Each undergraduate chapter is a member of the Stillman College Chapter of the National Pan-Hellenic Council, the governing body for all Greek-Letter organizations.

Other organizations include five honor societies; Gamma Iota Sigma and Alpha Kappa Mu and Sigma Tau Delta International English Honor Society, Sigma Chi Lambda Leadership Society, and Alpha Lambda Delta Honor Society. Several local social clubs, civic organizations, and special interest organizations are open to student participation.

**Sports:** Stillman is a member of the NCAA Division II and offers football, men's and women's basketball, track and field, cross country, tennis, men's baseball, women's volleyball and softball. In addition to inter-collegiate athletics, a structured intramural sports program is available to students. The program provides leisure and recreational sports and other activities for students.

**Student Publications:** Students who want to develop their talents in journalism, both in writing and in business management, may elect to participate in one of three student publications: *The Advance*, the newspaper; *THE STILLMAN CIRCUIT*, the on-line journal; and *The Stillmanite*, the College yearbook. Students are provided opportunities to learn job-related skills and acquire experience by working on these publications.

## CAMPUS CHRISTIAN LIFE

In keeping with the specific aims and objectives that grow out of its Christian heritage, Stillman provides a variety of opportunities for the development of students' spiritual lives. The College Chaplain and or the Religion faculty coordinate the Campus Christian Life program. The Christian Student Association (CSA) contributes to the implementation of the program.

A variety of programs are offered, among which are worship services, convocations, concerts, and lecture series. These programs are planned and affected as indicated by the needs and interests of the students. The College Chaplain and/or Religion faculty gives leadership and supervision to faculty in the planning and implementation of these programs. The College Chaplain and Religion faculty provide religious counseling for students with or without appointments.

**The Christian Student Association:** The CSA is an active organization on the Stillman College campus. Its purposes are: (1) to unite in Christian Fellowship and a sense of common loyalty to Christ and His Church at Stillman; (2) to provide an opportunity for intensive study of the Christian faith and its

implementations for every area and relationship of life; (3) to challenge students to recognize and commit themselves to their present vocation as students and make their choice of life work in the light of Christian faith; (4) to help students participate intelligently in the life and work of the Church; (5) to enable students to share their common concerns and their insights as to the ways in which the Christian can effectively present the Gospel of Jesus Christ in the life of the campus and the community; and (6) to hold various meetings for worship, study and work designed to accomplish these purposes.

The Christian Student Association functions under the supervision of the College Chaplain and Religion faculty. The work of the Association is done through committees.

**Worship Services:** A part of the “Stillman family” tradition is regular attendance at chapel services. Here students and faculty have the privilege of hearing guest speakers and ministers from the local community, minister members of the College, faculty, staff and students. Students are encouraged to attend the church of their choice for Sunday morning services.

As high point of the religious program, the College sponsors a semi-annual Religious Emphasis Series. These series, led by a guest minister, include morning addresses and afternoon discussion groups.

## GENERAL REGULATIONS

Detailed regulations are included in the *Student Handbook* available to each student. Students are responsible for familiarizing themselves with contents of the Handbook. The Vice President for Student Affairs may, through appropriate processes, alter the regulations when necessary.

- Lounges are provided in residence halls for visitation purposes. Non-resident students and non-students must obtain permission from the Residence Hall Director to visit a student’s room. Residence hall facilities are not freely available to non-residents and non-students. Lounges are provided in the Hay College Center for all students.
- A charge is levied each semester to students responsible for damages in the residence halls. A prorated charge is also levied to students who vacate the halls prior to the end of the semester. (See Student Expenses Section for details.)
- All vehicles operated on campus must be registered with Campus Police. Each operator must possess a valid driver’s license, proof of liability insurance, and purchase a decal.
- Unlicensed drivers and drivers without insurance are not permitted to operate a vehicle on campus. I.D. cards must be presented to identify the driver to on-campus police officers or college officials.
- A completed Stillman College Medical Record form, which includes the results of various medical tests, documentation of a physical examination, and a copy of the student’s immunization record is required of each student prior to enrollment at the College.
- The College requires that all students enrolled provide current information regarding mailing addresses outside of the campus. Whenever a student’s local or permanent address changes, it is the responsibility of the student to notify the Registrar’s Office in writing of such changes. The College assumes no responsibility for mailings that may be lost, displaced, etc., when proper notification has not been received.

## REPRESENTING THE COLLEGE

Students representing the College must have and maintain a minimum cumulative grade point average of 2.0 non-Greek, and 2.5 Greek, and be cleared financially and socially. The College complies with NCAA rules and regulations with regard to athletic eligibility.

## STUDENT SUPPORT SERVICES

The Student Support Services (SSS) Program is designed to assist students who are the first generation of college students in their families, come from low-income families, or who have disabilities. SSS assist participants in developing skills required to be successful from the beginning of college until graduation. SSS provides opportunities to students who recognize the need to gain proficiencies in the basic areas of reading, mathematics, and English.

The objectives of the Student Support Services Program are to:

- Provide the student with effective study habits;
- Provide academic advising and counseling;
- Provide motivational workshops to foster a more positive self-concept, and help the students to attain academic, social, and personal success;
- Provide cultural enrichment opportunities; and
- Assist in the overall goals of increasing retention/graduation rates.

Diagnostic testing, peer tutoring, career and personal counseling, self-help modules, mini workshops, academic advising, and lab services in mathematics, reading/English/writing are available to students through their college curriculum. Also, a tracking system is used to monitor students' academic performances.

The English and computer labs provide computer-assisted and alternative instruction in reading, English/writing, and mathematics. Students can access the latest software and Internet capabilities. Services are provided by professionals, faculty, and peer tutors with computer-assisted instruction, books, and other learning modules. Educational resources are housed in the English lab to assist students in building and enhancing those skills necessary to become academically proficient, successful, and productive citizens in tomorrow's society.

## STUDENT EXPENSES

College expenses consist of (1) basic charges (tuition, room, meals); (2) special charges (required institutional and course fees and deposits); (3) funds for books and supplies; and (4) funds for personal needs. The cost to students for basic and special charges is set out in this section. The College reserves the right to change all charges and fees listed in this catalog without further notice.

The Office of Fiscal Affairs will mail each semester's charges to the student and/or the person responsible for the account at least twice each semester. Students are expected to meet their financial obligations to the College at time of registration. Proper management of financial resources, including personal finances, is considered a part of each student's educational experience.



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<b><u>Basic Charges-Boarding Student</u></b>	<b><u>Per Semester</u></b>	<b><u>Per Year</u></b>
Tuition*	\$6,262.00	\$12,524.00
Special Charges+	\$1,005.00	\$2,010.00
Room**		
Hay, King, Knox and Williams Halls, Geneva	\$1,063.00	\$2,126.00
Winsborough Hall	\$1,262.00	\$2,524.00
Marie Lundy Wynn Hall	\$1,475.00	\$2,950.00
Roulhac Hall	\$1,574.00	\$3,148.00
Meals***	<u>\$1,549.00</u>	<u>\$3,098.00</u>
Total Basic Charges**	\$10,390.00	\$20,780.00
Tax on Meals	<u>\$ 139.00</u>	<u>\$278.00</u>
Grand Total	\$10,529.00	\$21,058.00

\*Basic tuition charges allow student to enroll in 12 to 18 credit hours.

\*\*Charges will vary according to residence hall assignment. Totals presented include the highest residence hall rate.

\*\*\*Menu variety is provided for diet-conscious students. Special menus are available for physician-ordered, restricted diets. A meal plan is required of all resident students and is billed for the full semester.

### **Basic Charges-Non-Boarding Students**

Tuition	\$6,262.00	\$12,524.00
Special Charges+	<u>\$1,005.00</u>	<u>\$2,010.00</u>
Grand Total	\$7,267.00	\$14,534.00

### **Special Charges**

### **Per Semester**

*(Special charges must be added to basic charges)*

Student Teaching	\$299.00
Matriculation Fee+	\$518.00
Late Registration (per day late)	\$31.00
Graduation Fee	\$361.00
Student Activities Fee+	\$151.00
The College Fund/UNCF+	\$16.00
Part-time Tuition (Per Credit Hour)	\$518.00
Overload (Per Credit Hour)	\$214.00
Book Rental Fee+	\$250.00
Personal Property Insurance+	\$70.00
Application Fee (non-refundable)	\$15.00/\$25.00
Residence Hall Reservation and Breakage Deposit	\$200.00/\$300.00*

\*Varies by residence hall

+Special Charges added to all student accounts



assessed a late payment fee based on the outstanding balance. In addition, all charges must be paid in full before the student can receive course grades, be allowed to graduate, or have transcripts issued. Any costs incurred by the College in collecting delinquent accounts will be charged to the student.

Payments can be made via money order, check, credit card (VISA, MasterCard, and Discover), debit card or cash. All cash payments must be made at the Business Office cashier window. Credit and Debit card payments can be accepted at the Business office or over the telephone. To make payment over the telephone, call (205) 366-8873.

Check payments should be made payable to **Stillman College** and mailed to:

Stillman College  
Business Office  
P.O. Box 1430  
Tuscaloosa, AL 35403-9990  
**(Do not send cash in the mail)**

For safety, payments should be sent in the form of a money order or a cashier's, certified, or personal check. The College reserves the right to refuse acceptance of personal checks in cases it deems appropriate. All forms of payments by mail must be accompanied by the complete name and address of the student for whom the payment is intended.

**Refund Policy**

Students with excess payments on their accounts will be eligible to receive a refund check. The College complies with distributing refunds to students within 14 days when a credit balance results from Title IV aid to the student's account. In processing refunds for students who withdraw from the College and housing, all basic charges and selected special charges to students will be refunded on a pro-rata basis through the fourth week of the semester. Refunds will be issued for:

End of first week of class	80%
End of second week of class	60%
End of third week of class	40%
End of fourth week of class	20%

Also, when a student withdraws, financial aid payments will be prorated based on the length of time enrolled.

**FINANCIAL AID**

The College serves as a conduit through which students can access federal, private, and state aid to assist in paying the costs associated with attending college. Completing the necessary forms and providing documentation that might be required are the responsibilities of the student.

**General Information**

All students and prospective students seeking financial assistance through the College, including scholarships of all types, will be required to submit a complete financial aid application. The complete

financial aid application will include the College approved need analysis system such as the U. S. Education Department's Free Application for Federal Student Aid (FAFSA) and any required documentation needed to support the application requested by the Financial Aid Office.

Students who are residents of the State of Alabama will be required to submit Alabama Student Grant Program Applications. Failure to do so will result in the College estimating an amount for such grants and deducting that amount from the student's need.

In awarding financial aid to students, all sources of financial aid available to students will be considered in determining the financial aid award package through the College. Students will not be awarded financial aid in excess of the amount needed to cover tuition, room and board, books and supplies; personal expenses; and other direct educational expenses as determined by the College.

### **Academic Scholarships**

Various Stillman College endowment incomes and individuals, organizations, churches, etc., provide funds for the awarding of scholarships. Academic scholarships are awarded based upon the applicant's academic record and standardized test scores. The scholarships awarded cannot exceed full tuition and fees. Students receiving tuition remission benefits or other awards from the College or any other source must adhere to this policy.

**The following scholarships are not for applications but are awarded based on academic merit. These scholarships are awarded during the Annual Honors Day Program.**

**The Alabama Power Foundation Endowed Scholarship Fund** was established at Stillman in 1989. It promotes the education of deserving, full-time students concentrating their studies in a business-related area.

**The Ronald Allen Atkinson Memorial Scholarship Fund** was established in 1992 by Dr. Atkinson's parents. The scholarship recipient must be majoring in mathematics or computer science and must demonstrate a commitment to academic excellence and good citizenship.

**The Billy and Claudette Archibald Endowed Scholarship Fund** was established in 2004 by Colonel Dominic D. Archibald, Class of 1985, in honor of her parents, both Stillman graduates. The fund provides a scholarship to a first-year student who enrolls with a minimum grade point average but exemplifies the greatest to succeed.

**The Sarah S. Davis Endowed Scholarship Fund** was established in 1996 by the Stillman Board of Trustees in honor and appreciation of Mrs. Sarah Striggles Davis' contributions to the good of the College. Awards are made to women students who show excellence in scholarship and commitment to service.

**The George W. Dockery, Jr. Endowed Scholarship** was established in 1996 by George W. Dockery, Jr., president of OK Tire Stores in Tuscaloosa. The award is presented to a student whose parent is an employee of OK Tire Company.

**The Edwards Science Endowed Scholarship** was established in October 2000 by former Trustee, Dr. Horace B. Edwards and Mrs. Fran M. Edwards of Topeka, Kansas.

**The Freeland Scholarship Fund** was begun in 1983 through the generosity of Mr. Barton W. Freeland, Sr. of Crowley, Louisiana. Awards are made to students majoring in Religion and Philosophy or a cognate field who plan to study for the ministry or pursue further study in one of the professional church vocations.

**The Bessie German Endowed Scholarship** was established in December 2001 by Elizabeth Baptist Church, Tuscaloosa, Alabama. It is given in honor of the late Mrs. Bessie J. German, former church musician and former employee of Stillman College.

**The Greenetrack Endowed Scholarship in Honor of Martin Luther King, Jr.** was begun in 1988. The scholarship recipient must be a graduate of a Greene County high school.

**The Terrell and Unareed Harris Endowed Scholarship** was established in 1992 by Dr. Trudier Harris, Class of 1969, and her brother, Peter Harris, in memory of their parents. The award is made to a student majoring in English or Business Administration who demonstrates leadership on and off the campus.

**The Samuel Burney and Francis Dearing Hay Endowed Scholarship** was established in 1986 in honor of fourth President and First Lady

**The William Randolph Hearst Endowed Scholarship** was established in 2002 for students in the Harte Honors College who intend to permanently reside in the United States after completion of their studies.

**The Helene W. Hibbard Endowed Scholarship Fund** was established in 1983 by Gulf States Paper Corporation in honor of Mrs. Helene Warner Hibbard, a longtime Stillman Trustee and former chairperson of the Board of Trustees. The purpose of the scholarship is to promote the education of deserving students who are enrolled full time at the College.

**The Claudia D. Williamson Hill Endowed Scholarship Fund** was established in 1995 in memory of Mrs. Hill. Income from the endowment is used to support an African-American student from Georgia.

**The George A. LeMaistre Endowed Scholarship** was established in 1983 and is jointly awarded by The First Presbyterian Church of Tuscaloosa and the College. Criteria for the LeMaistre Scholarship include: evidence of good citizenship, high cumulative grade-point average, study in business or pre-law curriculum, Christian background, evidence of leadership and commitment to service, and rising junior or senior status.

**The W. James and Willa G. Lowe Endowed Scholarship** was established in 1998 by the Lowe family, which is strongly committed to education, civic responsibility, and community service. In addition to junior classification, the Lowe scholarship recipient must have a minimum 3.0 grade-point average, a record that demonstrates good citizenship, a strong commitment to service, and must be a native of Alabama, preferably West Alabama.

**The Fred L. May Endowed Scholarship** was established to award deserving students in the Harte Honors College.

**The Louise McCoy Endowed Scholarship Fund** was established in 1996. The late Mrs. McCoy, a Stillman alumna, left funds in her will to benefit the College. Awards are made to rising juniors or seniors who have shown great improvement during their matriculation at Stillman.



**The Tommie and Carrie Madison Endowed Scholarship** is awarded to a declared elementary education major or secondary certificate program student who is an exemplary junior or senior. Dr. Thomas Madison, a Stillman alumnus, in memory of his parents, established the scholarship in 1996.

**The Montgomery and Ardary McNealy Endowed Scholarship** was established in honor of the parents of the fifth President of the College. The recipient must have a minimum grade point average of 2.5 and be a student studying the fine arts or religion.

**The Press Parham and Carol Parham Endowed Scholarship Fund** was established in 2003. Named in honor of two Stillman graduates, the scholarship is awarded to a student from Huntsville, Alabama.

**The Perry D. Peoples, Jr. Business Endowed Scholarship** was established to assist those students with a minimum cumulative grade point average of 3.0, evidence of good citizenship, leadership and commitment to service, interested in majoring in business administration and/or pursuing a pre-law curriculum, and a rising junior or senior. Mr. Peoples was an alumnus of Stillman.

**The Reese Phifer Jr. Memorial Scholarship Fund** was endowed by the Phifer Wire Company in 1988. It is awarded to an outstanding student from Tuscaloosa County.

**The Russell Corporation Endowed Scholarships** were established in 1988 by the Russell Corporation of Alexander City, Alabama. Preference is given to students who are themselves, employees or who are related in some way to an employee of the Russell Corporation.

**The Herman and Annie Lavender Smith Endowment Fund** was established in 1988 by Dr. Herman B. Smith and his wife, Mrs. Annie Lavender Smith, of Atlanta, Georgia, in memory of her parents, George and Mattie Lavender. The scholarship is given as a leadership award in their names.

**The Francis D. Stillman Leadership Scholarship Fund** was established in 2004 in memory of Dr. Charles Allen Stillman. The scholarship is awarded to a student who demonstrates leadership in service to the community.

**The Hank and Leila Suttle Endowed Scholarship** was established in 1999 in memory of Joseph P. "Hank" Suttle III. Income from the endowment is used to support students who possess good character and leadership traits.

**The Armond Thomas, Sr. Endowed Scholarship** was established by the Thomas family in memory of Mr. Armond Thomas, Sr., a strong supporter of Stillman College. It is the desire of Dr. and Mrs. Eddie B. Thomas and his family that the scholarship be awarded to students who are majoring in elementary education and have completed the freshman year with an overall 2.5 or above grade point average. The students must exemplify good character and be enrolled full-time at Stillman.

**The George and Mattie Washington Memorial Scholarship** was established by their friends and family in 1996. The recipient must reside in Tuscaloosa and be willing to become familiar with the work and contributions of the Washingtons.

**The Wayne Presbyterian Church Endowed Scholarship** was established in November 2001 by the Wayne Presbyterian Church located in Wayne, Pennsylvania.

**The Cordell and Marie Wynn Fellows** was established in 1986 in honor of the fourth President and First Lady. Wynn scholars must possess good character and leadership traits and evidence scholarship and servant hood. Awards will be part of a total financial-aid package based on need.

*Applications may be made for the following scholarships.*

### **Harte Honors College Scholarships**

Stillman offers full tuition scholarships for outstanding students who are selected for membership in the Harte Honors College. This scholarship is for incoming students with an ACT score of at least 25 or an SAT score of at least 1150. For more details, please contact the Director of the Honors College.

### **Performing/Visual Arts Scholarships**

A limited number of scholarships are available for students who possess musical and artistic talent and who also show academic promise. For more details, please contact the chair of the Fine Arts Department for details.

### **Grants**

A grant is a gift aid that does not have to be repaid. Only undergraduates pursuing their first bachelor's degree are eligible for grants.

**The Federal Pell Grant** is an entitlement program that is based on financial need. Pell Grants are awarded for varying amounts depending on eligibility.

**The Federal Supplemental Educational Opportunity Grant (SEOG)** is a grant program based on exceptional financial need and availability of funds.

**Academic Competitiveness Grant Program (ACG)** is a grant an eligible student may receive in an amount of up to \$750 for the first academic year of study and up to \$1300 for the second academic year of study. To be eligible for each academic year, a student must be a Pell Grant recipient enrolled full-time at a two-year or four year degree-granting institution; and have completed a rigorous secondary school program of study (after January 1, 2006). If a second-year student, have at least a cumulative 3.0 grade point average on a 4.0 scale.

**National Science and Mathematics Access to Retain Talent Grant (SMART Grant)** An eligible student may receive a National SMART Grant of up to \$4,000 for each of the third and fourth academic years of study. To be eligible for each academic year, a student must be a Federal Pell Grant recipient enrolled in a four-year degree-granting institution majoring in physical, life or computer science, engineering, mathematics, technology, or a critical foreign language with a 3.00 grade point average on a 4.0 scale. The student must be enrolled in at least one course that meets the specific major requirements.

**TEACH Grant Program-** Through the College Cost Reduction and Access Act of 2007, Congress created the Teacher Assistance for College and Higher Education (**TEACH**) Grant Program that provides grants of up to \$4,000 per year to students who intend to teach in a public or private elementary or secondary school that serves students from low-income families. In exchange for receiving a **TEACH Grant**, you must agree to serve as a full-time teacher in a high-need field in a public or private elementary or secondary school that serves low-income students. As a recipient of a **TEACH Grant**, you must teach for at least four academic years within eight calendar years of completing the program of study for which received a **TEACH Grant**. **IMPORTANT:** If you fail to complete this service obligation, all amounts of **TEACH Grants** that has been received will be converted to a Federal Direct Unsubsidized Stafford Loan. You

must then repay this loan to the U. S. Department of Education. You will be charged interest from the date the grant(s) was disbursed. For additional information and requirements please contact the Financial Aid Office.

**The Alabama Student Assistance Program** is a grant program based on financial need and availability of funds. This grant is awarded to Alabama residents only. Alabama Student Assistance Program Grants are awarded for varying amounts.

**The Alabama Student Grant Program** is designed to provide financial assistance to residents of the state of Alabama who enroll into undergraduate programs at non-sectarian, secular education, non-profit, independent institutions. The amount of the grant varies depending on availability of funds.

**Alabama Teacher Recruitment Incentive Program (ATRIP)** An eligible applicant must be a legal resident of Alabama enrolled as a full-time student in a teacher education program in the field of Mathematics, special education, general science and English Language Arts or other projected needs areas at an institution with a teacher education program approved by the Alabama State department of Education. The applicants must enter into an agreement with the Alabama Commission on Higher Education to teach in the public schools of Alabama for each year an award is received. The applicants must also be classified as an undergraduate or an Alternative Class A students and demonstrates a record of high performance in the area of certification (Alternative Class A students only). An applicant is applying for a scholarship loan which he/she must repay if you do not: (a) complete the courses for which scholarship loan assistance is received, (b) do not maintain full-time enrollment status and/or (c) do not maintain the specified grade point average. For additional information please contact the Financial Aid Office.

## Work

**The Federal Work-Study Program** provides part-time on and off campus employment to students. Eligibility for this program is dependent on financial need and availability of funds. Students earn minimum wage and are paid for actual hours worked.

## Loans

**The Federal Perkins Loan** is based on exceptional financial need and availability of funds. The loan has an interest rate of 5%. Loan repayment begins nine months after graduation or at such time a student is no longer enrolled at least half-time.

**The Federal Stafford Loan** is a need-based loan available to undergraduate students at a variable interest rate with a maximum of 8.25%. Repayment begins within six months after the student is no longer enrolled.

**The Federal Unsubsidized Stafford Loan** is a non-need based loan available to undergraduate students. The interest rate is variable with a maximum of 8.25%, and it may be repaid while the student is in school or capitalized as agreed upon by the borrower and the one providing the service.

**The Federal Parent Loan For Undergraduate Students (PLUS)** allows the parent of a dependent student to borrow up to the estimated cost of attendance minus other types of aid to pay for educational expenses. This loan has a variable interest rate set annually by the Federal government with a maximum of 9%. The repayment period begins within 60 days after the second disbursement of the loan. The typical repayment is 10 years with an extended period available in some circumstances.

**Conditions of Financial Aid**

In order for a student to continue to receive financial aid under the Federal Pell Grant, Federal Perkins Loan, Federal Supplemental Educational Opportunity Grant, Federal College Work-Study, Alabama Student Assistance Grant, or Federal Stafford/PLUS Loans, the student must meet the College's satisfactory academic progress standards. New first time freshmen admitted to the College will be eligible for consideration for financial aid. A student whose financial aid has been suspended may re-apply for financial assistance upon returning to the College. Financial aid will not be awarded retroactively to cover periods when the student was ineligible to receive financial aid.

## **EDUCATIONAL PROGRAM**

An essential ingredient in academic life is the quality of interaction between faculty and students. Stillman has a highly-credentialed faculty to teach a relatively small number of students. The ratio of faculty to students offers opportunity for deep and rich personal contacts and close supervision of the student's work. More than 80 percent of the full-time faculty holds terminal degrees. America's finest colleges and universities are represented on the instructional staff.

## **ENTERING STILLMAN**

Stillman invites all interested students to apply for admission to the college. Students are admitted without regard to sex, race, religion, or ethnic origin; however, attendance at Stillman is a privilege and not a right.

The College reserves the right to deny admission or readmission to students with personal problems of any type that interfere with the peace, order, and safety of the campus, or that it does not have resources to manage.

### **Requirements for Regular Admission Freshman Class**

Stillman is a small, church-related college. It selects students on the basis of character, personality, and promise of future leadership, as well as scholarship.

Every applicant must present satisfactory credentials as to all these factors, as well as the state of his/her health. The final decision regarding admittance is based on the following:

1. Secondary school record.
2. Level of performance on the American College Test (ACT) or the Scholastic Aptitude Test of the College Entrance Examination Board (SAT).
3. Recommendations of school principals and other persons qualified to render judgments concerning applicants.
4. Personal background, experience, and apparent character traits.
5. Health record.

### **Previous Preparation Required**

The number of units required for admission of high school graduates to Stillman is usually identical to the state-imposed requirements for graduation from Alabama high schools; however, provision is made for the acceptance of students from states with less stringent requirements for graduation from high school.

Applicants must have completed four units of study in English, two in mathematics, one in history, and one in natural science. The remainder of the work may be comprised of electives. A unit of study means the study of a high school subject, which includes 26 weeks with four or five periods a week and 40 – 60 minutes per class period.

### **Scholastic Aptitude Test/American College Test**

Every applicant for admission to Stillman College who has not previously attended college must take the American College Test (ACT) or the Scholastic Aptitude Test (SAT) and have his/her scores sent to the college as part of the application for admission. High school students who intend to apply to Stillman College should consult their guidance counselors or principals for information concerning the procedures involved in qualifying to take these tests. Since application for admission to the college normally cannot be considered without these test scores, applicants are urged to sit for these examinations on the earliest possible date during their junior or senior year.

## **How to Enter Stillman**

### **Formal Application Process**

Any student interested in attending Stillman should request an admissions package from the Office of Admissions, complete and return all forms, in accordance with the instructions. Prospective students may also apply online [www.stillman.edu](http://www.stillman.edu). The items listed below should be submitted to the Office of Admissions:

1. High school transcript of credits. Once high school has been completed, a final transcript showing the graduation date should also be sent.
2. Two letters of recommendation from persons qualified to render judgments concerning applicant.
3. Scores from SAT or ACT.
4. Certificate of medical examination.

Application may also be made online at [www.admissions.stillman.edu](http://www.admissions.stillman.edu).

IT IS THE RESPONSIBILITY OF EACH APPLICANT TO INSURE THAT HIS OR HER CREDENTIALS ARE ON FILE AND IN ORDER, PRIOR TO HIS / HER ARRIVAL FOR REGISTRATION.

The Admissions Staff will study the credentials of each applicant very carefully. Doubtful cases will be referred to the Admissions Committee for further disposition. Upon approval, the applicant will receive a certificate of admission or letter of notification.

### **International Students**

Stillman is authorized under federal law to enroll non-immigrant alien students. International students are advised to inquire at least one year in advance of the anticipated date of admission about test requirements. To apply to Stillman, international students must submit the following material by March 1, for the fall semester; August 1, for the spring semester; and February 1, for the summer term:

1. The \$50 non-refundable application fee in U.S. dollars in the form of a money order or certified check, made payable to Stillman College; cash should not be sent.



2. Official certificates and /or final secondary school records, university transcripts, mark sheets and official translations, (in English) should be sent to World Education Services for evaluation with the appropriate fee. You may contact World Education Services at P.O. Box 5087, Bowling Green Station, New York, NY 10274-5087 U.S.A. or by e-mail at [www.wes.org](http://www.wes.org).
3. Current Stillman policies require that any courses accepted for transfer must come from institutions affiliated with a regional accrediting agency located in the United States.
4. Results from the ACT or SAT required for regular degree students.
5. Scores from the Test of English as a Foreign Language (TOEFL) for applicants whose native language is not English is required. Once the application for admission has been received, the Office of Admissions will inform students whether they must take this test.
6. Once all documents have been received, verified and evaluated the Office of Admissions will inform student of his / her status.
7. OFFICIAL TEST SCORES OF TOEFL SAT OR ACT MUST BE SENT DIRECTLY TO STILLMAN FROM THE APPROPRIATE TESTING AGENCY.

### **FINANCIAL RESPONSIBILITY**

The Department of Homeland Security regulations requires that all international applicants who plan to attend schools in the U.S. must show proof that they have the funds necessary for their studies. A sponsor living in the U.S. who will provide financial support for the prospective student must sign an affidavit. The declaration of financial support must be signed and notarized by the student and sponsor; indicating who will pay for the cost of attendance. The bank must send a letter on original letterhead stationary documenting that the sponsor has funds available to support the student directly to Stillman. The bank letter must be dated within the last three months.

The I-20 form (Certificate of Eligibility) is not issued until the applicant has (1) been admitted by the Office of Admissions, and (2) submitted a financial statement indicating how fees will be met while attending the College.

All international students are required to pursue a full course of study. This means that undergraduates must register for a minimum of 12 credits per semester.

“THE REGULATIONS REGARDING INTERNATIONAL STUDENTS ARE SUBJECT TO CHANGE WITH LITTLE OR NO NOTICE.”

#### **Re-Admission Statement**

Any Stillman student who has been out of school one semester or more (excluding summer school) for any reason and who desires to be readmitted should submit a readmissions application at least one month prior to the beginning of the term he/she plans to enter.

The student should also request that official transcripts from any other institution attended since attending Stillman be sent to the Office of Admissions.

The application for readmission is provided by the Office of Admissions and should be returned to that office when completed.

A student returning after an interruption will be asked to adhere to the requirements of the catalog in effect on the date of re-entry. A student who has been suspended from the College for academic deficiencies may petition the Admission Committee for re-admission to the College.

### Admission by Examination

Students unable to present a high school transcript may be permitted to enroll in the College provided they earn an acceptable score on the General Education Development Test of the American Council on Education. The results of General Education Test must be sent directly to the Office of Admissions by the agency administering the exam.

### Transfer Admissions

#### Eligibility

1. Official transcripts (only) from accredited institutions, recognized by a regional accrediting agency.
2. If the student has earned less than 24 semester hours he/she may be required to submit an official high school transcript or GED scores as well as ACT or SAT scores.
3. The cumulative average at the institution the student is leaving must be equal to or better than the average required at Stillman, as it relates to satisfactory academic progress standards. If not, **NO** credits will be accepted for transfer.
4. No transfer grade below “C” is acceptable.
5. Credentials should be on file at least one month prior to the beginning of the term.
  - Upon arrival at Stillman, all transfer students should have in their possession an official evaluation of their transcript by the Office of Admissions and or the department of intended major, listing courses accepted for transfer.

Transfer credit in the major over ten years old may require validation by the student’s major department.

Students must be in good standing, if transfer is to be allowed. Neither probation nor suspension can be in effect at the previous or current college attended.

NO DEVELOPMENTAL COURSES OR COURSES WITH A PASS OR FAIL GRADE WILL BE ACCEPTED FOR TRANSFER.

### Early Admission for Superior High School Students

High school students with a 3.30 grade point average (4.00 scale) may be permitted to begin college work at Stillman before graduation from high school. Students selected for early admissions will receive regular college credit for courses successfully completed. In addition to the grade point average, the prospective student must be recommended by his/her school Guidance Counselor or other High School officials who are qualified to attest to his/her eligibility.

### Admission as a Transient Student

A student currently enrolled in another institution of higher education who desires to take courses to be transferred to that institution will be eligible to register upon presentation of an application for admission and a “letter of transiency” signed by the Dean and/or designated school official at the institution in which he/she is currently enrolled. Such students are not required to file transcripts of their previously earned credits at other postsecondary institutions. A student may not be classified as transient for more than one session or semester in succession, and must fulfill all requirements of the regular transfer student if he/she returns for the next consecutive session or semester.

**Auditor**

Applicants who wish to audit credit courses must follow standard admission procedures, register for the course(s), pay all required fees, are expected to attend all class meetings, and must conform to all requirements of the instructor of the course. Auditors will not receive a grade.

**Credit from Non-Traditional Sources**

The College will consider non-traditional sources such as active federal military service and service school, the College Entrance Examination Board's Advanced Placement Program, the College Level Examination Program (CLEP), and correspondence credits from a fully accredited institution. Students may earn credit from the CLEP General Examination by scoring at the 25<sup>th</sup> Percentile, and at the national norms for a typical "C" student on the Subject Examination. Students in residence may earn no more than 45 semester hours of credit on the basis of non-traditional education experiences.

**Credit for Military Service**

Veterans of the active armed services may request academic credit for educational experiences in the armed services. Veterans are required to submit official transcripts documenting completion of military training to the Office of Admissions. The awarding of credit is evaluated based upon the criteria and procedures as outlined in the current *Guide to the Evaluation of Education Experience in the Armed Services*.

**College Level Examination Program (CLEP)**

The College-Level Examination Program (CLEP) is a program of credit by examination sponsored by the College Entrance Examination Board (CEEB). This program provides interested individuals an opportunity to obtain recognition for college level achievement on the basis of examination performance. Stillman College accepts both the CLEP General Examination and the CLEP subject-area examination. CLEP credits are treated as undergraduate transfer credits and are not considered in the calculation of the student's cumulative average; however, the credits may be used to fulfill degree requirements at Stillman College. A maximum of 30 semester hours may be earned through the CLEP General Examination. Stillman College will award six (6) semester hours of credit to each test in the battery for 90-minute General Examinations according to the following scale:

English Composition (with essay given at SC)	530-610
Mathematics	421-500
Humanities	421-500
Natural Sciences	421-500
Social Sciences and History	421-500

The College will award credit for any of the CLEP subject-area examinations that parallel existing general education courses offered by the College, and the amount of credit awarded will be based on the equivalency of areas covered by the examination. Minimum scores for each test and the number of credit hours awarded will be based on the recommendations of the American Council on Education regarding CLEP. (The recommendations will be on file in the offices of the Registrar and Vice President for Academic Affairs).

A student may not receive credit for both the Subject Examination and its equivalent, either in another examination or in a course taken for credit.

### Advanced Placement (AP)

A minimum score of 3 is required to receive advance placement and/or degree credit. The Registrar, in consultation with the department concerned, determines how the credit is to be identified on the student's permanent record. Credit for AP courses may be used to satisfy general education requirements and elective credit. Whether or not AP credit in a given discipline can be used to satisfy major or minor requirements in that discipline is to be determined by the academic department responsible for that major.

Stillman may award credit for any of the subject-area examinations equivalent to the general courses listed below:

<u>AP Examination</u>	<u>SC Equivalent</u>	<u>Semester Hours Awarded</u>
Biology	BIO 141-142	8
English Composition (with essay)	ENG 131-132	6
World Civilization	HIS 131	3
American History	HIS 132	3
Chemistry	CHM 141-142	8
French I & II	FRN 131-132	6
Spanish I & II	SPN 131-132	6
Mathematics (Algebra)	MAT 131	3
Mathematics (Trigonometry)	MAT 132	3

### Credit for Prior Learning Experiences

A student seeking credit for prior learning experiences must prepare a portfolio to be evaluated by members of the faculty through the department(s) appropriate for the credit being requested.

Any student interested in prior learning assessment should discuss the possibility with the Vice President for Academic Affairs. This preliminary discussion helps determine whether the student's experience warrants a formal assessment by the faculty. If the preliminary contact is encouraging, the student must submit a petition to prepare the portfolio and submit to the Vice President for Academic Affairs. An assessment fee of \$50 per course credit sought will be payable upon submission of the petition.

In compiling the portfolio, the student must identify the learning, express it in terms of college level curriculum or competencies, relate it to his or her overall educational and career objectives and compile the evidence to demonstrate the competence. Ideally, completing this process allows a student to avoid the duplication of learning, to build on the learning previously acquired, and shorten the time it takes to earn a degree. Guidelines for portfolio preparation may be obtained from the Vice President for Academic Affairs.

A prior-learning evaluation may result in awarding of "no credit." A clear explanation is provided in such cases where credit is denied. If credit is awarded for prior learning, the Registrar will record the credit and send notification to the student. Credit earned through an assessment of prior learning cannot be duplicated through any other mechanism for earning credit. Prior learning credit is not transferable. A maximum of 12 credit hours may be earned through the Credit for Prior Learning Experiences process.

## THE ACADEMIC PROGRAM

Stillman College confers the Bachelor of Arts and the Bachelor of Science degrees. The regular academic program is arranged into two required components—the general education curriculum and the major field curriculum. A student spends roughly two years on each component while matriculating at the



College for a bachelor's degree. The courses of study are grouped into three divisions of instruction that include a total of nine departments.

### **General Academic Information**

#### **Majors**

Upon matriculation at Stillman, all students must declare an area of interest or a major. Students transferring from other colleges or universities must declare a major upon matriculation. All students must apply for a major in the desired department by the beginning of the second year of matriculation.

A major consists of a minimum of 30 hours. The other hours may be devoted to courses in a related area, chosen under the guidance of the faculty advisor.

Majors offered at Stillman are as follows:

1. Art
2. Biology
3. Business Administration
4. Elementary Education
5. English
6. General Studies
7. Health and Physical Education
8. History
9. Journalism
10. Mathematics
11. Music
12. Nursing
13. Psychology
14. Religion
15. Theology

### **General Education Requirements**

As a liberal arts college, Stillman requires its students to pursue general education objectives to acquire the fundamental knowledge and skills that every college educated person ought to exhibit. Of the 124 semester hours required for graduation 53 credit hours are devoted to general education studies. \*A two-credit hour orientation course, STI 121, is required of all first semester freshmen.

All students are required to complete a core of courses that are designed to provide intellectual and aesthetic experiences. The core of courses will have the fundamental qualities of critical, analytical, and integrative thinking which will enable the student to solve problems, to make both intellectual and value judgments, and to function effectively in a rapidly changing world environment.

<b><u>General Education Core Courses</u></b>	<b><u>Credits</u></b>
REL 131-132	6
REL 200 level	3
REL 300 level	3
LOG 131-331 Logic I/Philosophy and Logic II	6
ENG 131-132 English Composition I & II**	6
SPE 232 Public Speaking	3
HUM 131 African Heritage	3
HUM 132 African American Experience	3
Military Science 111/112 or any 100 level activity course	1

HPR 120 Health	2
MAT 131, 132, 133, 134, 135 Calculus	3
PHY 131 Physical Science***	3
CSC 121 Computer Literacy****	2
BIO 131 Life Science*****	3
HIS 131 World Civilization	3
Social Science (PSY 230, PSC 230, PSC 239, HIS 132, BUS 233, 234, GEO 231	3
Total General Education Hours	53
*STI 121 Orientation	

\*\* Students majoring in English and Journalism take ENG 199-200

\*\*\* Students majoring in Biology take PHY 143 and students majoring in Elementary Education take PHY 141

\*\*\*\* Students majoring in Elementary Education take EDU 230

\*\*\*\*\* Students majoring in Biology take BIO 141 and students majoring in Elementary Education take BIO 143

### **System of Numbering**

Each course bears a three-digit number. The first digit indicates the class-level of the course as follows:

- 1 for freshman-level courses
- 2 for sophomore-level courses
- 3 for junior-senior level courses
- 4 for senior-level courses

The middle digit indicates the number of hours credit for the course. The third digit indicates the semester in which the course is taught. Odd numbers are fall semester courses; even numbers are spring semester courses. If the third digit is a “0”, the class may be taught either semester.

### **The Semester System**

The academic year is divided into two semesters, and two summer sessions. The fall semester begins in late August and ends in December. The spring semester begins in January and ends in May. The summer sessions consist of two four-week terms that begin in May and end in July (see the “Academic Calendar”). Semesters for students enrolled in the Stillman Management Institute will differ from the above. A schedule for this program may be requested from the Dean of the Business Division.

Credit for courses completed is awarded in semester hours. The number of semester credit hours awarded for a course generally represents the number of hours that course meets each week. For example, a 3-credit hour course meets for three hours each week for one semester. There are exceptions to the general rule, which may include military science, laboratories, and other courses.

### **Course Hour Load in the Fall and Spring Semesters**

During the fall and spring semesters, the class hour load for a full-time student not on probation is 12-18 credit hours. The maximum load a student may enroll in during a semester is 21 hours; however, there is an additional charge for the hours beyond 18. Exceptions to the maximum load may be requested by writing to the Vice President for Academic Affairs.

### **Course Hour Load in the Summer**

During each summer session, the full-time class load is 9 credit hours. Exceptions may be considered by writing to the Vice President for Academic Affairs.

**Classification of Students**

Class standing will be determined at the end of each academic year on the basis of completion of course credits. Developmental courses are not included in the number of credits that determine a student’s classification. The classification scale is:

Freshman.....	0-31 semester credit hours earned
Sophomore .....	32-61 semester credit hours earned
Junior .....	62-92 semester credit hours earned
Senior.....	93 or more semester credit hours earned

Senior classification does not necessarily imply graduation the following spring.

**Grading System**

Grades are awarded at Stillman College for courses according to the following table of letter grades and point values:

<u>Grade</u>	<u>Point Value</u>
A	4.0
B	3.0
C	2.0
D	1.0
F	0.0
I	Incomplete
NC	No Credit
W	Withdrawal
WD	Administrative Withdrawal
WP	Withdrawal Passing
WF	Withdrawal Failing

In English composition courses only, the following grades may be reported: A, B, C, D, F and NC (No Credit). The “NC” grade is not included in the computation of the student’s grade point average. A grade of “C” or better is required in all freshman English courses and is a prerequisite for advancement to another English course.

Grades of “I” (Incomplete) should be removed by the fourth week of classes in the following term in residence, unless the Vice President for Academic Affairs grants an extension. Students on academic probation must remove the grade of “I” before the last day for registration and schedule changes in the following semester. Students who do not return for the following semester after assignment of an “I” will have to repeat the course, unless the student arranges to remove the “I” prior to the beginning of the following semester.

Students in the Stillman Management Institute must have the “I” removed by the end of the subsequent module in which the student is enrolled (see the SMI handbook for details).

**Satisfactory Academic Progress Standards**

Federal regulations require all students receiving Federal Title IV financial aid funds to maintain standards of satisfactory academic progress in the pursuit of their degree. Satisfactory Academic Progress (SAP) is defined as a set of standards of academic success, which includes qualitative grade point average (GPA) and quantitative (number of hours completed) measures that a student must maintain to retain eligibility for federal financial aid.

The maximum time frame for completing an undergraduate degree cannot exceed 150% of the published length of the students' program of study measured in credit hours attempted, as shown in the chart below:

NUMBER OF HOURS IN PROGRAM OF STUDY	124	126	128	130	132	134
NUMBER OF CREDIT HOURS ATTEMPTED	186	189	192	195	198	201

The minimum cumulative GPA requirements for satisfactory academic progress are:

1. From 1 to 31 hours attempted, the student must have a cumulative grade-point average of at least 1.60.
2. From 32 to 64 hours attempted, the student must have a cumulative grade-point average of at least 1.80.
3. From 65 hours or more attempted, the student must have a cumulative grade-point average of at least 2.00.

Satisfactory Academic Progress is monitored annually – at the conclusion of the spring semester for the preceding summer/fall/spring academic year.

First-year students who fail to meet Satisfactory Academic Progress standards may be placed on financial-aid probation and continue to receive financial aid for two semesters. During the probationary year (the second year in college) the student must pass 24 hours of coursework and earn a semester GPA of 1.80. Probationary students may also attend summer school to meet satisfactory progress requirements. Students who fail to meet the above standards will have their financial aid eligibility suspended.

The student on probation will be suspended from the College when at the end of the probationary period the level of performance has not been restored to the required overall average and/or the student does not successfully complete the minimum required credits. Students with less than a 2.00 cumulative grade-point average will be issued a warning and will not be allowed to take a class load of more than 13 hours per semester. Students who have been suspended for academic reasons may re-apply for enrollment after staying out one semester. However, mere application does not imply automatic re-admission. If allowed to reenter, a student must earn a grade-point average of at least 2.00 for that term or the average stipulated upon re-admission.

**Guidelines**

Full-time (12 + hours per semester) students will be allowed six academic years in which to complete a degree. Part-time students will be considered on a pro-rata basis equivalent to requirements of full-time students. The number of hours in which a student is enrolled on the first day following the end of the add/drop period will be the official number of hours used to determine full-time or part-time status. Full-time students, who drop below 12 semester hours following the last date in the semester to drop/add classes, will still be considered full-time students for financial aid eligibility. Satisfactory academic progress for financial aid eligibility requires that the student's ratio of completed (earned) semester credit hours versus the student's enrolled (attempted) semester credit hours at end of drop/add period adhere to the following guidelines:

Students who fail to make satisfactory progress at the end of the first four semesters will be ineligible for federal aid until the deficiency is corrected.

Transfer students will be evaluated on the enrolled attempted hours, enrollment status and cumulative grade point average at Stillman plus the transfer hours, which will be added to the attempted and completed hours.

### **Appeal Process**

Students whose financial aid eligibility has been suspended due to failure to meet the above criteria may appeal their ineligibility if there are mitigating circumstances. Mitigating circumstances are defined as a change in grades or major, serious illness or injury, death of a family member or similar traumatic event. The appeal must be filed in writing within six weeks of notification of ineligibility. Students who appeal must write a letter addressed to the Director of Financial Aid. All appeals must include supporting documentation (grade or major change forms, doctor's statement, death certificate, etc.) and an academic plan to regain eligibility. The appeal may not be based on the student's need for the funds nor the lack of knowledge that eligibility for financial aid was in jeopardy. The Financial Aid Appeal Committee will review the appeal within two weeks of the deadline for filing all appeals provided all necessary documentation has been submitted; the students will be notified of the committee's decision by mail. The Committee will not review Appeal Forms that are incomplete and/or lacking the required verification. The completed SAP Appeal Form should be sent to:

Director of Financial Aid  
Stillman College  
P. O. Drawer 1430  
Tuscaloosa, AL 35403

### **College Withdrawal**

When a student finds it necessary to withdraw prior to completion of a semester's work, the official withdrawal date is that on which the Vice President for Academic Affairs officially signs withdrawal documents. Emergency health conditions will be taken into consideration in determining the date of official withdrawal. A student should contact the Office of the Vice President for Academic Affairs to initiate the withdrawal process.

### **Policy Governing Withdrawals**

A student who leaves the College without following college withdrawal procedures will be assigned the grade of "F" in each course in which he/she is registered.

"W", Withdrawal. This grade will be assigned when a student withdraws from a course with the approval of the Vice President for Academic Affairs between the last day for change of schedule and one week after mid-semester grade reports have been delivered to students.

"WD", Administrative Withdrawal. This grade will be assigned when a student is withdrawn from a course by the Vice President for Academic Affairs or the Vice President for Student Affairs. This grade is non-punitive and may be assigned by the appropriate official at any time during a semester or term.

"WP", Withdrawal Passing. This grade will be assigned when a student withdraws from a course for good cause past the published date with the approval of the Vice President for Academic Affairs.

"WF", Withdrawal Failing. This grade will be assigned when a student withdraws from a course without good cause past the published date.



### **Policy Governing Withdrawal for Military Reason**

The College has the authority to make reasonable and necessary policies governing the withdrawal of students who have been activated for military duties. The policy which follows provides written guidelines for students on deferred study time due to military call-up and for instructors and the Institution on their responsibilities in the withdrawal process.

Students who are called to active military duty will be given a grade of “WD” for each course in which they are enrolled at the time they are activated. A “WD” will be assigned for the entire semester for military call-up only. If a student is activated at the end of the semester, the student and the instructor may decide that an early final examination can be given for the course taken and a grade determined. If a final examination is not given, the student must take an automatic “WD”.

Because all students leaving for military call-up will be considered exceptions, all “WD’s” will be considered likewise. Instead of applicability of the Refund Policy listed in The College Catalog, students will receive a 100% refund for tuition. Room and board will be adjusted according to the time spent on campus.

Once a student has expressed an interest in resuming his/her study at Stillman, he/she will be admitted under the same conditions in effect before leaving for military reason.

### **Policy on Retaking Courses**

A student may repeat any course, up to a maximum of two times, until a grade of “C” or higher is obtained. “Credits attempted” and a corresponding letter grade will be recorded on the student’s record each time the course is attempted. Only the grade corresponding to the final time that the course was completed will count toward the student’s cumulative GPA. “Credits completed” for the course will be placed on the student’s record as appropriate to the course credits and the grade obtained the final time that the student completes the course.

### **Bankruptcy Policy**

A student may use the Academic Bankruptcy Petition Form to request a retroactive withdrawal from an entire semester. The Vice President for Academic Affairs must receive the petition no later than one year after the end of the applicable semester. In the petition, the student must demonstrate unusual circumstances beyond the control of the student during the semester in question. A student may receive a bankruptcy withdrawal only once during matriculation at Stillman College.

### **Class Attendance Policy**

Principle - Except when officially exempted, students and faculty are expected to attend all classes for which they are registered and assigned. Similarly, faculty and students are expected to meet classes at the scheduled time and to participate for the full period. Frequent tardiness (3 or more) by students and early departures may lead to the assignment of an unexcused absence. Student may be allowed as many unexcused absences as a course bears credit. Instructors should report excess absences to the Vice President for Student Affairs. Absences from class for any cause is a loss to students and may be harmful to the grades earned for the semester.

Unexcused Absences - Unexcused absences exceeding the number of credit hours for a course can automatically suspend a student from a course. Where courses meet in 80-90 minute blocks, two unexcused absences are allowed for a 3-credit course. Double absences may be charged for unexcused absences that

occur on the day before or following a holiday. When a student is suspended from a class for excessive absences, the Vice President for Student Affairs may reinstate him/her after a conference or counseling session with designated college staff.

Excused Absences - Students may obtain an official excuse by presenting the appropriate documentation to the Vice President for Student Affairs. The Vice President for Academic Affairs must endorse the excuse before it becomes official. Officially, excused absences are permissible so long as such absences do not destroy the ability of a student to master course requirements.

Presenting Excuses - Official excuses must be presented by the student to the concerned instructor within seven (7) days of the student's return to class. The presentation of a timely excuse shall entitle the student to an opportunity to perform all class assignments missed. Seven additional days, following the return to class, shall be allowed for student (and the instructor) to execute make-up work.

Exceptions – Upperclassmen (65 hours towards the degree) with earned GPA's of 3.00 or higher, and in good standing are exempted from the regulations.

### **Standards Governing Excused Absences**

1. Grounds for Issuing Excuses
  - a. Illness of student.
  - b. Serious illness or death of a family member of a student.
  - c. Authorized representation of college.
  - d. Legally required court appearance.
2. Documentation Required:
  - a. Excuses based upon illness require a statement by a physician or the nurse practitioner, which spells out the exact times for which an excused absence is recommended.
  - b. Excuses based upon the death of a family member will require verification from a news account, funeral program, or statement from the funeral director involved. A written statement from a parent, mailed to the Vice President for Student Affairs, may be used as proof of a family illness.
  - c. Excuses based upon authorized representation of the College should be verified by a published schedule or written statement from the President, Vice President for Student Affairs, or Vice President for Academic Affairs, depending upon the source of authorization.
  - d. Excuses based upon a legally required court appearance should be verified by a copy of the document requiring such appearance.

## **GRADUATION REQUIREMENTS**

Students who have completed 124 or more semester hours of college-level coursework will be considered for graduation. Other requirements include the senior thesis, the senior departmental examination and:

1. Forty-five credit hours have been completed at Stillman.
2. The final thirty credit hours have been completed at Stillman.
3. A major consisting of a minimum of 30 credit hours, together with related courses, has been completed to the satisfaction of the major department.

4. All general education requirements have been completed.
5. All financial obligations to the College have been satisfied.
6. A cumulative grade point average of at least 2.00. Candidates for teacher certification must have attained a grade point average of at least 2.50 overall, in the major, and in professional education courses.
7. All required major courses have been passed with a grade of “C” or higher and verified by the Registrar.
8. An affirmative vote of the Faculty.

### **Sophomore Proficiency Examination**

All students must pass the Sophomore Proficiency Examination before graduation. The examination will be administered to students who entered the College beginning with the Fall Semester of 2003. Students must take the exam once they have completed 50 hours and must have passed the exam by the time they have completed 80 hours. The Sophomore Proficiency Examination is designed to measure a student’s competency in the acquisition of fundamental knowledge and skills associated with a liberal arts education. The examination is composed of core competencies from courses within the General Education Curriculum (GEC) at Stillman College and specifically measures a student’s ability in reading, writing, mathematics, critical thinking and scientific reasoning. Usually, these General Education courses are taken during the first two years of matriculation. The GEC is designed to provide a broad exposure to multiple disciplines such as the humanities, social sciences, and the natural sciences and forms the basis for developing important intellectual and civic capacities. The results of the Sophomore Proficiency Examination will help the institution monitor the progress of students as they finish the GEC and help determine whether the College is meeting the objectives of the General Education curriculum.

Students who are eligible to sit for the Sophomore Proficiency Examination will receive communication concerning examination date, time, location and registration deadline.

### **The Senior Thesis**

All students in all departments must complete a thesis requirement before graduation. This written treatment of a subject shall embody results of original research and substantiate a specific view put forth by the student. Upon entering the major department, students will be paired with a thesis mentor and begin exploring normative and novel issues in the disciplines as preparation for undertaking and completing a senior thesis. The thesis shall consist of a research question, a literature review, and a body of findings in a format prescribed by the department.

### **The Senior Departmental Examination**

Prior to graduation, students must take and meet departmental standards on comprehensive examinations in written format. The performing and visual arts, and other units when approved, may require oral interviews, performance, and/or exhibitions to also demonstrate proficiency in the declared major. Students must register to take the senior departmental examination at least one semester prior to their anticipated semester of graduation. Individual departments offering majors will determine the nature, content and proficiency level students must obtain on the examinations. Personnel administering the examination will publish an examination schedule.

### **Policy on Sequential Bachelor's Degrees**

A student who has received a bachelor's degree from Stillman or another regionally accredited institution and who wishes to earn a second degree must apply to and be accepted into Stillman for the second baccalaureate. The second degree can be earned in any major offered at Stillman College excluding Elementary Education. In order to earn the second degree, the student must earn at least forty-five credits of coursework at Stillman College. Other requirements include the senior thesis, the senior departmental examination and:

1. A major consisting of a minimum of 30 credit hours, together with related courses, has been completed to the satisfaction of the major department after the first degree has been completed.
2. A minimum of 30 credit hours in general education must be completed, including courses in humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics.
3. Satisfaction of all financial obligations to the College has been satisfied.
4. An overall grade point average of at least 2.00 in courses taken after the first degree.
5. All required major courses have been passed with a grade of "C" or higher.
6. An affirmative vote of the Faculty.

## **ACADEMIC HONORS**

### **Presidential Scholars**

The Presidential Scholars include all full-time students earning a cumulative grade point average of 3.90-4.00.

### **Dean's List**

The Dean's List includes all full-time students earning a cumulative grade point average of at least 3.40-3.89.

### **Honor Roll**

The Honor Roll includes all full-time students earning a cumulative grade point average of 3.00-3.39.

### **Graduation Honors**

Students who have completed at least 60 hours of their college work at Stillman and have completed the requirements for graduation will be honored according to the following scale:

- An average of 3.000 to 3.299 - Honors
- An average of 3.300 to 3.499 - Cum Laude
- An average of 3.500 to 3.799 - Magna Cum Laude
- An average of 3.800 to 4.000 - Summa Cum Laude

## ACADEMIC DIVISIONS

### DIVISION OF ARTS AND SCIENCES

The Division of Arts and Sciences serves the mission of the College via its central role in providing the instruction and the experiences that define a liberal arts education. The Division of Arts and Sciences consists of the Departments of English, Fine Arts, Mathematics, Natural Sciences, Religion and Theology, and Social Sciences. Selected majors are offered in most of the areas. In addition, these units provide the interdisciplinary and introductory courses that make up the general education curriculum. Students majoring in the Division may pursue programs of study, which prepare them for graduate school or for careers in areas specifically related to their areas of study.

#### DEPARTMENT OF ENGLISH

The Department of English supports the core curriculum with student-centered instruction in languages, literature, composition, speech, and journalism, and prepares students for graduate study and varied professional careers. The Department also supports the mission of the College by helping to produce graduates who express themselves clearly through writing and speaking, use technology skillfully, demonstrate the ability to do independent research, and exhibit a strong commitment to service.

The Department of English offers two Bachelor of Arts degrees: one in English with a concentration in Traditional Liberal Arts and one in journalism. A Bachelor of Science degree in English with a teaching concentration in Language Arts (grades 7-12) is the third degree offered by the Department of English.

English majors interested in law may participate in the Pre-law Program described in “Special Programs.” This program includes elective courses in writing, speech, theatre, social science, and other liberal arts, which will help majors acquire the knowledge and skills needed for the intense competition for admission to law school.

The Department encourages the use of English as part of a double major for any discipline for students interested in increasing employment options and in preparing for graduate or professional schools. Through internships and practicum, students gain beneficial work experience.

A major in English prepares graduates for graduate/professional study and/or careers in the following areas: public speaking, mass media, English, law, editing, education, communication, advertising, business, information processing, technical writing, and library science.

A major in journalism prepares graduates for careers in the profession, graduate/professional study, mass media, editing, advertising, business, publishing, and public relations.

English majors seeking secondary teaching certification must follow the state curriculum of prospective teachers of language arts and maintain the 2.5 cumulative grade point average (GPA) required for admission to the Stillman Teacher Education Program (STEP). Students admitted to the English program must have a minimum GPA of 2.5 in English and must pass ENG 199/200, and in the second semester of the sophomore year, must participate in a skills assessment for guidance purposes.



**ENGLISH MAJOR****Program Outcomes**

As a result of successful completion of the English Program, graduates will:

- Be prepared to successfully matriculate to graduate and/or professional school.
- Graduate from the program within four years of entering the program.
- Be able to successfully complete the exit exam on the first attempt.
- Present their research at a professional conference and/or publish their research in a journal.
- Work with their designated thesis advisor to complete the steps in the process for the senior thesis by the deadlines established by the department.

**Learning Outcomes**

Upon completion of the English major, students will be able to:

- Demonstrate proficiency in using standard spoken and written American English.
- Present knowledge of English language history and grammatical systems.
- Describe characteristics of major historical literary movements.
- Demonstrate an awareness of the patterns of development of English and American literature from the beginning to the present.
- Apply knowledge of and proficiency in writing acceptable literary/critical analyses.
- Recognize the characteristics of various literary genres and of current literary issues and trends.
- Use modern technology and traditional methods to research, synthesize, and appropriately document critical papers and the senior thesis.

**Required courses for the traditional major in English:**

The major in English consists of a minimum of forty-two (42) credit hours, including 6 hours of General Education Core Courses.

ENG 199	English Composition I for English Majors.....	3 hours
ENG 200	English Composition II for English Majors .....	3 hours
ENG 231	American Literature I .....	3 hours
ENG 232	American Literature II .....	3 hours
ENG 236	English Literature I.....	3 hours
ENG 237	English Literature II .....	3 hours
ENG 330	World Literature .....	3 hours
ENG 331	English Grammar.....	3 hours
ENG 335	Shakespeare .....	3 hours
ENG 336	Advanced Composition .....	3 hours
ENG 401	Research/ Writing .....	3 hours
ENG 430	Literary Criticism .....	3 hours
ENG 437	Major Writers.....	3 hours
ENG 438	Senior Seminar .....	3 hours

**Sample Programs for the Major in English****TRADITIONAL MAJOR IN ENGLISH****FRESHMAN YEAR****Fall Semester**

ENG	199	Eng Comp. I for Majors	3
LOG	131	Logic I	3
HPR	120	Health	2
BIO	131	Life Science	3
HUM	131	African Heritage	3
STI	121	Orientation	2
REL	131	Old Testament	3

**Spring Semester**

ENG	200	Eng Comp. II for Majors	3
CSC	121	Computer Literacy	2
MAT	131	Alg., Trig., Geom.	3
HUM	132	African American Exp.	3
REL	131	New Testament	3
HPS	132	Physical Education	1
			15

**SOPHOMORE YEAR****Fall Semester**

ENG	231	American Lit. I	3
ENG	236	English Literature I	3
HIS	131	World Civilization	3
PHY	131	Physical Science	3
REL	200	Religion 200 level	3
ENG	235	Technical Writing	<u>3</u>
			18

**Spring Semester**

ENG	232	American Literature II	3
ENG	237	English Literature II	3
ENG	336	Advanced Composition	3
Social Science		Elective	3
SPE	232	Public Speaking	<u>3</u>
			15

**JUNIOR YEAR****Fall Semester**

LOG	331	Logic II	3
ENG	335	Shakespeare	3
ENG	401	Research & Writing	3
ENG	331	English Grammar	3
ENG	339	Modern Black Fiction	<u>3</u>
			15

**Spring Semester**

ENG	333	Writing Argument	3
ENG	330	World Literature	3
ENG	430	Literary Criticism	3
REL	300	Religion 300 level	3
ENG	332	African Amer. Lit.	<u>3</u>
			15

**SENIOR YEAR****Fall Semester**

ENG	435	Poetry	3
ENG	437	Major Writers	3
ENG	337	Multi-ethnic Lit.	3
ENG	438	Senior Seminar	3
ENG	436	Caribbean Literature	<u>3</u>
			15

**Spring Semester**

ENG	334	Chaucer	3
ENG	432	20 <sup>th</sup> Century Literature	3
SPE	339	Acting	3
ENG	338	Dev. of Novel	3
ENG	434	African Literature	<u>3</u>
			15

**JOURNALISM MAJOR****Program Outcomes**

As a result of successful completion of the Journalism Program, graduates will:

- Exhibit professional practices and skills of journalism and communication, which include a process approach for writing, speaking, and producing.
- Use technology to effectively communicate.
- Be prepared to pursue advanced study in graduate school.
- Demonstrate an understanding of the responsibilities of a professional journalist.

**Learning Outcomes**

Upon completion of the Journalism major, students will be able to:

- Identify basic terms of the profession and report, design, edit and function within the climate of the newsroom.
- Produce useful interview questions and conduct interviews in ways that are ethical.
- Present solidly written, clear and concise pieces that illustrate standard journalistic style at high levels of proficiency.
- Edit stories using proper symbols as discussed in the *APA Stylebook*.
- Exercise judgment regarding newsworthiness.
- Utilize knowledge of basic laws related to journalism.
- Act with a deep understanding of journalistic ethics and a personal system for resolving ethical conflicts.
- Use the basic technology of the profession in order to aide in collection of material and dissemination of news through multiple mediums.

- Write in traditional news, feature, and opinion styles as well as literary methods and in public relations forms.
- Utilize knowledge of the development of the profession and historical figures, trends, and practices, especially related to African Americans in the media.
- Utilize the role of the journalist in society and the multiple proficiencies expected of a journalist including, but not limited to reporting on government, business, or community.
- Use professionalism, leadership, and critical thinking skills related to the presentation of information.

**Required courses for the major in Journalism:**

The major in Journalism consists of a minimum of thirty-nine (39) credit hours.

JN 131	Introduction to Mass Communications .....	3 hours
JN 132	Introduction to Media Writing .....	3 hours
JN 231	Newswriting and Reporting .....	3 hours
JN 232	Newspaper/Copy Editing .....	3 hours
JN 233	Photo Journalism.....	3 hours
JN 330	Public Affairs Reporting .....	3 hours
JN 331	Mass Communication Law and Regulations.....	3 hours
JN 332	Magazine/Feature Writing.....	3 hours
JN 333	News Media and Desktop Publishing .....	3 hours
JN 431	Advanced Newswriting.....	3 hours
JN 432	Journalism Ethics and Issues.....	3 hours
JN 433	Opinion Writing .....	3 hours
JN 434	Independent Study/Senior Project.....	3 hours

**Sample Program for the Major in Journalism**

**FRESHMAN YEAR**

**Fall Semester**

ENG	199	English Comp. I	3
LOG	131	Logic I	3
JN	131	Intro to Mass Comm.	3
HUM	131	African Heritage	3
STI	121	Orientation	2
REL	131	Old Testament	3
			17

**Spring Semester**

ENG	200	English Comp. II	3
CSC	121	Computer Literacy	2
BIO	131	Life Science	3
JN	132	Intro to Media Writing	3
HUM	132	African American Exp.	3
			14

**SOPHOMORE YEAR**

**Fall Semester**

JN	231	Newswriting & Reporting	3
JN	233	Photojournalism	3
SPN	131	Elementary Spanish I	3
HIS	131	World Civilization	3
PHY	131	Physical Science	3
MAT	131	Alg., Trig., Geom.	3
			18

**Spring Semester**

JN	232	Newspaper/Copy Editing	3
JN	237	Applied Journalism	3
SPN	132	Elementary Spanish II	3
Social Science Elective			3
SPE	232	Public Speaking	3
HPR	120	Health	2
			17

**JUNIOR YEAR**

**Fall Semester**

LOG	331	Logic II	3
JN	330	Public Affairs Reporting	3
JN	331	Mass Com Law & Reg.	3
JN	333	New Media/Desktop Pub.	3
JN	335	Radio Reporting & Prod.	3
REL	200	Religion 200 level	<u>3</u>
			18

**Spring Semester**

JN	332	Magazine/Feature Writing	3
JN	334	Public Relations Writing	3
JN	336	Media Mgmt./Ownership	3
JN	339	TV Reporting & Prod.	3
REL	300	Religion 300 level	<u>3</u>
			15

**SENIOR YEAR**

**Fall Semester**

JN	431	Adv. Newswriting	3
JN	433	Opinion Writing	3
JN	430	Internship/Practicum	3
JN	437	History of Journalism	<u>3</u>
			12

**Spring Semester**

JN	432	Journalism Ethics & Issues	3
JN	435	Adv. Magazine Writing	3
JN	434	Ind. Study/Senior Proj.	3
JN	436	Literary Journalism	3
JN	438	Hist./Survey Afr.Am. Press	<u>3</u>
			15

**DEPARTMENT OF FINE ARTS**

The Department of Fine Arts offers programs leading to baccalaureate degrees in music and visual art that are discipline-centered and performance based. Students gain advanced theoretical, performance, and production competencies for careers in fine arts and graduate study. In addition, students may seek alternative curricular offerings through the Division of Education that lead to comprehensive (P-12) teacher certification in music and art.

**DEPARTMENT OF FINE ARTS MISSION STATEMENT**

In accordance with the College’s mission and goals, the Department of Fine Arts, which consists of Music, Theater, and Visual Arts, provides a forum through which students express their talents and acquire a basic knowledge of the arts. Furthermore, the Department provides a liberal arts education that prepares students to communicate effectively and creatively. In addition, the Department provides opportunities for fine arts majors to pursue graduate study, teaching, and other careers in their disciplines. It also offers enrichment opportunities in music, visual arts, and theater for students who are not majoring in fine arts. The Department serves the College and community through numerous public performances and exhibitions.

**MAJOR IN STUDIO ART**

**Program Outcomes**

As a result of successful completion of the Studio Art Program, graduates will:

- Be prepared for graduate school.
- Be prepared to enter the teaching profession or to pursue other careers in art.
- Effectively express themselves using artistic skills.
- Demonstrate an understanding of the responsibilities of a professional artist.

**Learning Outcomes**

Upon the completion of a major in Studio Art, a student will be able to:

- Demonstrate knowledge of various philosophies of art, aesthetics, and art criticism as it is related to art history.
- Demonstrate knowledge and command of design principles and concepts.
- Use technology in creating digital imagery.

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- Demonstrate skills in seeing and observation.
- Demonstrate skills in the technical application of various artistic mediums (drawing, painting, photography, digital art, etc).
- Express visual concepts and ideas in a creative manner at a professional level.
- Install their work as a professional presentation in the College gallery.

### Required courses for the major in Studio Art are:

The major in Studio Art consists of a minimum of forty-five (45) credit hours. The following eighteen (18) hours are required:

ART 131	Design I .....	3 hours
ART 132	Drawing I .....	3 hours
ART 134	Design II.....	3 hours
ART 331	Art History I.....	3 hours
ART 332	Art History II.....	3 hours
ART 431	Senior Exhibition .....	3 hours

To complete the major, students must select twenty-seven (27) hours of courses from the following list of art electives:

ART 228	Jewelry .....	3 hours
ART 229	Fibers.....	3 hours
ART 230	Introduction to Photography .....	3 hours
ART 232	Art in Elementary Education.....	3 hours
ART 231	Drawing II .....	3 hours
ART 233	Graphic Design I .....	3 hours
ART 234	Painting I.....	3 hours
ART 330	Graphic Design II.....	3 hours
ART 333	African, Afr-Amer., and Caribbean Art.....	3 hours
ART 334	Painting II.....	3 hours
ART 335	Ceramics I .....	3 hours
ART 336	Sculpture .....	3 hours
ART 337	Printmaking.....	3 hours
ART 338	Photography II.....	3 hours
ART 339	Drawing III.....	3 hours
ART 434	Painting III .....	3 hours
ART 435	Ceramics II.....	3 hours
ART 436	Photo III .....	3 hours
ART 437	Painting IV .....	3 hours

### Sample Program for the Major in Studio Art

#### FRESHMAN YEAR

##### Fall Semester

ENG	131	English Comp	3
HUM	131	African Heritage	3
REL	131	Old Testament	3
ART	131	Design I	3
LOG	131	Logic I	3
STI	121	Orientation	<u>2</u>
			17

##### Spring Semester

ENG	132	English Comp. II	3
HUM	132	African American Exp.	3
REL	132	New Testament	3
ART	134	Design II	3
ART	132	Drawing I	3
HPS	110	Physical Edu	<u>1</u>
			16



**SOPHOMORE YEAR**

**Fall Semester**

MAT	131	Alg. Trig, Geom. I	3
BIO	131	Life Science	3
HIS	131	World Civilization	3
CSC	121	Computer Literacy	2
ART	231	Drawing II	3
ART	233	Graphic Design I	<u>3</u>
			17

**Spring Semester**

SPE	232	Public Speaking	3
PHY	131	Physical Science	3
HPR	120	Health	2
ART	234	Painting I	3
ART	230	Photo I	<u>3</u>
			14

**JUNIOR YEAR**

**Fall Semester**

REL	200	Religion 200 level	3
ART	331	Art History I	3
LOG	331	Logic II	3
ART	334	Painting II	3
Electives			<u>3</u>
			15

**Spring Semester**

PSY	230	Psychology	3
ART	332	Art History II	3
ART	339	Drawing III	3
REL	300	Religion 300 level	3
Electives			<u>3</u>
			15

**SENIOR YEAR**

**Fall Semester**

ART	338	Photo II	3
Electives			<u>12</u>
			15

**Spring Semester**

ART	434	Painting III	3
ART	436	Photo III	3
ART	431	Senior Exhibition	3
ART		Electives	<u>6</u>
			15

**AREA OF MUSIC MISSION STATEMENT**

Stillman College offers the Bachelor of Arts in the area of music. The Area of Music provides a program of study that prepares graduates in music to fulfill a wide range of possible roles. Musical training and thorough exposure to the liberal arts curriculum is provided through the College's required core curriculum, required music courses and elective courses that allow students to explore a variety of subjects in other academic areas.

In addition to providing training for music majors, the Area of Music enriches the lives of non-music majors by providing them with courses that develop their musical interests and talents. The development of student musical skills will broaden their understanding and appreciation of music.

The Area of Music enhances educational and cultural programs at the College by providing

- musical performance opportunities to talented students
- creative musical experiences to enrich the life of the College
- public performances for the surrounding and extended communities

The Area of Music aims for its students to be able to successfully attend graduate programs and/or enter into creative endeavors.

**THE BACHELOR OF ARTS DEGREE IN MUSIC**

Students in the Bachelor of Arts degree program in music enroll for studio instruction in one major or principal applied instrument (piano, voice, brass, woodwinds, and percussion). Students are required to enroll in piano class as a secondary instrument to remedy any deficiencies in keyboard skills. For all principal applied music instruction, there is a required performance for a faculty jury at the end of

each semester. These jury examinations are graded according to the amount of repertory acquired and to improvement in the general level of performance. An audition or permission from the applied instructor is required prior to enrolling in applied study. Music majors must enroll in principal applied study, major ensemble participation, and student recital (MUS 001) in every semester of their undergraduate experience to a minimum of eight semesters towards the degree. Major musical ensembles include only MUS 111, 112, 211, 212, 311, 312, 411, and 412.

Music majors enroll in 12 hours of music theory courses (MUS 131, 132, 231, and 232). An aural skills laboratory is included with all courses in music theory. Ear training, sight-singing, dictation, and keyboard skills are practiced throughout the sequence. A required sequence of two music history courses (MUS 335, 336) provides a basic knowledge of music history through the present time. The course in conducting (MUS 436) is required of all music majors.

### **SOPHOMORE QUALIFYING EXAMINATION**

The Sophomore Qualifying Examination is to be successfully completed at the end of the fourth semester of principal applied study (or the equivalent), and must be passed in order to proceed to 300-level applied study. Grading will be Pass, Fail, or Postpone (the exam may be rescheduled one time). The Sophomore Qualifying examination may only be taken once per semester.

### **JUNIOR AND SENIOR RECITALS**

A junior recital (25-30 minutes) and a senior recital (45-55 minutes) are required of all music majors. Students must register for the appropriate course (MUS 301 Junior Recital, or MUS 401 Senior Recital) in the semester in which the recital is to be performed. A faculty jury holds a pre-hearing of each recital before it can be performed publicly. The jury may pass, postpone, or cancel the recital. A student must be enrolled for appropriate applied study the semester of any recital.

## **MUSIC MAJOR**

### **PROGRAM OUTCOMES**

As a result of successful completion of the Music Program, graduates will:

- Exhibit standard stage deportment, technical mastery, and artistic expression during performances.
- Be prepared to pursue graduate study.
- Be prepared to enter the teaching profession or to pursue other careers in music.
- Demonstrate an understanding of the responsibilities of a professional musician.

### **LEARNING OUTCOMES**

Upon the completion of a major in music, a student will be able to:

- Perform in a variety of large and small instrumental and vocal ensembles.
- Demonstrate musical and technical proficiency in performance.
- Demonstrate proficiency in basic music reading skills, including reading, writing, and counting conventional rhythmic notation.
- Demonstrate the effective use of the language of music, including notational systems and vocabulary.
- Analyze and part-write common practice music, including diatonic and chromatic styles.
- Differentiate between musical styles of different music periods in western culture and between different styles of non-western music.
- Recognize both specific works and general styles of music aurally and visually.
- Recognize large and small forms in music.
- Justify or defend their own opinions about music based upon their knowledge of music history and theory.
- Conduct music using standard gestures and techniques.
- Apply aural skills to performance in ensembles, applied lessons, music theory, and music history courses.

**Required courses for the major in music are:**

Students in the Music Program must satisfy the following required courses:

		<u>Hours</u>
MUS 001	Student Recital (eight semesters).....	0 hour
MUS 111	Music Ensemble .....	1 hour
MUS 112	Music Ensemble .....	1 hour
MUS 113	Principal Applied Music.....	1 hour
MUS 114	Principal Applied Music.....	1 hour
MUS 131	Theory of Music I.....	3 hours
MUS 132	Theory of Music II .....	3 hours
MUS 211	Music Ensemble .....	1 hour
MUS 212	Music Ensemble .....	1 hour
MUS 213	Principal Applied Music.....	1 hour
MUS 214	Principal Applied Music.....	1 hour
MUS 231	Theory of Music III.....	3 hours
MUS 232	Advanced Theory and Analysis .....	3 hours
MUS 301	Junior Recital .....	0 hours
MUS 311	Music Ensemble .....	1 hour
MUS 312	Music Ensemble .....	1 hour
MUS 313	Principal Applied Music.....	1 hour
MUS 314	Principal Applied Music.....	1 hour
MUS 335	Music History and Literature I.....	3 hours
MUS 336	Music History and Literature II.....	3 hours
MUS 401	Senior Recital.....	0 hour
MUS 411	Music Ensemble .....	1 hour
MUS 412	Music Ensemble .....	1 hour
MUS 413	Principal Applied Music.....	1 hour
MUS 414	Principal Applied Music.....	1 hour
MUS 436	Conducting .....	3 hours
MUS	Music Electives .....	3 hours

**Sample Program for the Major in Music**

**FRESHMAN YEAR**

**Fall Semester**

MUS 131	Theory of Music I	3
MUS 113	Prin. Applied Music	1
MUS 111	Ensemble	1
MUS 101	Sec. Applied Piano	.5
MUS 001	Student Recital	nc
ENG 131	English Comp. I	3
HUM 131	African Heritage	3
REL 131	Old Testament	3
STI 121	Orientation	<u>2</u>

16.5

**Spring Semester**

MUS 132	Theory of Music II	3
MUS 114	Principal Applied Music	1
MUS 112	Ensemble	1
MUS 102	Sec. Applied Piano	.5
MUS 001	Student Recital	nc
ENG 132	English Comp. II	3
HUM 132	African-Amer. Exper.	3
REL 132	New Testament	3
HPS 110	Physical Education	<u>1</u>

15.5

**SOPHOMORE YEAR****Fall Semester**

MUS	231	Theory of Music III	3
MUS	213	Prin. Applied Music	1
MUS	211	Ensemble	1
MUS	001	Student Recital	nc
MUS	201	Sec. Applied Piano	½
LOG	131	Logic I	3
MAT	131	Alg., Trig., Geom. I	3
FRN	131	Elementary French I	3
CSC	121	Microcomputer	2
			16.5

**Spring Semester**

MUS	232	Advanced Theory	3
MUS	214	Prin. Applied Music	1
MUS	212	Ensemble	1
MUS	001	Student Recital	nc
MUS	202	Sec. Applied Piano	½
HIS	131	World Civilization	3
BIO	131	Life Science	3
FRN	132	Elementary French II	3
HPS	120	Health for Mod Living	2
			16.5

**JUNIOR YEAR****Fall Semester**

MUS	335	Music Hist. & Lit I	3
SPE	232	Public Speaking	3
MUS	311	Ensemble	1
MUS	313	Prin. Applied Music	1
MUS	001	Student Recital	nc
LOG	331	Logic II	3
PHY	131	Physical Science	3
MUS	xxx	Elective	1
			15

**Spring Semester**

MUS	336	Music Hist. & Lit II	3
MUS	301	Junior Recital	nc
MUS	312	Ensemble	1
MUS	314	Prin. Applied Music	1
MUS	001	Student Recital	nc
PSY	230	Intro Psychology	3
REL	200	Religion 200 level	3
MUS	xxx	Electives	3
			14

**SENIOR YEAR****Fall Semester**

MUS	425	Afro-Amer. Music	2
MUS	413	Prin. Applied Music	1
MUS	411	Ensemble	1
MUS	001	Student Recital	nc
MUS	334	Arranging	3
REL	300	Religion 300 level	3
Electives			5
			15

**Spring Semester**

MUS	414	Prin. Applied Music	1
MUS	401	Senior Recital/Thesis	nc
MUS	412	Ensemble	1
MUS	001	Student Recital	nc
MUS	436	Conducting	3
Electives			10
			15

**DEPARTMENT OF MATHEMATICS**

The Department of Mathematics offers a Baccalaureate degree in mathematics and seeks to provide the background requisite for employment and/or advanced study. The department provides to all students the mathematics and computer science courses required to satisfy the general education standards appropriate for a four-year, liberal arts college. The department offers courses at a variety of introductory levels to accommodate students of varying backgrounds and abilities. A major in mathematics combines pure and applied studies, allowing for some concentration in each and may lead to careers in teaching, industry, and government.

**MATHEMATICS MAJOR****Program Outcomes**

As a result of successful completion of the Mathematic Program, graduates will:

- Be employed in an area related to the major or admitted to graduate school.
- Be involved in departmental affairs through participation in mentoring, networking, and making presentations to groups.
- Pass the mathematics senior exit examination on the first attempt.
- Work with their designated thesis advisor to complete the steps in the process for the senior thesis by the deadlines established by the department.

**Learning Outcomes**

Upon completion of the prescribed courses in mathematics, a mathematics major will be able to:

- Demonstrate proficiency in the use of algebraic and geometric concepts.
- Use mathematical concepts to demonstrate analytical skills.
- Apply mathematical concepts to solve real – world problems.
- Demonstrate ability to write formal mathematical proofs.
- Describe procedures for solving application problems.
- Interpret data using mathematical tools.

**Required courses for the major in mathematics are:**

A program of study consists of a minimum of 36 semester hours in mathematics beyond MAT 134, of which 15 hours must be taken at Stillman College. Required courses are:

MAT 135	Calculus I .....	3 hours
MAT 136	Calculus II.....	3 hours
MAT 231	Calculus III .....	3 hours
MAT 232	Calculus IV .....	3 hours
MAT 234	Discrete Mathematics I.....	3 hours
MAT 331	Linear Algebra .....	3 hours
MAT 332	Abstract Algebra .....	3 hours
MAT 333	Differential Equations.....	3 hours
MAT 336	Modern Geometry.....	3 hours
MAT 430	Seminar in History/Philosophy of Math .....	3 hours
CSC 131	Introduction to Computing.....	3 hours

An additional 6 hours in mathematics must be selected from the following:

MAT 233	Introduction to Statistics .....	3 hours
MAT 335	Discrete Mathematics II.....	3 hours
MAT 334	Numerical Analysis.....	3 hours
MAT 431	Real Analysis .....	3 hours

**Sample Program for the Major in Mathematics**

**FRESHMAN YEAR**

**Fall Semester**

MAT	135	Calculus I	3
ENG	131	English Comp. I	3
REL	131	Old Testament	3
HUM	131	African Heritage	3
LOG	131	Logic I	3
STI	121	Orientation	<u>2</u>
			17

**Spring Semester**

MAT	136	Calculus II	3
MAT	234	Discrete Mathematics I	3
ENG	132	English Comp. II	3
REL	132	New Testament	3
HUM	132	African American Exp	<u>3</u>
			15

**SOPHOMORE YEAR**

**Fall Semester**

MAT	231	Calculus III	3
MAT		Elective	3
HPR	120	Health	2
BIO	131	Life Science	3
*PSY	230	Intro. Psychology	3
CSC	131	Intro. to Computing	<u>3</u>
			17

**Spring Semester**

MAT	232	Calculus IV	3
LOG	331	Logic II	3
CSC	121	Computer Literacy	2
PHY	131	Physical Science	3
REL	200	Religion 200 level	3
*HPS	110	Physical Education	<u>1</u>
			15



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### JUNIOR YEAR

#### Fall Semester

MAT	331	Linear Algebra	3
REL	300	Religion 300 level	3
HIS	131	World Civilization	3
MAT	333	Differential Equations	3
Elective			<u>3</u>
			15

#### Spring Semester

MAT	332	Abstract Algebra	3
MAT	Elective		3
SPE	232	Public Speaking	3
Electives			<u>6</u>
			15

### SENIOR YEAR

#### Fall Semester

MAT	Electives	6
Electives		<u>9</u>
		15

#### Spring Semester

MAT	336	Modern Geometry	3
MAT	430	Seminar Hist./Phil. Math.	3
Electives			<u>9</u>
			15

**\*You may substitute course with another General Education course in the same group as the marked course.**

## DEPARTMENT OF NATURAL SCIENCES

The Department of Natural Sciences offers challenging curricula in biology and nursing that lead to Bachelor of Science degrees. Also, in cooperation with the Department of Education, the Department of Natural Sciences offers a major in General Science Education which certifies graduates to teach science in secondary schools. All programs in the department provide classes and support activities that prepare students for standardized tests required for successful program completion and entry into graduate and professional schools. Classes are also offered in the Department for non-majors to complete general physical and life science requirements.

Graduates with a degree in biology are prepared for positions in industrial, academic, or government laboratories; or for entry into graduate or professional schools to train for careers in academics, medicine, dentistry, optometry, pharmacy, physical therapy, public health, veterinary medicine, or other allied health professions. Additional areas graduates may choose to pursue as careers include civil and mechanical engineering, meteorology, epidemiology, and health administration.

### BIOLOGY MAJOR

#### Program Outcomes

As a result of successful completion of the Biology Program, graduates will:

- Have scientific reasoning, critical inquiry, problem solving and ad research skills needed for academic success.
- Demonstrate proficient oral and written skills.
- Be prepared for standardized tests, which are necessary for success in graduate and/or professional schools and scientific careers.
- Have participated in at least one research experience that requires the application of scientific principles.
- Be life-long learners who understand the changing nature of science and its impact on the environment and society.

#### Learning Outcomes

Upon the completion of a major in biology, a student will be able to:

- Use the characteristics of life; be able to distinguish living things from non-living things.
- Explain the process of the scientific method and apply it to specific problems.
- Explain the structures and significance of atoms, ions, compounds, and macromolecules associated with living things.
- Understand and explain the concept of pH and its relationships to the living world.
- Describe the structures and functions of cell organelles and the cell membrane.
- Explain how osmosis, hypertonic, isotonic and hypotonic solutions affect plant and animal cells.

- Know how to express and prepare solutions based on molarity, percentage, parts per million and parts per billion.
- Describe the structure and function of enzymes in living systems and their role in metabolic processes.
- Explain the structure, function, replication or synthesis of nucleic acids and their roles in the process of protein synthesis.
- Explain all stages of the cell cycle and gametogenesis in animals and plants.
- Explain the process of asexual reproduction.
- Explain the flow of energy from its ultimate source through the food chain, including the role of producers, consumers, and decomposers.
- Explain how nomenclature and taxa are used in the classification of organisms.
- Explain Mendelian and non-Mendelian inheritance in organisms.
- Explain the concepts of natural selection, adaptation and speciation.

### CRITERIA FOR ADMISSION TO BIOLOGY PROGRAM

The Department of Natural Sciences requires that students apply to the Biology major program at the end of their Freshman year. Admission to the Biology Program requires:

1. Students must have earned a minimum grade of “C” in both BIO 141 and 142
2. Students must have taken ENG 131, ENG 132, and MAT 131.
3. Students must have attended a minimum of three activities provided by the Department of Natural Sciences during the academic year.
4. Students must submit an application, which will include an essay/personal statement on their career plans.
5. Students must provide supporting documents of two letters of recommendation.

### BIOLOGY MAJOR

A major in biology requires a minimum of 32 semester hours of biology courses, 6 hours of mathematics courses, 16 hours of chemistry courses, and 8 hours of physics courses. The following is a list of required courses for a major in biology:

BIO 141	General Biology I.....	4 hours
BIO 142	General Biology II.....	4 hours
BIO 231	Zoology .....	3 hours
BIO 232	Plant Organization.....	3 hours
BIO 334	Genetics.....	3 hours
BIO 420	Senior Biology Seminar .....	2 hours
BIO 448	Cell Physiology .....	4 hours
BIO Electives	.....	9 hours
MAT 132	Algebra, Geometry, Trigonometry .....	3 hours
MAT 135	Calculus I	
or MAT 133	Applied Calculus .....	3 hours
CHM 141	General Chemistry I.....	4 hours
CHM 142	General Chemistry II.....	4 hours
CHM 343	Organic Chemistry I.....	4 hours
CHM 344	Organic Chemistry II.....	4 hours
PHY 143	Elementary Physics I.....	4 hours
PHY 144	Elementary Physics II .....	4 hours

**Sample Program for the Major in Biology****FRESHMAN YEAR****Fall Semester**

BIO	141	General Biology I	4
ENG	131	English Comp. I	3
REL	131	Old Testament	3
HUM	131	African Heritage	3
LOG	131	Logic I	3
STI	121	Orientation	2
			18

**Spring Semester**

BIO	142	General Biology II	4
ENG	132	English Comp. II	3
REL	132	New Testament	3
MAT	131	Alg., Trig., Geom. I	3
HUM	132	African American Exp	3
			16

**SOPHOMORE YEAR****Fall Semester**

BIO	231	Zoology	3
CHM	141	General Chemistry I	4
MAT	132	Alg., Trig., Geom. II	3
PHY	143	Elementary Physics I	4
PSY	230	Intro. Psychology	3
			17

**Spring Semester**

BIO	232	Plant Organization	3
CHM	142	General Chemistry II	4
ENG	235	Technical Writing	3
PHY	144	Elementary Physics II	4
MAT	135	Calculus I	3
			17

**JUNIOR YEAR****Fall Semester**

CHM	343	Organic Chemistry I	4
BIO		Biology Elective	3
HIS	131	World Civilization	3
HPS	110	Physical Education	1
CSC	121	Computer Literacy	2
REL	200	Religion 200 level	3
			16

**Spring Semester**

CHM	344	Organic Chemistry II	4
BIO	334	Genetics	3
HPR	120	Health	2
SPE	232	Public Speaking	3
LOG	331	Logic II	3
			15

**SENIOR YEAR****Fall Semester**

BIO	448	Cell Physiology	4
BIO		Biology Elective	3
REL	300	Religion 300 level	3
Electives			3
			13

**Spring Semester**

BIO	420	Senior Biology Seminar	2
BIO		Biology Elective	3
Electives			9
			14

**DEPARTMENT OF NURSING**

Nursing is a profession that combines concepts from the sciences and liberal arts into an applied science and a creative art, which focuses on health needs. The science of nursing is an organized body of knowledge derived through scientific research and theory development. The Nursing Program prepares individuals as general professional practitioners in nursing. The nurse generalist exercises nursing leadership in the prevention of illness and the promotion of health by providing for the technologically advanced healthcare needs of persons in a global society. The fulfillment of all curricular requirements for the nursing program leads to the Bachelor of Science in Nursing degree. Opportunities are available for Registered Nurses who are diploma and Associate Degree graduates.

## NURSING MAJOR

### Program Outcomes

As a result of successful completion of the Nursing Program, graduates will:

- Contribute to the advancement of healthcare by utilizing inquiry methodology and incorporating relevant research findings while pursuing the practice of nursing with culturally diverse individuals, groups, communities, and populations.
- Exhibit critical thinking in nursing practice by synthesizing theoretical and empirical knowledge from the disciplines of nursing, the biological and behavioral sciences, and the humanities.
- Utilize appropriate communication technique while engaged in professional nursing practice.
- Demonstrate competence in nursing practice by promoting health, preventing disease, and treating illness using research data and advanced technological tools.
- Demonstrate leadership skills by accepting responsibility and accountability for professional and personal actions and decisions.
- Demonstrate caring, understanding, legal, ethical and professional behaviors in the role of a practicing nurse.
- Synthesize knowledge gained from the program to successfully pass the National Council of Licensure Examination.
- Qualify for admission to graduate schools and specialty programs.
- Assess and analyze health status by assessing, planning, implementing and evaluating the health potential of individuals, families, groups and populations.
- Manage material and human resources as a means of refining, retaining and extending the science of nursing.

### Learning Outcomes

Upon the completion of a major in nursing, a student will be able to:

- Synthesize and integrate knowledge from the arts, humanities, bio-physical and behavioral sciences, nursing pre-requisites and prior nursing education and experiences as the basis for providing nursing care.
- Utilize inquiry methodology to assess, plan, intervene, and evaluate care practices and to extend nursing science.
- Exercise sound judgment and behavior based on the use of higher-level critical thinking skills.
- Document verbal and written communication and behaviors in accordance with legal and ethical guidelines.
- Use primary, secondary and tertiary prevention strategies to promote health, reduce risk and prevent disease in diverse populations across the lifespan.
- Accept responsibility and accountability for own actions.
- Acknowledge the worth and dignity of all persons through sensitivity and respect for each person as an individual.
- Demonstrate mastery of the nursing process by helping clients to adapt to change in their environment.
- Demonstrate an understanding of and the technical skills to administer pharmacological therapy.
- Demonstrate competency in medication therapy by accurately calculating medication dosages and safe administration.
- Provide valid rationales for interventions and prescriptions.
- Effectively collaborate with healthcare providers and other members of the healthcare team to improve health care delivery.
- Assume nursing roles appropriate to individual client needs.
- Transition from novice to beginning nurse through the effective performance of independent assigned duties.
- Manage material and human resources.

**Sample Program for the Major in Nursing****FRESHMAN YEAR****Fall Semester**

STI	121	Orientation	2
BIO	141	General Biology I	4
ENG	131	English Comp. I	3
MAT	131	Algebra, Trig., Geom.	3
REL	131	Old Testament	<u>3</u>
			15

**Spring Semester**

NUS	112	Introduction to Nursing	1
CHM	141	General Chemistry I	4
ENG	132	English Comp. II	3
HUM	131	African Heritage	3
SPN	112	Spanish Prof.	1
REL	132	New Testament	<u>3</u>
			15

**Summer Semester I**

HIS	131	Found. of World Civ.	3
CHM	343	Organic Chemistry	<u>4</u>
			7

**Summer Semester II**

BUS	238	Statistics	3
REL	200	Religion 200 level	<u>3</u>
			6

**SOPHOMORE YEAR****Fall Semester**

PSY	230	Intro. Psychology	3
ENG	231/236	Eng. Lit. I/Amer. Lit.	3
BIO	335	Human Anat. Phys. I	3
BIO	349	Microbiology	<u>4</u>
			13

**Spring Semester**

PSY	334	Abnormal Psychology	3
REL	434	Ethics	3
BIO	336	Human Anat. Phys. II	3
NUR	230	Human Nutrition	<u>3</u>
			12

**Summer Semester**

NUR	330	Pathophysiology	3
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**JUNIOR YEAR****Fall Semester**

NUR	331	Prof. Nurs. Prac. Ass.	3
NUR	332	Pharmacology	3
NUR	370	Fund. Nursing Pract.	7
NUR	333	Conc. Prof. Nurs. Pract.	3
NUR	310	Medical Calculation	<u>1</u>
			17

**Spring Semester**

NUR	334	Prof. Nurs. Res. Theory	3
NUR	371	Prof. Adult Health Nurs.	7
NUR	340	Prof. Mental Health	4
NUR	320	Nursing Informatics	<u>2</u>
			16

**SENIOR YEAR****Fall Semester**

NUR	440	Childbearing Fam. Nurs.	4
NUR	441	Childrearing Fam. Nurs.	4
NUR	450	Comm. Health Nurs.	<u>5</u>
			13

**Spring Semester**

NUR	442	Complex Health Alter.	4
NUR	430	Prof. Leadership & Mgt.	3
NUR	460	Preceptorship	<u>6</u>
			13

**DEPARTMENT OF RELIGION AND THEOLOGY**

The Department of Religion and Theology seeks to graduate students who are knowledgeable in the scriptures and develop students who pursue and embrace learning for the common good. The Department provides two majors, Religion and Theology. The Religion major is designed to prepare students for further academic studies in graduate and/or professional schools. The Theology major combines practical experience with professional and academic courses to prepare students for entry into a ministry vocation immediately upon graduation.

## RELIGION/THEOLOGY MAJOR

### Program Outcomes

As a result of successful completion of the Religion major, students will pursue:

- Advanced study at a graduate or professional school.
- Careers in other areas of service consistent with a degree in Religion.

### Learning Outcomes

The Religion major graduates students who are able to demonstrate:

- Mastery of biblical literature and interpretive tools.
- Awareness of the complexity of religious phenomena and theories.
- Understanding of history of Christianity.
- Critical thinking about religious questions of meaning and purpose.
- Proficiency in using technology as an academic tool.

### Required Courses

The Religion major consists of a minimum of 39 hours. Required courses are:

REL 230 Introduction Theologies	3 hours
REL 232 Biblical Studies Since the Enlightenment	3 hours
REL 235 World Religions	3 hours
REL 237 History of Christianity	3 hours
PHL 231 Introduction to Philosophy	3 hours
REL 336 Basic Christian Beliefs	3 hours
REL 330 Synoptic Gospels	3 hours
REL 300 level elective	3 hours
REL 433 The Reformation	3 hours
REL 436 Special Topics in Biblical Studies	3 hours
REL 438 Contemporary Theology	3 hours
REL 400 level elective	3 hours
REL 400 Senior Seminar	3 hours

## Sample Program for the Major in Religion and Theology

### FRESHMAN YEAR

#### Fall Semester

REL	131	Old Testament	3
ENG	131	English Comp. 1	3
HIS	131	World Civilization	3
MAT	131	Alg., Trig., Geom. 1	3
HUM	131	African Heritage	3
STI	121	Orientation	2
			17

#### Spring Semester

REL	132	New Testament	3
ENG	132	English Comp. II	3
HPR	120	Health	2
HUM	132	African American Exp.	3
BIO	131	Life Sciences	3
HPS	110	Physical Education	1
			15



**SOPHOMORE YEAR****Fall Semester**

REL 237	Hist. Of Christianity	3
SPE 231	Voice in Diction	3
REL 335	World Religion	3
LOG 131	Logic I	3
CSC 121	Computer Literacy	2
PHL 231	Intro into Philosophy	3
		17

**Spring Semester**

REL 230	Intro Theology	3
SPE 232	Public Speaking	3
REL 232	Biblical Studies	3
PHY 131	Physical Science	3
PSY 230	Intro. Psychology	3
		15

**JUNIOR YEAR****Fall Semester**

LOG 331	Logic II	3
ENG 231	American Lit I	3
REL 330	Synoptic Gospels	3
REL 336	Basic Christian Beliefs	3
Elective		3
		15

**Spring Semester**

REL 433	The Reformation	3
REL 438	Contemporary Theology	3
Elective		3
REL 300	Elective	3
ENG 333	Writing Argument	3
		15

**SENIOR YEAR****Fall Semester**

REL 400	Senior Seminar	3
SOC 337	Social Psychology	3
HIS 337	African Amer. Hist.	3
REL 436	Spec. Top. In Bib. St.	3
REL 437	Christian Denom.	3
		15

**Spring Semester**

REL 434	Ethics	3
REL 435	Black Theology	3
Electives		9
		15

**THEOLOGY MAJOR****Program Outcomes**

As a result of successful completion of the Theology major, students will pursue:

- A career in their stated vocational ministry in the Church.
- Careers in other areas of service consistent with a degree in Theology.

**Learning Outcomes**

- Competency in biblical exegesis and hermeneutics.
- Theological reasoning and practical application of their theology as Christian educators.
- Understanding of the history of Christianity and its denominational structures.
- Understanding of the administrative role of ministers in specific congregational structures.
- Personal and Professional awareness in a ministerial capacity.
- Proficiency in using technology as an academic and professional tool.

**Required Courses**

The Theology major consists of a minimum of 39 hours. Required courses are:

THL 230	Introduction to Theology	3 hours
THL 233	Theologies of Liberation	3 hours
THL 231	Foundations of Christian Education	3 hours

THL 237 History of Christianity	3 hours
THL 239 Dynamics of Faith Development	3 hours
THL 330 Biblical Theologies	3 hours
THL 331 Homiletics	3 hours
THL 339 The Church and Human Rights	3 hours
THL 431 Christology/Soteriology	3 hours
THL 433 The Reformation	3 hours
THL 438 Contemporary Theology	3 hours
THL 439 Pastoral Care and Spiritual Development	3 hours
THL 430 Senior Field Practicum	3 hours

**Sample Program for the Major in Theology**

**FRESHMAN YEAR**

**Fall Semester**

REL 131	Old Testament	3
ENG 131	English Comp. 1	3
HIS 131	World Civilization	3
MAT 131	Alg., Trig., Geom. 1	3
HUM 131	African Heritage	3
STI 121	Orientation	2
		17

**Spring Semester**

REL 132	New Testament	3
ENG 132	English Comp. II	3
HPR 120	Health	2
HUM 132	African American Exp.	3
BIO 131	Life Sciences	3
HPS 110	Physical Education	1
		15

**SOPHOMORE YEAR**

**Fall Semester**

THL 237	Hist. Of Christianity	3
SPE 231	Voice in Diction	3
THL 223	Theo. Liberations	3
LOG 131	Logic I	3
CSC 121	Computer Literacy	2
PHL 231	Intro into Philosophy	3
		17

**Spring Semester**

THL 230	Intro Theology	3
SPE 232	Public Speaking	3
THL 231	Found. Christ. Educ.	3
PHY 131	Physical Science	3
THL 239	Dyn. Of Faith Devel.	3
		15

**JUNIOR YEAR**

**Fall Semester**

LOG 331	Logic II	3
ENG 231	American Lit I	3
THL 330	Biblical Theologies	3
THL 339	Church and Human Rts.	3
Elective		3
		15

**Spring Semester**

THL 331	Homiletics	3
THL 439	Past. Care & Sp. Dev.	3
Elective		3
THL 433	The Reformation	3
ENG 333	Writing Argument	3
		15

**SENIOR YEAR**

**Fall Semester**

THL 430	Senior Field Pract.	3
SOC 337	Social Psychology	3
HIS 337	African Amer. Hist.	3
THL 431	Christ./Soter.	3
Elective		3
		15

**Spring Semester**

THL 438	Contemporary Theology	3
REL 435	Black Theology	3
Electives		9
		15

## DEPARTMENT OF SOCIAL SCIENCES

The Social Sciences Department offers a major program in history. In addition, the department offers courses in geography, history, sociology, and political science, and a pre-law program with guaranteed outcomes for qualified students. Further information about the pre-law program can be found in the Special Programs section of this catalog. Courses in geography provide necessary knowledge and meet requirements in history and certification requirements for secondary social sciences teacher certification.

Department members are student-centered with a zeal for academic success. The faculty serves as mentors and advisors to students as they advance. Graduates with a major in history will have a variety of career options. Many history graduates will opt for either graduate school or law school. Many will become teachers at the public school level or in higher education. Others may follow a career in some form of public service in both public and private institutions.

### HISTORY MAJOR

#### Program Outcomes

Graduates of the History Program will be able to demonstrate:

- Analytical, technical, interpersonal, and problem solving skills.
- Effective written and oral communication skills.
- An understanding of the links between past and present civilizations.
- Proficiency in using technology as an academic tool.
- The ability to become effective teachers, researchers, and philanthropists.
- Apply to a graduate or professional school or position in the field.

#### Learning Outcomes

After completing the major in history, students will be able to:

- Understand major developments in Western Civilization.
- Demonstrate knowledge of important themes in American Civilization.
- Demonstrate knowledge of World and American History, African and African-American History, institutions, major historical figures, political forces in history, and significant geo-political issues.
- Understand different types of historical writings (Primary Sources, Secondary Sources, journals, articles, on-line submissions, and books).
- Analyze issues of race, class, and gender in scholarly writings.
- Demonstrate skills in applying theory and methodology.

#### Required Courses

The major in History consists of a minimum of 36 hours in history, including a 3 hour General Education Core Course. Required courses are:

HIS 131 Foundations of World Civilization .....	3 hours
HIS 132 Foundations of American Civilization.....	3 hours
HIS 230 Historical Methods .....	3 hours
HIS 337 African American History I .....	3 hours
HIS 339 Historical Research and Writing.....	3 hours
HIS Electives .....	12 hours
HIS 436 African History .....	3 hours
Other 400 level History Courses.....	6 hours
GEO 231 World Regional Geography .....	3 hours
PSC 230 Political and Geo-Political Studies .....	3 hours
PSC 239 Principles of American Government.....	3 hours

Students may elect to combine a history major with a secondary education certification program in the social sciences. An advisor will work with the student to develop semester schedules for certification in the social sciences.

### Sample Program for the Major in History

#### FRESHMAN YEAR

##### Fall Semester

ENG 131	English Comp. I	3
HIS 131	World Civilization	3
REL 131	Old Testament	3
MAT 131	Alg., Trig., Geom. I	3
HUM 131	African Heritage	3
STI 121	Orientation	<u>2</u>
		17

##### Spring Semester

ENG 132	English Comp. II	3
PHY 131	Physical Science	3
REL 132	New Testament	3
HPR 120	Health	2
HUM 132	African American Exp.	3
HIS 132	American Civilization	<u>3</u>
		17

#### SOPHOMORE YEAR

##### Fall Semester

HIS 230	Historical Methods	3
LOG 131	Logic I	3
CSC 121	Computer Literacy	2
HPS 110	Fund. Mov. & Fitness	1
BUS 233	Economics I	3
GEO 231	World Reg. Geo.	<u>3</u>
		15

##### Spring Semester

PSC 230	Geo-Political Studies	3
BIO 131	Life Science	3
REL 200	Religion 200 Level	3
PSC 332	US Constitution	3
ENG 333	Writing Arguments	3
SPE 232	Public Speaking	<u>3</u>
		18

#### JUNIOR YEAR

##### Fall Semester

HIS	Elective	3
HIS 337	Afr. American History I	3
REL 200	Religion 200 level	3
HIS 332	Amer. Revolution	3
HIS 333	Age of Absolutism	<u>3</u>
		15

##### Spring Semester

PSC 239	Prin. Amer. Gov.	3
HIS 338	African American His II	3
HIS 339	Historical Research Writ.	3
LOG 331	Logic II	3
SOC 236	Criminology	<u>3</u>
		15

#### SENIOR YEAR

##### Fall Semester

HIS 436	African History	3
HIS 433	Mod. International Hist.	3
FRN or SPN	Foreign Language	3
Electives		<u>6</u>
		15

##### Spring Semester

HIS 435	Lat. Amer. & The Caribbean	3
HIS 431	Asian History	3
HIS 335	Recent U.S. History	3
Electives		<u>6</u>
		15

## DIVISION OF PROFESSIONAL EDUCATION

The Division of Professional Education is composed of the Teacher Education Program, the Department of Education, the Department of Business, Department of Physical Education and Department of Psychology. The major function of this division is the preparation of individuals to become effective professions educators and business professionals.

The division's educational departments operate within a conceptual framework, the *Effective Professional Educator* that includes competency in the following areas: subject and pedagogical content knowledge and skills, professional values and dispositions, technology, diversity and research. The division develops in students the dispositions of responsibility, commitment, and high ethical standards. The conceptual

framework guiding the programs and processes of the unit is based on sound knowledge derived from educational research, informed theory, the wisdom of practice, educational standards, and policies.

The first purpose of the Division is to prepare effective, well-trained elementary or secondary teachers who desire to serve children and youth, the community, the teaching profession, the society. The focus on competence in the discipline, professional values and dispositions, and enrichment in diversity and technology ties into the college's mission. The responsibility is undertaken with the express purpose of developing and offering high quality programs of study designed to produce teachers who demonstrate and are committed to excellence and competence in their professions and to quality leadership and service in society. The certification programs allow all candidates to meet "highly qualified" designation, as defined by *No Child Left Behind*. The unit designs, implements, and evaluates curriculum and experiences for candidates to acquire and apply the knowledge, skills, and dispositions necessary to help all students learn.

Day-to-day operations of and teaching within the unit occur on the the main campus of the college, and it maintains the Teacher Education Center, a resource laboratory for candidates majoring in teacher education, for the student preparation needs. These experiences include working with diverse higher education and school faculty, diverse candidates, and diverse students in P-12 schools. Additionally, the psychology department was developed to enable students to think scientifically about behavior and mental processes, develop research and assessment skills, and to use those skills to solve everyday problems.

The second purpose of the Division is to prepare students of diverse levels of academic preparation for places of leadership and service in society by providing a quality, in-depth, and stimulating education in business administration. The Department of Business provides an educational experience that is characterized by personal attention and guidance to students; a commitment to continuous curriculum development; utilization of technology to enhance instructional delivery; and emphasis on extracurricular activities that promote student leadership and an understanding of contemporary business practices.

### **Stillman Teacher Education Program (STEP)**

The Stillman Teacher Education Program (STEP), administered through the Division of Education, offers preparation for candidates who wish to be teachers at the elementary, secondary and P-12 areas. The unit offers teacher preparation at the initial program level, Class B. Degrees awarded are the Bachelor of Arts and the Bachelor of Science. Nine teacher education programs are offered in the Division of Education:

#### **Area of Elementary Education Certification is:**

Elementary Education (Grades K-6)

#### **Areas of Secondary Education Certification are:**

- Biology/General Science (Grades 6-12)
- English Language Arts (Grades 6-12)
- History/Social Science (Grades 6-12)
- Instrumental Music (Grades P-12)
- Mathematics (Grades 6-12)
- Physical Education (Grades P-12)
- Visual Arts Education (Grades P-12)
- Vocal/Choral Music (Grades P-12)

Students and candidates must always exhibit knowledge, skills, abilities, and professional dispositions during each class, activity, and field site placement to continue in the program. The goal is for STEP candidates to be committed to collaborating with colleagues, P-12 students' families, administrators, and the community to create optimal learning experiences for all students. Stillman Teacher Education Program (STEP) emphasizes practical hands-on experience in classrooms as well as educational theory and methods classes on campus. STEP candidates are encouraged to seek opportunities for continued personal and professional development, while adhering to professional and ethical standards; developing the expertise to design and implement cognitively challenging learning experiences for all students; and creating positive classroom environments that accept and embrace diversity. Field experiences are a required component of the designated classes and culminate with a full semester of teaching in the teacher candidate's licensure area. Students and candidates must be fingerprinted prior to beginning any field placement. Failure to complete all field requirements as scheduled will result in a failing grade for the course, including internship. Students who are not successful in completing any component of the program – classes, field, behavioral expectations – may not return to the program.

STEP is widely recognized for the success of its teacher education program, which is accredited by the National Council for Accreditation of Teacher Education (NCATE). Along with NCATE, the Alabama State Department of Education (ALSDE) reviews and approves each program area. Stillman College complies with requirements and rules issued by the Alabama State Department of Education for teacher certification. Published admission and curriculum requirements are modified when necessary to reflect changes in state requirements and to maintain the grade of A ranking for teacher education programs. The College guarantees that anyone who successfully completes its rigorous teacher education program will meet the requirements for certification and employment, and when appropriate, graduate school. Additionally, Stillman College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Bachelor of Arts and the Bachelor of Science degrees.

#### Application for Admission to STEP

During or after students have completed pre-Block field experiences; each prospective candidate must complete an application for admission to the Teacher Education Program. Prior to completing and submitting the application, each prospective teacher education candidate is required to pass the Alabama Prospective Teacher Test (APTTP).

#### *Alabama Prospective Teacher Test Program's (APTTP) Basic Skills Test*

All prospective teacher candidates interested in STEP must register and pass the APTTP, as a requirement for certification in Alabama, directed by the Alabama State Department of Education. The exception to this requirement is for prospective candidates who passed the Alabama Basic Skills Test prior to January 2003. The assessment includes Applied Mathematics, Reading for Information, and Writing and is a subset of the ACT WorkKeys System. It is designed to determine a prospective candidate's basic knowledge, skills, and abilities necessary for effective teaching. All three component areas must be passed prior to entry into the STEP program. Once prospective candidates have completed the Application for Admission to STEP's co-requisites, they are able to complete the application form. When submitting the application, prospective candidates will note that the STEP program will evaluate several items as their academic progress indicators, like *grade point average*; *recommendation forms* from previous instructors in General Studies; and an *autobiographical statement*. These items are evaluated to examine the pre-candidate's knowledge, skills, abilities and disposition at a pre-entry level. An *interview* with the Teacher Education Screening and Admission Committee is also a part of the process. Upon admittance to STEP, students transition from a prospective candidate to candidate status. Once considered a STEP candidate, additional assessments are required to ensure that proper progress is made during the remaining portions of the program. These assessment measures occur during field experiences and remaining courses.



*Internship*

Prior to internship placement, each candidate must complete the Application for Internship. The application process evaluates the candidates' progress since their admittance to STEP and prior to placement for internship. Prior to completing and submitting the Application for Internship, candidates must pass the Praxis II Examination. The unit and its school partners design, implement, and evaluate field experiences and clinical practice so that teacher candidates and other school personnel develop and demonstrate the knowledge, skills, and dispositions necessary to help all students learn.

*Praxis II*

Praxis II is a product of the Educational Testing Service (ETS) that focuses on testing content knowledge in subject areas, such as social science, mathematics, English, and science. Passing scores are established by the Alabama State Department of Education for each certification area. All scores must be officially submitted to the Director of Field Experiences for consideration of pre-internship program completion and the Application for Internship process.

The Application for Internship process includes evaluating the candidates' ability to write lesson plans, which is developed during previous courses; assessing their participation and completion of the thesis writing, which is completed during the previous Block Methods courses; and STEP professorial evaluations from Professional Studies courses and Block courses. Therefore, when candidates submit their application, its co-requisites include a lesson plan, previous assessments of thesis progress, and evaluation forms from STEP professors.

**Teacher Candidates Learning Outcomes**

As reflected in the unit's conceptual framework and upon the completion of the Teacher Education Program, teacher candidates will be able to:

**Outcome 1:** Question and analyze concepts, theories, structures, and models in the teaching field while acquiring the requisite knowledge, skills, and dispositions to help all students learn.

**Outcome 2:** Identify, organize, and integrate knowledge, skills, and resources for scholarly growth and for planning meaningful learning experiences to facilitate learning for all students.

**Outcome 3:** Translate instructional plans into active and meaningful learning for all students.

**Outcome 4:** Engage in reflection to refine and improve his or her practice.

**Outcome 5:** Participate with the community of educators, students, and stakeholders to support and enrich the educational process for all students.

**Program Outcomes**

As a result of successful completion of the Department of Elementary Education, graduates will be able to:

- Demonstrate current scholarly competence in the classroom in student settings for which certification is sought.
- Demonstrate and describe best-practices for the age, grade and developmental level of students in the classroom and in student settings for which certification is sought.
- Demonstrate an awareness of and describe all forms of diversity in the classroom and in student settings for which certification is sought.
- Demonstrate an awareness of and describe child development in the classroom and in student settings for which certification is sought.

- Demonstrate and describe traditional and new learning theories for children and adolescents, and teens in the classroom and in student settings for which certification is sought.
- Demonstrate higher order thinking in the classroom and in student settings for which certification is sought.
- Demonstrate thinking and metacognition skills in the classroom and in student settings for which certification is sought.
- Demonstrate creative in the classroom and in student settings for which certification is sought.
- Demonstrate the knowledge and proficiency in the competencies and indicators of the Alabama State Department of Education, INTASC, and national content standards.
- Demonstrate an ability to communicate orally and in writing, as well as appropriately and effectively, in the classroom and in student settings for which certification is sought.
- Demonstrate integrity in the classroom and in student settings for which certification is sought.
- Demonstrate appropriate behaviors in the classroom and in student settings for which certification is sought.
- Demonstrate commitment to the profession and undertaking of such in the classroom and in student settings for which certification is sought.

Specific requirements for Teacher education programs:

1. Obtain a passing score on the Alabama Prospective Teacher Testing Program (APTTP).
2. Complete successfully the Stillman College general education requirements with a maximum of 47 of these hours successfully completed prior to application for admission.
3. Maintain an overall grade point average of at least 2.5 on a 4.0 scale in all coursework.
4. Submit the formal application for admission to STEP, including two letters of recommendation, and a writing sample.
5. Complete successfully EDU 242 Foundations of Education.
6. Pass Praxis II in the content specific major area.
7. Conduct a satisfactory interview with the Teacher Education Screening and Admissions Committee. The interview will include information on the applicant's personality, interests, and aptitudes consistent with the STEP model for successful teaching. Acceptance to STEP is contingent upon recommendation of this committee. Students will be notified as soon as possible of the results of the interview.
8. Complete a signed document verifying ABI and FBI criminal background checks.
9. Demonstrate satisfactory potential for teaching, including evidence of emotional stability and a satisfactory record as to conduct, character, and mental health, to the effect that the applicant has no apparent personal qualities prejudicial to satisfactory performance as a teacher.
10. Obtain liability insurance through Student Alabama Education Association (SAEA).
11. Attend all intern seminars.

Acceptance is contingent upon the recommendation of the Teacher Education Admissions and Screening Committee, which meets twice yearly. Applicants will be notified in writing of their acceptance or rejection. Transfer students follow the same admission policies. Education courses may not be transferred into STEP without permission from the department chair. Finger printing is required for all teacher candidates.

## DEPARTMENT OF EDUCATION

The Department of Education offers eight programs at the baccalaureate level: Elementary Education (K-6); Secondary Certification (6-12) in English/language arts, general sciences, mathematics, and social sciences, instrumental and vocal music, physical education, and visual arts education (P-12). Students seeking a degree program in secondary education or a P-12 program should consult with both the major area department, such as the Music Department, and the Department of Education for advising.

The Department of Education offers curricula for Professional Studies courses as well as certification specific courses, typically referred to as Block courses. As noted, field experience is a required component of all education courses and is a component of the grade earned by the student. The Education Blocks represent a specially designed curriculum. Each candidate must complete each course in the Professional Studies courses, Block I courses, and Block II courses successfully in order to transition to the next group of courses, Block I or Block II respectively. All education courses must be completed with a "C" or better to remain in the program. Each semester candidates must maintain a grade point average of 2.5. Students and candidates without a sufficient GPA will be removed from the program for the semester following the insufficient GPA. Continuous failure to perform successfully in coursework or field placement or the lack of the appropriate disposition will result in a student's or candidate's removal from the program. Successful completion of classroom requirements and field experience requirements are necessary in order to pass education courses.

## ELEMENTARY EDUCATION MAJOR

### Sample Program for the Major in Elementary Education

#### FRESHMAN YEAR

##### Fall Semester

REL	131	Old Testament	3
ENG	131	English Comp. I	3
MAT	131	Algebra/Trig/Geo	3
HIS	132	Found. Am. Civil.	3
LOG	131	Logic I	3
STI	121	Orientation	<u>2</u>
			17

##### Spring Semester

REL	132	New Testament	3
ENG	132	English Comp. II	3
MAT	132	Algebra/Trig/Geo	3
BIO	143	Biology for Non Majors	4
HIS	131	World Civilization	<u>3</u>
			19

#### SOPHOMORE YEAR

##### Fall Semester

SPE	232	Public Speaking	3
REL	200	Religion 200 level	3
BIO	144	Biology for Non Majors	4
ENG	231	American Lit	3
PHY	141	Physical Science	3
MAT	130	Math Non Majors	<u>3</u>
			19

##### Spring Semester

HUM	131	African Heritage I	3
ENG	235	Technical Writing	3
MAT	230	Math for Non Majors	3
GEO	231	World Reg Geo	3
PSY	230	Intro. to Psychology	<u>3</u>
			18

**JUNIOR YEAR**

**Fall Semester (Admission to STEP)**

BIO	433	Environmental Science	3
* EDU	242	Foundations of Edu.	3
* EDU	230	Integrating Technology	3
HPR	120	Health for Mod. Living	2
PS	110	Physical Activity Course	<u>3</u>
			14

**Spring Semester: Teaching Field Block I**

**HPR	234	Meth/Mat. P.E.	3
**EDU	234	Lit for Children/Youth	3
**EDU	235	Expressions/Art	3
* EDU	330	Exceptional Child/Youth	3
* PSY	332	Educational Psychology	<u>3</u>
			15

**SENIOR YEAR**

**Fall Semester**

EED	433	Meth/Mat Reading	3
EED	432	Tests/Measurements	3
EED	436	Diagnostic Reading	3
EED	434	M/M Language Arts	<u>3</u>
			12

**Spring Semester**

EED	437	M/M Science/Health	3
EED	435	M/M Soc. Science	3
EED	430	Elementary Curriculum	3
EED	431	M/M Math	<u>3</u>
			12

**Fall Semester**

EED	490	Teacher Candidacy	12
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**Requirements for Teacher Certification in Secondary Discipline-Specific Areas**

The Teacher Education Program offers a curriculum of professional studies courses in education leading to secondary school certification in art, biology, language arts, mathematics, music (*vocal and choral*), physical education, or history. Students should consult with both the major department and the Teacher Education Program for advising.

The following courses are required for certification in a discipline-specific area:

**PROFESSIONAL STUDIES**

Be advised that students can take no more than the four professional studies courses listed below prior to being admitted to the Stillman Teacher Education Program (STEP).

EDU 230	Integrating Technology .....	3 hours
*EDU 242	Foundations of Education .....	4 hours
*EDU 330	Educating Exceptional Children/Youth.....	3 hours
PSY 332	Educational Psychology.....	3 hours

**GENERAL METHODS COURSES\*\***

**EDU 334	Children’s Literature ( <i>English/Language Arts only</i> ).....	3 hours
**EDU 325	Expression Through the Arts ( <i>Music &amp; Visual Arts</i> ).....	3 hours
**HPR 234	Methods/Materials of Teaching Physical Education ( <i>Physical Education only</i> ).....	3 hours

**SECONDARY EDUCATION MAJOR**

- General Studies Courses
- Professional Studies Courses
- Content Specific-Teaching Field Courses

**SECONDARY EDUCATION METHODS COURSES\*\***

**SED 433	Methods/Materials of Teaching Reading in the Content Area .....	3 hours
**SED 434	+Methods and Materials of Teaching General Science/Biology.....	3 hours
	OR	
**SED 435	+Methods and Material of Teaching Social Science .....	3 hours
	OR	
**SED 436	+Methods and Materials of Teaching English/Language Arts.....	3 hours
	OR	
**SED 437	+Methods and Materials of Teaching Mathematics .....	3 hours
**EDU 432	Tests and Measurements .....	3 hours
	TOTAL	9 hours

**\*\*\*TEACHER CANDIDATE INTERNSHIP**

**SED 490	Secondary Teacher Candidate Internship 6-12th grade.....	12 hours
	OR	
**SED 491	Secondary Teacher Candidate Internship P-12th grade.....	12 hours
	TOTAL	12 hours

**Suggestions for possible electives include, but are not limited to:**

**EED 300 Classroom Management**

**SED 400 Classroom Management**

\*Must join the Student Alabama Education Association in order to take these classes.

\*\*May not be taken until the student is admitted to the Teacher Education Program.

\*\*\*PRAXIS II must be passed before teacher candidacy internship.

+SED 434, SED, 435, SED 436, SED 437 are subject-specific courses. Teacher candidates will take the one course specific to their major area.

**DEPARTMENT OF BUSINESS ADMINISTRATION**

The major in Business Administration prepares students for entry-level employment opportunities in business, industry, government agencies, and for graduate and professional study. Upon successful completion of the academic program in the department a student will earn the Bachelor of Science degree in Business Administration with a concentration in: (1) Accounting; (2) General Management; or (3) Marketing.

**BUSINESS ADMINISTRATION MAJOR**

**Program Outcomes**

As a result of successful completion of the Business Administration Program, graduates will:

- Pursue graduate degrees in the areas of accounting, management, marketing, and or related areas.
- Obtain employment in a variety of business and corporate settings and be able to operate successfully as entrepreneurs.
- Apply to graduate school and be admitted within two years after graduation.
- Participate in internships during the junior and senior years of study.

**Learning Outcomes**

Upon completion of the Business Administration major, students will be able to:

- Communicate effectively using verbal and written skills and demonstrate these skills using visual and electronic means.
- Demonstrate a proficiency in the use of technology in conducting academic research and in preparing papers and presentations.
- Think critically and successfully apply knowledge gained in accounting, economics, finance, management, statistics, and marketing to sound business decisions.

**General Requirements for Business Majors**

Students majoring in Business Administration will be required to:

- take a basic core of 39 semester hours
- earn 18 semester hours in a designated area of concentration
- take a set of advisor-approved electives

The Department of Business Administration endeavors to provide every student majoring in business with a common body of knowledge. To this end, all students majoring in business will be required to complete a carefully articulated sequence of courses as follows.

ACC 231-232	Principles of Accounting I, II.....	6 hours
BUS 211	Professional Development .....	1 hour
BUS 234	Principles of Microeconomics .....	3 hours
BUS 320	Business Seminar .....	2 hours
BUS 333	Business Law & Ethics .....	3 hours
BUS 335	International Business.....	3 hours
BUS 338-339	Business Statistics I, II.....	6 hours
BUS 433	Business Finance.....	3 hours
ENG 233	Business Writing .....	3 hours
MAT 133	Applied Calculus.....	3 hours
MGT 334	Principles of Management .....	3 hours
MGT 336	Entrepreneurship and Small Business Mgt.	3 hours
MGT 439	Strategic Management.....	3 hours
MKT 331	Principles of Marketing.....	3 hours

**NOTE: BUS 233 – Principles of Macroeconomics should be taken as part of the General Education Course Core (Social Science requirement).**

**Sample Program for the Major in Business Administration**

**FRESHMAN YEAR**

**Fall Semester**

ENG	131	English Comp. I	3
HUM	131	African Heritage	3
MAT	131	Alg., Trig., Geom. I	3
REL	131	Old Testament	3
LOG	131	Logic I	3
STI	121	Orientation	2

**Spring Semester**

ENG	132	English Comp. II	3
HUM	132	African American xp.	3
HIS	131	World Civilization	3
REL	132	New Testament	3
CSC	121	Computer Literacy	2
MAT	132	Alg., Trig., Geom. I	3



**SOPHOMORE YEAR****Fall Semester**

BIO 131	Life Science	3
BUS 233	Prin. Macroecon.	3
ACC 231	Accounting I	3
ENG 233	Business Writing	3
HPS 110	Physical Education	1
MAT 133	Applied Calculus	<u>3</u>

16

**Spring Semester**

PHY 131	Physical Science	3
SPE 232	Public Speaking	3
BUS 234	Prin. Microeconomics	3
ACC 232	Accounting II	3
HPR 120	Health	2
REL 200 level		3
BUS 211	Professional Dev.	<u>1</u>

18

**ACCOUNTING CONCENTRATION****JUNIOR YEAR****Fall Semester**

BUS 333	Bus. Law & Ethics	3
MKT 331	Prin. Marketing	3
ACC 331	Interm Accounting I	3
MGT 334	Prin. of Management	3
BUS 320	Bus. Seminar	2
BUS 338	Statistics I	<u>3</u>

17

**Spring Semester**

BUS 339	Statistics II	3
ACC 332	Inter. Accounting II	3
MGT 336	Ent. & Small Bus Mgmt.	3
BUS 335	International Bus.	3
LOG 331	Logic II	3
Electives		<u>3</u>

18

**SENIOR YEAR****Fall Semester**

ACC 435	Managerial Acct.	3
ACC 434	Income Tax	3
BUS 433	Business Finance	3
REL 300	Religion 300 level	3
Electives**		<u>6</u>

18

**Spring Semester**

MGT 439	Strategic Management	3
ACC 436	Governmental Acct.	3
ACC 430	Computerized Acct.	3
Electives**		<u>6</u>

15

**MANAGEMENT CONCENTRATION****JUNIOR YEAR****Fall Semester**

MGT 334	Prin. Management	3
MKT 331	Prin. Marketing	3
BUS 338	Statistics I	3
BUS 333	Bus. Law & Ethics	3
REL 300	Religion (300 Level)	3
BUS 320	Business Seminar	<u>2</u>

17

**Spring Semester**

BUS 339	Statistics II	3
BUS 337	Money & Banking	3
BUS 331	Information Systems	3
BUS 335	International Bus	3
MGT 336	Ent. & Small Bus. Mgmt.	3
Electives*		<u>3</u>

18

**SENIOR YEAR****Fall Semester**

BUS 433	Business Finance	3
MGT 335	Human Res. Mgmt.	3
MGT 438	Org. Behavior	3
Electives**		<u>6</u>

15

**Spring Semester**

MGT 439	Strategic Management	3
MGT 435	Operations Management	3
BUS 434	Investments	3
Electives**		<u>6</u>

15

**MARKETING CONCENTRATION****JUNIOR YEAR****Fall Semester**

BUS	333	Bus. Law & Ethics	3
MKT	331	Prin. Marketing	3
BUS	338	Statistics I	3
MGT	334	Prin. Management	3
BUS	320	Business Seminar	2
			17

**Spring Semester**

BUS	339	Statistics II	3
MKT	333	Salesmanship	3
MGT	336	Ent. & Small Bus. Mgmt.	3
MKT	337	Marketing Channels	3
BUS	335	International Business	3
REL	300 level		<u>3</u>
			18

**SENIOR YEAR****Fall Semester**

MKT	335	Consumer Behavior	3
BUS	433	Business Finance	3
MKT	430	Marketing Research	3
Electives**			<u>6</u>
			15

**Spring Semester**

MKT	433	Market. Management	3
MGT	439	Strategic Management	3
MKT	437	International Mkt.	3
MKT	436	Services Marketing	3
Electives**			<u>3</u>
			15

**\*\*These electives are restricted to courses in related areas.**

**DEPARTMENT OF PHYSICAL EDUCATION**

The primary purpose of the Department of Physical Education is to develop competent teachers and physical education professionals who can make a positive contribution to school systems and to society and/or be admitted to and be successful in graduate school. Program graduates may also elect to work in park and recreation programs, as health/fitness/spa employees, and exercise instructors at facilities designed to offer assisted living.

The department provides the curriculum and body of knowledge whereby majors can be successful in graduate school and instills in the entire student body awareness and appreciation of lifetime physical and sports activities. The Department of Physical Education is committed to excellence consistent with the overall liberal arts mission of the College. The department teaches the scientific basis of physical activity, and the skills and the physical fitness competencies inherent in the profession that are required to be successful in the public and private schools, municipal or private settings and/or graduate school. Majors seeking physical education teacher certification for grades K-12 can receive certification by successfully completing all requirements in the education department.

All junior and senior physical education majors must take, pass or show improvement on the required Physical Education Majors Fitness Test. The test will be given one time each semester at a time designated by the department chairperson. It is the student's responsibility to properly prepare and condition him/herself for this test, as this is a graduation requirement.

**PHYSICAL EDUCATION MAJOR****Program Outcomes**

As a result of successful completion of the Physical Education Program, graduates will:

- Actively participate in the professional physical education community and within the broader education field.

- Describe and demonstrate effective communication skills.
- Describe and implement strategies to enhance communication among students in physical activity settings.
- Describe and apply bioscience (anatomical, physiological, biomechanical) and psychological concepts to skillful movement, physical activity, and fitness.
- Describe performance concepts and strategies related to skillful movement and physical activity.
- Demonstrate knowledge of how individuals develop and can provide opportunities that support their physical, cognitive, social and emotional development.
- Demonstrate understanding of how individuals differ in their approaches to learning and create appropriate instruction adapted to these differences.
- Demonstrate knowledge of content, disciplinary concepts and tools of inquiry related to the development of a physically educated person.
- Demonstrate knowledge of approved state and national content standards and local program goals.
- Demonstrate knowledge of current technologies and their application to physical education
- Demonstrate knowledge of and ability to use formal and informal assessment strategies to foster physical, cognitive, social, and emotional development of learners in physical activity.

### Student Learning Outcomes

Upon the completion of a major in Physical Education, students will be able to:

- Design, develop, and implement student-learning activities that integrate information technology.
- Monitor individual and group performance in order to design safe instruction that meets student developmental needs in the physical, cognitive, and social/emotional domains.
- Identify and use community resources to enhance physical activity opportunities.
- Identify critical elements of motor skill performance and combine motor skills into appropriate sequences for the purposes of improving learning.
- Identify strategies to become an advocate in the school and/or community to promote a variety of physical activity opportunities.
- Select and implement instructional strategies based on selected content, student needs, and safety issues, to facilitate learning in the physical activity setting.
- Use a variety of developmental practices to motivate school age students to participate in physical activities inside and outside of school.
- Use strategies to help students demonstrate responsible personal behaviors that promote positive relationships and a productive learning environment.

The following courses are required for the major in Physical Education:

HPR 120	Health for Modern Living.....	2 hours
HPR 231	History and Principles of Physical Education.....	3 hours
HPR 234	+Methods/Materials Teaching Physical ED P-12 .....	3 hours
HPR 330	School Health.....	3 hours
HPR 331	Organization/Administration HPER-Athletics.....	3 hours
HPR 332	Adapted Physical Education .....	3 hours
HPR 333	Safety and First Aid.....	3 hours
HPR 334	Coaching and Officiating .....	3 hours
HPR 432	Physiology of Exercise and Muscular Activity.....	3 hours
HPR 433	Kinesiology .....	3 hours
HPS 110	Beginning Swimming .....	1 hour
HPS 111	Volleyball and Basketball.....	1 hour
HPS 112	Dance and Aerobic Activity .....	1 hour
HPS 113	Flag Football and Soccer.....	1 hour
HPS 114	Tennis and Badminton.....	1 hour

HPS 115	Softball and Golf.....	1 hour
HPS 116	Track and Field and Weight Training.....	1 hour
HPS 117	Tumbling and Physical Conditioning.....	1 hour
HPS 118	Intermediate Swimming.....	1 hour
HPS 119	Fundamental Movement and Fitness.....	1 hour

+All students taking any education courses requiring field placement are required to join the Student Alabama Education Association (SAEA). PHYSICAL EDUCATION MAJORS SHOULD CHECK WITH THE DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION FOR THE REQUIREMENTS FOR THE PHYSICAL FITNESS TEST.

**Sample Program for the Major in Physical Education**

TOTAL of 126 hours

**FRESHMAN YEAR**

**Fall Semester**

STI 121	Orientation	2
REL 131	Old Testament	3
ENG 131	English Comp. I	3
MAT 131	Alg., Trig., Geo.I	3
LOG 131	Logic I	3
HPS 110	Activity	1
HPS 2XX	Activity Course	<u>1</u>
		16

**Spring Semester**

HPR 120	Health	2
REL 132	New Testament	3
ENG 132	English Comp. II	3
EDU 242	Found of Education	4
PHY 131	Physical Science	3
SOC 232	Anthropology	<u>3</u>
		18

**SOPHOMORE YEAR**

**Fall Semester**

HIS 131	World Civilization	3
PSY 230	Intro. Psychology	3
HPR 333	First Aid	3
HPR 231	Hist./Princip. of P.E.	3
HUM 131	African Heritage	3
HPS 2XX	Activity Course	<u>1</u>
		16

**Spring Semester**

BIO 131	Biology	3
*HPR 234	Meth./Mat. P.E.	3
SPE 232	Public Speaking	3
HUM 132	African Amer. Exp	3
EDU 330	Except Child. Youth	3
HPS 2XX	Activity Course	<u>1</u>
		16

**JUNIOR YEAR**

**Fall Semester**

REL 200	Religion 200 level	3
HPR 334	Coach and Officiating	3
HPR 330	School Health	3
HPR 331	Organ. and Admin P.E.	3
LOG 331	Logic II	3
HPS 2XX	Activity Course	<u>1</u>
		16

**Spring Semester**

PSY 333	Adolescent Psychology	3
HPR 433	Kinesiology	3
HPR 432	Physiology Exercise	3
HPR 332	Adapted P.E.	3
HPS 2XX	Activity Course	1
HPS 2XX	Activity Course	1
PSY 332	Educational Psy.	<u>3</u>
		17

**SENIOR YEAR**

**Fall Semester**

HPS 2XX	Activity Course	1
HPS 2XX	Activity Course	1
HPS 2XX	Activity Course	1
REL 300	Religion 300 level	3
**SED 433	M/M Teach Reading Content Area	3
**EDU 432	Tests/Measurements	3
**EDU 230	Integrating Technology	<u>3</u>
		15

**Spring Semester**

***SED 491	Teacher Candidate Internship (P-12)	12
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## DEPARTMENT OF PSYCHOLOGY

The Psychology degree is offered as a subunit of the Department of Education. It was developed to enable students to think scientifically about behavior and mental processes, develop research and assessment skills, and to use those skills to solve everyday problems. Students who complete the degree in psychology may choose to work in various fields such as assessment, advising, research, and crisis prevention and intervention. Additionally, students may choose to attend graduate school in order to work in fields such as clinical psychology, educational psychology, social work, marriage and family counseling, rehabilitation counseling, and school counseling. The broad application of psychology in other disciplines makes the courses suitable for students from other majors. The guidelines provided by the American Psychological Association (2007) for undergraduate psychology majors were used to develop the program and student learning outcomes.

### PSYCHOLOGY MAJOR

#### Program Outcomes

As a result of successful completion of the psychology program, graduates will:

- Provide a variety of relevant courses in psychology which will enhance personal, academic, and career goals
- Focus on basic principles of research design and analysis
- Use APA style in written assignments
- Explore ethical principles for psychologists in academic and applied settings
- Prepare students for graduate and professional school

#### Student Learning Outcomes

Upon the completion of a major in psychology, students will be able to:

- Demonstrate knowledge of psychological concepts and theories
- Understand research design, analysis, and interpretation
- Develop critical thinking skills
- Reflect values that are the basis for the discipline of psychology
- Demonstrate proficiency in using technology
- Develop superior written and oral communication skills
- Recognize, understand and respect diversity
- Use their psychological knowledge to assist with their career planning and development

### SAMPLE PROGRAM FOR THE MAJOR IN PSYCHOLOGY

#### FRESHMAN YEAR

##### Fall Semester

REL	131	Old Testament	3
ENG	131	English Comp. I	3
MAT	131	Alg. Trig. Geom. I	3
HUM	131	African Heritage	3
STI	121	Orientation	2
LOG	131	Logic I	<u>3</u>
			17

##### Spring Semester

REL	132	New Testament	3
ENG	132	English Comp. II	3
HPR	120	Health	2
HUM	132	African Amer. Exp.	3
BIO	131	Life Science	3
PSY	230	Intro. to Psychology	<u>3</u>
			17

**SOPHOMORE YEAR**

**Fall Semester**

REL 200	REL 200 Level	3
PSY 232	Child Psychology	3
HIS 131	World Civilization	3
PHY 131	Physical Science	3
CSC 121	Computer Literacy	2
HPS 110	Physical Education	<u>1</u>
		15

**Spring Semester**

PSY 231	History & Systems	3
PSY 233	Psy. Of Learning	3
SPE 232	Public Speaking	3
REL 300	REL 300 Level	3
LOG 331	Logic II	<u>3</u>
		15

**JUNIOR YEAR**

**Fall Semester**

PSY 332	Educational Psy.	3
PSY 333	Adolescent Psy.	3
PSY 311	Jr. Thesis Seminar	1
Elective		3
Elective		3
Elective		<u>3</u>
		16

**Spring Semester**

PSY 330	Research Methods	3
PSY 334	Abnormal Psy.	3
PSY 336	Stat. Meth. & Design	3
Elective		3
Elective		<u>3</u>
		15

**SENIOR YEAR**

**Fall Semester**

PSY 430	Group Dynamics and Interpersonal Relations	3
PSY 432	Theory of Psychometric Instruments	3
PSY 411	Senior Thesis Seminar	1
	Elective	3
	Elective	3
	Elective	<u>3</u>
		16

**Spring Semester**

PSY 436	Advanced Statistical Methods and Design	3
PSY 433	Clinical Assessment	3
	Elective	3
	Elective	3
	Elective	<u>3</u>
		15

**\*Required 38 hours**

**Suggestions for possible electives include, but are not limited to:**

- PSY 335 Social Psychology (3)
- PSY 434 Experimental Psychology (3)
- PSY 435 Experimental Psychology Lab (1)
- PSY 331 Psychology of the Aging (3)
- EDU 242 Foundations of Education (4)

## SPECIAL PROGRAMS

In addition to its regular liberal arts degree programs, Stillman offers a number of challenging educational programs and enrichment opportunities for students. Among them are the Military Science Program (ROTC), Harte Honors College, the guaranteed Pre-Medicine and Pre-law Programs, Independent Study Program, and internship opportunities.

The Department of Military Science at the University of Alabama provides opportunities for students to earn commissions in the United States Army or Air Force at the same time they work for their academic degrees at Stillman. Students can achieve the enviable combination of a degree in a major field and a commission as an Army or Air Force Second Lieutenant.



The Reserve Officers' Training Corps (ROTC) program is specifically designed to give college students on campus training and experience in the art of organizing, motivating, and leading others. It includes instruction in developing self-discipline, physical stamina, and bearing qualities that are important parts of leadership, contributing to success in any career.

Through a special cross-town arrangement, Stillman students may participate in the Army and Air force Reserve Officers Training Corps program at the University of Alabama. A student who competes one of the programs will qualify as a commissioned officer and will be ordered to active duty in the United States Armed Services.

A student may apply to either program at the beginning of his/her freshman year or may choose to apply at the end of the sophomore year. While a student is enrolled in one of these programs, he/she will attend certain courses at the University of Alabama.

Stillman students are eligible to apply for scholarships under both the Air Force and Army programs. Additional information about either program is available from the respective ROTC units at the University of Alabama or from the Vice President for Academic Affairs at Stillman.

## **The Harte Honors College**

The Harte Honors College provides opportunities for outstanding students to participate in rigorous educational experiences that will prepare a new generation of leadership with traditional underpinnings, a commitment to excellence, and vision to lead. Through a unique interdisciplinary curriculum with course work that ranges from classical languages to advanced research, the Honors College program is designed to stimulate students' intellectual curiosity, enhance their oral and written communication skills, and foster their ability to think and study independently. Honors College places special focus on the importance of viewing issues from many perspectives and of integrating and analyzing knowledge.

The criteria used to select each talented class of students include: a minimum high school grade point average of A-, minimum SAT of 1150 or ACT of 25, demonstrated success in the arts, strong performance in the sciences, and demonstrated leadership ability. To secure more information about Harte Honors College, write to: Director of Harte Honors College, Box 1430, Stillman College, Tuscaloosa, AL 35403.

## **Harte Honors College Graduation Requirements**

Candidates eligible for the Harte Honors College Diploma must have completed 124 or more semester hours of college-level coursework, earned a cumulative grade point average of at least 3.0 in the major, earned an overall cumulative grade point average of at least 3.0, and have completed the following:

1. At least 12 credit hours each semester with an overall grade of "B" or better.
2. All Harte Honors General Education requirements (54 credit hours).
3. All Harte Honors Courses:
  - HRT 120 Honors Seminar "The Scholar"
  - HRT 220 Honors Seminar "The Researcher"
  - HRT 320 Honors Seminar "The Artist"
  - HRT 322 Honors Seminar "Leadership"
  - HRT 420 Honors Seminar "The Citizen"
  - HRT 131 Honors African Heritage
  - HRT 232 Honors Logic
  - HRT 332 Honors Latin
4. A major consisting of a minimum of 30 credit hours, together with related courses, completed to the satisfaction of the major department...

5. Sophomore-Junior Examination.
6. Senior Thesis.
7. Senior Departmental Examination.
8. A graduate or professional school entrance examination.
9. Harte Honors cultural and enrichment activities.

**Harte Honors General Education Requirements**

All Harte Honors students are required to complete a core of courses designed to provide intellectual and aesthetic experiences that have the fundamental qualities of critical, analytical, and integrative thinking. These courses will enable the student to solve problems, to make both intellectual and value judgments, and to function effectively in a rapidly changing world environment. Some requirements may vary depending on the major.

**Harte Honors General Education Courses Credits**

REL 131-132	6
REL 200 Level	3
REL 300 Level	3
ENG 131-132 English Composition I and II	6
SPE 232 Public Speaking	3
MAT 131 Mathematics or MAT 135 Calculus I	3
PHY 131 Physical Science	3
CSC 121 Computer Literacy	2
BIO 131 Life Science	3
HIS 131 World Civilization	3
HPR 120 Health	2
HRT 120 Honors Seminar “The Scholar”	2
HRT 220 Honors Seminar “The Researcher”	2
HRT 320 Honors Seminar “The Artist”	2
HRT 420 Honors Seminar “The Citizen”	2
HRT 131 Honors African Heritage	3
HRT 232 Honors Logic	3
HRT 332 Honors Latin	<u>3</u>
Total General Education Credits	54

**Sample Four-Year Harte Honors Program**

**FRESHMAN YEAR**

<u>Fall Semester</u>				<u>Spring Semester</u>			
HRT	120	Honors Seminar	2	BIO	131	Life Science	3
HRT	131	African Heritage	3	ENG	132	English Comp. II	3
MAT	131	Mathematics	3	REL	132	New Testament	3
ENG	131	English Comp. I	3	CSC	121	Computer Literacy	<u>2</u>
REL	131	Old Testament	<u>3</u>				11
			14				

**SOPHOMORE YEAR****Fall Semester**

HRT	220	Honors Seminar	2
PHY	131	Physical Science	3
HIS	131	World Civ.	3
REL	200	Religion 200 level	<u>3</u>

11

**Spring Semester**

SPE	232	Public Speaking	3
HRT	232	Honors Logic	3
HPR	120	Health	<u>2</u>
			8

**JUNIOR YEAR****Fall Semester**

HRT	320	Honors Seminar	2
REL	300	Religion 300 level	<u>3</u>

5

**Spring Semester**

HRT	322	Honors Seminar	2
HRT	332	Honors Latin	<u>3</u>

5

**SENIOR YEAR****Fall Semester**

HRT	420	Honors Seminar	<u>2</u>
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The Sample Four-Year Harte Honors Program only includes Harte Honors requirements and does not include electives and courses in the major. All students must enroll in at least 12 credit hours each semester to remain in good standing with scholarship requirements.

**The Bachelor of Science in General Studies Program**

The Bachelor of Science in General Studies (BSGS) provides students with a unique opportunity to develop a multi-disciplinary and carefully focused course of study, which will fulfill traditional college requirements. This program equips students with a broad-based education that will allow them to think logically and articulate their findings via written and oral communications using technology. Students are also prepared for the intellectual tasks needed for success in graduate and professional schools. The General Studies Degree Program is designed to offer quality, flexibility, and personal satisfaction.

The General Studies program requires 124 credit hours. The required courses will include the fifty-three (53) hours of General Education Core courses and a two-credit hour orientation course, STI 121. In addition to the General Education Core courses, all students must take 21 credit hours from an Academic Department to form a Concentration. Twelve of these hours must be upper level courses (300 or 400 level). The program will reside under the auspices of the Dean of Arts and Sciences, who will initially provide academic advising and who will assign additional advisors based upon the selected concentration of the student.

**Program Outcomes**

The General Studies Program will:

- Provide an environment that promotes scholarship and critical thinking in its graduates.
- Create an environment in which diverse student populations develop academic and social networks that support their uniqueness and promote professionalism in lifelong learning.
- Integrate liberal arts, sciences, business, and professional education in order for graduates to make positive contributions to society.
- Develop individuals who are competent in the application of knowledge and skills and who possess values and attitudes consistent with a college degree.
- Maintain a qualified and diversified student body by mentoring students and providing the necessary support.
- Prepare qualified and serious students for advancement to graduate school.

## Student Learning Outcomes

The student will fulfill the Student Learning Outcomes of their selected academic concentration.

## The Pre-Medicine Program

Stillman's Pre-Medicine Program provides a broad-based course of study in the liberal arts that makes it possible for a student to meet the requirements for medical school while majoring in a specific discipline. To pursue a pre-medicine course of study at Stillman, one may elect a program leading to biology major. Stillman College guarantees that anyone who successfully completes its rigorous Pre-Medicine Program will meet the requirements for admission to medical school and will possess the skills necessary for success.

Criteria for admission to the guaranteed Pre-Medicine Program include a minimum ACT Score of 24 or SAT Score of 1100, a minimum GPA of 3.5, and appropriate high school courses in math, biology, chemistry, and physics.

Persons interested in additional information about the Pre-Medicine Program should write to: Advisor of the Pre-Medicine Program, Box 1430, Stillman College, Tuscaloosa, AL 35403.

### Pre-Medical Program for Biology Majors

#### FRESHMAN YEAR

##### Fall Semester

BIO 141	General Biology I	4
MAT 132	Alg, Trig. Geom. II	3
ENG 131	English Comp. I	3
HUM 131	African Heritage	3
CHM 141	Gen. Chem. I	4
STI 121	Orientation	<u>2</u>
		19

##### Spring Semester

BIO 142	General Biology II	4
MAT 135	Calculus I	3
ENG 132	English Comp. II	3
REL 132	New Testament	3
CHM 142	Gen. Chem. II	<u>4</u>
		17

##### Summer Semester

HPR 120	Health	2
HPS 110	Physical Education	1
REL 131	Old Testament	3
Elective		<u>3</u>
		9

#### SOPHOMORE YEAR

##### Fall Semester

BIO 231	Zoology	3
CSC 121	Computer Literacy	2
CHM 343	Organic Chem. I	4
HIS 131	World Civ.	3
LOG 131	Logic I	<u>3</u>
		15

##### Spring Semester

BIO 334	Genetics	3
SPE 232	Public Speaking	3
CHM 344	Organic Chem. II	4
HUM 132	African Amer. Exper.	3
PSY 230	Intro. Psychology	<u>3</u>
		16

##### Summer Semester

Summer Program (MCAT based)

#### JUNIOR YEAR

##### Fall Semester

BIO 343	Biochemistry	4
BIO 335	Anat. & Phys. I	3
PHY 143	Physics I	4
REL 200	Religion 200 level	<u>3</u>
		14

##### Spring Semester

LOG 331	Logic II	3
BIO 336	Anat. & Phys. II	3
PHY 144	Physics II	4
ENG 333	Writing Arguments	<u>3</u>
		13

**Summer Semester**

Summer Program (Research based)

**SENIOR YEAR****Fall Semester**

BIO 349	Microbiology	
BIO 448	Cell Physiology	
MAT 233	Statistics	
ELECTIVE		
REL 300		

**Spring Semester**

BIO 439	Molecular Biology	3
BIO 420	Biology Seminar	2
Elective		3
BIO Elective		3
Religion 300 level		3
		14

**Pre-Law Program**

Admission to law school is normally based on personal and academic records and on the results of a student's performance on the national Law School Admission Test (LSAT). Consequently, the Pre-law program at Stillman College helps students to broaden their view of the world, cultivate such personal qualities as honesty and integrity, and acquire and sharpen the diverse skills needed for success in law school, in a law career, and in life. The core skills include listening ability, general research, critical reading ability, analytical skills, logical thinking, and the ability to communicate clearly, concisely, and persuasively orally and in writing. At Stillman, a Pre-law student may select a major in a social science discipline with a number of elective courses in English, speech, and theatre, or a major in English with a number of elective courses in speech, theatre and the social sciences. Whatever the major, Pre-law students will pursue a demanding, four-year course of study in the liberal arts, which will help them acquire the knowledge and skills needed for the intense competition for admission in law school.

Criteria for admission to Stillman's guaranteed Pre-law program include a minimum GPA of 3.3; an ACT score of 21 or SAT score of 950; the appropriate high school courses in mathematics, English, and in the social and natural sciences.

Persons may obtain additional information about the program by writing to the Pre-law Coordinator, Stillman College, Box 1430, Tuscaloosa, AL 35403.

**Pre-Law Program for English Majors with Social Sciences****FRESHMAN YEAR****Fall Semester**

ENG 199	English Comp. I for Maj.	3
HPS 110	Physical Education	1
HUM 131	African Heritage	3
CSC 121	Computer Literacy	2
REL 131	Old Testament	3
LOG 132	Logic I	3
STL 131	Orientation	2
		17

**Spring Semester**

ENG 200	English Comp. II. For Maj.	3
HUM 132	African Amer. Exp.	3
REL 132	New Testament	3
BIO 131	Life Science	3
HPR 120	Health	2
HPS 110	Physical Education	1
HIS 131	World Civilization	3
		18

**SOPHOMORE YEAR****Fall Semester**

ENG 231	American Lit. I	3
REL 200	Religion 200 level	3
MAT 131	Alg., Trig., Geom. I	3
ENG 236	English Literature I	3
ENG 234	Intro to English Studies	3
PSC 239	American Government	3
		18

**Spring Semester**

ENG 232	American Lit. II	3
PSY 230	Intro. To Psychology	3
SPE 232	Public Speaking	3
ENG 237	English Literature II	3
PHY 132	Physical Science	3
ENG 336	Advanced Composition	3
		18

**JUNIOR YEAR****Fall Semester**

ENG	333	Writing Argument	3
SPE	231	Voice and Diction	3
ENG	331	English Grammar	3
ENG	335	Shakespeare	3
BUS	333	Legal Environment	3
LOG	331	Logic II	<u>3</u>
			18

**Spring Semester**

ENG	401	Research and Writing	3
PSC	332	U.S. Constitution	3
ENG	330	World Lit.	3
ENG	235	Technical Writing	3
REL	300	Religion 300 level	3
ENG	430	Literary Criticism	<u>3</u>
			18

**SENIOR YEAR****Fall Semester**

SPE	331	Persuasive Speaking	3
PSC	331	International Relations	3
PSC	335	American Pol. Theory	3
ENG	437	Major Writers	3
ENG	438	Senior Seminar	3
SPE	331	Acting	<u>3</u>
			18

**Spring Semester**

SPE	236	InterpersonalComm.	3
ENG	432	20 <sup>th</sup> Century Literature	3
PSC	336	State & Local Government	3
SPE	432	Discussion/Debate	<u>3</u>
			12

## The Independent Study Program

Independent study opportunities are provided through this program for the regular or non-traditional student who may want or need to enroll in a course or undertake a project for enrichment or expansion of his or her knowledge base through out-of-class experiences. The Independent Study Program serves traditional and non-traditional students, sophomores and above, providing they meet the GPA requirement and other qualifications established by the faculty.

- Opportunities for independent study in departmental approved courses are open to students based on policies adopted by the faculty and on availability of faculty.
- A student may register for no more than two independent study courses or 6 credit hours of independent study during a semester.
- A student may receive credit for a maximum of 12 semester hours of independent study courses/projects in completing requirements for any degree offered by the College. (This does not apply to students in Teacher Education who are limited by the Alabama State Department of Education to 6 semester hours of independent study).

## Experiential Learning

Experiential Learning is the entity, which falls under the auspices of Academic Affairs, responsible for providing tangible and meaningful experiences to complement a student's formal classroom theoretical instruction. Experiential learning is learning through experience. At its best, it is the fusion of academics and experience.

The Experiential Learning opportunities in a course is designed to compliment a student's formal education, by assisting them with practical work experience that is directly related to their majors. Students must have attained sophomore standing with at least a 2.5 G.P.A. to be eligible to register in this type of course. Transfer students must be enrolled in the College a full semester before becoming eligible for placement. When participating in the cooperative education program (co-op), students will alternate work and study periods over several semesters. Most placements are with large corporations and government agencies, and involve two to four work periods. Internships, on the other hand, are usually for a single term



(two maximum). Students may apply for up to 12 hours of co-op or 6 hours of internship toward elective credit in the completion of a major or general elective credit to meet overall graduation requirements. Co-op and internships may be full-time or part-time and local, national or international. During the school year, most experiences will be part-time and in the Tuscaloosa area. During the summer, they will usually be full-time and cover a wide range of geographic areas.

Service learning provides the opportunity for students to register for courses that require service components. These courses offer traditional learning opportunities, but require students to volunteer or serve with agencies that reflect the objectives and philosophy of the courses. Thus students' grades are dependent upon successful completion of both classroom instruction and service with an agency.

## **The Stillman Management Institute (SMI)**

The Stillman Management Institute is designed to meet the educational needs of adult learners who are 25 years and older with 60 semester hours or more of transferable credit. These students are typically working full-time and interested in completing their degree in the evening while continuing to work. The opportunity to attend class one night per week on a year-round basis (18 months) allows an earlier completion of the degree.

The educational mission of this program is essentially two-fold. First, it provides continual opportunities for integrating one's considerable work experience with the concepts of a comprehensive management curriculum. Secondly, it seeks to renew and foster the participant's professional growth and capabilities in order to prepare for even more productive future years.

### **Admission**

Requirements for admission to the Stillman Management Institute are:

- At least 60 transferable semester hours from an accredited college with a grade point average of 2.0 (4.0 scale) or better
- Minimum age of 25
- Completion of the application, and payment of the application fee
- Official transcripts from colleges and universities previously attended.

### **Transfer Credit**

Credit may be transferred for course work accomplished in residence programs at other accredited institutions. A grade of "C" or better must be earned in the transfer courses. Grade points or their equivalent will not be transferred, only the credit hours. Courses with grades of "C" or better will transfer along with courses earned from a regionally accredited institution. Grades earned in vocational courses or certificate programs will NOT transfer.

### **Graduation Requirements**

To graduate, candidates must satisfy the requirements listed below:

- Complete the 44 semester hours in the major
- Meet the General Education core requirements for the SMI program
- Have a minimum of 5 hours of general electives above the admission requirement
- Have a total of 124 or more semester hours
- Obtain a cumulative grade point average of 2.0 (4.0 scale) or above
- Complete a senior thesis research paper and orally present the thesis paper
- Pass a comprehensive senior departmental exit examination

**Tuition and Fees**

Tuition and fees are paid at the beginning of each semester. The application fee is paid at the time of application and the graduation fee is paid at the beginning of the third semester.

- \*Tuition and fees
- \*Application fee
- \*Graduation Fee
- \*UNCF
- \*Technology Fee
- \*Materials Fee (first semester only)

**Financial Aid**

During each semester, the student will be a full-time student and is therefore eligible to apply for any federal or Stafford loan or grant program. Students are strongly encouraged to submit a financial aid application at the time they make application, unless they choose not to apply for financial aid. In-state students may also apply for the Alabama grant with required proofs of residency.

**Program Emphasis**

Instructional modules are scheduled in a fashion that allows the student to fit the program into an already busy schedule. The modules meet from 6:00 p.m. to 10:00 p.m. one night per week or on Saturday from 9:00 a.m. to 1:00 p.m. for the duration of the program. Students receive a week off between semesters. Only one module is taken at a time and each group of students will progress through the program together.

REL 131, 132	Understanding the Old/New Testament.....	3 hours
REL 200, 300 level, 400 level	.....	3 hours
LOG 131	Logic I.....	3 hours
HUM 131	African Heritage .....	3 hours
HUM 132	African American Heritage.....	3 hours

**SMI CURRICULUM**

**First Semester**

SMI 301	Career and Life Assessment .....	2 hours
SMI 302	Technical Writing.....	2 hours
SMI 341	Organizational Behavior.....	3 hours
SMI 361	Statistics I .....	3 hours
SMI 381	Principles of Management and Supervision .....	3 hours

**Second Semester**

SMI 362	Statistics II.....	3 hours
SMI 371	Organizational Communication.....	3 hours
SMI 401	Managerial Economics .....	3 hours
SMI 411	Marketing.....	3 hours
SMI 431	Business Law and Ethics .....	3 hours
SMI 491	Thesis I .....	2 hours

**Third Semester**

SMI 351	Management Information Systems.....	3 hours
SMI 421	Managerial Accounting.....	3 hours
SMI 391	Human Resources Management.....	3 hours
SMI 433	Business Finance.....	3 hours
SMI 492	Thesis II.....	2 hours

**The Military Science Program (ROTC)**

The Department of Military Science at the University of Alabama provides opportunities for students to earn commissions in the United States Army or Air Force at the same time they work for their academic degrees at Stillman. Students can achieve the enviable combination of a degree in a major field and a commission as an Army or Air Force Second Lieutenant.

The Reserve Officers' Training Corps (ROTC) program is specifically designed to give college students on campus training and experience in the art of organizing, motivating, and leading others. It includes instruction in developing self-discipline, physical stamina, and bearing qualities that are important parts of leadership, contributing to success in any career.

Through a special cross-town arrangement, Stillman students may participate in the Army and Air Force Reserve Officers Training Corps program at the University of Alabama. A student who completes one of these programs will qualify as a commissioned officer and will be ordered to active duty in the United States Armed Services.

A student may apply to either program at the beginning of his/her freshman year or may choose to apply at the end of the sophomore year. While a student is enrolled in one of these programs, he/she will attend certain courses at the University of Alabama.

Stillman students are eligible to apply for scholarships under both the Air Force and Army programs. Additional information about either program is available from the respective ROTC units at the University of Alabama or from the Vice President for Academic Affairs at Stillman.

**GENERAL EDUCATION****BIO 131      Life Science      3 hours**

Life Science is the basic course for beginning college students. The course deals with basic life processes and how the contemporary issues of health and environment impact the living organisms. The course provides information and knowledge on the scientific approach to interpreting and solving contemporary problems.

**CSC 121      Computer Literacy      2 hours**

This course is a computer literacy course, which will include instruction in basic operating systems, vocabulary, consumer education, the Internet and microcomputer applications including word processing, database, spreadsheet, graphics, and presentation software. The course will also include discussions of ethical issues involved in microcomputer use and the effects of technology on society. This course will be regularly updated to reflect advancement in technology.

**ENG 131      English Composition I      3 hours**

This course focuses on developing writing skills in expository modes and requires the writing of papers in classification/division, comparison/contrast, cause/effect, and argument modes. Satisfies general education requirement.

**ENG 132      English Composition II      3 hours**  
 This course focuses on the reinforcement of skills in the areas noted for ENG 131 and requires the writing of one's perspective on an issue, a documented paper, analysis of a poem, and analysis of a short story. Prerequisite: ENG 131. Satisfies general education requirement.

**HIS 131      Foundations of World Civilization      3 hours**  
 This course is a survey of the history of mankind from its beginning to the present. Emphasis will be placed on the development of basic institutions, cultural achievements, and historical connections that help students to understand the present, and plan for the future.

**HPR 120      Health for Modern Living      2 hours**  
 This course deals with factors that influence the physical, mental, social, and emotional health of people. Students will learn health concepts that should guide them in making positive personal health decisions and lifestyle changes based on the latest health facts. Meets the general education requirement.

**HPS 110      Fundamental Movement and Fitness      1 hour**  
 This course is concerned with developing physical fitness, movement skills and information for understanding and participating in lifetime sports and activities. Meets the general education requirement.

**HUM 131      African Heritage      3 hours**  
 This course is a study of traditional African civilizations and cultures from ancient times through the colonial period with emphasis upon social structures, religion, folklore, history, art, music and geography.

**HUM 132      The African American Experience      3 hours**  
 This course is a study of Black life in the Americas and the Caribbean from its African origins to the present. Special attention is given to African influences, political forces, social structures, religion, music, and art.

**LOG 131      Logic I      3 hours**  
 This course is a study of how reality is conceptualized and of how concepts can be used as the basis for drawing rational conclusions.

**LOG 331      Logic II      3 hours**  
 This course is a study of the methods for evaluating whether the premises of an argument adequately support a conclusion. Prerequisite: LOG 131.

**MAT 131      Algebra, Trigonometry, and Analytic Geometry      3 hours**  
 This course covers equations and inequalities, functions and graphs, exponential and logarithmic functions, trigonometric functions, discrete algebra, applications. MAT 131 and MAT 132 do not count toward a major or minor in mathematics.

**PHY 131      Physical Science      3 hours**  
 This course is an introduction to the basic concepts of mechanics, energy, chemistry, astronomy, earth science, and weather. Three hours of lecture per week.

**REL 131      Introduction to the Old Testament      3 hours**  
 This is an introductory course designed to provide understanding of the Old Testament and of biblical faith; its basic concepts, values, terminology, literary styles and/or forms, principal personalities, places and events. Emphasis is placed in terms of the interpretive implications, meaning and history of the use of this literature for guidance in daily living and personal decision-making. Offered in the Fall and Summer.

**REL 132      Introduction to the New Testament      3 hours**  
 An introductory course designed to provide understanding of the New Testament and of biblical faith; its basic concepts, values, terminology, literary forms, principal personalities, places, and events. Emphasis is placed upon reading, discussing and understanding biblical literature in terms of the interpretive implications, meaning and value for daily living and personal decision-making. Offered in the Spring and Summer.

**SPE 232 Public Speaking 3 hours**

This course is concerned with effective communication of thought in speaking situations. It examines not only the basic discourse skills, but provides attention to logical analysis of informative and persuasive discourse and actual practice through classroom speaking. Prerequisite: ENG 131-132.

**STI 121 Orientation 2 hours**

This course is designed to help students make a smooth transition from high school to college. This will be accomplished by building connections between students, between students and the faculty, and between the students and the College. Also the course will provide opportunities for students to develop the skills, values, behaviors, and attitudes necessary for success at Stillman and beyond.

**HARTE HONORS COLLEGE****HRT 120 Harte Honors Seminar: The Scholar 2 hours**

This course is an introduction to the nature and implications of scholarly activity in higher education. The course provides students with experiences designed to encourage them to habitually raise and answer questions about the nature and relevance of new information. Through experiences such as these, students will begin developing the skills and attitudes of life-long learners. Prerequisite: Admission into the Harte Honors College.

**HRT 131 Honors African Heritage 3 hours**

This course provides an in-depth study of African American life from its African origins to the present. Concentrated study given to African influences in political forces, social structures, religion, music, and art. Prerequisite: Admission into the Harte Honors College.

**HRT 220 Harte Honors Seminar: The Researcher 2 hours**

This course is an introduction to the nature and implications of research in all disciplines. Course assignments are designed to give students opportunities to explore and discover concepts relevant to the natural and social sciences. In addition, students will learn the importance of research and how to conduct research that will facilitate the successful completion of their Senior Thesis. Prerequisites: HRT 120 and admission into the Honors College.

**HRT 232 Honors Logic 3 hours**

This course provides an in-depth study of how reality is conceptualized and how concepts can be used as the basis for drawing rational conclusions. Students will study various methods for evaluating whether premises of an argument adequately support a conclusion. Prerequisite: Admission into the Harte Honors College.

**HRT 320 Harte Honors Seminar: The Artist 2 hours**

This course is an introduction to the nature of design and the creative process. Students will explore works of fine art such as painting, sculpture, architecture, photography, film, poetry, music, drama, and dance for both structure and meaning. Assignments will be given to help students explore creative abilities in two or more of these areas. Prerequisites: HRT 120, HRT 220, and admission into the Harte Honors College.

**HRT 322 Harte Honors Seminar: Leadership 2 hours**

This course is an introduction to fundamental principles and processes of leadership. Students will explore the roles of leadership and the global implications of leadership decisions in a rapidly changing society. Prerequisites: HRT 320 and admission into the Harte Honors College.

**HRT 332 Honors Latin 3 hours**

This course provides the study of pronunciation, grammar, and vocabulary designed for students to understand, speak, read, translate, and write simple Latin. Students will be introduced to mythological and historical characters as well as ancient Mediterranean and European civilizations that include people of many different cultures and social levels ranging from slaves to emperors. Prerequisites: ENG 131, ENG 132, and admission into the Harte Honors College.

**HRT 420      Harte Honors Seminar: The Citizen      2 hours**

This course is an introduction to issues of citizenship. This course provides an overview of the historical, legal, and social implications of citizenship. It introduces the theoretical framework for conducting community service projects. Students will engage in community service projects as expressions of becoming a good citizen. Prerequisites: HRT 322 and admission into the Harte Honors College.

## AIR FORCE STUDIES

**AFS 110      The Foundations of the United States Air Force      1 hour**

This 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, officer ship 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 follower ship experiences. One hour of lecture and one and one-half hours of lab per week. Offered fall semester only. Co-requisite: AFS 101 Leadership Laboratory.

**AFS 120      The Foundations of the United States Air Force      1 hour**

This 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, officer ship 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 follower ship experiences. One hour of lecture and one and one-half hours of lab per week. This course is offered spring semester only. Co-requisite: AFS 102 Leadership Laboratory.

**AFS 230      The Evolution of USAF Air and Space Power      1 hour**

This course is 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. One hour of lecture and one and one-half hours of lab per week. This course is offered fall semester only. Corequisite: AFS 201 Leadership Laboratory.

**AFS 240      The Evolution of USAF Air and Space Power      1 hour**

This course is 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. One hour of lecture and one and one-half hours of lab per week. This course is offered spring semester only. Co-requisite: AFS 202 Leadership Laboratory.



**AFS 350 Air Force Leadership Studies 3 hours**

This course 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. Three hours of lecture and one and one-half hours of lab per week. Offered fall semester only. Prerequisite: Completion of four- or five-week field training course or approval of the professor of Air Force Studies. Co-requisite: AFS 301 Leadership Laboratory.

**AFS 350 Air Force Leadership Studies 3 hours**

This course 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. Three hours of lecture and one and one-half hours of lab per week. Offered spring semester only. Prerequisite: AFS 350. Co-requisite: AFS 302 Leadership Laboratory.

**AFS 470 National Security Affairs/Preparation for Active Duty 3 hours**

This course 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, officer ship, 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. 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. Three hours of lecture and one and one-half hours of lab per week. Offered fall semester only. Prerequisite: AFS 360. Co-requisite: AFS 401 Leadership Laboratory.

**AFS 480 National Security Affairs/Preparation for Active Duty 3 hours**

This course 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, officer ship, 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. 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. Three hours of lecture and one and one-half hours of lab per week. This course is offered spring semester only. Prerequisite: AFS 470. Co-requisite: AFS 402 Leadership Laboratory.

## **ARMY RESERVE OFFICERS' TRAINING CORPS STUDIES**

**MIL 101 and 102 Beginning Army Fitness Training 1 hour**

In this course, students participate in and learn the fundamentals of physical fitness programs. Emphasis is on the development of an individual fitness program and the role of exercise and fitness in daily life.

**MIL 110 Leadership and National Security 1 hour**

This course educates students in the fundamentals of leadership and national security. Using the U.S. Army as a case study, students examine military organizational culture, roles and missions of the armed forces, leadership management, and leader communication skills. Additionally, through practical exercises, students develop individual leadership skills in problem solving, land navigation, and rifle marksmanship. The course counts toward credit for completion of the Army ROTC Basic Course, entrance into the Army ROTC Advance Course,

and eventual commissioning as an officer in the U.S. Army. Students taking this course do not incur any military obligation. Course meets one time per week in accordance with the fall schedule of classes.

**MIL 120 Foundations of Leadership and Team Development 1 hour**

This course serves as a sequel to MIL 110 Leadership and National Security and educates students in the fundamental military skills. Using the MIL 110 class as a foundation, students examine mission analysis, time management, leadership management, and leader communication skills. Additionally, through practical exercises, students develop individual leadership skills in problem solving, land navigation, and rifle marksmanship. The course counts toward credit for completion of the Army ROTC Basic Course, entrance into the Army ROTC Advance Course, and eventual commissioning as an officer in the U.S. Army. Students taking this course do not incur any military obligation. This course meets one time per week in accordance with the spring schedule of classes.

**MIL 111 & MIL 121 Leadership Application I and II Lab 1 hour**

This course provides students the opportunity to apply leadership theory in a wide range of scenarios. Using small unit tactics as a vehicle, students learn a series of individual technical skills and then transition to leading fellow students in collective tasks. This course meets bi-weekly in accordance with the fall/spring schedule of classes.

**MIL 201 and 202 Intermediate Army Fitness Training 1 hour**

In this course, students participate in and learn how to conduct an Army physical fitness program. This program teaches the principles of fitness of frequency, intensity, time, and type of exercise through participation and practical exercise. This course begins with assisting the students in adopting a healthy physical fitness ethos and lifestyle required of an Army officer. Students are given performance reviews based on the current Army Physical Fitness Test (APFT) evaluation criteria.

**MIL 210 Basic Leadership Skills 2 hours**

This course builds on MIL 120. Students focus on leadership development and officer ship. Throughout the course students learn personal development, problem solving, planning, teamwork, Army values, and the basics of physical fitness. There are also several practical exercises in which the student will learn beginner skills such as knot tying, rope bridging, land navigation, and marksmanship. This course counts towards credit for completion of the U.S. Army ROTC Basic Course and eventual commissioning as an officer in the U.S. Army. Students taking this course do not incur any military obligation. The course meets twice a week in accordance with the fall schedule of classes.

**MIL 220 Military Leadership Skills 2 hours**

This course is a sequel to MIL 210 Basic Military Skills. There is a continued focus on leadership development through practical exercises and classroom interaction. Some of the topics covered are goal setting, oral communication, decision making, teamwork, and stress management. There is also a continuation of basic skills such as land navigation and map reading. This semester, more than any before, draws together the various components of values, communications, decision making, and leadership to focus on the qualities required of a commissioned officer. Upon completion of this semester, cadets should possess a fundamental understanding of both leadership and officer ship and demonstrate the ability to apply this understanding to real-world situations. This course counts towards credit for completion of the U.S. Army ROTC Basic Course and eventual commissioning as an officer in the U.S. Army. Students taking this course do not incur any military obligation. The course meets twice a week in accordance with the spring schedule of classes.

**MIL 211 & 221 Military Leadership and Management Application I and II Lab 1 hour**

This course uses a series of demonstrations and practical exercise scenarios to develop basic leadership competency. Students have the opportunity to observe and experiment with different leadership and management techniques. The course instills individual leadership confidence and provides a structured mechanism for identifying leadership potential. Each course meets bi-weekly in accordance with the fall/spring schedule of classes.

**MIL 235 American Military Experience 2 hours**

This course begins with an introduction and overview of American military history with a focus on the U.S. Army. Follows the origins of the American Military experience from Anglo-American colonial warfare to the present; includes America's major wars and the evolution of military technology. This class meets two times a week in accordance with the fall/spring schedule of classes.

**MIL 250 Leader's Training Course 6 hours**

This 28-day leader internship is taught as an off-campus extension course each summer at Fort Knox, Kentucky. It is open to students who have a minimum of 48 semester hours and at least four semesters of degree work remaining after completion of the course. The Army provides transportation to and from Fort Knox. Students receive free room and board and are paid for their attendance. They participate in hands-on leadership exercises and receive training in marksmanship, rappelling, water survival, land navigation, and small unit tactics. Course participants are eligible to win two-year scholarships. For additional information, contact Army ROTC at (205) 348-1056.

**MIL 301 & MIL 302 Advanced Army Fitness I and II 1 hour**

In this course students participate in and learn how to plan, conduct, and revise physical fitness programs, to include strength, cardiovascular, endurance, and flexibility training. This course also teaches the student how to develop the physical fitness ethos and lifestyle that are required of a military officer. Students are given performance reviews based on the current Army Physical Fitness Test (APFT) evaluation criteria. Course meets three times a week and is open only to ROTC Cadets.

**MIL 310 Small Unit Tactical Leadership 3 hours**

This course is a study and development of leadership and small unit tactics that provide training and education in becoming a commissioned officer in the U.S. Army. Students participate in a series of practical exercises to enhance leadership skills and receive personal assessments of and developmental training in leadership competencies. Students produce both written and oral guidance for team members to accomplish tasks. Additionally, cadets receive out of class training during field exercises, physical training, and leadership labs. This course requires participation in leadership development lab. This course meets three times weekly in accordance with the schedule of classes.

**MIL 320 Advanced Military Leadership 3 hours**

This course is a continuation of the development of student competencies and confidence through intermediate leadership, technical, and tactical instruction. Students lead small groups in accomplishing tasks of increasing complexity. Significant training in oral briefing and time management during time-constrained and stressful situations is used to improve decision-making skills. This course also examines the importance of ethical decision making in improving team performance. Students are required to participate in leadership development labs. This class meets three times a week in accordance with the fall/spring schedule of classes.

**MIL 311 & 321 Small Unit Leadership Applications I and II Laboratory 1 hour**

This course is a series of practical applications of small unit tactics, leadership skills, and technical competencies learned in the classroom. Participation is required of all MIL 310 and MIL 320 students. This class meets weekly in accordance with the fall/spring schedule of classes.

**MIL 410 Ethics and the Military as a Profession 3 hours**

This course is a study of the distinguishing characteristics of professionalism and how they relate to the military as a profession. Emphasis is on ethical decision-making and obligations of officer ship in a democratic society. Interpersonal skills and behavioral processes are covered and applied in practical exercises to further develop student management and leadership skills. This class meets three times a week in accordance with the fall/spring schedule of classes.

**MIL 411 & 421 Advanced Leadership Applications Lab I and II 3 hours**

In this course, students are provided an education in executive leadership management and they are prepared for post commissioning tasks as Army officers. Students fill basic command and staff positions and are responsible for planning, coordinating, and conducting the Corps of Cadets training activities. This class meets bi-weekly in accordance with the fall/spring schedule of classes.

**MIL 420 Advanced Leadership and Management Techniques 3 hours**

This course is a study of leadership with an emphasis on command and staff processes, training management fundamentals, communication processes, problem solving and instructional techniques with a concentration on military applications. Individual and group motivational and behavioral processes are covered to further develop student management and leadership skills. This class meets three times a week in accordance with the fall/spring schedule of classes.

## DIVISION OF ARTS AND SCIENCES

**ART 131 Design I 3 hours**

Design I is intended to be an introductory course in two-dimensional design. Design is a discipline constituting a basic and integral part of all visual art forms. This course is structured to introduce basic visual design concepts and to develop manual and visual art skills. Students learn how to be inventive and improvise with compositional forms using the design elements of line, shape, form, value, texture, pattern and color to create their own design compositions. A variety of art media will be employed. This course is usually taught in the Fall.

**ART 132 Drawing I 3 hours**

Drawing I is designed to be a fundamental studio art course. Students learn to draw what they see from still life, landscape, and imaginative subject matter. Students will learn to draw using direct observation as they create visible forms from life using a variety of drawing media. Fall and Spring

**ART 134 Design II 3 hours**

Design II is intended to be an introduction to three-dimensional design and the plastic arts. Students apply design concepts to three-dimensional design problems using materials and techniques of the contemporary sculptor. Prerequisite: ART 132 or consent of the instructor. Spring.

**ART 228 Jewelry 2 hours**

Jewelry class is designed to be a study of methods, materials and processes of designing jewelry encompassing the use of personal symbols, creativity and techniques of metal fabrication by hand and machine tools. Spring.

**ART 229 Fibers 2 hours**

Fibers class is designed to be an introduction to basic fiber techniques employing both on-loom and off-loom methods. Spring.

**ART 230 Introduction to Photography 3 hours**

Introduction to Photography is designed to be a studio art course in the fundamentals of 35-mm black and white photography. Students will be introduced to basic camera functions, lens composition, and darkroom techniques for printing photographic images. Spring.

**ART 231 Drawing II 3 hours**

Drawing II is designed to continue investigation in drawing with emphasis placed on controlling the composition of both surface and content. The abilities to both accurately represent and abstract from life are expanded. Prerequisite: ART 131. Fall and Spring.

**ART 232 Art in Elementary Education 3 hours**

This course is designed to focus on the planning of art programs to meet the needs of children in nursery school through grade six. Experiences with design and color, art materials and processes, and inquiry into child growth and development in art are included in class activities. Lecture-discussions, reading and individual teaching are considered. Fall and Spring.

**ART 233      Graphic Design I      3 hours**  
Graphic Design I is intended to be an introductory course in graphic design. Students will work with and study the formal and technical aspects of designing with type and illustration. Students will use traditional graphic arts media and computers in the execution of selected projects. Prerequisites: ART 131 and ART 132 or consent of the instructor. Fall.

**ART 234      Painting I      3 hours**  
Painting I is designed to focus upon developing concepts of pictorial design with emphasis on the development of painting skills and techniques. Students will create compositions using traditional subject-matter, including still-life and landscape. Spring.

**ART 330      Graphic Design II      3 hours**  
Graphic Design II is an advanced course in graphic design. Students continue work with the formal and technical aspects of typography, illustration and computer-assisted imagery. Spring.

**ART 331      Art History I      3 hours**  
Art History I is designed to be an historical, cultural, and aesthetic treatment of art forms from around the world, beginning with prehistory and going through the Gothic Period in Europe. Fall.

**ART 332      Art History II      3 hours**  
Art History II is designed to be an historical, cultural, and aesthetic treatment of art forms from around the world, beginning with the European Renaissance and going to the Post-Modern Period in the late twentieth century. Spring.

**ART 333      African, African-American, and Caribbean Art      3 hours**  
African, African-American, and Caribbean Art is designed to be a survey of the major art styles of Africa and the African Diaspora in the United States and the West Indies. Fall.

**ART 334      Painting II      3 hours**  
Painting II is designed to be an intermediate study of painting with emphasis on research and development of different styles and techniques. Students will create a series of six paintings that explore and document a selection of different painting styles. Prerequisites: ART 234. Spring.

**ART 335      Ceramics I      3 hours**  
Ceramics I is designed to be an introductory course in studio ceramics. Students learn how to create functional ceramic art forms from clay. The basic techniques in hand building (pinch, coil and slab) as well as glazing and firing will be introduced. Fall.

**ART 336      Sculpture      3 hours**  
Sculpture is designed to be an introductory course in sculpture that will acquaint the student with sculptural processes and the elements of three-dimensional design. Clay will be used as the primary medium. Students will produce both relief and free-standing sculptural forms. Fall.

**ART 337      Printmaking      3 hours**  
Printmaking is designed to be an introduction to the techniques of relief and intaglio printmaking with emphasis on drawing and design as applicable to this process. Prerequisites: ART 131 and ART 132 or consent of instructor. Fall.

**ART 338      Photography II      3 hours**  
This course is a continuation of Photography I. Students will create a series of photographs related in content and or style. The course will also allow art majors to create a body of photographs suitable for inclusion in their required Senior Exhibition. (ART 431). Spring.



**ART 339 Drawing III 3 hours**

This is an advanced level drawing course for art majors. It allows students to expand their own ideas and to create works suitable for inclusion in their required Senior Exhibitions in ART 431. Fall, Spring.

**ART 431 Senior Exhibition 3 hours**

The senior exhibition is a professional gallery presentation given by each art major in their final semester. It is the equivalent of the Senior Thesis at the College. It will exhibit the student's cumulative art production with emphasis placed on the last three semesters of study. The exhibition can vary in content and media but should demonstrate thematic and technical cohesion. The exhibit must be supported by an oral presentation and written artists' statement. The student will be required to professionally prepare and install all art work for this exhibition.

**ART 434 Painting III 3 hours**

Painting III is designed to be an advanced study of pictorial design with continued emphasis on painting. This course emphasizes individual creativity while exploring painting through a series of six related works. Students will focus their efforts on the development of individual style and technique. Prerequisite: ART 334. Fall.

**ART 435 Ceramics II 3 hours**

Ceramics II is an advanced course in studio ceramics. This course continues the development of aesthetic concepts and construction techniques with clay in the exploration of vessel and non-vessel forms. Each student will design and execute a series based on his/her interest and skill. Emphasis will be on hand-building processes, the use of armatures, and techniques involved in making well constructed, aesthetically pleasing objects from clay. Students will receive further instruction in glazing and firing techniques. Fall.

**ART 436 Photography III 3 hours**

This is an advanced level course in photography. It is a continuation of ART 338, Photography II. This course emphasizes individual creativity while exploring different photographic styles, techniques, and black and white processes. Students will create a series related by a selected narrative. It will allow students to further explore photographic image making as they create a series to be included in their Senior Exhibition. Spring.

**ART 437 Painting IV 3 hours**

Painting IV is designed to be an advanced course for art majors. It is a continuation of Painting III. This course emphasizes individual creativity while continuing the exploration of painting through different techniques with varying content and styles. Students will create a series of at least six paintings. Spring.

**BIO 141-142 General Biology 8 hours**

General Biology is the basic course for beginning college students majoring in biology. The course assists the students in acquiring a knowledge base about the organization, characteristics, diversity and interrelationship of living things. The course presents key concepts and selected topics that reflect current research in all fields of biological sciences. The course provides examples of problem solving and experiments to provide familiarity with a scientific approach to interpreting living organisms. Three hours of lecture, two hours of laboratory per week. A grade of C or better in BIO 141 is required for BIO 142.

**BIO 143-144 Biology for Non-Majors 8 hours**

These courses are designed for students not majoring in the sciences. The courses will assist students in understanding fundamental biological concepts and the nature of science. In addition, these courses provide examples of problem solving and experiments to provide familiarity with a scientific approach to interpreting the world. Three hours of lecture, two hours of laboratory per week. A grade of C or better in BIO 143 is required for BIO 144.

**BIO 231 Zoology 3 hours**

This course is a comparative study of the morphology, anatomy, physiology, and taxonomy of the various animal phyla. Three hours of lecture, two hours of laboratory per week. Prerequisite: BIO 141-142.



**BIO 232 Plant Organization 3 hours**

This course is a comparative study of the morphology, physiology, and taxonomy with special emphasis on life cycles of algae, fungi, non-vascular, and vascular plants. Three hours of lecture, two hours of laboratory per week. Prerequisite: BIO 141-142.

**BIO 332 General Ecology 3 hours**

This course is a study of the interactions between organisms and their surroundings. The course will also emphasize the distribution and abundance of organisms within the environment. This will allow the student to understand where organisms are found and why they are found there. This distribution and abundance will be studied at the levels of the population, community and ecosystem. Prerequisite: BIO 141-142.

**BIO 334 Principles of Genetics 3 hours**

Principles of Genetics is an introduction to the principles of inheritance and their application to plants, animals, and man. Three hours of lecture, two hours of laboratory per week. Prerequisite: BIO 141-142.

**BIO 345 Human Anatomy and Physiology I 4 hours**

This course is a study of the human body on both the microscopic and macroscopic levels, to assist the student in comprehending the interrelationship of the various organ systems of the body. The course includes a study of the anatomical structures and physiological processes of the integumentary, skeletal, muscular, nervous, and sensory systems. Three hours of lecture, two hours of laboratory per week. Prerequisites: BIO 141-142.

**BIO 346 Human Anatomy and Physiology II 4 hours**

This course is a study of the anatomical structures and physiological processes of the endocrine, circulatory, lymphatic, immune, respiratory, digestive, urinary, and reproductive systems. Three hours of lecture, two hours of laboratory per week. Prerequisite: A Grade of "C" or better in BIO 335.

**BIO 343 Biochemistry 4 hours**

This course is a study of amino acids, proteins, pH effects, nucleic acids, protein synthesis, and enzyme kinetics. Three hours of lecture, three hours of laboratory per week. Prerequisite: BIO 141-142 and CHM 344.

**BIO 349 Microbiology 4 hours**

Microbiology is an introduction to the morphology, anatomy, physiology, and classification of micro-organisms with special emphasis on bacteria. Three hours of lecture, three hours of laboratory per week. Prerequisites: BIO 141-142, CHM 142.

**BIO 400 Public Health 3 hours**

This course is designed to introduce students to community health and examines the underlying determinants of current health policy issues. The course is intended to increase the awareness of issues, which include significant changes occurring in the organizational structure of community health, improvements of community health, and health quality. It will also provide students with the knowledge and analytical skills of how health care policies are formulated. Three hours of lecture per week.

**BIO 420 Senior Seminar in Biology 2 hours**

This course will emphasize undergraduate research projects, research techniques, use of technology, and presentation of research to peers and faculty. In addition, students will be exposed to a variety of fields within the area of biology that provide career opportunities. Prerequisite: Senior standing.

**BIO 433 Environmental Science 3 hours**

This course will provide a framework for an interdisciplinary analysis of environmental issues. The fundamental principles presented permit the student to apply their understanding to the environment. Scientific, social, political, and economic issues that arise as a result of environmental problems will also be addressed. Three hours of lecture per week. Prerequisites: BIO 142 or BIO 144, CHM 141 or PHY 141.

**BIO 434 Biochemistry 3 hours**

This course is a study of metabolism which includes carbohydrates, glycolysis, the citric acid cycle, and oxidative phosphorylation. The energetics of all these processes are considered in detail. Three hours of lecture per week. Prerequisites: BIO 141-142, CHM 344.

**BIO 448 Cell Physiology 4 hours**

This course is a study of essential interrelationships of the chemical and physical aspects within the living cell through a unified approach combining biology and chemistry. Included are a review of the molecular structures of biological molecules, thermodynamic relations in terms of chemical reactivity, survey of the ultrastructures, enzymes structure and function, membrane structure, and the molecular biology of the gene. Three hours of lecture, three hours of laboratory per week. Prerequisites: Students must have completed all other biology courses, Co-requisite: CHM 343.

**CHM 141-142 General Chemistry 8 hours**

A basic course in chemistry for beginning college students. The general principles of elementary chemistry, its laws, theories, and simple calculations are stressed. Topics covered include: scientific measurement using the metric system, atomic structure, principles of chemical bonding, the mole concept, chemical equations, gases, liquids and solutions, simple acid-base theory, and introduction to chemical equilibrium and electrochemistry. Three hours lecture, three hours laboratory per week. Prerequisite or co-requisite: MAT 131. A grade of C or better in CHM 141 is required for CHM 142.

**CHM 247-248 Analytical Chemistry 8 hours**

This course is a study in quantitative chemical analysis in which techniques of volumetric and gravimetric methods of analysis are stressed during the first semester and selected instrumental methods are treated during the second semester. Both theoretical principles and practical applications are considered. Three hours lecture, three hours laboratory per week. Prerequisite: A grade of C or better in CHM 141-142. A grade of C or better in CHM 247 is required for CHM 248.

**CHM 343-344 Organic Chemistry 8 hours**

This course is a study of the different classes of organic compounds, their structures, nomenclature, methods of preparation, reactions and theories regarding their behavior. Physical and chemical methods of separation and identification as well as organic syntheses are treated in the laboratory. Three hours lecture, three hours laboratory per week. Prerequisite: A grade of C or better in CHM 141-142. A grade of C in CHM 343 is required for CHM 344.

**CSC 131 Introduction to Computing 3 hours**

This course introduces the student to the field of information technology. The course provides an overview of the computer science and computer information systems majors and makes students aware of the attitude, skill, and capabilities necessary to succeed in an information technology field. Topics include data representation, data organization, interpreting algorithms, interacting with operating systems, and problem solving strategy. Co-requisite: MAT 132 or MAT 134, or an acceptable score on a mathematics placement test.

**ENG 031 English Essentials 3 hours**

This course is designed to provide practice in basic grammar, usage, mechanics, sentence structure, and composition. Pre- and post-tests will measure student achievement. The course does not substitute for the general education requirements in English.

**ENG 131 English Composition I 3 hours**

This course focuses on developing writing skills in expository modes and requires the writing of papers in classification/division, comparison/contrast, cause/effect, and argument modes. Satisfies general education requirement.

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**ENG 132 English Composition II 3 hours**

This course focuses on the reinforcement of skills in the areas noted for ENG 131 and requires the writing of one's perspective on an issue, a documented paper, analysis of a poem, and analysis of a short story. Prerequisite: ENG 131. Satisfies general education requirement.

**ENG 199 English Composition I for English Majors 3 hours**

This is the first course of the freshman English requirement for English students who have indicated an interest in English as a major. It develops writing skills in expository modes (comparison/contrast, classification/division, causal analysis, and argument). It is designed to provide intensive practice in writing and related skills (analytical reading, speaking, listening). The course requires students' *active* participation. A portfolio that earns a grade of C or better is required. Prerequisite: Declaration of intention to major in English.

**ENG 200 English Composition II for English Majors 3 hours**

This is the second course of the freshman English requirement for English students who have indicated an interest in English as a major. This course focuses on the reinforcement of skills in the areas noted in English 199 and requires the writing of argument/persuasion and research papers. A portfolio that earns a grade of C or better is required. Prerequisites: Declaration of intention to major in English and successful completion of English 199.

**ENG 230 Introduction to Creative Writing 3 hours**

This course is devoted to the study and writing of poetry, fiction, and the personal essay. Prerequisites: ENG 131-132. Spring.

**ENG 231 American Literature I 3 hours**

This course is a survey of American literature from the beginning to 1865. Prerequisites: ENG 131-132.

**ENG 232 American Literature II 3 hours**

This is a survey of the prose and poetry of American literature from 1865 to the present. Prerequisites: ENG 131-132 or ENG 199-200 (for English majors).

**ENG 235 Technical Writing 3 hours**

This course is an introduction to technical writing and is intended for students in scientific and technical disciplines as well as for English majors and majors in other disciplines who want to develop technical writing skills. Primary focus is on building skills and using strategies required in writing proposals, progress reports, correspondence, and research reports. Prerequisites: ENG 131-132 or ENG 199-200.

**ENG 236 English Literature I 3 hours**

This course is a survey of English literature from the beginning to 1800. Prerequisites: ENG 131-132 or ENG 199-200 (for English majors).

**ENG 237 English Literature II 3 hours**

This course is a survey of English literature from 1800 to the present. Prerequisites: ENG 131-132 or ENG 199-200 (for English majors).

**ENG 238 African American Literature I 3 hours**

This course is a survey of African American contributions to American literature, giving attention to all literary genres. It will cover African American literature beginning with the African vernacular and Egyptian literature to the Harlem Renaissance. The Middle Passage, the Slave Narrative, the Antebellum period, and the Reconstruction Era will be discussed. Prerequisite: ENG 131-132 or ENG 199-200.

**ENG 239 African American Literature II 3 hours**

This course is a survey of African American contributions to American literature, giving attention to all literary genres. This course covers the period from the Harlem Renaissance to the present. Specific areas covered are

the Harem Renaissance, 1919-1949; Realism, Naturalism, Modernism, 1940-1960; The Black Arts Era, 1960-1975; Literature since 1975; The Black Women's Movement, 1970 to the present. Prerequisite: ENG 131-132 or ENG 199-200.

**ENG 330 World Literature 3 hours**

This course is a study of the literary works of several nations, beginning with classical Greece and continuing through 20th century modern African, Latin American, and Asian works. Prerequisites: ENG 131-132 for all students and ENG 199-200 (for English majors), 234 for English majors. Spring, even years.

**ENG 331 English Grammar 3 hours**

This course is a study of English grammar, including both traditional and modern approaches to the analysis of English syntax, parts of speech, and language variation. Prerequisites: ENG 131-132 or ENG 199-200 (for English majors).

**ENG 333 Writing Argument 3 hours**

This course is designed to develop critical thinking skills in analyzing and structuring argument. It will address the nature of argument, values, refutation, fallacies, tests for credible evidence, and the use of language. It will also require some research and presentation of oral arguments. Prerequisites: ENG 131-132 or ENG 199-200.

**ENG 334 Chaucer 3 hours**

This course focuses on literature of the Middle English period, with particular attention to Chaucer. Prerequisites: ENG 131-132 and ENG 236 or ENG 199-200. Spring, odd years.

**ENG 335 Shakespeare 3 hours**

This course is a study of the drama and age of Shakespeare through a detailed examination of ten of his plays and a brief review of several relevant plays of his contemporaries. Prerequisites: ENG 131-132 , 234 or ENG 199-200 (for English majors), and ENG 236. Fall, odd years.

**ENG 336 Advanced Composition 3 hours**

This is a course in expository writing and writing about literature. Prerequisites: ENG 199-200 (for English majors) and ENG 234.

**ENG 337 Contemporary Multiethnic Literatures of USA 3 hours**

This course is an inclusive introduction to Multicultural and Multiethnic literatures of the USA, with primary focus on fiction and poetry. Prerequisites: ENG 131-132 or ENG 199-200.

**ENG 338 Development of the Novel 3 hours**

This course is a study of the development of American and British novels from the 18th through the 20th centuries, focusing on critical and analytical reading and writing about the literature. Prerequisites: ENG 131-132 or ENG 199-200.

**ENG 339 Modern Black Fiction 3 hours**

This course focuses on reading and writing about representative short stories and novels by Black writers from the 1920s to the present. Prerequisites: ENG 131-132 or ENG 199-200.

**ENG 400 Independent Study/Internship/Practicum 3 hours**

This course allows students to concentrate on topics or specific research projects related to student needs and interests to meet graduation requirements or prepare for graduate study. Independent study may also allow students to enroll in specific courses not scheduled in a given semester. Must be approved by Division Dean.

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### **ENG 401      Research and Writing      3 hours**

This course is designed to guide students in the development of research and writing skills. Content will include generating and refining research topics; finding, evaluating, and using traditional and electronic sources; developing an annotated bibliography; and writing, revising, and documenting a research paper. Prerequisites: ENG 131-132 or ENG 199-200, ENG 234 and 336. Spring.

### **ENG 402      English Language Arts Practicum      3 hours**

In this course, students will strengthen their language and writing skills and gain experience in teaching/tutoring students in English fundamentals and in writing, under the supervision and mentorship of a member of the English faculty. Requires consent of the Department Chair, work in the Writing Center, and field experience. Prerequisites: ENG 234, 336, 401, and 6 hours of English/American Survey literature.

### **ENG 430      Literary Criticism      3 hours**

This course is a survey of major theories of literary criticism. Emphasis will be on the development of the student's ability to read, interpret, and write about literature through the application of the theories. Prerequisites: ENG 199-200 (for English majors), ENG 234, 336, and 3 hours of literature.

### **ENG 431      Creative Writing      3 hours**

This course provides instruction and practice in writing poems, short stories, and one-act plays. Special attention is given to diction, tone, point of view, and the distinctions between expository writing and creative writing. Students will be required to submit writing to creative writing contests and/or to publications. Prerequisites: ENG 131-132 or ENG 199-200 and ENG 230. Fall, even years.

### **ENG 432      Literature of the 20th Century      3 hours**

This course is a study of the prose, drama, and poetry of primarily American and English writers. Prerequisites: ENG 131-132 or ENG 199-200. Spring, odd years.

### **ENG 434      African Literature      3 hours**

This course is an introduction to the written prose, poetry, and drama of Africa. Literature in both African languages (in translation) and in English will be covered, including representative works and genres from West, East and Southern Africa. Prerequisites: ENG 131-132 or ENG 199-200. Spring, even years.

### **ENG 435      Poetry      3 hours**

This course is an in-depth study of how to read and analyze poetry. Attention will be focused on theme, figurative language, imagery, symbol, meter, rhyme and versification. Writing critical papers will be a basic part of the course. Prerequisites: ENG 131-132 or ENG 199-200, 234, 336, and 3 hours of literature. Fall, even years.

### **ENG 436      Caribbean Literature      3 hours**

This course is an introductory study of contemporary Caribbean literature with attention to the main literary movements and trends, as well as its most outstanding authors and their writings. Prerequisite: ENG 131-132 or ENG 199-200. Spring, odd years.

### **ENG 437      Major Writers      3 hours**

This course is a focused study of the works of three to five authors. Offerings may include Milton, Yeats, Morrison, Woolf, Faulkner, or other combinations of major writers of poetry and fiction. Prerequisites: ENG 131-132 or ENG 199-200 (for English majors), 234, 336, and 3 hours of literature. Fall.

### **ENG 438      Senior Seminar in English      3 hours**

This multi-faceted course includes analyses of literary works and the study of some literary periods, genres, and authors. It aims to strengthen the student's ability to research, interpret, and synthesize information; to read carefully and think critically; to write skillfully; and to develop presentation skills. Prerequisites: ENG 131-132 or ENG 199-200 (for English majors), 234, 336, 430, and six hours of literature survey.

**FRN 131 Elementary French I 3 hours**  
This is a beginning course in French with study of pronunciation, grammar, and vocabulary to develop ability to understand, speak, read, and write simple French. Intensive oral drill. Laboratory attendance required.

**FRN 132 Elementary French II 3 hours**  
This is the second level of a beginning course in French, with further study of pronunciation, grammar, and vocabulary to improve ability to understand, speak, read, and write simple French. Intensive oral drill, frequent dictation. Laboratory attendance required. Prerequisite: FRN 131 or permission of the instructor.

**FRN 231 Intermediate French I 3 hours**  
This is a continuation of FRN 131-132, with more advanced vocabulary, grammar, conversation, and composition. This course may include a service-teaching component. Laboratory attendance required. Prerequisites: FRN 131-132 or permission of the instructor.

**FRN 232 Intermediate French II 3 hours**  
This course is the second level of advanced vocabulary, grammar, conversation, and composition. This course may include a service component of teaching. Laboratory attendance required. Prerequisites: FRN 131-132, 231, or permission of the instructor.

**FRN 331 Advanced Reading/Writing 3 hours**  
This course includes reading and analysis of selected contemporary texts in order to increase the student's vocabulary and command of idiomatic French and more advanced grammar. Short composition exercises. Class discussion in French. Fall, even years.

**FRN 332 Conversation 3 hours**  
This class focuses on French as a living language and attainment of reasonable speaking skills acquired through selective readings and class discussions. Spring, even years.

**FRN 333 French History and Culture I 3 hours**  
This course is a general study of French history, culture, and art, with emphasis on and reference to events of contemporary importance. It includes significant aspects of Francophone cultures. Readings, discussions, and compositions are predominantly in French. Fall, even years.

**FRN 334 French History and Culture II 3 hours**  
This is the second level of a general study of French history, culture, and art, with emphasis on and reference to events of contemporary importance. It includes significant aspects of Francophone cultures. Readings, discussions, and compositions are predominantly in French. Spring, even years.

**FRN 337 Introduction to French Literature I 3 hours**  
This course is a survey of principal literary movements from the Middle Ages to the Twentieth Century, with readings in poetry, novels and drama. Poetry, fiction readings, discussions, and compositions are predominantly in French. Fall, odd years.

**FRN 338 Introduction to French Literature II 3 hours**  
This course is a survey of principal literary movements and authors from Francophone countries, especially those of Africa, Canada, and the Caribbean. Readings, discussions, and compositions are predominately in French. Spring, odd years.

**FRN 435 Advanced French Seminar 3 hours**  
This course is a seminar on contemporary masterpieces of French literature with extensive readings, discussions in French, and writing of essays. Fall, or on demand.



**GEO 231 World Regional Geography 3 hours**

This course is a survey of the principal land mass regions of the world —Anglo America, Africa, Latin America, Europe, the Soviet Union, the Middle East, and the Orient. Topics include: climate, topography, natural resources, demographics, agriculture, and industrial development.

**HIS 131 Foundations of World Civilization 3 hours**

This course is a survey of the history of mankind from its beginning to the present. Emphasis will be placed on the development of basic institutions, cultural achievements, and historical connections that help students to understand the present, and plan for the future.

**HIS 132 Foundations of American Civilization 3 hours**

This course is a survey of major developments in the Western Hemisphere from the 15th century to the present. Emphasis will be placed on the development of institutions that shaped the development of the United States.

**HIS 230 Historical Methods 3 hours**

This course will introduce history majors to the discipline, and help prepare them to write a senior thesis. It will teach them how to read primary and secondary sources. It will discuss historiography; discuss basic research methods, and offer practical experience using library resources and Internet resources. By the end of the semester, each student should have some practical knowledge of how a historian works, how to research, and how to begin writing a thesis. A thesis topic should be chosen, and a bibliography well under way. This is a prerequisite for HIS 339. Fall.

**HIS 231 The Ancient World 3 hours**

This course studies the major ancient empires that formed the Western Tradition; Mesopotamia, Ancient Egypt, the Ancient Hebrews, Ancient Greece, and Ancient Rome. Prerequisites: HIS 131.

**HIS 332 The Medieval World, Renaissance, and Reformation 3 hours**

This course studies the development of Europe after the fall of the Roman Empire in the West. Medieval Europe, the Dark Ages, the Development of Christianity, the Rise of Islam, the development of Feudalism and centralized monarchies, the Renaissance, the Reformation, and the Wars of Religion. Prerequisites: HIS 131

**HIS 333 The Age of Absolutism to the Modern World 3 hours**

This course studies the development of Europe from 1648 to the present. Emphasis will be placed on the Scientific Revolution, the Enlightenment, the French Revolution, Napoleon, Industrialization, Imperialism, World War I, World War II, Cold War Europe, and modern times. Prerequisites: HIS 131.

**HIS 330 American Colonial History, 1492-1776 3 hours**

This course studies the development of colonial America with a specific concentration on British North America. The course ends with the Declaration of Independence. Prerequisites: HIS 132.

**HIS 331 The American Revolution and the Early Republic, 1776-1860 3 hours**

This course studies the winning of Independence, the formation of the US Constitution, and the first party system, the Treaty of Ghent at the conclusion of the War of 1812, the age of Jackson and the rise of the common man, sectionalism, and the second and third party systems. Prerequisites: HIS 132.

**HIS 334 Civil War through the Gilded Age, 1860-1890 3 hours**

This course studies the development of the United States during the 19th century. Focuses include the Civil War, Reconstruction, Industrialization, and the Gilded Age. Prerequisites: HIS 132.

**HIS 335 Recent United States History, 1890-present 3 hours**

Beginning with the Populist movement, this course explores the development of the US as an international power. It also details the rise of the Welfare State and the extension of civil rights to minorities. Prerequisites: HIS 132.

**HIS 337 African American History I 3 hours**  
 This course traces the history of African Americans from colonial times to the end of the Civil War. Emphasis is placed on the great Afro-Muslim empires, the African way of life prior to colonialism and imperialism, the Atlantic slave trade, slavery in America, and the Civil War. Fall.

**HIS 338 African American History II 3 hours**  
 This course traces the history of African Americans from Reconstruction to the present. The course is designed to study the history of Afro-Americans from the Reconstruction era to the present. Emphasis is placed on the contributions of blacks who wield political power, their controversies, and their progress. Spring.

**HIS 339 Historical Research and Writing 3 hours**  
 This course builds on the information and techniques learned in HIS 230. The course focuses on writing a thesis, revising the paper, and developing a presentation. Students will spend time with history faculty thesis advisors developing the paper. The final draft of the thesis and the presentation of the thesis to the history faculty will determine a student's final grade for the course. Prerequisites: HIS 230. Spring.

**HIS 400 Seminar in History 3 hours**  
 This seminar will be offered periodically on specialized topics in history. The course will actively involve students in class presentations and research topics. Prerequisites: Honor status or departmental approval.

**HIS 430 Directed Readings in History 3 hours**  
 This course is a closely directed program of intensive reading and related assignments on historical topics agreed upon by the student and instructor. Prerequisite: Consent of instructor and department chairperson.

**HIS 431 Asian History 3 hours**  
 This course is an in-depth study of the political, economic, and social factors, which have influenced the growth of Asian nations with special emphasis on India, China, and Japan. Fall, even years.

**HIS 433 Modern International History 3 hours**  
 This course is an interpretation of the contemporary world covering the legacies of 20th century. Topics include political and military interactions, the developing economics of global power, the history of current ideological, cultural and social forces, the roles of individual personalities in history, and related topics.

**HIS 435 Latin America and the Caribbean 3 hours**  
 This course is an examination of the political, economic, and social factors that have influenced the growth of Latin America and the Caribbean from the coming of the Spanish to the present. Emphasis will be placed on problems and issues in Latin America development since independence. Fall, odd years.

**HIS 436 African History 3 hours**  
 This course is a survey of the history of the African continent from the earliest times to present. The course will examine traditional African political cultural systems, as well as the rise of modern African nations in the twentieth century. Fall.

**HIS 439 Internship in History 3-6 hours**  
 Students with departmental approval may be awarded 3-6 hours credit for successfully completing an approved and supervised internship. Departmental approval required.

**JN 131 Introduction to Mass Communications 3 hours**  
 This course is an introduction to the fields of communication, including theory, law and regulation, history and social implications of media operations. Prerequisite to the major and co-requisite to ENG 131 or ENG 199.

**JN 132 Introduction to Media Writing 3 hours**

This course is an introduction to writing for mass media, with attention to the various forms of writing for journalism, tele-communication, advertising and public relations. Prerequisite to the major and co-requisite to ENG 132 or ENG 200. Required for English majors with a language arts/secondary education concentration. Lecture and lab. Prerequisite: ENG 131 or ENG 199 and co-requisite to English 132 or English 200.

**JN 231 Newswriting and Reporting 3 hours**

This course covers the fundamentals of newsgathering and newswriting. It emphasizes interviewing, covering speeches, profiles, court reporting, and other assignments. Enrolled students must write for the student newspaper. Prerequisites: JN 131, 132, ENG 131-132 or 199-200.

**JN 232 Newspaper/Copy Editing 3 hours**

This course assists students with preparing copy for publication, with an emphasis on careful writing, accuracy, and presentation. Proficiency in using software for copy editing and layout will be emphasized. Enrolled students must write for the student newspaper. Required for majors in English with a language arts/secondary education concentration. Prerequisites: JN 132 and ENG 131-132 or 199-200.

**JN 233 Photojournalism 3 hours**

This course is a study and practice of techniques in photographic communication. Instruction in the operation of film and digital cameras. Pre-requisites: JN 131, 132.

**JN 237 Applied Journalism 3 hours**

This course involves interviewing, writing, editing, photography, and production efforts for the Stillman print newspaper and the online journal, *The Stillman Circuit*. Freshmen with a documented proficiency in newswriting, sophomores, juniors, and seniors may enroll in the student news practicum. Fall and Spring.

**JN 330 Public Affairs Reporting 3 hours**

This course is a study of news gathering and newswriting in the civic and political environments of local and state government. Students enrolled must write for the student newspaper. Prerequisites: JN 131, 312; JN 231, 232.

**JN 331 Mass Communication Law and Regulations 3 hours**

This course is a study of laws and regulations affecting the mass media and the fields of mass communication. Prerequisites: JN 131, 132, JN 231.

**JN 332 Magazine/Feature Writing 3 hours**

This course is a study of techniques and practice of writing features for newspapers and magazines. Students enrolled must write for the student newspaper. Prerequisites: JN 131, 132, JN 231, 232.

**JN 333 News Media and Desktop Publishing 3 hours**

This course in web design and desktop publishing teaches basics in graphic design and information technology. Students will acquire skills in composition and use of software to produce publications and web sites. Includes writing for and posting stories on *The Stillman Circuit*. Prerequisites: basic computer skills; JN 131, 132; JN 231, 232.

**JN 334 Public Relations Writing 3 hours**

This course emphasizes techniques and practices of writing for public relations as a management tool in corporations, government, and nonprofit organizations. Examines critical elements and issues faced by PR practitioners, including identifying primary stakeholders and audiences, designing campaign objectives, developing messages, targeting media, and measuring results. Prerequisites: JN 231, 232, 330.

- JN 335 Radio Reporting and Production 3 hours**  
 This course emphasizes techniques of tape editing, mixing, and announcing form the centerpiece for this course. Students learn functions of radio broadcasting and production equipment. A laboratory fee is charged. Prerequisite: JN 131, 132, 231.
- JN 336 Mass Media Management and Ownership 3 hours**  
 This course is a study of the principles and practice of media management of broadcast stations, new media, newspapers, magazines, and other communication entities. Prerequisites: JN 131, 132, 231.
- JN 337 Applied Journalism 3 hours**  
 This course involves interviewing, writing, editing, photography, and production efforts for the Stillman print newspaper and the online journal, *The Stillman Circuit*. Sophomores, juniors, and seniors may enroll in the student news practicum. Prerequisite: JN239 Fall and Spring.
- JN 339 Television Reporting and Production 3 hours**  
 This course emphasizes techniques for conceptualizing and producing program materials for television. Orientation to camera operation, in studio and field, lighting, and audio are also introduced. Prerequisite: JN 231, 232.
- JN 430 Internship/Practicum 3 hours**  
 This course is a supervised practical experience coupled with investigative studies of communication problems. Students are placed for a minimum of eight hours per week in local media or agencies that use media strategies. Supervisors evaluate the student's work onsite. Prerequisite: JN 231, 232. 3 to 6 hours credit.
- JN 431 Advanced Newswriting 3 hours**  
 This course concentrates on the challenges in covering news events and teaches advanced reporting and writing techniques. Enrolled students must write for the student newspaper. Prerequisites: JN 131, 132; JN 231, 232.
- JN 432 Journalism Ethics and Issues 3 hours**  
 This course is a study of the freedoms and responsibilities of journalism practitioners and institutions, explored within the framework of theory, values, codes of ethics, moral development, professionalism, institutional constraints applied to media information. Pre-requisites: JN 131, 132; JN 330, 331.
- JN 433 Opinion Writing 3 hours**  
 This course is a study of the art and practice of writing editorials, columns, commentary and other persuasive forms. Enrolled students must write for the student newspaper. Prerequisites: JN 131, 132; JN 231, 232; JN 330.
- JN 434 Independent Study/Senior Project 3 hours**  
 Student pursues a program of directed research, reading, and writing in the frame of journalism's practical trade objectives, under the direction of a faculty adviser, with the approval of chair of the department. JN 131, 132; JN 231, 232; JN 330, 332.
- JN 435 Advanced Magazine Writing 3 hours**  
 This course covers writing and editing of magazine articles for publication in *The Stillman Circuit* and other in-house publications. Includes technical, industrial, employee, and general-circulation magazines. Prerequisites: JN 231, 232, 332.
- JN 436 Literary Journalism: Writing Reviews & Commentary 3 hours**  
 This course emphasizes the techniques and practice of writing reviews and commentary for the arts, food, books, film, travel, and popular culture. Enrolled students must write for the school newspaper. Prerequisites: JN 231, 232.

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**JN 437 History of Journalism 3 hours**

This course is a study of the history of the principal practices of American journalism, with particular attention to the First Amendment and freedom of press. Prerequisite: JN 231.

**JN 438 History and Survey of the African-American Press 3 hours**

This course is a study of black-owned and operated newspapers, radio, television, magazines, and online news sources.

**MAT 031 Developmental Mathematics II 3 hours**

This course covers equations and inequalities in one variable; word problems and applications of equations; graphs and systems of equations; factoring polynomials; and operations with rational expressions. 3 hours class lecture and 2 hours of laboratory. Placement based upon standardized test results. Does not substitute for general education requirements in Mathematics. Does not count towards a major in Mathematics.

**MAT 130-230 Mathematics for Non Majors 6 hours**

This course emphasizes the principles of basic arithmetic, structure and properties of the real number system, number systems in various bases, elementary probability and statistics, elementary geometry, other topics related to basic concepts taught in elementary grades.

**MAT 131-132 Algebra, Trigonometry, and Analytic Geometry 6 hours**

This course covers equations and inequalities, functions and graphs, exponential and logarithmic functions, trigonometric functions; discrete algebra, applications. MAT 131 and MAT 132 do not count toward a major or minor in mathematics. Prerequisite: MAT 031 or a satisfactory placement score.

**MAT 133 Applied Calculus 3 hours**

This course is a study of techniques of applying differential and integral calculus to application problems. Examples and problems are from the fields of business, economics, finance, life sciences, and social sciences. Basic concepts of functions are studied, along with the differentiation and integration of exponential and logarithmic functions. Anti-differentiation with applications and techniques of integration are also studied. Does not count toward the Mathematics major. Prerequisite: MAT 132 or MAT 134.

**MAT 134 Pre-Calculus Algebra 3 hours**

This course is designed as a prerequisite for calculus. It will provide an in-depth study of the fundamental topics that are necessary for success in calculus. Topics include properties and graphs of polynomial, exponential, logarithmic and trigonometric functions. Other topics include: systems of equations and inequalities, sequences, series, conic sections, and limits. MAT 134 does not count toward a major in mathematics. Prerequisite: A grade of B or better in MAT 131, or satisfactory placement score.

**MAT 135-136 Calculus I and II 6 hours**

These courses are a study of functions, limits, and sequences; continuity, differentiation of elementary functions, techniques of integration, the definite integral, applications of differentiation and integration. Prerequisite: MAT 134.

**MAT 231-232 Calculus III and IV 6 hours**

These courses cover differentiation and integration theory, infinite series, introductory linear algebra of n-dimensional Euclidean space, differential and integral calculus of several variables applications. Prerequisite: MAT 136.

**MAT 233 Introduction to Statistics 3 hours**

This course covers organizing and summarizing data, elementary probability concepts, estimation, and tests of significance. Prerequisite: MAT 133 or MAT 135.

**MAT 234-335 Discrete Math I and II 6 hours**

These courses are an introduction to the theory and use of discrete mathematical structures that include mathematical logic, mathematical induction, combinatorics, relations, partially ordered systems, graphs, logic programming, analysis of algorithms, recursion, relational databases, Boolean algebras and other algebraic structures, and modeling.. Prerequisite: MAT 135.

**MAT 331 Linear Algebra 3 hours**

This course is a study of vector spaces, subspaces, and linear transformations; systems of linear equations; matrices, determinants, and eigenvalues. Prerequisite: MAT 136 and MAT 234.

**MAT 332 Abstract Algebra 3 hours**

This course is a study of elementary number theory, groups, rings, integral domains, division rings, elementary field theory. Prerequisites: MAT 136 and MAT 234.

**MAT 333 Differential Equations 3 hours**

This course is a study of equations of the first order, linear equations of higher order, existence and uniqueness, the LaPlace Transform, numerical methods, applications. Prerequisite: MAT 231.

**MAT 334 Numerical Analysis and Simulation 3 hours**

This course emphasizes programming applications using numerical methods for finding roots of equations, solutions of simultaneous linear equations, and numerical integration. Introduction to computer simulations and simulation methods. Prerequisites: CSC 131, MAT 231, and MAT 234.

**MAT 336 Modern Geometry 3 hours**

This course is a study of axiomatic systems for affine geometries, translations and linear transformations, and affine geometries over rings. Topics included in this course are Euclidean affine geometry, congruence and similarity, measurement, and conics. Prerequisites: MAT 331 and MAT 234.

**MAT 430 Seminar in the History and Philosophy of Mathematics 3 hours**

This course emphasizes readings in the history and philosophy of mathematics, featuring ancient and modern writings. Students will make oral and written presentations based upon the topics discussed in the readings. Prerequisite: Permission of department.

**MAT 431 Introduction to Real Analysis 3 hours**

This course is a study of abstract theory of limits, derivatives, and integrals; introduction to special functions, function spaces, and series of functions; methods of writing and understanding mathematical proofs. Prerequisites: MAT 232 and MAT 234.

**MUS 001 Student Recital Pass/Fail (non-credit)**

Student Recital is a performance laboratory for all music majors. It is designed to provide student musicians with solo performance experience. Fall and spring

**MUS 031 Fundamentals of Music Theory Pass/Fail (non-credit)**

The class "Fundamentals of Music Theory" is an introduction to music theory designed as a prerequisite to MUS 131, Theory of Music I. Placement is based on a theory entrance examination. Spring

**MUS 101, 102, 201, 202 Secondary Applied Music 1 hour (each)**

Secondary Applied Music is designed as weekly half-hour long individual or group lessons in voice, brass, percussion, and woodwind instruments for majors and non-majors. Students studying secondary applied piano are enrolled in piano class. Secondary Applied Music courses should be taken in sequential order. Consent of Instructor.



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**MUS 110 Jazz Ensemble 1 hour**  
Jazz Ensemble is a performance group that explores the entire repertoire for the big band, including, but not limited to, dance band, swing, and contemporary and current charts. Fall and Spring.

**MUS 111, 112, 211, 212, 311, 312, 411, 412 Musical Ensemble 1 hour (each)**  
Musical Ensembles are large student performing organizations, including Band and Choir Courses should be taken in sequential order. Fall and Spring

**MUS 113, 114, 213, 214, 313, 314, 413, 414 Principal Applied Music 1 hour (each)**  
Principal Applied Music is designed as one hour weekly of private instruction in piano, organ, voice, brass, percussion, and woodwind instruments for music majors. Students must meet the minimum practice requirement for each area. Students registered may also be required to attend performance and repertoire classes. Concurrent enrollment in MUS 001 (Student Recital) is required. Courses should be taken in sequential order. Prerequisite: Consent of Instructor.

**MUS 118, 218, 318, 418 Small Musical Ensembles 1 hour (each)**  
Small ensemble is a performance group that explores music written for small groups of voices and/or instruments. Its repertoire encompasses music from the Renaissance to the Twenty-first Century. These courses should be taken in sequential order. Prerequisite: Consent of Instructor. Fall and Spring.

**MUS 131 Theory of Music I 3 hours**  
Theory of Music I is an introduction to music theory and the study of harmony with emphasis on the rudiments of music. The class includes the study of sight-singing and music dictation in laboratory meetings. Class meetings include three lectures and one laboratory per week. Prerequisite: Passing theory entrance test. Fall.

**MUS 132 Theory of Music II 3 hours**  
Theory of Music II is designed to be a continued study of harmony with emphasis on the rudiments of music and basic four-part writing. The class includes the study of sight-singing and music dictation in laboratory meetings. Class meetings include three lectures and one laboratory per week. Prerequisite: MUS 131. Spring.

**MUS 133 Music Appreciation 3 hours**  
Music Appreciation is a survey course designed for non-music majors, requiring no previous no musical experience. It covers the basics of music materials and listening, broadly surveys Western Art Music from the Middle Ages through the early Twentieth Century, and continues into American Popular Music from the Twentieth Century. Fall and Spring.

**MUS 216 Diction for Singers I 1 hour**  
Diction for singers I is an introduction to the International Phonetic Alphabet (IPA) and its application to the study and practice of English, Italian, and Latin diction in solo vocal repertoire. Prerequisite: MUS 313 VO.

**MUS 217 Diction for Singers II 1 hour**  
Diction for Singers II is a study of German and French pronunciation as it applies to solo vocal repertoire. Special emphasis is placed on use of the International Phonetic Alphabet (IPA), analysis of texts, and performance of selected works. Prerequisite: MUS 216.

**MUS 231 Theory of Music III 3 hours**  
Theory of Music III continues the study of music theory, focusing on the study of more complex harmonization with correlated ear training, dictation, sight-singing, and keyboard harmony. The class includes the study of sight-singing and music dictation in laboratory meetings. Class meetings include three lectures and one laboratory per week. Prerequisites: MUS 132. Fall.

**MUS 232      Advanced Theory and Analysis      3 hours**

Advanced Theory and Analysis is a continuation of Music Theory III, including harmonic and structural analysis of compositions in the smaller and larger forms and a survey of Twentieth Century music theory systems. The class includes the study of sight-singing and music dictation in laboratory meetings. Class meetings include three lectures and one laboratory per week. Prerequisite: MUS 231. Spring.

**MUS 233      Music for the Classroom Teacher      3 hours**

Music for the Classroom Teacher is designed to include the study of fundamental principles, materials and methods of elementary school music teaching for the classroom teacher. The class is required for Elementary Education majors. Fall and Spring.

**MUS 301      Junior Recital      Pass/Fail (non-credit)**

The junior recital is required of all third year applied music majors. Students must perform a minimum of thirty minutes of repertoire. Students must also present and pass a recital examination/preview no fewer than two weeks prior to the scheduled recital. The applied instructor must approve all recital repertoires. Fall and Spring.

**MUS 310      Introduction to Marching Band Techniques      1 hour**

Introduction to Marching Band Techniques is designed as an introduction to various techniques of marching band drill design. Elements of show designing, beginning with conceptualizing, designing, teaching, and cleaning the show will be covered. The course will also include a discussion of concepts pertaining to planning and developing balanced instrumentation and music selection for the marching band. Proper field placement of instrumentalists and auxiliary units will be covered. Students will be required to design marching band formations by hand and using an interactive computer drill design program. Prerequisites: Consent of instructor. Fall or Spring.

**MUS 334      Arranging      3 hours**

Arranging is an introductory course in instrumental and choral arranging. Particular emphasis is placed on the practical considerations involved in writing music for young, inexperienced, or amateur singers and players (for example, beginning applied students, school or church ensembles). The course is required for the music major with teacher certification. Prerequisite: MUS 131, 132.

**MUS 335      Music History and Literature I      3 hours**

Music History and Literature I is designed to be a survey of music in the Western Art Music tradition before 1750. It includes a detailed study of the composers, styles and forms of each musical period, with emphasis upon visual and aural analysis, and the relationship of music to the social and cultural background of each era. Class meetings consist of three lectures per week. Prerequisites: MUS 131 and MUS 132. Fall.

**MUS 336      Music History and Literature II      3 hours**

Music History and Literature II is designed to be a continuation of MUS 335, Music History and Literature I, focusing on the history of music since 1750. It includes a detailed study of the composers, styles and forms of each musical period, with emphasis upon visual and aural analysis, and the relationship of music to the social and cultural background of each era. Class meetings consist of three lectures per week. Prerequisite: MUS 335. Spring.

**MUS 338      Instrumental Techniques for the School Band Director      3 hours**

The Instrumental Techniques for the School Band Director class is designed to be a practical introduction to the basic techniques of playing brass, percussion and woodwind instruments. Emphasis will be placed on teaching skills and techniques for each instrument, to prepare the successful student to teach band in the public schools. This course is required for students pursuing Alabama State teaching certification in Music (P-12).

**MUS 401      Senior Recital      Pass/fail (non-credit)**

The senior recital is the culminating formal performance required of all music majors, and must consist of a minimum of fifty minutes of repertoire, (excluding the intermission). Senior students must submit extended program notes discussing the content of the recital as part of the College's senior thesis requirement. Students must present and pass a recital examination/preview no fewer than two weeks prior to the scheduled recital. The applied instructor must approve all materials to be performed in the recital. Fall and Spring.

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**MUS 402 Special Topics in Music 1 – 3 hours**

This course will focus on special topics related to music history, music theory, music technology, music performance, and/or music pedagogy, as determined by the needs of students majoring in Music and the expertise of the Music Faculty.

**MUS 425 African-American Music 2 hours**

African-American Music is designed to be an exploration of American music showing the characteristics surviving from the African tradition and the contributions of Black musicians to Western musical culture. Open to all students. Fall.

**MUS 436 Conducting 3 hours**

Conducting class is designed as a study of the patterns, rehearsal techniques, and other skills necessary in a conductor to help an ensemble produce effective tone, balance, phrasing, and interpretation. The class will cover the organization of choral and instrumental groups, and include experience in choral and instrumental conducting. Prerequisites: MUS 131, 132. Spring.

**NUR 112 Introduction to Nursing 1 hour**

The course is designed to introduce students to the profession and discipline of nursing. Students will be introduced to both a futuristic and a historical view of nursing as well as a framework on which to view the foundation of contemporary nursing issues affecting nursing practice within existing healthcare system.

**NUR 230 Human Nutrition 3 hours**

This course introduces the student to the fundamental biological and chemical principles of nutrition, nutrients, and how the body metabolizes nutrients. The course will include a focus on the importance of following dietary guidelines and the impact of nutritional choices on various populations.

**NUR 310 Medication Calculation 1 hour**

The course is designed to introduce students to the basic principles of medication calculation. The course is also designed to facilitate the development of skills that are pertinent to ensuring accuracy when calculating and administering medication dosages. Students are required to pass this course before they can enroll in the clinical nursing courses.

**NUR 320 Nursing Informatics 2 hours**

This course is designed to introduce information technologies for clinical nursing practice, including physiological monitoring devices and nursing information systems (NIS) applications. It is also designed to enhance students' cognitive and technical skills in selected information technologies such as decision support systems, and computer-aided instruction (CAI). Students will be introduced to search engines, critical thinking, beginning research skills and the APA style for writing papers and research.

**NUR 330 Pathophysiology 3 hours**

This course is designed to provide students with the biological basis for diseases in children and adults. It is an important bridging science course between pre-clinical and clinical courses. The course will provide in-depth study which progresses from cell signaling and communication to the underlying processes of diseases. Students will also receive information that will convey a systematic survey of diseases within body systems that is inclusive of anatomy and physiology to help them understand the alterations that occur due to disease. As students progress through this clinically related science, they will learn to recognize and categorize diseases as well as formulate differential diagnoses and differential clinical manifestations.

**NUR 331 Professional Nursing Practice: Health Assessment 3 hours**

The purpose of this course is to provide beginning nursing students with entry level skills that are requisite for performing client appropriate integrated health assessments. This course carries a clinical component that is completed in the simulated clinical laboratory. Students will acquire rudimentary skills that are refined as they

progress through the levels of the nursing curriculum. Students will utilize the Nursing Process as a means of developing critical thinking as it relates to healthcare, human beings, health assessment, and clinical decision-making.

**NUR 332      Pharmacology      3 hours**

This course is designed to enhance student's competent in the knowledge and practice of pharmacological agents and pharmaco-therapeutics. The content for this course is organized around broad classifications of drugs and their mechanisms of actions, interactions, and implications for use. Students will receive in-depth teaching-learning strategies regarding drug usage, therapeutic/toxic dosages, and distinguishing similar named drugs through the use of broad drug categories.

**NUR 333      Concepts in Professional Nursing Practice      3 hours**

This course introduces students to the principles underlying legal, ethical, cultural, political, religious, social, economic, professional, communication, values, policy, and wellness issues and how to make logical, rational decisions concerning the health of clients. It is designed to continue the process of critical thinking as it relates to nursing practice.

**NUR 334      Professional Nursing Research and Theory      3 hours**

This course is designed to facilitate students understanding of scientific inquiry and the research process along with providing a forum for the discussion of theories pertaining to nursing. Students will utilize this course as a foundation for their research project, which is an exit requirement for matriculation and receipt of the Baccalaureate degree in nursing. Students will systematically discuss and evaluate reports of empirical research related to nursing phenomena.

**NUR 340      Professional Mental Health Nursing Practice      4 hours**

This course is designed to address health seeking behavior patterns and management prescriptions within the context of psychiatric and mental health nursing. The focus of this course is on clients with acute and chronic psychiatric/mental health disorders. Students will use strategies that are effective with individuals, families, and groups to facilitate optimal mental health practices for their clients.

**NUR 342      Professional Adult Health Nursing Practice II      4 hours**

This course is designed to make the student more proficient in both the critical thinking and practice arenas, which will in-turn enhance their knowledge base and bolster their self-confidence. It provides a more in-depth focus on the foundations of professional nursing concepts related to adult health with a more comprehensive study of aggregates as they advance from middle adulthood to advanced age or older adults. Advanced clinical skills will be measured by evaluating students' performance of physical, mental, spiritual, nutritional and socio-economic assessments, as well as measuring advanced pharmacology, medication calculation, therapeutic communication and critical thinking skills.

**NUR 370      Fundamental Nursing Practice      7 hours**

This course is designed to introduce students to the basic principles of providing nursing caret to diverse populations across the life-span. The course will provide a contemporary approach to nursing practice. It will also provide a broad, solid knowledge base on which students can base their future practice as professional nurses. The course will further provide increased focus on evidence based practice so that beginning nursing students understand the importance of the reciprocal relationship between research, evidence and practice to clinical decision-making.

**NUR 371      Professional Adult Health Nursing      7 hours**

This course is designed to help students develop in-depth knowledge and skills that are foundational in caring for acutely ill clients. Clinical care is directed toward secondary and tertiary prevention. Students will focus on acquiring knowledge and skills to care for clients with complex health alterations.

**NUR 430 Professional Leadership and Management 3 hours**

This course is designed to provide students with leadership and management skills that are requisite for the professional nurse. Students will learn theory that will be required in the professional nursing transitions course. Students will be expected to demonstrate competency in managing individuals and groups.

**NUR 440 Childbearing Family Nursing 4 hours**

This course is designed to provide technical skills and theory related to the childbearing family. It provides opportunities for hands-on practice in institutional and community settings. Students will be expected to demonstrate competency in assessing, planning, and intervening at different levels of care for the childbearing family.

**NUR 441 Childrearing Family Nursing 4 hours**

This course is designed to build upon the course, NUR 440, Childbearing Family Nursing. Students will be expected to show progression from caring for the pregnant mother and newborn to assisting the growing family at different developmental stages. Prerequisite: NUR 440

**NUR 442 Complex Health Alterations 4 hours**

This course is designed to enhance knowledge that has been gained from NUR 371, Professional Adult Health Nursing. Students will progress from caring for clients with acute conditions to caring for those who have complex conditions. Students will also show an advance level of critical thinking that will enhance their clinical judgment. Prerequisite: NUR 371.

**NUR 450 Community Health and Nursing 5 hours**

This course is designed to enhance student's knowledge of primary, secondary, and tertiary prevention. Students will be introduced to home health, school health, and public health concepts and practices. This course builds upon all previous clinical courses.

**NUR 460 Professional Nursing Transitions: Preceptorship 6 hours**

This course is designed to provide students with hands-on practical experience in the work setting. This course represents the culmination of students' clinical experiences prior to graduating. It is further designed to ensure that students are prepared for professional practice.

**PHL 231 Introduction to Philosophy 3 hours**

A course introducing the students to philosophical vocabulary and to major philosophical issues, such as, the nature of reality, the possibilities of human understanding or knowledge, the relation of the mind to physical existence, the difference between right and wrong, the relation between the individual and society, and the existence of God. Spring alternative years.

**PHL 232 World Philosophies 3 hours**

This course is a survey of the world's major philosophical traditions about reality, time, the universe, the self and its place in nature, society and the universe; the causes of and solutions for human suffering, and the basic constitution of social tradition and process of change. The survey is inclusive of Africa, Native America, Arab, Asian, Egyptian, European, Greek, Indian, Mesopotamian, Persian, Roman, and North American philosophical systems that have shaped various cultures and conceptions of human identity.

**PHL 331 Philosophy of Religion 3 hours**

This course is a study of the concepts and belief systems of religion as well as the prior phenomena of religious experience and the activities of worship and meditation on which these belief systems rest and out of which they have come, including the problems of religious language and the conflicting truth claims of different religions. Spring alternate years. Prerequisite: PHL 231.

**PHL 332 American Philosophy 3 hours**

This course is a study of American philosophy, which is comprised of diverse intellectual traditions. The study is inclusive of Native American wisdom traditions, Puritanism, Enlightenment thought, Romanticism, Transcendentalism, naturalism, classical pragmatism, logical empiricism, realism, analytical philosophy, pragmatism, democratic theory, African American philosophy, feminist philosophy, and post-analytic/neopragmatist thought. Specific content may vary with each offering of the course. Prerequisite: PHL 231

**PHL 434 Science, Technology and Human Values 3 hours**

This course is a study of the roots of scientific thought, methodology, demonstration, and the relationship between science, technology and human values. Offered upon request of faculty or students of Biology, Chemistry or Physics. Prerequisite(s): PHL 231, PHL 331.

**PHL 435 Epistemology/Theories of Knowledge 3 hours**

This course is a critical survey and analysis of the theory of knowledge as developed by different schools of philosophy from the ancient past to the present. An examination of the relation between epistemology and revelation will be a major focus of the course. Offered as needed. Prerequisite(s): PHL 231, PHL 331.

**PHL 436 Phenomenology/Psychology of Religion 3 hours**

This course is a philosophical and psychological study of the mind with an emphasis on making meaning from the way things appear as opposed to how they really are. Attention will be paid to how tolerance of this ambiguity and complexity may positively help shape a person's experience. Prerequisite(s): PHL 231, PHL 331, PSY 230.

**PHY 141 Physical Science 4 hours**

This course is designed to meet the requirements of elementary education majors. Topics include astronomy; earth science; water, weather, and climate; changes in matter and energy; and heat, fire, and fuels. Three hours of lecture and 1.5 hours of laboratory per week.

**PHY 143-144 Elementary Physics 8 hours**

These courses are introductions to basic theories of classical and modern physics. Topics covered will emphasize basic problem solving and experimental techniques. Three hours lecture, two hours laboratory. Co-requisite: MAT 131-132. A grade of C or better in PHY 143 is required for PHY 144.

**PSC 230 Political and Geo-Political Studies 3 hours**

This course presents an introduction to the responsibilities of citizenship at the local, national and international levels. Emphasis in the course is oriented toward understanding and making critical judgments on political and geopolitical issues from the local to the international arena. Spring.

**PSC 239 Principles of American Government 3 hours**

This course presents a study of the principles and basic political institutions of the American system of government, primarily at the national level. Spring.

**PSC 331 International Relations 3 hours**

This course is an introductory survey of basic principles and forces in international relations. Emphasis is placed on the modern state system, diplomacy, national power, nationalism, balance of power, international economics, and world organization.

**PSC 332 The United States Constitution 3 hours**

This course is an upper-level course concerning the ideas behind and structure of the U.S. Constitution. Also covered are important Supreme Court decisions that established constitutional precedents: Marbury v. Madison, Dartmouth College v. Woodward, Texas v. White, Plessy v. Ferguson, etc.



**PSC 333 Contemporary Africa 3 hours**

This course presents an analysis of contemporary political developments throughout Africa with special emphasis on West Africa. Concepts such as “dependent economics,” “self sufficiency,” regional organization, and nationalism will be considered.

**PSC 335 American Political Theory 3 hours**

This course offers the principal movements in American Political thought from the colonial period to the present. Special emphasis is placed on the liberal-democratic ideas of the American constitutional system. Offered fall, odd years.

**PSC 336 State and Local Government 3 hours**

This course presents a thorough study of the structure and functions of state and local governments in the United States. Topics included are vertical relationships between state, local, and federal governments, state constitutions, legal systems, horizontal distributions of power on state and local levels, and current issues influencing state and local governmental decisions. Prerequisite: PSC 239.

**PSC 337 American Political Parties and Politics 3 hours**

This course presents the study of the activities of political parties and pressure groups in American politics. Attention is given to party organization and finance, to the electorate, nominating procedures, elections, and campaign techniques. Fall, even years.

**PSC 430 Directed Reading in Political Science 3 hours**

Directed Reading is a closely directed program of intensive reading and related assignments on political science topics agreed upon by the instructor and student. Prerequisite: Consent of instructor and department chairperson.

**PSC 432 Introduction to Foreign Governments 3 hours**

This course introduces a comparative study of major ideologies a political institution of selected foreign countries. Students will be required to undertake an in-depth comparative analysis of at least two contemporary political systems. Offered spring, odd years.

**PSC 436 Government and Politics in African Countries 3 hours**

This course is a study of the Constitutional developments, governmental structures and functions, political parties, and foreign policies of African countries.

**PSC 437 Politics of the Caribbean Basin 3 hours**

This course presents an analysis of contemporary political developments throughout the Caribbean Basin. The course also emphasizes traditional political and economic structures as contrasted with progressive and revolutionary movements for change. Also considered will be the role of the U.S. and other “outside” influences in shaping the contemporary politics and economics of the region.

**PSC 438 The U.S. and Developing Countries 3 hours**

This course examines the changing relationship of the United States with the emerging nations in Africa, Asia, Latin America, and the Caribbean. Emphasis will be placed on the role of third world nations in the world economy and politics and on American policy as it has related to developing countries since the Second World War.

**REL 131 Introduction to the Old Testament 3 hours**

This is an introductory course designed to provide understanding of the Old Testament and of biblical faith; its basic concepts, values, terminology, literary styles and/or forms, principal personalities, places, and events. Emphasis is placed in terms of the interpretive implications, meaning and history of the use of this literature for guidance in daily living and personal decision-making. Offered in the Fall and Summer.

- REL 132 Introduction to the New Testament 3 hours**  
An introductory course designed to provide understanding of the New Testament and of biblical faith; its basic concepts, values, terminology, literary forms, principal personalities, places, and events. Emphasis is placed upon reading, discussing and understanding biblical literature in terms of the interpretive implications, meaning and value for daily living and personal decision- making. Offered in the Spring and Summer.
- REL 133 Biblical Hebrew I 3 hours**  
This course is an introduction to the aleph-bet, the basic noun and verb forms, vocabulary, syntax and grammar of Biblical Hebrew. Course instruction consists of lecture, daily recitations, exams and frequent quizzes. Offered as needed.
- REL 134 Biblical Hebrew II 3 hours**  
This course is a continuation of REL 133. The student is introduced to the idiosyncrasies of the various classifications of weak verbs, and continues to build vocabulary. The last half of the course includes lessons from the Hebrew Bible and analysis of grammar and syntax. Offered as needed.
- REL 135 Biblical Greek I 3 hours**  
This course introduces the student to the alphabet, the noun declensions and verb forms, vocabulary, and syntax and grammar of biblical Greek. Course instruction consists of lecture, daily recitations, exams and frequent quizzes. Offered as needed.
- REL 136 Biblical Greek II 3 hours**  
This course is a continuation of REL 135. The student will continue to build vocabulary and understanding of grammar and syntax. The last half of this course includes reading lessons from the Greek New Testament with analysis of grammar and syntax for aid in exegesis. Instruction consists of lecture, daily recitations, exams and frequent quizzes. Offered as needed.
- REL/THL 230 Introductory Theologies 3 hours**  
This course is an introduction to the discipline of theology, its method, sources, context, text, norms, and tasks. It attends to a variety of theological movements and projects as a way of introducing the novice student to the discipline. Foundational for advanced courses in theology. Offered as needed.
- REL 231 History of the English Bible 3 hours**  
This course introduces the student to the context and developments that led to the translation of the Bible into English and the subsequent revisions of that translation. Beginning with the earliest manuscripts and approaching the 14th century and the Reformation and Authorized Version of 1611, it concludes with modern revisions, giving students an understanding of the issues of biblical translation.
- REL 232 Biblical Studies Since the Enlightenment 3 hours**  
This course is an introduction to the history of critical biblical scholarship since the Enlightenment. It introduces the student to the different methods developed by biblical scholars by focusing on major research issues and agendas in the history of biblical studies.
- REL/THL 233 Theologies of Liberation 3 hours**  
This course is a study of the “underside theologies.” This course introduces the student to those approaches that critique the unquestioned dominance of Euro-American theologies. Feminist, Black American, Latin American, African, Asian, and other ethnic theologies are studied for their contributions to our understanding of God’s nature and activity. Offered as needed.
- REL 234 The Bible and Film 3 hours**  
This course introduces students to the use of Bible stories and themes in modern film. Students read biblical narratives and critical essays that discuss the directors’ artistic and aesthetic choices, and watch films that retell some element of the biblical story, or incorporate biblical themes in their story in order to evaluate the creative choices made by film makers.

- REL 235 World Religions 3 hours**  
This course is a study of the living religion of the world, including the religions of Africa, in the light of their historical development, beliefs, practices, and contemporary importance. Spring, alternate years.
- REL 236 Major Black Religious Leaders 1755-Present 3 hours**  
This course studies the life, writings, and influences of major religious leaders from 1755 to 1940. Included are Richard Allen, Henry Highland Garnet, Marcus Garvey, and others. Offered as needed.
- REL/THL 237 History of Christianity 3 hours**  
This course surveys the history of the Christian Faith from apostolic times to the present. Particular attention is given to Latin and Greek Fathers, the Protestant Reformation and Contemporary religious thought. Spring alternative years.
- REL 238 Christianity, Fine Arts, and Literature 3 hours**  
This course examines the influence of Christianity upon visual art, music, architecture, and literature with emphasis on specific artists, composers, buildings and authors. Offered as needed.
- REL/THL 239 Dynamics of Identity and Faith Development 3 hours**  
This course is a study of the stages through which faith develops from primal, through individuating-reflective, to universalizing, as proposed by James Fowler. Freudian psychosexual and Erikson's psychosocial stages of development are employed to elucidate Fowler's theory. Offered as needed.
- REL 330 The Synoptic Gospels 3 hours**  
This course is an in-depth study of the synoptic gospels (Matthew, Mark, Luke). Emphasis is given to comparative literary studies of parallel events and teachings, with a view to highlight the creative differences in the three presentations of the story of Jesus.
- REL 331 The Parables of Jesus 3 hours**  
This course is a study of the parables of the Gospels as popular stories in comparison with other literary types and figures such as simile, metaphor, allegory, fable, and historical narratives. This course deals with hermeneutical principles and problems in the transmission, classification and analysis of parables, plus the reading and interpreting of Jesus' parables. Offered as needed.
- REL 332 The Pentateuch 3 hours**  
This course is a study of the books of Genesis-Deuteronomy and the compositional models used by biblical scholars to understand their production and interpretive significance in the religious life of Israel and contemporary theological readings. Attention is given to the literary and ideological impact of the material in the formation of religious identity.
- REL 333 Prophets of the Old Testament 3 hours**  
This course is a study of the prophetic movement in ancient Israel and its historical background in antiquity attends to the ethics and theology of the prophets and their concern with the problems of justice in society. Fall alternate years.
- REL 334 Life and Writings of Paul 3 hours**  
This course is a study of the times, life and mission of the Apostle Paul, which includes the settings, occasions and interpretations of his letters, as well as historical and literary criticism of them. Spring alternate years.
- REL 335 Christianity in Africa, Asia, and Latin America 3 hours**  
This course is a history of how the Christian movement spread from Europe to Africa, Asia and Latin America. The study will seek to show the forces in Europe, which impelled this expansion and the impact it has on both Europe and the three continents.

- REL 336 Basic Christian Beliefs 3 hours**  
This course is a study of the fundamental doctrines of the Church, the historical and theological forces that influenced their formation, and their impact on communal identity. Offered as needed.
- REL 337 Wisdom Literature 3 hours**  
This course is a study of Proverbs, Job and Ecclesiastes, plus several Apocryphal texts concerned with human conduct and the construction of meaning in a world of conflicting realities and ideologies. Offered as needed.
- REL 338 African Religions and Philosophy 3 hours**  
This course presents the unique worldview and life-view that shape African religiosity and are shaped by it. The seminal writings of John Mbiti and others are studied for their rich insights. Offered as needed.
- REL/THL 339 The Church and Human Rights 3 hours**  
This course is a study of the biblical basis for and the strategic role of the Church as a major influence on the Civil Rights movement led by Martin Luther King Jr. and others. Offered as needed.
- REL 400 Senior Seminar 3 hours**  
This course focuses on the actual process of planning and completing the senior research project. Prerequisite: Religion Major, Senior standing.
- REL 430 Sociology of Religion 3 hours**  
This course is a study of one or more of the following themes: Religion and Literature, Religion and the Fine Arts, Religion and Politics, Ethics and Politics, War-Peace and related ethical issues. Specific descriptions are provided based upon actual offerings and requests.
- REL/THL 431 Christology /Life and Work of Christ 3 hours**  
This course is a study of the life and work of Jesus attends to the significance of the person and work of Jesus in the Gospels and in Pauline letters, as well as the historical application of this meaning within the Christian community. Offered as needed.
- REL 432 The Deuteronomistic History 3 hours**  
This course is a study of the biblical material found in Deuteronomy, Joshua, Judges, I and II Samuel and I and II Kings as well as the literary study of the relationships that exist between this material and historiography from ancient Greece and Mesopotamia.
- REL/THL 433 The Reformation 3 hours**  
This course is a study of the Reformation and Post-Reformation period with special emphasis on the lives and teachings of Luther, Calvin, Zwingli, and others and the historical and social impact of their work. Fall alternate years.
- REL 434 Ethics 3 hours**  
This course is a survey and critical analysis of ethical theories, positions and issues with special emphasis on socioeconomic, political and personal ethical questions, which leads the student through the process of making reasoned choices about ethics and contemporary social issues. Spring alternate years.
- REL/THL 435 Black Theology of Liberation 3 hours**  
This course is a study of the significance of the Church in Black Culture, its historical perspective and present role in the community. It includes the contributions of outstanding Black theologians to religious thinking and the social and cultural impact of their work.

**REL 436 Special Topics in Biblical Studies 3 hours**

This course, with rotating topics, is an analysis of the form, content and meaning of a specific biblical book or doctrine over against its philosophical and historical background. The instructor, according to research interest or the need of students, chooses a specific book or perspective. The course can be taken more than once for credit when different books or doctrines are offered. Offered as needed.

**REL 437 The Rise of Christian Denominationalism 3 hours**

This course, classified as historical Theology, seeks to describe the development of Christian denominations with emphasis on events, personalities, movements, beliefs, and practices.

**REL/THL 438 Contemporary Theology 3 hours**

This course is a survey of theological developments since 1750 and an analysis of individual theological statements responding to such issues as existentialism, anthropology, secularism, liberation, feminism, ethnicity, indigenization, foundationalism, post-foundationalism, and other contemporary systems of thought that challenge basic Christian categories of meaning.

**REL 439 Spiritual Development in Middle Age and Late Adulthood 3 hours**

This course is a study of the spiritual development of persons during middle age and late adult- age periods draws topics from the interplay between religion, sociology, developmental psychology, and personality theories with special attention given to the spiritual challenges and opportunities these age-periods present.

**SOC 232 Anthropology 3 hours**

This course is an introductory course, which describes human evolution in terms of genetic principles and fossil evidence and explores the development of culture and social systems. Special reference is made to the problems of human biological and socio-cultural adaptation.

**SOC 236 Criminology 3 hours**

This course presents theories of crime, types of delinquent and criminal behavior, civil and criminal laws, police organization and criminal and juvenile courts, correctional institutions and the systems of probation and parole.

**SPE 130 Theatre Lab 3 hours**

This course is designed for those students who desire to participate in dramatic presentations either as actors or as technicians. Emphasis is on application of theatre production techniques in acting and staging. (May be taken twice for credit).

**SPE 230 Play Production 3 hours**

This course is an introduction to play production, including acting, directing, technical work, house management, and costuming. The class will have the responsibility for the semester's production of a play.

**SPE 231 Voice and Diction 3 hours**

This course focuses on the study of the process of oral speech—development of speech; physics of sound; and the physiological, psychological, and social bases of speech and phonetics. Some attention will be paid to voice quality. Especially designed for teachers and those entering the professions.

**SPE 232 Public Speaking 3 hours**

This course is concerned with effective communication of thought in speaking situations. It examines not only the basic discourse skills, but provides attention to logical analysis of informative and persuasive discourse and actual practice through classroom speaking. Prerequisite: ENG 131-132 or ENG 199-200.

**SPE 233 Phonetics 3 hours**

This course focuses on recognition and analysis of the formation and production of the sounds of English; study of the International Phonetic Alphabet. Laboratory work required.

- SPE 236 Interpersonal Communication 3 hours**  
This course is a study of the principles and processes of human communication with practices and exercises in perception, language, and message information. Attention will be given to principles and practice of small group communication and interaction. Recommended for teachers, persons in the social sciences, business, and pre-law.
- SPE 331 Persuasive Speaking 3 hours**  
This course will assist students in developing their presentation skills through the study of the public speaking arts of persuasion and debate. Prerequisites: Six hours of freshman English and SPE 232.
- SPE 333 Development of the Theatre 3 hours**  
This course is a survey of major theatrical forms and movements in various cultures from ritual beginnings to the present day. Fall, even years.
- SPE 337 Oral Interpretation 3 hours**  
This course is concerned with the selection, analysis, and oral interpretation of materials; development of the ability to communicate the intellectual and emotional content of a literary work through voice and body and interpretations of prose, drama, and poetry. Prerequisite: ENG 132-132. SPE 231 or permission of the instructor. Fall, even years.
- SPE 339 Acting 3 hours**  
This course focuses on methods and techniques of acting, script analysis and character development. Performance of monologues, scenes, and/or short dramas. Fall, odd years.
- SPE 432 Discussion and Debate 3 hours**  
This course is a study of critical thinking and its application to discussion and to debate. Students will research, analyze, and evaluate evidence and its use, develop debate cases and discussion topics, and develop and practice their public speaking skills. Prerequisites: ENG 132-132 or ENG 199-200, SPE 232 and SPE 331. Spring, odd years.
- SPN 131 Elementary Spanish I 3 hours**  
This is the beginning course in Spanish with study of pronunciation, grammar, and vocabulary to develop ability to speak, read, and write simple Spanish. Intensive oral drill and frequent dictations. Laboratory attendance required.
- SPN 132 Elementary Spanish II 3 hours**  
This is the second level of a beginning course in Spanish with study of pronunciation, grammar, and vocabulary, to develop ability to speak, read, and write simple Spanish. Intensive oral drill and frequent dictations. Laboratory attendance required.
- SPN 231 Intermediate Spanish I 3 hours**  
This course focuses on further study of the Spanish language with emphasis on application, diction, oral drill exercises, and reading in modern Spanish texts. Laboratory attendance required. Prerequisites: SPN 131, 132, ENG 199-200 or qualifying examination.
- SPN 232 Intermediate Spanish II 3 hours**  
This course is the second level of intermediate Spanish language with emphasis on application, diction, drill exercises in oral training, and reading in modern Spanish texts. Laboratory attendance required. Prerequisite: 12 hours of Spanish or equivalent. Fall.
- SPN 331 Spanish Culture and Civilization 3 hours**  
This course is a comprehensive portrait of Spain, its people and its cultural development from the beginning to the present. It emphasizes rapid reading, conversation, and composition. Laboratory attendance required. Prerequisite: 12 hours of Spanish or equivalent. Fall.



**SPN 332 Latin American Culture and Civilization 3 hours**

This course is a comprehensive portrait of the Latin American nations, their historical antecedents, ways of life, political organizations, economic and industrial situation, and culture. It emphasizes rapid reading, conversation, and composition. Laboratory attendance required. Prerequisite: 12 hours of Spanish or equivalent. Spring.

**SPN 335 Survey of Spanish American Literature I 3 hours**

This course is a survey of the main figures in the development of Spanish-American literature from its beginning to the present. Required reading of selections from important authors. Required written reports. Prerequisite: 12 hours of Spanish Fall.

**SPN 336 Survey of Spanish American Literature II 3 hours**

This course is a survey of the main figures in the development of Spanish-American literature from its beginning to the present. Required reading of selections from important authors. Required written reports. Prerequisite: 12 hours of Spanish. Spring.

**SPN 430 Advanced Spanish Grammar and Composition 3 hours**

This course emphasizes the most difficult grammatical points and idioms. Prerequisite: 12 hours of Spanish. Fall or Spring.

**SPN 432 The Contemporary Spanish American Novel 3 hours**

This course focuses on reading and analysis of representative modern Spanish-American novels for their political, social, and literary significance. Prerequisite: 12 hours of Spanish. Spring.

**SPN 435 Advanced Spanish Seminar 3 hours**

This course is designed for students at the senior level. The major purpose of the course is to provide students with practical preparation for service in government or private businesses with foreign connections. Prerequisite: 12 hours of Spanish. Fall.

**SPN 231 Foundation of Christian Education 3 hours**

This course introduces students to the methods and literature of Christian education programming with an emphasis on the liturgical year, denominationally-based publishing, and publications that focus on biblical, doctrinal, and theological subjects.

**SPN 330 Biblical Theologies 3 hours**

This course is a study of the theological concepts present in biblical literature and the dogmatic and doctrinal concepts based upon them. Emphasis will be given to the competing theologies of biblical writers and their influence on contemporary doctrine.

**SPN 331 Homiletics 3 hours**

This course is an introduction to the communicative theories and strategies of sermon composition and presentation. The course emphasizes close reading of biblical texts, hermeneutical theory, and public proclamation strategies as a method for dynamic sermonic events.

**SPN 430 Senior Field Practicum 3 hours**

This is a practical experience in which the student is placed with an active minister as a field mentor to work in a vocational environment. The final product is a Senior Thesis in which the student reflects with the field mentor and advising faculty upon the intersection of course work and theory with fieldwork and practical experience.

**THL 231 Foundations of Christian Education**

This course introduces students to the methods and literature of Christian education programming with an emphasis on liturgical year, denominationally-based publishing, and the focus on biblical, doctrinal, and theological subjects.

**THL 330 Biblical Theologies 3 hours**

This course is a study of the theological concepts present in biblical literature and the dogmatic and doctrinal concepts based upon them. Emphasis will be given to the competing theologies of biblical writers and their influence on contemporary doctrine.

**THL 331 Homiletics 3 hours**

This course is an instruction to the communicative theories and strategies of sermon composition and presentation. This course emphasis close reading of biblical texts, hermeneutical theory, and public proclamation strategies as a method for dynamic sermonic events.

**THL 439 Pastoral Care and Spiritual Development 3 hours**

This course is a study of pastoral care theory and strategy in tandem with spiritual development theory. It addresses topics from the interplay between religion, sociology, psychology, and personality theories from the perspective of pastoral theology.

**THL 430 Senior Field Practicum 3 hours**

This is a practical experience in which the student is placed with an active minister as a field mentor to work in a vocational environment. The final product is a Senior Thesis in which the student reflects with the field mentor and advising faculty upon the intersection of course work and theory with fieldwork and practical experience.

## DIVISION OF PROFESSIONAL EDUCATION

**ACC 231 Principles of Accounting I 3 hours**

This course describes to the student the fundamental concepts and principles that underlie accounting information and shows how accounting data are processed for decision making.

**ACC 232 Principles of Accounting II 3 hours**

This course is a continuation of the first semester of accounting with emphasis on valuation of balance sheet items and the effect of the income statement. Partnership and corporation accounting concepts are introduced. Prerequisite: ACC 231.

**ACC 331 Intermediate Accounting I 3 hours**

This course is an intensive study of accounting principles, developing ability to analyze accounting methods and procedures and to test their accuracy. Prerequisites: ACC 231, 232.

**ACC 332 Intermediate Accounting II 3 hours**

This course is a continuation of financial accounting theory, culminating with a review of special purpose statements. Prerequisite: ACC 331.

**ACC 430 Computerized Accounting 3 hours**

This course is designed for those who have had little or no exposure to computers and/or programming. The course will give the student a basic background in microcomputers as they relate to the fields of accounting and business. Prerequisite: ACC 232.

**ACC 434      Income Tax Procedures      3 hours**

This course presents managerial accounting concepts, theories, techniques and system that provide information for internal reporting, planning, controlling and interpreting accounting data for decision purposes. Prerequisites: ACC 234 with grade C or better.

**ACC 435      Managerial Accounting      3 hours**

This course presents internal reporting and control of operations from management's point of view with emphasis on product and service unit cost control. Prerequisites: ACC 232.

**ACC 436      Governmental Accounting      3 hours**

This course is an introduction to the accounting procedures associated with government appropriations and expenditures. Course also covers responsibility for funds of other non-profit institutions. Prerequisites: ACC 232.

**BUS 131      Introduction to Business      3 hours**

This course is designed to acquaint business students with the major aspects of American business in a global economy. Emphasis will be on private enterprise system, forms and ownership of business, marketing, production, legal, accounting personnel, labor taxation and finance.

**BUS 211      Professional Development      1 hour**

This course provides students with the experiences that will enable them to make the transition from college student to business professional. Career patterns are reviews and analyzed, and goals are assessed for each student.

**BUS 231      Microcomputer Applications for Business      3 hours**

This course is a study of business application software such as spreadsheets, databases, word processing, desktop publishing, and graphics for business presentations.

**BUS 233      Principles of Macroeconomics      3 hours**

This course is an introduction to economics principles, theories, and forces; and the application of economic techniques of analysis to the basic concepts and problems of economic organization, the economic role of government and the banking system. Emphasis is on macroeconomics although microeconomic areas are introduced.

**BUS 230      Business Seminar (Theses I & II)      2-4 hours**

This course will guide students in the preparation and completion of their senior theses. Students will be given hands on research experience through data collection, literature search and analysis, interpretation of their researches in addition to preparation and presentation of the students research work. Prerequisite: Junior standing.

**BUS 234      Principles of Microeconomics      3 hours**

This course is a study of the basic factors acting on producer and consumer, including supply and demand, prices, markets, governmental policy in regard to business, and labor.

**BUS 331      Information Systems      3 hours**

This course examines of information systems which support decision making at all levels of management. Emphasis is placed on microcomputers to collect, manipulate, process, and disseminate data and information. Prerequisites: MGT 334; Junior standing.

**BUS 333      Business Law and Ethics      3 hours**

This course is a study of macro-law, which includes the nature, formation and application of law in general. The course emphasizes business ethics, the relationship between debtor-creditor, employer-employee, labor-management, buyer-seller of goods and government and business. Prerequisite: Junior standing.

**BUS 335 International Business 3 hours**

This course presents a strategic approach to studying business operations, concepts and theory in both international and global markets. The course investigates international business from a management perspective, including international trade, foreign direct investment, international monetary systems, strategy, research and development, and global resource management. Prerequisites: MGT 334.

**BUS 337 Money and Banking 3 hours**

This course is an introduction to the evolution and development of money, credit and banking institutions, theories, mechanisms and policies and their significance to total economic activity. An examination is made of the structure and processes of commercial, central and international banking, and the role of monetary policy in curing cyclical fluctuations. Prerequisites: Accounting 231, 232, and Economics 233 and 234.

**BUS 338 Statistics I Descriptive Statistics 3 hours**

This course is a study of the measures of central tendency and variability; frequency distributions; normal curve and standard scores; linear regression; random sampling and probability, correlation and binomial distribution. Prerequisites: MAT 131 and 132.

**BUS 339 Statistics II Inferential Statistics 3 hours**

The major foci of this course are, Hypothesis testing: Mann-Whitney U test; sampling distributions; students t-test for correlated and independent groups; analysis of variance (ANOVA); chi-square and other nonparametric tests. Prerequisite: BUS 338.

**BUS 400 Internship 3-6 hours**

This course is a supervised work experience in the major. Paper required. Prerequisites: Approval of department. Junior standing.

**BUS 433 Business Finance 3 hours**

This course is an introduction to business finance with emphasis on the role of the financial manager as a decision maker, development of skills in evaluating financial position, projecting cash flows, preparing capital budgeting, and selecting among financial alternatives. This course integrates the concepts of economics and accounting to effectively maximize shareholders wealth. Prerequisites ACC 231, ACC 232, BUS 233 OR BUS 234 with grade C or better in the course.

**BUS 434 Investments 3 hours**

This course is focused on various approaches to selecting and timing investment opportunities (common stocks, bonds, commodities, and options). This course also includes modern concepts of portfolio theory. Prerequisites: BUS 433.

**BUS 436 International Economics 3 hours**

This course is an advanced level study of major areas of international economics and business including international trade, international monetary system, international financial markets, and policies for the regulation of international investments and trade. Students will also be introduced to international trade theory, policy, and practices. The course will require active student participation through assigned projects related to international economics and use of technology in research and presentation of selected topics. Prerequisite: BUS 233 or BUS 234.

**BUS 437 Intermediate Microeconomics 3 hours**

This course is a study of the aggregate economy which addresses the issues of stabilization policy such as full employment, price stability and growth in real output. Prerequisites: BUS 233, 234. Spring, odd years.

**BUS 438 Intermediate Macroeconomics 3 hours**

This is a course in advanced principles and problems of resource allocation and income distribution, with special emphasis to the American economic system; basic economic of the household, firm, and product and factor markets. Recommended for those who intend to go to graduate school. Prerequisites: BUS 233, 234, MAT 133. Spring even years.

**EDU 230 Integrating Technology into Education 3 hours**

This course is an introduction to the theoretical and practical aspects of infusion of technology into instruction. Focuses on lessons that integrate technology into various subject areas and grade levels. Teaches basic instructional technology skills and knowledge.

**EDU 235 Expression Through the Arts 3 hours**

This course is designed to familiarize pre-candidates with various theories, techniques, skills and knowledge for teaching the fine arts in the elementary and secondary school. Emphasis is placed on the teaching of differing art media and musical expression. It is also an introduction to art and music history, as well as information concerning the physical development of the child. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EDU 242 Foundations of Education 4 hours**

The primary purpose of the course is to provide students with knowledge and information about the organization of schools and curriculum, the responsibilities of teachers/administrators, the history of American schools, foundations of philosophic educational thought, and contemporary issues and problems. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EDU 330 Educating Exceptional Children/Adolescents 3 hours**

This course provides an overview of the kinds of exceptionality found in the normal school population and the techniques, methods and materials to be used in classrooms to assist student in reaching their full potential. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EDU 334 Literature for Children and Youth 3 hours**

This course provides an overview of various types of literature for grades K-12 and methods of integrating it into the curriculum. Prerequisite: Admission to Teacher Education.

**EDU 432 Tests and Measurements 3 hours**

This course provides an overview of various tests and evaluation procedures used by teachers and ways they identify learning objectives and measure mastery of outcomes. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EED 300 Classroom Management and Communication 3 hours**

This course is an introduction to K-6 classroom management techniques. Topics include physical space, behavioral norms, safety, time management, managing student work, and managing other special classroom needs.

**EED 430 Elementary Curriculum and Teaching 3 hours**

This course is a study of the elementary school curriculum, scope and sequence. Emphasis is given to classroom management, learning styles, current methods, materials, problems. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EED 431      Methods/Materials for Teaching Mathematics      3 hours**  
This course is a survey of curriculum, materials and instructional methods for use in teaching math in grades K-6. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EED 433      Methods/Materials for Teaching Reading      3 hours**  
In this course, practical applications are presented on various approaches to the teaching of reading readiness and reading in grades K-6. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EED 434      Methods/Materials for Teaching Language Arts      3 hours**  
This course is a survey of the curriculum, materials and instructional methods used in teaching language arts in grades K-6. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EED 435      Methods/Materials for Teaching Social Studies      3 hours**  
This course is a survey of the curriculum, materials and instructional methods used in teaching social studies in grades K-6. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EED 436      Diagnostic Reading      3 hours**  
In this course, students learn to assess and evaluate reading skills and abilities of elementary children and utilize a variety of strategies for remediation. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EED 437      Methods/Materials of Teaching Science and Health      3 hours**  
This course is a study of the science/health curriculum, materials and instructional methods used to teach science and health in grades K-6. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**EED 490      Elementary Teacher Candidacy Internship (6-12)      12 hours**  
This course provides supervised internship in Public or private schools for prospective teachers in grades K-Prerequisite: Admission to Teacher Education and a GPA of at least 2.5 in all appropriate areas. Membership in the Student Alabama Education Association is required in order to take this course.

**HPR 120      Health for Modern Living      2 hours**  
This course is focused on factors that influence the physical, mental, social, and emotional health of people. Students will learn health concepts that should guide them in making positive personal health decisions and lifestyle changes based on the latest health facts. Meets the general education requirement.

**HPR 231      History and Principles of Physical Education      3 hours**  
This course is a study of the historical roles, principles, and trends in physical education and sport programs. Other topics covered include the Olympic games and career options in the field of Physical Education.

**HPR 234      Teaching Physical Education P-12      3 hours**  
This course provides an overview of the curriculum, content, instructional methods, and management of health and physical education in grades P-12. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.



**HPR 330 School Health 3 hours**

In this course, students discuss personal hygiene, health attitudes, habits, and problems of students in the elementary and secondary schools.

**HPR 331 Organization and Administration of Physical Education 3 hours**

This course focuses on the organization and administration of physical education, athletics, and recreation programs in schools, colleges, and community programs.

**HPR 332 Adapted Physical Education for Special Populations 3 hours**

In this course, the role of exercise, games and sports, and rehabilitation in special populations are discussed; fundamental concepts of adjustment and development for special populations are also discussed.

**HPR 333 First Aid 3 hours**

This course focuses on emergency care for injuries resulting from accidents or illness. Students who pass the American Red Cross test will be certified in Adult CPR. Opportunities are provided for students to practice and apply first aid techniques.

**HPR 334 Coaching and Officiating of Major Sports 3 hours**

In this course, emphasis is placed on coaching and officiating, public or private relations, care and treatment of injuries, purchase and care of equipment, and other problems related to major sports.

**HPR 432 Physiology of Exercise and Muscular Activity 3 hours**

This course is a study of the scientific principles of exercise and the physiological bases of motor activity. Topics covered in the course include the various methods of training athletes, the major muscle groups and their functions, the energy systems, and the application of biological and physiological concepts to physical education and sports activities.

**HPR 433 Kinesiology 3 hours**

This course is designed to analyze the movement of the human body and to discover their underlying principles. In this course, the mechanical aspects of human movement are stressed.

**HPS 110 Beginning Swimming 1 hour**

This course is an introductory course that emphasizes basic fundamentals of swimming.

**HPS 111 Volleyball and Basketball 1 hour**

This course is an introductory course that emphasizes basic skills, knowledge, rules and strategy of volleyball (8 weeks) and basketball (8 weeks).

**HPS 112 Dance & Aerobics 1 hour**

In this course, the basic approaches to learning creative rhythms and recreational dance forms, with application to school physical education programs are stressed.

**HPS 113 Flag Football and Soccer 1 hour**

This course is an introductory course that emphasizes learning basic skills, knowledge, rules and strategy of flag football (8 weeks) and soccer (8 weeks).

**HPS 114 Tennis and Badminton 1 hour**

This course is an introductory course that emphasizes learning basic skills, knowledge, rules and strategy of tennis (8 weeks) and badminton (8 weeks).

**HPS 115 Softball and Golf 1 hour**

This course is an introductory course that emphasizes learning basic skills, knowledge, rules and strategy of softball (8 weeks) and golf (8 weeks).

- HPS 116 Track/Field and Weight Training 1 hour**  
This course is an introductory course that emphasizes learning basic skills, knowledge, rules and strategy of track/field/weightlifting.
- HPS 117 Tumbling and Physical Conditioning 1 hour**  
In this course, emphasis is placed on skill acquisition and techniques for teaching stunts and tumbling.
- HPS 118 Intermediate Swimming 1 hour**  
In this course, emphasis is placed on techniques, skill, and knowledge of swimming. Depending upon swimming skills, this course can be substituted for beginning swimming (HPS 110) or taken as an elective upon completion of HPS 119.
- HPS 119 Fundamental Movement and Fitness 1 hour**  
This course is focused on developing physical fitness, movement skills and information for understanding and participating in lifetime sports and activities. Meets the general education requirement.
- MGT 334 Principles of Management 3 hours**  
This course is a study of the basic functions of management—planning, organization, staffing, directing and controlling—and the application of management principles in organizations. Prerequisites: BUS 233, 234.
- MGT 335 Human Resources Management 3 hours**  
This course focus on management of employees with particular attention to the basic functions of human resource management and the environment that these function are administered. Prerequisite: BUS 334.
- MGT 336 Entrepreneurship and Small Business Management 3 hours**  
This course includes a comprehensive coverage of the duties, responsibilities, and problems of small business owners and managers. Topics include finding the right business, franchising, developing a business plan, location, financing, accounting, marketing, and taxation. Prerequisite: MGT 334.
- MGT 435 Operations Management 3 hours**  
This course focus on modern problems of production management and it also focus on effective and efficient management of operations. Prerequisites: MGT 334, BUS 338 & 339.
- MGT 439 Business Policy (Strategic Management) 3 hours**  
This is a terminal course designed to interrelate the various areas of management and decision-making. Emphasis is placed on current issues, cases and case analysis, business policy, ethics. Prerequisite: Senior standing.
- MKT 331 Principles of Marketing 3 hours**  
This course is designed to analyze interacting business activities related to planning, pricing, promoting, and distributing want-satisfying goods and services to present and potential customers.
- MKT 333 Salesmanship 3 hours**  
This course focuses on the nature of the personal selling function and its relationship to the marketing structure. Special emphasis is placed on principles of personal selling and sales promotion. Prerequisite: MKT 331
- MKT 335 Consumer Behavior 3 hours**  
This course presents an interdisciplinary approach to the analysis and interpretation of consumer buying habits. It focuses on the psychological and socio-cultural determinants of consumer behavior. Prerequisite: MKT 331.
- MKT 337 Marketing Channels 3 hours**  
In this course, emphasis on the management and control of the marketing intermediaries. Includes strategies involved in retailing, wholesaling, and physical distribution.

**MKT 430 Marketing Research 3 hours**

In this course, research methods are applied to marketing; introduction to sampling; collection, analysis, and reporting of data; survey of sales forecasting; market analysis; and distribution cost analysis.

**MKT 433 Marketing Management 3 hours**

This course presents a problem-solving approach to marketing decisions. Case studies involving product planning selection of marketing channels, promotion and price policies, decision of social and legal problems of marketing.

**MKT 436 Services Marketing 3 hours**

A challenging course designed to offer key marketing insights for “pure” service organizations and goods-producing organizations that focus on the service component augmenting the good itself. Addresses a number of central issues in the marketing of services. Prerequisite: MKT 331.

**MKT 437 International Marketing 3 hours**

This course presents an analysis of marketing principles relating to international marketing organizations, marketing channels, basic problems, channels of distribution, selling, and pricing.

**PSY 230 Introduction to Psychology 3 hours**

This course is the foundation course for advanced study in psychology. The course provides an introduction to the principles of behavior. It emphasizes experimental investigation of learning, motivation, emotion, personality, development and psychology.

**PSY 231 History and Systems of Psychology 3 hours**

This course provides a survey of the origin, development, and decline of each major school of psychology from the ancient period to modern times, giving attention to the social and intellectual milieu from which the new approaches to the scientific study of humans emerged. Systematic points of view in psychology with a consideration of their historical origins and significance for modern theory will be studied in this course.

**PSY 232 Child Psychology 3 hours**

This course is designed to help students understand the mental, physical, social and emotional patterns of development of the child from birth to adolescence and his relations to his environment.

**PSY 233 Psychology of Learning 3 hours**

This course introduces students to the principles of learning and how those principles can be used to modify human behavior. The course emphasizes the application of learning theories and principles to solve behavioral problems, as they exist in oneself, one’s family, schools, the workplace, and in larger social, economic, and political groups. Topics include reinforcement, extinction, punishment, schedules of reinforcement, stimulus discrimination, prompting and fading, stimulus-response chaining, generalization, modeling, rule-governed behavior, problem-solving, cognitive therapy, feedback, Pavlovian conditioning, concept learning, general-case instruction, and stimulus equivalence. Prerequisite: PSY 230 or Junior/Senior Class Standing

**PSY 311 Junior Thesis Seminar 1 hour**

This course allows the student to integrate knowledge of facts and theories in the discipline and to apply this knowledge to a variety of situations and experiences. Focus is on critical thinking and communication of ideas in the discipline as evidenced in both oral and written form. Prerequisite: PSY 230

**PSY 330 Research Methods in Psychology 3 hours**

This course is an introduction to qualitative and quantitative research methods in psychology, including experimental, quasi-experimental, and correlation approaches. Students will learn to think critically about research, assessing threats to internal and external validity. Students will consider ethical issues in research and will learn to design and conduct research, including searching the literature, using SPSS to analyze data, and writing formal research reports using APA style. Prerequisites: PSY 230

**PSY 331 Psychology of the Aging 3 hours**

This course is a study of behavioral, emotional, and social changes during the adult and elderly years. The emphasis will be on biomedical, psychological, and social aspects of middle and late adulthood. Prerequisite: PSY 230 or Junior/Senior Class Standing.

**PSY 332 Educational Psychology 3 hours**

This course is designed to provide a basis for understanding human behavior in cognitive, affective, and psychomotor skills of individuals. The purpose of the course is to aid the prospective teacher to understand the various theories of the teaching-learning process, and to help the student develop a philosophy and an approach to the process. Prerequisite: PSY 230 or Junior/Senior Class Standing

**PSY 333 Adolescent Psychology 3 hours**

This course includes an examination of the basic principles, concepts, theories and problems of human behavior and experience applied to the adolescent years. It begins with the psychosexual development state of puberty and progresses through the physical, emotional and social development necessary to reach adulthood in terms of functioning as an emotionally mature adult. Prerequisite: PSY 230 or Junior/Senior Class Standing

**PSY 334 Abnormal Psychology 3 hours**

This course is designed to provide a comprehensive introduction to the diagnosis, description, prognosis, course, cause, treatment, and prevalence rates of major psychological disorders. The major psychological, biological, and socio-cultural models will be discussed. After this course, you should have a working understanding of these issues, as well as be able to apply them in real world situations. Students will gain practical experience with diagnostic practice using case studies. Prerequisite: PSY 230 or Junior/Senior Class Standing

**PSY 335 Social Psychology 3 hours**

This course is designed to evaluate how and why people influence each other. The foundation for this course is the notion that people's thoughts, feelings, and behaviors affect and is affected by the thoughts, feelings, and behaviors of others. This course emphasizes the interaction between the self and others, traditional experimental methods, and exemplary research in the fields of health, law, and business. Prerequisites: PSY 230 or Junior/Senior Class Standing.

**PSY 336 Elementary Statistical Methods and Design 3 hours**

This course is designed to develop the student's ability to apply basic statistical methods to the design and analysis of experiments. Subject areas include: descriptive statistics (e.g., mean, variance, standard deviation), simple probability, distributions (e.g., normal, F), simple correlation and regression, concepts of multiple regression. Pre requisites: Math 131, PSY 330.

**PSY 411 Senior Thesis Seminar 1 hour**

This course allows the student to develop an intensive investigative research study under close supervision. Research culminates in a comprehensive senior thesis that the student presents. Prerequisite: PSY 311.

**PSY 430 Group Dynamics and Interpersonal Relations 3 hours**

This course will include an intensive study of the interactions among individuals in various types of groups. Observations and special emphasis on the dynamics of the groups to which class members belong will demonstrate some of the basic principles in the area. This course will also address psychological counseling to help resolve interpersonal problems and manage crisis situations. Prerequisite: PSY 230 or Junior/Senior Class Standing.

**PSY 431 Experiential Learning 3 hours**

This course offers supplementary instruction concurrent with experience in some field of work involving application of psychological perspectives to community life (maximum of 6 hours – 3 hours per time). Prerequisite: PSY 230 and permission of the instructor.

**PSY 432 Theory of Psychometric Instruments 3 hours**

This course focuses on the theory of psychometric instruments and their use. Psychometrics is the field of study concerned with the theory and technique of educational and psychological measurements, which includes the measurement of knowledge, abilities, attitudes, and personality traits. The field is primarily concerned with the study of differences between individuals and between groups of individuals. It involves two major research tasks, namely: (1) the construction of instruments and procedures for measurement; and (2) the development and refinement of theoretical approaches to measurement. Prerequisites: PSY 230, PSY 336.

**PSY 433 Clinical Assessment 3 hours**

This course is designed to focus on two major activities of clinical psychologists: assessment and clinical intervention (psychotherapy and program models). This course also includes the functions, history, training, and ethics of the profession. Prerequisite: PSY 432.

**PSY 434 Experimental Psychology 3 hours**

This course focuses on scientific method and experimental techniques in psychology. Fundamental assumptions and principles of scientific observation and research design are discussed. Students learn a number of techniques specific to psychological research. Relevant ethical issues are addressed as students learn to interpret and evaluate research and to communicate research findings. Prerequisites: PSY 230, PSY 231, PSY 330.

**PSY 435 Experimental Psychology Laboratory 1 hour**

This course focuses on scientific method and experimental techniques in psychology. Students will conduct a series of exercises and laboratory experiments, perform and interpret statistical analysis of data collected, and report experimental findings in standard technical format. Prerequisites: PSY 230, PSY 231, PSY 330.

**PSY 436 Advanced Statistical Methods and Design 3 hours**

This course is a higher-level statistical course designed to develop skills in the application of statistical techniques. Students will focus on more inferential statistics (e.g., hypothesis testing, criterion, sources of error, analysis of variance between subjects and repeated measures, factorial designs, planned comparisons, and intensity of an effect.) The relationship between regression and analysis of variance is emphasized. Prerequisites: Math 131, PSY 336.

**SED 400 Classroom Management and Communication 3 hours**

This course focuses on the study of secondary classroom (6-12) management and communication techniques. Students will analyze classroom variables related to organization and governance; study theories relevant to classroom motivation; discipline and communications to evaluate classroom practices; and develop a management system.

**SED 433 Methods of Teaching Reading in the Content Areas 3 hours**

This course is designed to help prospective secondary school teachers develop knowledge and skills to teach study skills and reading in their content areas 6-12. Prerequisite: Admission to Teacher Education. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**SED 434 Methods/Materials of Teaching General Science 3 hours**

This course is designed to acquaint prospective secondary teacher candidates with methods and materials specific to teaching general science in grades 6-12. Also a study of the secondary school curriculum with special emphasis on classroom management/discipline, learning styles designing learning environments and using effective teaching techniques. Prerequisite: admission to the Teacher Education Program. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**SED 435      Methods/Materials of Teaching Social Science      3 hours**

This course is designed to acquaint prospective secondary teacher candidates with methods and materials specific to teaching the social sciences in grades 6-12. Also a study of the secondary school curriculum with special emphasis on classroom management/discipline, learning styles designing learning environments and using effective teaching techniques. Prerequisite: admission to the Teacher Education Program. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**SED 436      Methods/Materials of Teaching English/Language Arts      3 hours**

This course is designed to acquaint prospective secondary teacher candidates with methods and materials specific to teaching English/Language Arts in grades 6-12. Also a study of the secondary school curriculum with special emphasis on classroom management/discipline, learning styles designing learning environments and using effective teaching techniques. Prerequisite: admission to the Teacher Education Program. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**SED 437      Methods /Materials of Teaching Mathematics      3 hours**

This course is designed to acquaint prospective secondary teacher candidates with methods and materials specific to teaching mathematics in grades 6-12. Also a study of the secondary school curriculum with special emphasis on classroom management/discipline, learning styles designing learning environments and using effective teaching techniques. Prerequisite: admission to the Teacher Education Program. Public or private school field experience is a requirement of this course. Membership in the Student Alabama Education Association is required in order to take this course.

**SED 490      Secondary Teacher Candidacy Internship (6-12)      12 hours**

This course is a supervised internship in the Public or private schools for prospective teachers in grades 6-12 (general sciences, Language arts, mathematics, Social Studies. Prerequisite: Admission to Teacher Education and a GPA of at least 2.5 in all appropriate areas. Membership in the Student Alabama Education Association is required in order to take this course.

**SED 491      Secondary Teacher Candidacy Internship (P-12)      12 hours**

This course is a supervised internship in the Public or private schools for prospective teachers in grades P-12 (art, music [vocal and instrumental], and physical education.) Prerequisite: admission to the teacher Education Program and a minimum 2.5 GPA in all appropriate areas. Membership in the Student Alabama Education Association is required in order to take this course.

**SMI 301      Career and Life Assessment      2 hours**

Career patterns are reviewed and analyzed, and goals are assessed for each student. Theories describing life development and stages are explored. Special emphasis is placed on the major issues and obstacles that adult students face and strategies to overcome these issues and obstacles.

**SMI 302      Technical Writing      2 hours**

This course is a review of English grammar and writing skills with an emphasis on business/professional communication.

**SMI 341      Group and Organizational Behavior      3 hours**

In this course an examination of group behavior and how it affects organizational effectiveness is emphasized. Emphasis is also placed on decision-making, team building, and conflict resolution in groups.



**SMI 351 Management Information Systems 3 hours**

This course will introduce students to the basic concepts of management information systems within an organization. Specific topics to be addressed include (among other topics): the role of information technology, the business applications of networks and databases, the impacts of information technology, and the implementation of information technology. Students will gain hands-on-experience with the organizational application of information technology through assignments involving the Internet.

**SMI 361 Business Statistics I 3 hours**

This course is an introduction to the basic statistical methods used to organize, summarize and present data. Such summaries may be tabular, graphical, or numerical.

**SMI 362 Business Statistics II 3 hours**

This course focus on hypothesis testing: power; Mann-Whitney U test; sampling distributions; students T test for correlated and independent groups; analysis of variance (ANOVA); chi-square and other nonparametric tests. Prerequisite: SMI 361.

**SMI 371 Organizational Communications 3 hours**

In this course, an examination of communications and relationships in creating a productive work environment is emphasized. Focus is also on strengthening communications by developing skills in group and interpersonal presentations.

**SMI 381 Principles of Management and Supervision 3 hours**

This course is an overview of management with emphasis on leadership, planning, organizing, staffing, and evaluation.

**SMI 391 Human Resource Management 3 hours**

This course presents an exploration of policies and procedures concerning recruitment, selection, training, development, and compensation of employees. Special attention is given to public policy affecting employer and employee.

**SMI 401 Managerial Economics 3 hours**

This course is a study of micro- and macroeconomics as they relate to management decision-making. Students become familiar with the thinking process associated with economics, the components and functions of a market economy, monetary policy, and the issues surrounding economic growth, business cycles, and inflation.

**SMI 411 Marketing 3 hours**

This course is an introduction to basic marketing theory and terminology. Included is an analysis of such functions as product development, promotion, channels of distribution, and logistics.

**SMI 421 Managerial Accounting 3 hours**

In this course, managerial accounting concepts, theories, techniques and system that provide information for internal reporting, planning, controlling and interpreting accounting data for decision purposes is emphasized. Prerequisites ACC 232 with grade C or better.

**SMI 431 Business Law and Ethics 3 hours**

This course is an examination of basic legal principles as they relate primarily to business ethics, product and service liability, business organization and operation, and human resources management.

**SMI 433 Business Finance 3 hours**

This course is an introduction to business finance with emphasis on the role of the financial manager as a decision maker, development of skills in evaluating financial position, projection cash flows, preparing capital budgeting, and selection among financial. This course integrates the concepts of economics and accounting to effectively maximize shareholders wealth.

**SMI 491 Thesis I 2 hours**  
 In this course, focus is placed on basic research process and development of skills, including APA format, leading to the writing of an extended paper related to the business environment.

**SMI 492 Thesis II 2 hours**  
 This course focuses on oral presentation skills, as well as continued focus on research and extended writing skills, especially final revision skills. Students will complete the Research Project/Thesis and prepare and give an oral presentation.

## COLLEGE FACULTY

### Division of Arts and Sciences

#### Department of English

**BLACKMON, PHILLIP B.S., M.Ed., Ph.D.,**  
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 Alabama State university, University of Louisville

**GOLAR, NORMAN, B.A, M.F.A. Ph.D.**  
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**DAVIS, MARIAN, B.A., M.A., Ph.D.**  
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