



2022-2023

# Undergraduate Catalog 2022-2023

*Birthplace of “Lift Every Voice and Sing”*

*Catalog 55  
Fall 2022*

Florida Memorial University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate and master degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-697-4500 for questions about the accreditation of Florida Memorial University.

The University is also chartered by the State of Florida.



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# Statement of Disclosure

The information contained in this catalog represents the current requirements, regulations, programs, fees and other charges of Florida Memorial University. Regulations and requirements stated herein, including fees and other charges, are subject to change without notice at the discretion of the Board of Trustees and the President of the University. The University further reserves the right to require a student to withdraw at any time as well as the right to impose probation on any student whose conduct is unsatisfactory. Admission based on false statements or documents will be voided. Credit will not be granted for classes taken under these circumstances. In addition, tuition or fees paid will not be refunded if a student is dismissed or suspended from the University for cause. Any balances owed the University are considered receivable and will be collected.

Florida Memorial University maintains a system of records which includes application forms, letters of recommendation, admission test scores, and student transcripts. Records are made available upon written request through the Office of the Registrar. Direct access and disclosure to a third party are prohibited by law. Access is given only upon written consent by the student or if required in legal matters. Disclosure of student records to parents is not prohibited if the student is listed as a dependent on the federal income tax form of the parent. A person does not have the right of access to educational records until he or she has been admitted and is attending Florida Memorial University.

Parents of dependent students will be provided a hearing by Florida Memorial University if they wish to challenge the contents of the record. If still not satisfied, the parents of dependent students may add explanatory or rebuttal materials to the record.

Florida Memorial University practices a policy of nondiscrimination in employment and admission. It is a policy of the University to provide equal opportunity to all persons without regard to race, religion, color, national origin, citizenship, age, sex, marital status, disabilities, labor organization membership, political affiliation, height, weight, and record of arrest without conviction.

# 2022-2023 ACADEMIC CALENDAR

## *Fall 2022 Semester*

Date	Event
<b>Main Session (16 weeks)</b>	
Thursday-Friday, August 18-26, 2022	Week of Welcome 'WOW'
Monday, August 22, 2022	Classes Begin
Monday-Saturday, August 22-27, 2022	Late Registration (\$250 Fee for Returning Students)
Saturday, August 27, 2022	Administrative Drop (Students are withdraw from course for non-payment)
Monday, August 29, 2022	Last Day to Add/Drop
Monday, September 5, 2022	Labor Day (No Classes)
Tuesday, September 6, 2022	Last Day to be Reinstated into Classes
Monday-Saturday, October 10-15, 2022	Mid-term Exams
Monday, October 17, 2022	Graduation Applications due for Fall 2022 Conferral
Tuesday, October 18, 2022	Registration begins for Spring & Summer
Monday, October 31, 2022	Mid-term Grades Due
Monday-Saturday, October 31-November 5, 2022	Last Day to Withdraw with grade of WF
Friday, November 11, 2022	Homecoming
Friday, November 18, 2022	Veterans Day (No Classes)
Thursday, November 24, 2022	Last Day to Withdraw Officially from Semester/ university
Friday-Saturday, November 25-26, 2022	Thanksgiving Day (No Classes)
Saturday, December 3, 2022	Thanksgiving Break (No Classes)
Monday-Saturday, December 5-10, 2022	Last Regular Class Day
Saturday, December 10, 2022	Finals Week (Required Class Meetings)
Monday, December 12, 2022	End of Term
Tuesday, December 13, 2022	Deadline for Faculty to Submit Grades
Thursday, December 15, 2022	Grades Available for Students
Monday, December 19, 2022-January 2, 2023	Degree Conferral Date
	Holiday Break
<b>Session A</b>	
Monday, August 22, 2022	Classes Begin
Friday, August 26, 2022	Last Day to Drop for full refund
Saturday, August 27, 2022	Administrative Drop (Students are withdrawn from course for non-payment)
Monday, August 29, 2022	Last Day to Add
Monday, September 5, 2022	Labor Day (No Classes)
Monday, September 19, 2022	Last Day to Withdraw with grade of WF
Saturday, October 8, 2022	Last Regular Class Day
Wednesday, October 12, 2022	Deadline for Faculty to Submit Grades
Thursday, October 13, 2022	Grades Available for Students

Monday, October 17, 2022

Saturday, October 22, 2022

Monday, October 24, 2022

Friday, November 11, 2022

Monday, November 14, 2022

Thursday, November 24, 2022

Friday-Saturday, November 25-26, 2022

Saturday, December 3, 2022

Monday, December 12, 2022

Thursday, December 15, 2022

### ***Session B***

Classes Begin

Administrative Drop (Students are withdrawn from course for non-payment)

Last Day to Add/Drop

Veterans Day (No Classes)

Last Day to Withdraw with grade of WF

Thanksgiving Day (No Classes)

Thanksgiving Break (No Classes)

Last Regular Class Day

Deadline for Faculty to Submit Grades

Grades Available for Students



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### *Spring 2023 Semester*

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Date	Event
<b>Main Session (16 weeks)</b>	
Monday, January 9, 2023	Classes Begin
Monday-Saturday January 9-14, 2023	Late Registration (\$250 Fee for Returning Students)
Friday, January 13, 2023	Last Day to Drop
Saturday, January 14, 2023	Last Day to Add
Saturday, January 14, 2023	Administrative Drop (Students are withdrawn from course for non-payment)
Monday, January 16, 2023	Martin Luther King Day (No Classes)
Monday-Saturday, February 27-March 4, 2023	Mid-terms
Monday, March 6, 2023	Mid-term Grades Due
Monday-Friday, March 6-10, 2023	Spring Break (No Classes)
Monday, March 20, 2023	Last Day to Withdraw with grade WF
Friday, April 7, 2023	Good Friday Holiday
Tuesday, April 11, 2023	Honors & Awards Day
Friday, April 21, 2023	Last Day to Withdraw Officially from Semester/ University
Saturday, April 22, 2023	Last Regular Class Day
Monday-Saturday, April 24-29, 2023	Finals Week (Required Class Meetings)
Saturday, April 29, 2023	End of Term
Saturday, April 29, 2023	Degree Conferral Date
Wednesday, May 3, 2023	Deadline for Faculty to Submit Grades
Friday, May 5, 2023	Grades Available for Students
Saturday, May 6, 2023	Commencement
<b>Session A</b>	
Monday, January 9, 2023	Classes Start
Tuesday, January 13, 2023	Last Day to Drop
Wednesday, January 14, 2023	Last Day to Add
Wednesday, January 14, 2023	Administrative Drop (Students are withdrawn from course for non-payment)
Tuesday, January 17, 2023	Memorial Day (No Classes)
Friday, February 24, 2023	Last Day to Withdraw with grade WF
Friday, March 3, 2023	Last Regular Class Day
Monday, March 6, 2023	Deadline for Faculty to Submit Grades
Tuesday, March 7, 2023	Grades Available for Students
<b>Session B</b>	
Monday, March 6, 2023	Classes Start
Friday, March 17, 2023	Last Day to Add/Drop
Saturday, March 18, 2023	Administrative Drop (Students are withdrawn from course for non-payment)
Friday, April 21, 2023	Last Day to Withdraw with grade WF
Friday, April 28, 2023	Last Regular Class Day
Wednesday, May 3, 2023	Deadline for Faculty to Submit Grades
Thursday, May 4, 2023	Grades Available for Students

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**Summer 2023 Semester**

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Date	Event
<b>Session A</b>	
Tuesday, May 16, 2023	Last Day to Add
Tuesday, May 16, 2023	Administrative Drop (Students are withdrawn from course for non-payment)
Wednesday, May 17, 2023	Classes Begin
Thursday, May 18, 2023	Last day to Drop
Monday, May 29, 2023	Memorial Day (No Classes)
Wednesday, May 31, 2023	Last Day to Withdraw with WF grade
Wednesday, June 21, 2023	Last Day to Withdraw Officially from Semester/ University
Thursday, June 22, 2023	Last Regular Class Day
Friday, June 23, 2023	Deadline for Faculty to Submit Grades
	Grades Available for Students
<b>Session C</b>	
Tuesday, May 16, 2023	Last Day to Add
Tuesday, May 16, 2023	Administrative Drop (Students are withdrawn from course for non-payment)
Wednesday, May 17, 2023	Classes Begin
Thursday, May 18, 2023	Last day to Drop
Monday, May 29, 2023	Memorial Day (No Classes)
Wednesday, May 31, 2023	Last Day to Withdraw with W Grade
	Last Day to Withdraw Officially from Semester/ University
Saturday, July 29, 2023	Last Regular Class Day
	End of Term
Monday, July 31, 2023	Deadline for Faculty to Submit Grades
Tuesday, August 1, 2023	Summer Degree Completion Day
	Grades Available for Students
<b>Session B</b>	
Friday, June 23, 2023	Last Day to Add
Friday, June 23, 2023	Administrative Drop (Students are withdrawn from course for non-payment)
Monday, June 26, 2023	Classes Begin
Wednesday, June 28, 2023	Last Day to Drop
Tuesday, July 4, 2023	Independence Day (No Classes)
Friday, July 14, 2023	Last Day to Withdraw with a W Grade
	Last Day to Withdraw Officially from Semester/ University
Friday, August 4, 2023	Last Regular Class Day
Monday, August 7, 2023	Deadline for Faculty to Submit Grades
Tuesday, August 8, 2023	Grades Available for Students

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Note: Calendar is subject to change

# UNIVERSITY INFORMATION

# Florida Memorial University

## Mission Values Statement



We, the Florida Memorial University community, are committed to:

- **Leadership:** Cultivating the drive to initiate and sustain change for the good of our campus, our community, and the world.
- **Character:** Embodying the values of fairness, transparency, compassion, respect, integrity, honesty, respect for diversity, and a commitment to equality in everything we undertake.
- **Service:** Sharing our academic and human capital as social, educational, and economic resources for the betterment of our campus and our community.
- **Scholarship:** Promoting excellence in teaching and learning through the identification and retention of quality faculty, staff, and students, who are all engaged in vigorous intellectual exchange as a part of high-quality and competitive educational programs.
- **Accountability:** Taking responsibility for our actions, collectively as well as individually, and delivering products and services that are of high-caliber and responsive to the needs of our community members.

## Mission

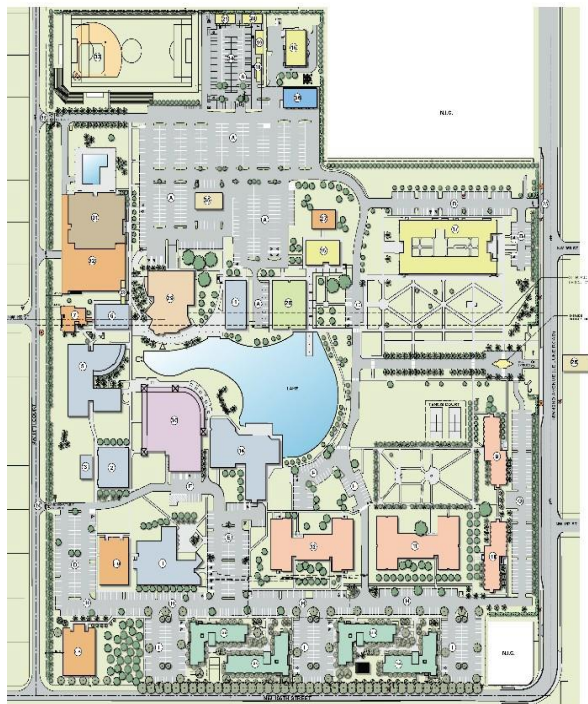
The mission of Florida Memorial University is to instill in students the importance of becoming global citizens through life-long learning, leadership, character, and service, which will enhance their lives and the lives of others.

## Vision

As South Florida's HBCU (Historical Black College and University), Florida Memorial University will be a premiere urban-serving liberal arts educational institution preparing the next generation of global leaders.

# Campus Map

## FLORIDA MEMORIAL UNIVERSITY - CAMPUS MAP



CAMPUS DIRECTORY		
MARKER	LOCATION	MARKER
1	FLORIDA MEMORIAL UNIVERSITY	1
2	FLORIDA MEMORIAL UNIVERSITY	2
3	FLORIDA MEMORIAL UNIVERSITY	3
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### PARKING AREAS

- 1. PARKING AREA 1
- 2. PARKING AREA 2
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- 4. PARKING AREA 4
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### LEGEND

- 1. BUILDING
- 2. PARKING AREA
- 3. ROAD
- 4. LAKE
- 5. TREE
- 6. FENCE
- 7. GATE
- 8. SIGN
- 9. LIGHT
- 10. BENCH
- 11. BIKE RACK
- 12. TRASH CAN
- 13. FIRE EXTINGUISHER
- 14. FIRST AID KIT
- 15. SECURITY CAMERA
- 16. SECURITY LIGHT
- 17. SECURITY FENCE
- 18. SECURITY GATE
- 19. SECURITY SIGN
- 20. SECURITY LIGHT
- 21. SECURITY FENCE
- 22. SECURITY GATE
- 23. SECURITY SIGN
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- 49. SECURITY FENCE
- 50. SECURITY GATE

8/20/2021

# Accreditation

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The University is also chartered by the State of Florida.

## School of Arts and Science

### Department of Arts and Humanities

Florida Memorial University is an Associate Member of the National Association of Schools of Music (NASM), offering the following majors:

- Bachelor of Arts in Music

### The Department of Aviation & Safety

Bachelor of Science Degree in Aviation Management is accredited by the Aviation Accreditation Board International (AABI) [http:// www.aabi.aero/](http://www.aabi.aero/)

### Department of Computer Science, Mathematics, and Technology

- Bachelor of Science in Computer Science is accredited by the Computing Accreditation Commission of ABET, <http://www.abet.org>
- Bachelor of Science in Information Systems is accredited by the Computing Accreditation Commission of ABET, <http://www.abet.org>

## **School of Business**

Florida Memorial University is accredited by the Association of Collegiate Business Schools and Programs (ACBSP) offering the following business degrees:

- Bachelor of Science in Accounting
- Bachelor of Science in Business Administration
- Bachelor of Science in Finance
- Bachelor of Science in Marketing
- Master of Business Administration

## **School of Education**

The School of Education offers the following undergraduate and graduate teacher preparation programs that are approved by the Florida Department of Education (DOE):

- Bachelor of Science in Elementary Education.
- Master of Science in Exceptional Student Education.
- Master of Science in Reading (K-12)/ESOL.

## **Department of Social Sciences**

- Bachelor of Social Work is accredited by the Council on Social Work Education (CSWE)

# Campus Facilities and Resources

The campus is located on a spacious 50-acre site surrounding a quiet lake in Miami Gardens, just north of the Opa-locka Airport. The Palmetto Expressway (SR 826) is close by, offering easy access to I-95, I- 75, and the Florida Turnpike. The campus complex is composed of a cluster of modern air-conditioned buildings. Each building is less than a three-minute walk from the farthest point on campus.

## **Andrew Anderson and Donald Bacon Center**

This one-story complex houses the offices of purchasing, facilities management and administrative services, and the Duplication Center.

## **Sarah A. Blocker Hall**

This two-story building houses the staff of the Center for Academic Resources and Support, faculty of the Department of Humanities, classrooms, and the offices of various support services. There are multiple laboratories: The Mathematics Resource Center, the Academic Skills Laboratory and the Writing Center. The Center for Advisement and Retention and the Testing Center are also located in the facility.

## **Central Energy Plant**

This Facility houses the general maintenance department and a 3,300 sq. ft. air conditioning system of the university.

## **Nathan W. Collier Library**

The Nathan W. Collier Library is located at the center of the Florida Memorial University campus. The library is an attractive two-level structure, with approximately 25,000 square feet of floor space with a reading room on each level,



a Group Study Room and two information Commons housing 41 computer terminals. The seating capacity is over 500. The library collection is composed of over 127,000 volumes, e- books, over 50 web-based Full-Text Databases that provide access to the thousands of scholarly journals and newspapers and 450 subscriptions to print journals in support of the academic programs. The library utilizes the Millennium Integrated Library System and it is an associate member of the Southeast Florida Library Information Network (SEFLIN). Through the SEFLIN consortium, students, faculty members and staff share book borrowing with member institutions.

### **Florida International University/Florida Memorial Cooperative Joint Use Facility**

This facility houses the School of Arts and Sciences, and the School of Education, including deans' and faculty offices, as well as technology- enhanced classrooms, laboratories, a 200-seat auditorium, and two conference rooms.

### **Susie C. Holley Religious Center**

The Susie C. Holley Religious Center houses a chapel with seating for 600. The building also includes a classroom for religion and philosophy, and the offices of the Dean of Campus Ministry.

### **James Weldon and Rosamond Johnson Fine Arts Building**

This facility houses the art and music programs, including classrooms, practice rooms for piano, organ, and other instruments, rehearsal rooms for band and choir, an art studio and offices for faculty.

## **JWRJ Annex**

This facility houses the offices of the music faculty, as well as a conference room.

## **William Lehman Aviation Center**

This facility, named in honor of the late Congressman William Lehman, is a three-story building that contains spacious classrooms and laboratories, simulation trainers for the Department of Aviation and Safety, a boardroom, 200-seat auditorium, electronic classrooms, Offices of the Provost, Director for Information Management and Technology, Director of Grants and Sponsored Research, Director of Institutional Research, as well as the School of Business, Departments of Aviation and Safety, and Computer Science, Mathematics, and Technology, faculty offices, and an aviation education resource center.

## **Royal W. Puryear Administration Building**

This facility houses the office of the President and the boardroom, the offices of the Vice-President for Finance and Administration, the Vice-President for Institutional Advancement, and the central telephone switchboard.

## **M. Athalie Range Science Hall**

This two-story building is the home of the Department of Health and Natural Sciences. Laboratories for biology, chemistry, and physics programs are major features of this building. Space is also provided for an electronic classroom, as well as faculty offices, with adjoining laboratories to accommodate research and scientific experiments.

## Science Annex

The Science Annex building is located adjacent to the existing M. Athalie Range Science Hall. The Science Annex is connected to the existing building via an open-air connector. The Science Annex is a 8000-square foot, two story structure consisting of a Chemistry Lab, a Biology Lab, a General Lab and an Interactive Lecture Room, Prep/Office Rooms, Conference Room, Electrical and Mechanical Rooms, Storage, Bathrooms and an elevator to serve the new and existing building.

## Lou Rawls Center for the Performing Arts

This state-of-the-art facility houses the Matthew W. Gilbert 450-seat auditorium used for dramatic and musical productions, lectures, and assemblies.

## Residence Halls

Florida Memorial University offers a variety of fully furnished, comfortable, and affordable on-campus suites. There are six residential halls on our main campus.

**Ray Goode Hall** – Used primarily to accommodate first-year male students. Goode Hall contains individual rooms, recreation and study lounges, laundry room, storage room, and office for the residential life coordinator/resident assistants.

**Willie C. Robinson Hall** – Used primarily to accommodate first-year female students. Robinson Hall contains individual rooms, recreation and study lounges, laundry room, storage room, and office for the residential life coordinator/resident assistants.

**Living and Learning Communities 1 & 3 (LLC #1 and LLC #3)**—These residence halls for males contain suite-style rooms (private and semi- private) with bathrooms and kitchenettes, recreation and game rooms, fitness rooms, media rooms, multifunction reception rooms, study rooms, computer rooms, student lounges, laundry rooms, and rooms for vending machines.

**Living and Learning Communities 2 & 4 (LLC #2 and LLC #4)**—These residence halls for females contain suite-style rooms (private and semi- private) with bathrooms and kitchenettes, recreation and game rooms, fitness rooms, media rooms, multifunction reception rooms, study rooms, computer rooms, student lounges, laundry rooms, and rooms for vending machines. In addition, LLC #2 has a “smart” classroom located on the first floor.

### **J. C. Sams Activity Center**

The J.C. Sams Activity Center is situated by the campus lake. It contains the bookstore, counseling center, the university mailing center, school publication, game and entertainment rooms, the Sub Shop, Cyber Zone, meeting and conference rooms, space for social and cultural activities and an adjoining lakeside patio.

### **Albert E. and Sadie B. Smith Dining Hall and Conference Center**

The Albert E. and Sadie B. Smith Dining Hall and Conference Center opened in August, 2002. The Conference Center and Banquet Hall can accommodate 400 people or be divided into three areas of 133 people each. The Dining Hall can seat 560 people and has two serving areas.

## Student Services Building

This one-story complex houses the offices of the Student Affairs, Enrollment Management, Admissions, Financial Aid, the University Registrar, Career Center, Student Accounts, Duplication Center, Human Resources, and the Office of the Bursar.

# Requirements for Admissions to the University

Florida Memorial University welcomes applications from all interested and prospective student. Our Admission decisions are based primarily on an applicant's academic promise as demonstrated by academic preparation, recommendation letter(s), personal statement, and SAT or ACT scores.

## A. Freshmen Applicants

1. Submit Application a Non-refundable Application Fee \$25.00. Application is available online at <http://www.fmuniv.edu/home/admissions>
2. Admissions Test Scores  
Applicants should submit SAT or ACT scores. Test scores are used for advisement and placement purposes for first-time college applicants.
3. High School Transcript  
Graduation and Standard High School Diploma from an accredited high school or the equivalent (GED) is required. A student's high school preparation should include units in the following core areas:

*English*  
writing)

4 Units (3 with substantial

<i>Mathematics</i> above)	3 Units (Algebra I and
<i>Natural Science</i>	3 Units (2 with lab)
<i>Social Science</i>	3 Units
<i>Foreign Language</i> language)	2 Units (in the same
<i>Approved Electives</i>	4 units.

#### 4. Additional Admissions Requirements

Applicants who are conditionally admitted must submit the following to be considered for admission:

- At least one letter of recommendation
- A personal statement.

## **B. Transfer Applicants**

Students transferring to Florida Memorial University from another college or university are admitted based on credits and grade point average earned in course work at the collegiate level.

### **1. Grade Point Average**

Transfer students must have earned a minimum cumulative grade point average of 2.0 in collegiate course work and 12 transferable credits. However, grade point averages do not transfer to Florida Memorial University

### **2. Transfer**

Applicants who possess the Associate of Arts (AA) degree from regionally accredited junior, community or four-year colleges at the time they are admitted to Florida Memorial University will be accepted as juniors, with the understanding that some prerequisite work may be required to fulfill degree requirements in their major at Florida Memorial University. Course work for students who enroll without the AA degree will be evaluated on a course-by-

course basis

### **3. Definition of Credit Hour**

Florida Memorial University defines one academic credit hour to be 700 minutes of instruction per term, including final examinations, for regular lecture courses. Laboratory, internship, studio music, practicum, and certain other types of courses may be assigned credit hours that are different from the contact time, based on the type of instructional delivery.

### **4. Transfer Credits**

In order to fulfill its mission to serve a culturally diverse student population and to prepare students to function in a highly competitive, technological, and global society, Florida Memorial University seeks to make transfer of credit easier for students, while continuing to honor its obligation to maintain academic quality and integrity. Therefore, Florida Memorial University accepts courses earned at other post-secondary institutions, provided that:

- The grade earned for these courses is a “C” or higher;
- The courses represent collegiate coursework relevant to the degree program being pursued at Florida Memorial University;
- The course content, level of instruction, and resulting competencies are equivalent to those of students enrolled at Florida Memorial University; and
- All official transcripts are submitted to the University for evaluation prior to the transfer student’s admission to the University.

A maximum of 90 credits total may be transferred to Florida Memorial University. The school’s dean and the Provost must approve all transfer credits used toward a degree. A

minimum of 25% of the credit hours required for a student's degree must be earned by instruction at Florida Memorial University.

## **Transfer Credits from International Institutions**

Postsecondary credits earned by international students at colleges and universities which pattern themselves after the British or other non- American education systems must be evaluated by an external transcript evaluation organization approved by Florida Memorial University.

### **C. International Applicants**

International students are admitted on the basis of high school work. International students must meet the requirements of the University as stated in the previous section and comply with the following.

#### **High School Transcripts**

An international applicant must have graduated from a high school or secondary school. An official transcript and/or original diploma are required.

#### **1. High School Work**

International students who studied in the British educational system should have passed a minimum of five (5) subjects at the ordinary level in the General Certificate Examination or its equivalent, including English and mathematics. If student transcripts are not in English, students will also need to submit an official translation of their transcripts. Evaluations must be conducted through a member of the National Association of Credential Evaluation Services (NACES)



**Organization or the recommended agencies below:**

***Josef Silny & Associates***

7101 SW 102 Avenue

Miami, FL 33171

Tel: (305) 273-1616

Fax: (305) 273-1338

<http://www.silny.com> or email [info@jsilny.com](mailto:info@jsilny.com)

***World Education Services***

P. O. Box 745

New York, NY 10113-0745

(212) 966-6311

<http://www.wes.org> or email [info@wes.org](mailto:info@wes.org)

***Educational Credential Evaluators, Inc.***

P.O. Box 514070

Milwaukee, WI 53203-

3470 Phone: (414) 289-

3400 [www.ece.org](http://www.ece.org)

**2. Language Requirement**

If a student's native language or language of instruction is not English or the language proficiency in English must be established by a satisfactory TOEFL score (500 written /173 Computer /60 Internet).

**3. Standardized Test Scores**

International students should submit scores from either the Scholastic Aptitude Test (SAT) or the American College Test (ACT).

International Transfer Students must meet the requirements of the University as stated in the previous section and comply with the following:

1. Follow United States Citizenship and Immigration Services regulations regarding transfer of schools.
2. Complete and provide International Student Advisor with Transfer Release Form if transferring from another U.S. School.
3. Complete the Financial Statement of Support and provide a bank statement from the sponsor indicated on the Financial Statement of Support.

## **D. Advanced Placement**

Florida Memorial University is an approved participant in the College Board's Advanced Placement Program. Students whose Advanced Placement scores meet the criteria as set forth in each academic area will receive university credit for courses covering similar material.

## **E. International Baccalaureate**

Florida Memorial University recognizes and gives college credit to students who successfully complete the International Baccalaureate examinations with grades of 4 or higher. An official IB transcript is required and must be sent directly from the International Baccalaureate Office.

## **F. Early Admission**

Florida Memorial University grants early admission to exceptional high school students who meet the following criteria:

1. Earned a minimum high school grade point average of 3.0
2. Scored 1000 or more on the SAT or 21 or more on the ACT.

3. Submitted three letters or recommendation from high school officials such as a principal, counselor, and teacher.

## **G. Conditional Admission**

Admission consideration may be given to students who do not meet the published admission standards as stated above. Such students may be admitted conditionally with the following requirements:

1. Students applying for fall semester enrollment must attend Summer B session.
2. Students applying for spring semester enrollment will be evaluated on a case-by-case basis.

## **H. Re-admission to the University**

Students whose enrollment at Florida Memorial University is interrupted for more than one semester are required to submit an application for readmission. The application must be sent to the Office of Admissions. Students placed on academic suspension must sit out one semester (fall or spring) before eligibility for readmission is restored. Submission of an application does not guarantee readmission.

Students in good academic standing who voluntarily withdraw from the University for one or more academic years are required to apply for readmission. A student must satisfy the degree requirements for graduation stated in the university catalog for the academic year in which the student is readmitted.

# FINANCIAL AID

Financial Aid is money in the form of scholarships, grants, work-study (part-time on campus employment to be used solely for school-related expenses), and loans awarded to assist students who otherwise would not be able to afford the cost of attending college. Financial Aid is awarded according to an individual's financial need and/or academic excellence.

The Office of Financial Aid is located in the Student Services Building, Suite 159. Its primary objective is to ensure available funds are provided to eligible students in order that they may have access to a Florida Memorial University education.

The University expects the family (parents and students) to assume the primary responsibility for financing the cost of attending college. We recognize that most families need assistance.

The amount of help needed is determined by calculating the family's ability to pay. That amount, called the estimated family contribution (EFC), plus other outside funds that may be available to the student, is subtracted from the allowable cost of attendance. The resulting difference is called "Financial Need."

We normally package (or combine), the various forms of financial aid in the following order: scholarships, grants, work-study and loans. Funds are limited and students are encouraged to apply early for financial aid.

## **How Soon to Apply**

Applications are available beginning January 1st each year, and families are encouraged to apply early for financial aid.

Some programs handled by the Office of Financial Aid have very early priority dates. Students applying on or before these dates are given priority for the program. Those who apply after these dates are considered late and will only be eligible for these programs if additional funds become available.

## **Student Alert**

Applications for financial aid will be considered when ALL required documents are received. To be considered for the majority of programs, students are advised to begin applying in January of the year they wish to start school and have ALL required documents submitted by April 1st of that same year.

## **Distribution of Funds**

Based on the information provided on the FAFSA by the student and parents, the Office of Financial Aid at Florida Memorial University will determine which funds the student is eligible to receive. An applicant must (1) show financial need, (2) be accepted or enrolled as a full- time student in an eligible program, (3) be a U.S. citizen or permanent resident, (4) be capable of maintaining a satisfactory academic standing and normal progress toward a degree, (5) be registered with the Selective Service if required to do so, and (6) have not defaulted on any previous aid.

## **Important Notice**

Financial Aid is distributed the first week after the drop/add period has ended. Only students with completed financial aid files will have their aid distributed.

## **Evaluation and Awarding Process**

The Office of Financial Aid will determine the student's

allowable educational expenses and the expected family resources. The difference between the two is the demonstrated need. Florida Memorial University will try to provide financial aid for all or a portion of the demonstrated need in the form of an Award Letter consisting of grants, scholarships, work-study, and loans.

### **Satisfactory Academic Progress**

Federal regulations require the University to establish satisfactory academic progress for the receipt of Title IV Student Financial Aid. Two major components are evaluated in the determination of satisfactory academic progress:

1. The qualitative component is the student's Grade Point Average (GPA) displayed on the academic transcript.
2. The quantitative component is the maximum timeframe in which a student is expected to complete his/her degree program.

Florida Memorial University Office of Financial Aid reviews student records on an annual basis at the end of the academic year. Students who do not achieve satisfactory academic progress, will be notified.

The minimum number of semester hours per academic year is 21 semester hours for the Federal programs, and 24 semester hours for Florida programs-Florida Student Assistance Grant (FSAG) and Florida Resident Access Grant (FRAG) Programs. Additionally, a minimum cumulative grade point average (GPA) of 1.85 for freshmen and 2.0 for all others must be maintained for all Federal programs. For the Florida programs, all students must maintain a 2.0 cumulative GPA.

### **Enrollment Status**

To receive financial aid a student enrollment status is determined as follows:

### Under-graduate Enrollment Status:

- |                        |                         |
|------------------------|-------------------------|
| 1. Full-time           | 12 or more credit hours |
| 2. Three-quarter time  | 9 to 11 credit hours    |
| 3. One-half time       | 6 to 8 credit hours     |
| 4. Less than half time | 3 to 5 credits hours    |

Students who carry fewer than (6) credit hours are ineligible for the Federal Direct Loans Programs. The only Title IV Financial Aid Program those students are eligible to receive is the Pell Grant which allows payment for less than half-time.

### **Non-Degree Seeking Students**

Students who are enrolled as special (non-degree seeking) students are NOT ELIGIBLE for any type of financial aid programs.

### **Transfer Students**

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

### **Eligible Non-Citizens**

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

### **Withdrawals**

Distribution of Financial Aid is for direct educational costs-tuition and fees, and room and board. Students who withdraw after receiving distribution of Title IV funds can expect a pro-rata calculation to be performed on their account and may incur a bill from Florida Memorial University, if they have withdrawn prior to earning the

financial aid that was distributed to them.

## **Transferability of Financial Aid Awards**

The Office of Financial Aid at Florida Memorial University does not transfer aid to other colleges and does not have a Financial Aid Consortium Agreement with any other college. Should a student decide to transfer to another college, a separate application for financial aid must be made to that institution.

## **International Students**

International students are not eligible for federal and state aid. They may, however, qualify for college scholarships and may participate in the Institutional College Work-Study Program (INSTWS). International students are warned that in many instances these programs provide only enough financial aid to cover a portion of the college expenses. The burden of financial responsibility will be on the student and his or her family to pay the costs of attending the Florida Memorial University.

## **Financial Aid Programs**

The Office of Financial Aid at Florida Memorial University offers the following types of aid to eligible students:

- Grants and Scholarships are awards (gift aid) that do not require repayment or work obligation.
- Employment awards are awards that allow students to earn a portion of their educational expenses through part-time employment with eligible on-campus employers.
- Loans are awards that must be repaid with low interest after the student is no longer enrolled at least half-time in a post-secondary institution.

Grants, scholarships, employment and some loan programs are normally need-based forms of financial aid. A student's



demonstrated financial need is determined by the standardized methodology performed by the Central Processor of the Department of Education Financial Aid System when the student applies for financial aid by completing a Free Application for Federal Student Aid (FAFSA). Most awards to students are made up of a combination of two or more types of aid programs and are referred to as a "financial aid package". Completing the FAFSA, along with the Florida Memorial University Institutional Application makes a student eligible for most grant, scholarship and employment programs; however, additional applications are required for the awarding of loans and some scholarships.

### **Non-Florida Residents**

Additional financial aid may be available to non-Florida residents through their state of permanent residence. Students should contact their appropriate State Department of Education for additional Information.

### **Summer School Assistance**

Summer school students enrolled for at least 6 credit hours may apply for financial aid. Awards for summer sessions will be made if funds are available after the regular academic year. To be considered for Summer Financial Aid Awards, the student must have a completed financial aid file for the current academic year. Summer session concludes the academic year at Florida Memorial University.

### **Federal Pell Grant Program**

This federally sponsored program provides financial aid to those who need it to attend approved colleges or universities. Awards range from \$200 to \$5,775 per academic year depending on a family's financial situation. To apply for this program, a student must

complete the Free Application for Federal Student Aid (FAFSA) from the U.S. Department of Education.

### **Federal Supplemental Educational Opportunity Grant (SEOG)**

A very limited number of SEOG awards are made to those with exceptional financial need who are also Pell Grant recipients. A typical award ranges from \$200 up to \$1,400 per academic year. To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA).

### **TEACH Grant Program**

Through the College Cost Reduction and Access Act of 2007, Congress created the Teacher Education Assistance for College and Higher Education (TEACH) Grant Program 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, students must agree to serve as full-time teachers in a high-need field in a public or private elementary or secondary school that serves low-income students (see below for more information on high-need fields and schools serving low-income students). As a recipient of a TEACH Grant, graduates must teach for at least four academic years within eight calendar years of completing the program of study for which they received a TEACH Grant.

**IMPORTANT:** If a student fails to complete this service obligation, all amounts of TEACH Grants that received will be converted to a Federal Direct Unsubsidized Stafford Loan which must then be repaid this to the U.S. Department of Education. Interest will be charged from the date the grant(s)

was disbursed. Note: TEACH Grant recipients will be given a 6-month grace period prior to entering repayment if a TEACH Grant is converted to a Direct Unsubsidized Loan. To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA) from the U.S. Department of Education.

### **Florida Student Assistance Grant Program (FSAG)**

To receive FSAG, students must be full-time undergraduates with Financial Aid Need\* and attend an eligible Florida institution. He or she must be a “Bona-fide Florida Resident for tuition purposes” defined as an independent person who has, or a dependent person who has a parent or legal guardian that has established and maintained legal residency in Florida for at least twelve (12) months prior to seeking enrollment in a post-secondary institution. Renewal students must have earned 24 semester hours with a minimum of 2.0 GPA each academic year. You are eligible to receive this award for a maximum of 9 semesters. A student who does not meet the annual minimum 24 semester hours with the minimum 2.0 GPA each academic year may not receive funding the following academic year.

### **Florida Resident Access Grant (FRAG)**

To receive FRAG, you must be a full-time undergraduate student who attends an eligible independent Florida institution. You must be a “bona-fide Florida Resident for tuition purposes”, which means an independent person who has, or a dependent person who has a parent or legal guardian that has established and maintained legal residency in Florida for at least twelve (12) months prior to seeking enrollment in a post-secondary institution. Renewal students must have earned 24 semester hours with a minimum of 2.0 GPA each academic year. Students are eligible to receive this award for a maximum of 9 semesters. A student who does not meet the annual minimum 24 semester hours with the minimum 2.0 GPA each academic

year may not receive funding the following academic year.

### **Federal Work Study Program (FWS)**

This program provides jobs for a very limited number of students with financial need who must earn a part of their educational expenses. The Financial Aid office arranges jobs on campus for eligible recipients. Students work a maximum of 20 hours per week, scheduled not to conflict with their classes. An average award is about \$1,400 per academic year. Students are paid by electronic payroll deposits and must provide 1) a direct deposit request form from their financial institution; 2) a completed I-9; 3) a completed W-4 form and 4) a work-study contract. To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). On the FAFSA, a student must indicate his or her interest in a “part-time job” or “work-study.”

### **Florida Memorial Institutional College Work-Study Program (FMUINSTW)**

This program provides jobs for a very limited number of students with financial need who must earn a part of their educational expenses. The Financial Aid office arranges jobs on campus for international student workers. Awards are based on available funds and not guaranteed. To apply for this program, a student must contact the Student Financial Aid office.

To apply for the following programs, a student must complete the Florida Memorial University Financial Aid Institutional Application.

### **Federal Direct -Subsidized Loan**

This is a low-interest loan made to students by the federal

government. Eligibility for a “subsidized” Federal Direct/Stafford Loan is based on financial need as determined by a federally mandated formula. “Subsidized” means that the federal government will pay the interest on the loan while a student is in school and during specified deferments.

Eligible freshmen may borrow up to \$3,500 per year, sophomores up to \$4,500; and juniors and seniors may borrow up to \$5,500 per year. The maximum allowable undergraduate indebtedness for the Federal Direct Subsidized Loan is \$23,000. Federal Direct/Stafford Loans are disbursed in two installments: one in the fall semester and one in the spring semester, after enrollment for each semester. When the loan is disbursed, a federally required origination fee of 1% (which is used to offset administrative costs of the program) is deducted from the loan by the government, along with a nonrefundable insurance fee of up to 1 percent of the principal amount of the loan. Repayment begins six months after the borrower’s last enrollment on at least a half-time basis.

### **Federal Direct-Unsubsidized Loan**

The Federal Direct Unsubsidized Loan is a low interest loan made to students by the federal government. Under this program, the student borrower (and not the federal government) pays the interest that accrues on the loan while the student is in school. Eligibility for a Federal Direct Unsubsidized Loan is determined by the Financial Aid office using a federally mandated formula. Eligible dependent students may borrow up to \$3,000 per semester. Dependent students whose parents have been declined the Federal PLUS due to adverse credit may increase their unsubsidized borrowing by an additional \$3,000 per semester, bringing their total eligibility in the Unsubsidized Loan Program to \$9,000. Eligible independent students may borrow up to \$3,500 per semester and up to \$10,500 per year. A student

who shows need for only part of an annual subsidized Federal Direct/Stafford Loan may borrow the remainder through an unsubsidized loan. The maximum allowable loan undergraduate indebtedness for the Federal Direct Unsubsidized Loan is \$34,500. When the loan is disbursed, a federally required origination fee of 0.5 percent (which is used to offset administrative costs of the program) is deducted from the loan by the government or bank, along with a nonrefundable insurance fee of up to 0.5 percent of the principal amount of the loan.

### **Federal PLUS Loan (Parent's Loan)**

The Federal PLUS Loan is a federally insured loan and is based on credit worthiness as determined by them. The interest rate for the Federal PLUS Loan varies annually (a new rate is effective each July 1), and the rate is based on the 52-week U.S. Treasury Bill rate plus 3.10 percent not to exceed 9 percent. Federal PLUS Loans are disbursed to the college in two installments: one in the fall semester and one in the spring semester, after enrollment for each semester. When the loan is disbursed, a federally required origination fee of 3 percent (which is used to offset administrative costs of the program) is deducted from the loan by the government, along with a nonrefundable insurance fee of up to 1 percent of the principal amount of the loan. Parents of dependent students may borrow up to the cost of education minus any financial aid. These loans, in combination with all other aid (including loans) may not exceed the educational cost. Repayment of principal and interest begins 60 days after the loan is disbursed.

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

To receive Florida Bright Futures Scholarships, students must complete a free Initial Student Florida Financial Aid Application during the last year in high school (after

December 1 and prior to graduation) by accessing [www.FloridaStudentFinancialAid.org](http://www.FloridaStudentFinancialAid.org) online. Renewal students who receive funding during the current academic year must have earned 24 semester hours with a minimum of 2.75 GPA each academic year.

### **Florida Mary McLeod Bethune Scholarship Fund**

To receive a MMB scholarship, students must meet certain scholastic requirements, demonstrate financial need, and attend Florida Memorial University, Florida Agricultural & Mechanical University, Bethune- Cookman, or Edward Waters College. Students must be enrolled as full-time undergraduates and be at least one-year Florida Residents as determined by the institution. Renewal students must have earned 24 semester hours with a minimum of 3.0 GPA each academic year.

### **Air Force ROTC and Army ROTC**

ROTC academic scholarships are offered to students who meet specific requirements. These scholarships cover the cost of the University's tuition and books and provide the student a tax-free subsistence allowance per month. For more information on ROTC scholarships, contact Dr. Jorge Guerra at (305) 623-1440. The current academic criteria for each award are included in the Application for Admission. The criteria may also be obtained from the Office of Admissions and the Office of the Provost and Vice President for Academic Affairs.

### **Presidential Scholarship**

The Presidential Scholarship is offered to high school graduates who will enter college for the first time. The award covers the cost of full- time tuition after all federal and/or state financial aid and other external scholarships have been applied. Upon enrollment, students must register for at least

12 semester hours (college-credit courses) and maintain a 3.50 cumulative grade point average to renew the awards. Awards may be renewed for a maximum of 10 semesters of study.

## **Honors Scholarships**

The Honors Scholarship is available to high school graduates who are entering college for the first time. The award is \$2,000 per year after all federal and/or state financial aid and other external scholarships have been applied. The award does not cover room and board or books. Students must register for at least 12 credit hours and maintain a 3.3 GPA and earn 24 credit hours per academic year to renew the scholarship. The scholarship awards may be renewed for a maximum of 8 semesters of study.

## **Freshman, New and Transfer Student Orientation**

A collaborative effort between the Offices of Student and Academic Affairs is designed to help entering freshman and new/transfer students become adjusted and make a successful transition to university life at Florida Memorial University. During the orientation period, students attend a series of workshops, seminars, and social activities where they are presented information about the University's history, support centers, services, facilities, testing, and placement. Students are also presented with University policies and regulations, introductions to University personnel in both formal and informal settings and are assigned an academic advisor who assists them throughout the year. Registration is also an integral component of the orientation program. The objective of the orientation period is to provide students with information that will help them cope with the independence and responsibility of becoming a university student.



# Anti-Hazing Policy

Hazing of students will not be a part of any initiation practices, whether for new students, social clubs, or Greek-letter organizations. Hazing done in the name of an organization can result in the organization's loss of privileges, including suspension of its operating privileges on campus. Hazing done by a student as an independent act can result in the student's dismissal from the University. Violation of this regulation must be reported to the Vice President for Student Affairs. All cases involving hazing will be referred to the Judicial Affairs Committee.

## Grievance Procedures for Students

Florida Memorial University has adopted an internal grievance procedure providing for the prompt and equitable resolution of complaints alleging any action prohibited by this anti-hazing policy and/or conduct in violation of Title VI, Title VII, Title IX, Section 504, the Age Discrimination Act, and the Americans with Disability Act. The following university officials have been designated to respond to allegations regarding any such violation: The Vice President for Student Affairs, The Provost and Vice President of Academic Affairs, the Director of Human Resources Management, or the Counseling Center Coordinator.

Complaints alleging misconduct as defined in this policy should be reported within 90 days of the alleged offense. Complainants may seek informal or formal resolution. All complainants must complete a written Discriminatory Harassment Report in the form of a memorandum. The report must include the name of the person or office alleged to have committed the offense, the date(s) or time period of the offenses, specific examples of the offending behavior(s) or actions, and the complainants contact information.

Complainants are encouraged to explore an informal resolution before filing a formal complaint. An informal resolution focuses on communication and education, while formal procedures focus on investigation and discipline. Informal complaints will be resolved within 15 working days with a written resolution given to each of the parties involved. If the situation results in an impasse, complainants will be given a notice of impasse with 15 working days from the filing of the incident. If a notice of impasse is given and complainants wish to file a formal written complaint, complainants must do so within 30 working days of the date of notice of impasse unless a waiver in filing time is requested.

When a formal complaint is filed, an investigation will be initiated. The person accused of misconduct will be given 10 days to provide a signed response to the requesting official. A copy will be provided to the complainant. If the alleged fails to respond, the presumption will be made that the allegation(s) in the complaint are true. A written determination will be issued to the complainant within 60 working days of the receipt of the formal written complaint. If the procedure requires an extension of time, the complainant will be informed in writing of the reasons, the status of the investigation, and the probable date of completion.

If complainants dispute the findings or are dissatisfied with the recommendations, complainants may request reconsideration of the case to the president in writing within 45 working days of receipt of the written determination. Complainants also have the right to file with the appropriate state or federal authorities as set forth in the applicable statutes.

Cases that may require disciplinary action will be handled in accordance to the established discipline procedures of the

University. Student organizations in violation of this policy may be subject to the loss of university recognition. Complainants shall be protected from unfair retribution. Nothing in this policy statement is intended to infringe on the individual rights, freedom of speech, or academic freedom provided to members of the Florida Memorial community. The scholarly, educational, or artistic content of any written or oral presentation or inquiry shall not be limited by this policy. Accordingly, this provision will be liberally construed but should not be used as a pretext for violation of this policy.

## **Student Concerns and Complaint Policies**

This policy provides a process for students to raise concerns and file complaints when they are dissatisfied with a University service, or policy, or an action by a University employee. The process aims to be constructive and positive in resolving differences and working toward a better community at Florida Memorial University.

This policy covers academic and non-academic matters except in areas where other formal policies and procedures take precedence. These other policies include the Grade Appeal Policy, Policy Prohibiting Discrimination and Harassment, Standards of Conduct, and the Honor Code.

### **General principles**

- Whenever possible and in a timely manner, students should raise concerns informally with the faculty member, staff member, or other student involved.
- If the student is unsuccessful with informal resolution, the complaint should be taken to the appropriate division chair, then school dean, or, if necessary, vice president who will handle student complaints as quickly and as fairly as possible.
- As a measure of good faith, students should be prepared to

make their identities known when they raise concerns or complaints. Matters raised anonymously will not be addressed formally.

- There will be no adverse effect on or retaliation against a student raising a concern or complaint in good faith or against any person who in good faith provides information regarding a concern or complaint.
- Written complaints will receive written responses within 30 days and will be kept on file.

## **Procedures**

- Academic matters: If a student has a complaint or concern about a course or faculty member, it should be directed first to the appropriate division chair or school dean, then to the provost. If the student has a complaint about an academic policy or its enforcement, it should be addressed to the office of the Provost and Vice President for Academic Affairs.
- Non-academic matters: If a student has a complaint or concern about a non-academic matter, it should be addressed to the Vice President for Student Affairs.

# Tuition and Fees/Service Charges



## FISCAL YEAR 2022 - 2023

### Tuition and Fees

### Service Charges

TUITION	
Undergraduate Full-Time (12-18 Credits)	\$6,288.00 per semester
Undergraduate (includes online credits) (Less than 12 Credits)	\$524.00 per credit hour
Summer (A, & B, or C)	\$250.00 per credit hour
Graduate	\$694.00 per credit hour

GENERAL FEES	
Undergraduate Fall/Spring	\$2,130.00 per semester
<u>SUMMER SESSION</u>	
Session A	\$345.00
Session B	\$345.00
Session C	\$575.00
Graduate Fall/Spring	\$497.00 per semester
Summer Sessions Graduate Only	\$240.00 A or B

ROOM CHARGES (Per Semester)			
	FALL/SPRING	SUMMER A & B	SUMMER C
Robinson & Goode	\$1,730.00	\$649.00	\$973.00
Private Suites (1BR-1BA)	\$2,720.00	\$1,020.00	\$1,530.00
Private Suites (2BR-1BA)	\$2,495.00	\$936.00	\$1,403.00
Double Suites (1BA)	\$2,135.00	\$801.00	\$1,201.00
Quad Suites (4BR-2BA)	\$2,270.00	\$851.00	\$1,277.00
Room charges are billed on a per student basis.			

MEAL COSTS	
19-Meal Plan	\$2,013.00 per semester
Summer A & B	\$755.00 per session
Summer C	\$1,259.00 per session
NOTE: All residential students are required to purchase a meal plan	

New Student Enrollment Fee	\$150.00
Graduation	\$300.00
Key/Damage Deposit (refundable)	\$50.00
Dorm Damages	\$25.00 & up
Late Registration Fee	\$250.00
Library Fines	Prices vary by item
Promissory Note Fee	\$25.00
Mailbox Key Deposit (refundable)	\$10.00
Library Lost Book Charge	Prices vary by item
Mailbox Rental Fee	\$10.00
Parking Decal w/ Transponder	\$15.00
Parking Citation	\$15.00 & up
Replacement Diploma	\$10.00
Replacement ID Card	\$25.00
Room Deposit Returning Student per year	\$250.00
Returned Check Fee	\$25.00
Reservation Fee (new students only) (nonrefundable)	\$200.00
Transcript- Regular US Mail.. (Prices vary by weight)	
Transcript- Certified US Mail	\$7.65
Transcript- Next Day Delivery	\$26.95
Transcript- Overseas (Prices vary by location)	

The University reserves the right to change without notice its tuition, fees, service charges and rules and regulations at the beginning of any semester and during the year, should conditions so warrant. The right will be exercised judiciously.

The schedule of tuition, fees and service charges is reviewed and published annually. Current information on these amounts is available at the Student Accounts Office. The University reserves the right to change without notice its tuition, fees, service charges, rules, and regulations at the beginning of any semester and during the year should conditions so warrant. This right will be exercised judiciously.

## **Description of Service Charges**

Books, school supplies, travel expenses, medical expenses other than those provided on-campus and through the Student Health Insurance Program, and miscellaneous personal items are additional expenses which must be considered when preparing a student's budget.

***Admission Application:*** A fee of \$25 must be sent to the University with each application for admission. This fee is nonrefundable and is not credited to the student's account upon admission.

***Course Add/Drop:*** A fee of \$10 is charged for each course added or dropped from a student's schedule after the close of registration.

***Credit by Exam:*** A \$524.00 per credit hour examination fee is charged for departmental proficiency examinations for undergraduate credit. A

\$663.23 per credit hour examination fee is charged for departmental proficiency examinations for graduate credit.

***Graduation:*** A fee of \$300 is charged to graduating students for their caps and gowns, the graduation banquet, and other ceremonial activities related to the Baccalaureate and Commencement exercises. All graduates must pay this charge even if they choose not to participate in the activities.

**Room Reservation:** All first-time students desiring on-campus housing are required to pay a non-refundable room reservation fee of \$250 each semester prior to arriving on campus. A \$50 refundable damage key deposit is also required of all residential students. To summarize, a total payment of \$300 must be made to reserve a room on campus. All returning students desiring on-campus housing are required to pay, each year, a non-refundable room reservation fee of \$250 prior to arriving on campus provided no damage key deposit refund has been received. If a damage key deposit refund was received the student is required to pay \$300. All students are required to submit their room reservation fees directly to the Bursar, by the deadline date, to reserve a room.

A room reservation fee payment **does not guarantee a room on campus unless the student has cleared the Business Office.** Clearing the Business Office means that the student has paid all of his/her charges for tuition, fees, room and board, using the following sources: financial aid, outside loan sources, cash, money order, credit card, cashier's check or wire transfer. **Returning students will not receive a room key or be permitted to enter the residence halls until they have cleared the Business Office. Students from out of the area, out of state, and international locations, please be aware of this procedure. Students who are unable to clear the Business Office during the registration period are required to provide for their own lodging and meals.** There will be no exceptions to this procedure.

**Key/Damage Deposit:** A \$50 deposit must be paid on or before registration by every student who will live in the residence hall. This deposit is not a part of the housing fee. It will be refunded when the student leaves his/her campus residence hall, provided he/she (1) checks out properly, (2) returns his/her room and mailbox keys and other University property, (3) is not responsible for any damages to University property, (4) does not have an account balance

with the University and (5) has observed University policies concerning room cancellations and withdrawals from the residence hall. Refunds are not done automatically. An application for a refund must be submitted to the Bursar's Office.

***Pre-Registration:*** All currently enrolled students who do not pre-register during the pre-registration period for the next semester will be assessed a \$50 fee during regular registration.

***Late Registration:*** A fee of \$250 is charged to any student who registers for courses after the last day scheduled for registration in the University catalog or as published by the Registrar. All currently enrolled students who do not register early during the early registration period for the next semester will be assessed a \$250 fee during regular registration.

***Meals:*** All resident students are required to purchase a semester board (meal) plan. If the Lion's Express ID card is lost, stolen, washed, destroyed, misplaced or damaged, a student should report this immediately to the Living and Learning Advisor and apply for a replacement at the cashier's window (cost is \$25 for a replacement). Non-resident students may purchase twenty (25) meals for \$112. These twenty-five meals will be credited to the Lion's Express ID card and can be used for any meal in the cafeteria. No one is permitted to eat in the cafeteria without his or her computerized Lion's Express ID card or cash payment. If the card is lost, damaged, stolen or invalid, students must report this to the Bursar Office. Food Service is not responsible for the issuance of ID cards.

***Parking Decal:*** A fee of \$15 per year is charged for a parking decal and transponder which registers a vehicle for use of campus roadways and parking facilities. An additional fee of \$15 per year is required for the purchase of a replacement



decal or second car decal. A valid ID, driver's license, car registration and insurance information are required.

***Replacement Diploma:*** A fee of \$10 is charged to replace a diploma. Requests must be made through the Registrar's Office.

***Replacement I.D. Card:*** A fee of \$25 is charged to replace a lost or stolen University Lion's Express identification card.

***Returned Checks:*** Pursuant to Florida law, any check issued to the University for which sufficient funds are not available to ensure payment upon presentation is subject to a returned check fee of \$25.

***Room and Board:*** Students who reside on campus must pay the full Room and Board fee. Room and board fees provide for the use of dormitory space access and during the period stated in the University calendar.

***Promissory Note Fee:*** A processing fee of \$50 is charged to defray the cost of providing a deferred payment plan for students who are unable to pay the full amount of their bill at the time of registration.

***Transcript Fee:*** A fee of \$3 is charged for each requested copy of a transcript. Transcripts will be sent by regular US mail. If requested, transcripts may be sent by Certified US mail for a fee of \$6.80, or by next day delivery for \$25.50 or overseas for \$18 and up depending on the destination.

## **Payment of Tuition and Fees**

1. All tuition and fees are due and payable at the time of registration
2. Students who receive financial aid must pay the difference between their financial aid awards and their total charges for the semester before being permitted to attend classes for a

given semester.

3. Financial Aid classified as “pending” or “applied for” will not be accepted toward meeting the requirements for registration unless a positive evaluation is given by the Director of Financial Aid or his/her designee.

All charges (tuition, fees, room and board) are due at the time of registration. We accept payments in the form of **cash, money order, cashier’s check, certified check, VISA, MasterCard and wire transfer. PERSONAL CHECKS ARE NOT ACCEPTED.** An Official Financial Aid Award Letter is accepted as a source of payment. A Tentative Financial Aid Award Letter is not accepted. Financial Aid sources that are classified as “pending” or “applied for” will not be accepted. Tuition Payment Plans are available to students each semester. Students are required to make monthly payments promptly without notice. Failure to make the required payments as agreed will result in a late fee assessment of \$25 for each late payment. See the Students Accounts Office for details.

Students may choose to pay charges owed for an upcoming semester through a University-approved semester-long installment plan. All inquiries and applications should be made directly to **Tuition Management Services (TMS), Tuition Installment Plan, or call toll free 1-800-722-4867.** Notification of awards and scholarships from outside sources used to pay a student’s account must be sent directly to the Student Accounts Office from the sponsor. The notice must either accompany the payment or state the manner in which the sponsor is to be billed.

### **Bursar**

**Florida Memorial University 15800 NW 42nd Avenue  
Miami Gardens, Florida 33054**

When payment is made in cash, the payer must receive a receipt and retain that receipt for future reference as

evidence of the cash payment. Students or their representative should not send cash in the mail or pay cash to any person other than the University's Cashier. Students should ask for a receipt at the time of payment if one is not given. Personal checks are not accepted.

### **Deferred Payment Plan**

Should parents or students desire to defer payment of a portion of the basic charges for tuition, fees, room and board, arrangements should be made directly with the Student Accounts Office. A deferment processing fee of \$50.00 per plan will be charged for this privilege.

Each student must satisfy all financial obligations to the University in accordance with the Deferred Payment Plan in order to (1) retain campus housing, (2) take midterm and final examinations, and (3) continue matriculation in the following semester.

### **Special Stipulations**

A student is not considered registered until he/she has been cleared financially and his/her registration form has been stamped and signed by the Student Accounts Office. The release of transcripts diplomas and grades is prohibited if any unpaid balances are owed to the University.

Students are expected to meet their payment obligations promptly and without notice from the Student Accounts Office. It is the student's personal responsibility to inform his/her parents, guardians, and sponsors of all financial obligations to the University and the due dates for payment. Students must also follow up with the Student Accounts Office on a regular basis to ensure that payments are received and credited to their accounts.

**Student Refunds or Adjustment of Tuition, Fees, and Other Charges** Tuition refunds are based on the total tuition charges and not on the amount paid. Board charges are

refundable on a prorated basis to students who have properly withdrawn. Financial Aid programs which provide awards to students will be refunded in accordance with the formula required by local, state, or federal law. Balances due as a result of the refund are the responsibility of a student who withdraws.

Student accounts with a credit balance will be processed within seven (7) days after the credit occurs on the student's account. Refunds can come in the form of check, ACH, or on the University debit card. Please note that refunds via ACH or debit card are processed at a faster rate than that of check and the funds are generally available to the student a day earlier than through checks. Refunds processed via check will be available for pickup at the cashier's window. Checks not picked up within three (3) days after processing will be mailed to the student's address on file, so please ensure that your correct address is on file with the Student Accounts department. The student must present a current "Lion's Express" ID card prior to issuance of the check to verify identity.

### **Outstanding Account Balances**

All students with outstanding balances owed to the University **MUST** make satisfactory payment arrangements (cash, money order, credit card, cashier's check or wire transfer) with the Business Office to cover their full outstanding balances (previous and current) prior to the end of registration. Students with outstanding balances are not permitted to attend classes. Students who fail to comply will have their classes cancelled for non-payment.

Fees paid for application, processing charges, mailbox rental, room charges, *etc.* are not refundable. No portion of a scholarship from Florida Memorial University is refundable.

When a student is assigned a Florida Memorial University student network account, space is automatically allocated to the student on Florida Memorial University's central server for storage of personal data. A student may withdraw or cancel classes from Florida Memorial University within three (3) working days, pursuant to S.246.D.41 (1) (n) 3.e of the Florida statutes and receive a full refund with the exception of non-refundable charges. All refunds shall be made within thirty (30) days of the date that the University determines that the student has withdrawn. Tuition and general fees shall be refunded in full in any of the following circumstances: (1) courses canceled by the University; (2) involuntary call to active military duty; (3) documented death of the student; (4) exceptional circumstances, with the approval of the President of the University or his/her designee.

Students must submit required official forms in order to withdraw from the university. The student will receive a refund for tuition and general fees, less an administrative fee not to exceed 5% of the term's tuition at the following rates:

### **Refund Schedule**

During the Fall and Spring Semester, if a student withdraws from the University, they may receive a refund of their tuition and fees, based on the following:

<b>Before the end of the 5th day of classes</b>	100%*
<b>Between the 6th - 10th day of classes</b>	80%
<b>Between the 11th - 15th day of classes</b>	60%*
<b>Between 16th – 20th day of classes</b>	40%

*No refunds will be made after the 20th day of classes.*

### **Summer Session**

**1st - 5th day of classes 100%\***

No refund will be made after the 5th day of summer classes

\*Less administrative cost

Fees and room charges are not refundable. Board is prorated based on date of withdrawal. If a credit balance exists from overpayment or at the time of withdrawal, a refund for the balance will be processed within 30 days of the date that the University determines the student has withdrawn. Refund checks are distributed at the Bursar's Office.

## **CAREER DEVELOPMENT CENTER**

The Career Development Center, located in the Student Services Building, Suite 114, is a partnership between the University and CareerSource South Florida (CSSF). The core purpose of the Career Development Center initiative is to provide increased access and awareness to workforce services for college students and recent graduates by actively partnering with local colleges and universities to assist in career pathways exploration and professional development. The Career Development Center will offer services that will assist students with internships, on-the-job training opportunities and post-graduation job placement assistance. By partnering with the workforce board, local colleges and universities will also benefit from the enhanced support network capable of providing employment outcomes and retention follow ups.

# ACADEMIC AFFAIRS

In partnership with university and community colleagues, the Office of Academic Affairs provides services and leadership to foster an outstanding and progressive culture of teaching and learning; scholarship and creative work; and engagement in the local and global society. The academic programs at Florida Memorial University are administered by the Office of the Provost. The Academic programs are designed to broaden the intellectual experiences and abilities of students and, at the same time, recognize and provide for intellectual diversity as interests and goals are satisfied.

Academic Affairs consists of the following academic schools and support units:

## School of Arts and Sciences

*Department of Arts and the Humanities* *Department of Aviation and Safety*

*Department of Computer Science, Mathematics, & Technology*

*Department of Health and Natural Sciences*

## School of Business

*Center for Entrepreneurship*

## School of Education

*Department of Teaching and Learning*

*Department of Social Sciences*

*Department of Curriculum & Leadership*

## Center for Academic Resources and Support

*Center for Advisement and Retention* *Testing Center*

*Grants and Sponsored Research* *Honors Program*

*Office of Institutional Effectiveness*

*Institutional Research*

*Evaluation and Assessments*

*University Library and Services* *University Registrar*

*Office of Research and Innovation*

*Division of Continuing Education and Professional Studies*

*Center for Teaching and Learning*

The academic programs of the University are contained within three Schools—the School of Arts and Sciences, the School of Business, and the School of Education and Social Sciences. These Schools offer majors in subject areas leading to baccalaureate degrees, master’s and professional degrees (Education Specialist). The School of Arts and Sciences is comprised of four Departments—the Department of Arts and the Humanities; the Department of Aviation and Safety; the Department of Computer Sciences, Mathematics, and Technology; and the Department of Health and Natural Sciences.

In addition, the School of Education offers the Master’s of Science in Education and Education Specialist degrees, and the School of Business offers the Master’s of Business Administration degree. The Center for Academic Resources and Support does not offer degrees.

Academic Programs are designed to broaden the intellectual experiences and abilities of students and, at the same time, recognize and provide for intellectual diversity as individual interests and goals are satisfied.

## **Academic Regulations, Procedures and Standards**

The academic year consists of two semesters, fall and spring, of approximately fifteen weeks each. The University also offers several summer sessions. Students enrolled in twelve to eighteen credit hours per semester are classified as full-time. Students wishing to take more than eighteen credit hours must obtain approval prior to registering from the School’s Dean and the Provost.

A reduced credit load is a maximum of twelve semester credit hours. Reduced loads are assigned to students in educational development programs, on academic probation, or involved in work activities that interfere with the



student's academic progress. Part-time students are those who enroll in fewer than twelve semester credits.

## **Degree Programs**

Thoughtful consideration should be given to the selection of a major. It is not necessary to declare a major during the freshman year. Careful selection of courses in the general interest area is recommended. Requirements for a major are set by each school. By the end of the sophomore year, students must officially declare a major. Transfer students with an associate degree must declare a major upon entering the University. When declaring a major, students must submit a formal application to the respective school dean. At this time, a faculty advisor will be assigned. Majors offered at Florida Memorial University are:

### **SCHOOL OF ARTS & SCIENCES**

#### **Department of Arts and Humanities**

Communication (concentration in Public Relations)

Communication (concentration in TV Broadcast)

#### **Department of Aviation and Safety**

Aeronautical Science (concentration in Flight Education)

Aviation Management

#### **Department of Computer Science, Mathematics and Technology**

Computer Science Cyber Security Information Systems

#### **Department of Health & Natural Sciences**

Biology (B.S. and B.S. with concentration in Radiobiology)

Biology/Nursing (Dual Programs with University of Miami and Florida International University)

Healthcare (B.S.) Chemistry (B.S.)

Pre-Engineering (Dual Program with Florida International

University)

## SCHOOL OF BUSINESS

Business Administration and Finance

### **Graduate Program**

*Master of Business Administration (MBA)*

## SCHOOL OF EDUCATION

### **Department of Teaching and Learning**

Elementary (K-6) with ESOL and Reading Endorsement

### **Graduate Programs**

*Master of Science in Exceptional Student Education*

*Master of Science in Reading/ESOL (K-12)*

*Education Specialist in Exceptional Student Education*

### **Department of Social Sciences**

Criminal Justice

Criminal Justice (concentration in Criminology) Law &  
Government

Psychology Social Work

## DEFINITIONS

A **major** consists of a minimum of 30 hours in an area; a **minor** consists of a minimum of 18 hours. Minors are available in most areas where a major is offered, in addition to African American Studies, economics, ecology, and history. Upon selection of a major, students are required to file a proposed program of courses with the school advisor and with the dean's approval. To change a major, students must:

1. Obtain a Declaration/Change-of-Major form from their current school.
2. Obtain the signature of the appropriate school deans

- (previous and new) and
3. Submit the form to the Office of the Registrar

The change of major becomes effective on the date the change of major form is filed in the Office of the Registrar.

## **CREDIT BY EXAMINATION**

The purpose for credit by examination is to validate credits earned at other institutions or to exempt students from courses in which they have had related professional experience(s). Students who satisfy either one of the aforementioned criteria may earn a maximum of 15 credits using this method. Credit by examination may not be used to correct registration errors. It cannot be used to satisfy coursework for which the student has received a grade from Florida Memorial University.

To apply for credit by examination, students must obtain an application from the Office of the Registrar and have the application approved by the dean of the specific school and the Provost prior to paying the examination fee.

The dean and a committee of faculty will review the data submitted, interview the student, and determine if that student may take the examination. Examinations are prepared or selected by the school's faculty. Examinations will include a comprehensive coverage of course materials. Students may be required to complete written assignments as well as standardized short-answer and/or essay questions. Students may not apply for credit by examination during their expected term of graduation.

A letter grade of "P" will be assigned upon successful completion of the examination. If unsuccessful, the grade of "F" will be assigned.

Credits earned by credit by examination cannot be used to satisfy residency requirements, nor are these credits included in the calculation of the grade point average. Students who qualify for credit by examination will have only one attempt to satisfy course requirements using this method.

## **Academic Standing**

Good Academic Standing, Warning, Academic Progress, Probation, Suspension, Academic Appeal, and Dismissal.

### **Good Academic Standing**

The required cumulative grade point average (GPA) for Good Academic standing and eligibility for graduation at Florida Memorial University is 2.0 for all programs except for the School of Education, which requires a cumulative GPA of 2.5 for graduation.

### **Academic Warning**

Freshman who has attempted 0-29 credit hours and whose cumulative grade point average falls below 2.0 will be placed on Academic Warning for one semester. All students on Academic Warning must meet with their academic advisor to develop an Academic Warning Improvement Plan (AWIP). The advisor may require adjustment of the student's courses or course load.

### **Academic Probation**

Students will be placed on Academic Probation when they fail to earn and maintain a cumulative GPA of 2.0. Students are removed from Academic Probation when their cumulative grade point average reaches a minimum of 2.0. Student is required to develop and follow an Academic Improvement Plan (AIP).

## **Academic Suspension**

Students will be suspended from the University for one semester (Fall or Spring) if they fail to satisfy the requirements. All suspended students must apply for re-admission to the Academic Standing Committee.

## **Academic Appeal**

Students on Academic Suspension will be granted the right to appeal in writing. The Academic Standing Committee will make the final decision concerning suspension. If the suspension is rescinded, the student will be returned to Academic Probation status.

## **Academic Dismissal**

Students returning from Academic Suspension who fail to achieve and maintain a cumulative GPA of 2.0 after two consecutive semesters of study will be dismissed from the University. Academic Dismissal carries a separation from Florida Memorial University for one (1) academic year before eligibility for re-admission may be restored.

## **Transfer of Credits Policy**

Florida Memorial University accepts courses earned at other post- secondary institutions, provided that

- The grade earned in major courses, and core English, reading, and mathematics courses is a “C” or higher.
- The courses represent collegiate coursework relevant to the degree program being pursued at the institution.
- The course content, level of instruction and resulting competencies are equivalent to those of students enrolled at the institution; and
- All official transcripts are submitted to the institution.

A maximum of 90 credits total may be transferred to Florida Memorial University. The school’s dean and the provost must approve all transfer credits used toward a degree, using a form provided by the University Registrar. A

minimum of 25% of the credit hours required for a student's degree must be earned by instruction at Florida Memorial University.

### **Transfer Credits from International Institutions**

Postsecondary credits earned by international students at colleges and universities which pattern themselves after the British or other non- American education systems must be evaluated by an external transcript evaluation organization approved by Florida Memorial University.

Verification of content of transfer courses is made from University catalogs, course syllabi, and certified copies of military documents, and by following guidelines published by the American Council on Education or the American Association of Collegiate Registrars and Admissions Officers.

### **Advanced Placement Program**

Florida Memorial University cooperates fully with accredited high schools and colleges in the Advanced Placement (AP) Program of the College Entrance Examination Board. AP courses are available to juniors and seniors in most United States high schools.

- Students must earn a score of 3 or higher on the nationally administered exam.
- An official Grade Report must be submitted for credit
- Credits will not be awarded for examination that duplicate course work or other exam credits previously posted to a student's academic record.
- Students are awarded credits only; they are not given grades for Advanced Placement Courses, and Advanced Placement
- Courses are not included in the GPA. All AP credits granted will meet Florida Memorial University's degree requirements.
- There are no additional fees involved for providing Advanced Placement services.

## Florida Memorial University Advanced Placement (AP) Course List

<u>Exam Title</u>	<u>Min. AP Score</u>	<u>Hrs.</u>	<u>Sem. Courses</u>
History of Art	3	3	ARH 101
Studio Art-Draw Portfolio	4	3	ART 131
Studio Art-General Port	3	3	ART 121
Biology	4	6	BIO 101, BIO 130 BIO 131, BIO 206
Chemistry	4	5-10	CHE 110, CHE 111 CHE 112, CHE 113
Computer Science A	4	3	CSC 101
Computer Science AB	4	6	CSC 101, CSC230
Economics- Microeconomics	3	3	ECO 202
Economics- Macroeconomics	3	3	ECO 201
English-Lang & Comp	4	6	ENG101, ENG102
English-Liter and Comp	4	6	ENG 101, ENG202
French Language	3	6	FRE 201, FRE202
French Literature	3	6	FRE 305, FRE 306
Gov and Politics- Comp	3	3	POL 311
Gov and Politics-U.S.	3	3	POL 301
History-European	3	3	HIS 101
History-United States	3	3	HIS 200
Math-Calculus AB	4	3	MAT 200
Math-Calculus BC	4	6	MAT201, MAT202
Music Theory	3	6	MUS 101, MUS 102

Physics B	4	8	PHY200, PHY 201 PHY 202, PHY 203
Physics C (Mechanics)	4	4	PHY 200, PHY 201

## **Articulation Agreement**

Students transferring to Florida Memorial University from another college or university are admitted based on credits and grade point average earned in course work at the collegiate level. Students must have earned a minimum cumulative grade point average of 2.0 in collegiate course work. Transfer applicants who possess the Associate of Arts (AA) degree from a Florida State College or University will be accepted as juniors with a minimum of 60 credits, with the understanding that some prerequisite work may be required to fulfill degree requirements in their major at Florida Memorial University. Courses with a grade of “D” will transfer, except in English and mathematics. Course work for all students who enroll without the AA degree will be evaluated on a course-by-course basis. Students are advised to consult the ICUF Transfer Manual for specific requirements for each major. [www.fldoe.org](http://www.fldoe.org)

## **Credit for Life Experience (CLEO)**

The Credit for Life Experience Opportunity (CLEO) Program encompasses all adult experiential learning modes to obtain university credit for applicable practical learning. The College Level Examination Program (CLEP), portfolio development, National College Credit Recommendation Service (NCCRS), and credit-by-exam are used to determine credits.



The purpose of the Credit for Life Experience Opportunity Program at Florida Memorial University is to provide a quality adult experiential learning program that offers the opportunity for successful completion of a baccalaureate degree. Further, using various learning tools that link practical experience to applicable university level learning, the mature learner maximizes the value of his/her professional experiences.

In addition to meeting the CLEO program credit requirements, all students must complete a minimum of 30 credits through traditional classroom instruction at Florida Memorial University in order to be awarded the baccalaureate degree.

To be eligible to apply to the CLEO Program, the student must

- have a minimum of five (5) years of professional experience (exceptions must be based on recommendation CLEO Portfolio Advisor)
- complete the CLEO Application Packet
- attend a preliminary interview meeting with the CLEO Coordinator.

## **College Level Examination Program (CLEP) Policies**

### **General Information**

Florida Memorial University recognizes that a well-rounded education contributes to the quality of life. The University expects that students will leave its community of scholars and traditions prepared to participate fully in society. The University also recognizes and honors students' prior learning and may award credit for knowledge gained through independent study, advanced high school or honors classes, or other experiences outside of the University's

classroom. CLEP tests measure the mastery of university-level introductory course content in a wide range of disciplines.

## **Credits Awarded**

Florida Memorial University will not award CLEP credits for the following:

- Credit will not be awarded in a subject in which student has once been enrolled at the University level.
- Credit cannot be earned through CLEP while on academic suspension from the University.
- Credit will not be awarded for any course in which a student previously earned a failing grade.
- Credit cannot be earned to raise a grade previously earned in a University course
- Credit will not be awarded for exams taken without written approval from department chair and or an academic advisor.
- Total number of credits by examination that a student may earn is twenty-four (24). Credits exceeding that amount will not be awarded. NO EXCEPTIONS.
- Credit will not be awarded as part of the last 30 hours applicable to a degree.

*Score minimums, credit hours awarded, and course equivalencies awarded are subject to change for any examination without prior notice.*

## **Test Fee**

The fee for taking a test is \$50 per test. A student may pay by check or money order made payable to CLEP, or by credit card (Visa, MasterCard, or American Express). There is also a \$50 institutional fee, which is due at the time the test is taken.

## Acceptable scores and credits

Based on the American Council on Education's recommendation, Florida Memorial University will accept and award credits for the following CLEP courses:

<u>Examination</u> <u>Equivalent</u>	<u>Course</u>
Analyzing & Interpreting Literature 111	ENG
English Composition with Essay 101	ENG
English Literature 303	ENG
English Literature II 304	ENG
French Language Level 1 (2 semesters) 201	FRE
French Language Level 2 (4 semesters) 202	FRE
Spanish Language Level 1 (2 semesters) 201	SPA
Spanish Language Level 2 (4 semesters) 202	SPA
American Government 301 Hist. of the U.S. Early Colonization to 1877	POL
321 Hist. of the U.S. II 1865 to the Present 324	HIS
Human Growth and Development 306	HIS
Humanities 200	PSY
Principles of Macroeconomics 201 Principles of Microeconomics	DRA
202	ECO
Introductory Psychology 200	ECO
Social Science & History 101	PSY
	SSC

Social Science II	SSC
102	
Introductory Sociology	SOC
	200
Biology	BIO
	101
College Algebra	MAT
	111
Intermediate Algebra	MAT
	110
Finite Math	MAT
	114
Physical Science	PSC
	101
Trigonometry	MAT
	113
Principles of Accounting	ACC
	211
Introductory Business Law	BUS
	311
Information Systems & Computer Applications	CSC
	101
Principles of Marketing	MAR
	301
Principles of Management	BUS
	211

# Registration

For further information, please contact the Testing Center located in the Sarah Blocker Hall Building, room 211-212 at (305) 626-3775.

## GRADUATION REQUIREMENTS

Advisors and faculty will advise students toward meeting requirements for graduation; students have the ultimate responsibility of fulfilling requirements for graduation. Students are responsible for filing an application for a degree in the Office of the Registrar the semester prior to graduation. All Graduation Fees are due upon applying for graduation. Following are the basic requirements for graduation:

1. Students must satisfy the curriculum requirements, complete a minimum of 120 credit hours, and meet the curriculum requirements for graduation specified by their degree program;
2. A minimum cumulative grade point average of 2.0 or (2.5, for education and pre-hospitality management graduates)
3. Completion of a minimum of twenty-five percent (25%) of the total number of credits required for the degree at Florida Memorial University
4. Completion of a senior thesis or project for non-education majors
5. Fulfillment of all financial obligations and procedural requirements.
6. All requirements for graduation must be satisfied at least 24 hours after the last day of final examinations. Students who fail to complete requirements are required to file a new graduation application. (See Academic Calendar for deadlines.) Only those students who have completed all requirements for graduation will be permitted to participate in commencement exercises.

## **SECOND BACCALAUREATE DEGREE**

A second bachelor's degree may be awarded when:

1. Requirements of an appropriate academic school for a second degree have been met.
2. The student has completed a minimum of 30 credit hours at Florida Memorial University.
3. Requirements for graduation from the University have been met. A bachelor's degree has been earned from an accredited four-year college or university and 30 additional credit hours of course work are completed at Florida Memorial University. All requirements of the major school must be met.

## **DUAL MAJORS**

A student who desires to have dual majors must simultaneously meet the demands of both majors. Requirements for each major must be successfully satisfied. Transcripts will indicate the completion of dual majors.

### **Graduation Application Procedure**

1. Student picks up Undergraduate/Graduate Graduation Application form from the Office of the Registrar.
2. The student and the academic advisor complete and sign the degree check sheet and the Graduation Application form.
3. The student takes the degree check sheet, the Graduation Application form, and an unofficial transcript to the Dean (or Department Chair in the School of Arts and Sciences) for approval and signature.
4. The student submits the three forms to the Registrar's Office.
5. The Registrar will review the documents and will send the applicant a Graduation Application Review Letter either approving or disapproving the application. This letter will indicate any and all courses or other requirements remaining to be completed. The names of approved applicants will be

compiled into a list of applicants that will be sent to the Deans and Chairs at the end of the semester.

6. The Deans and Chairs will review the list of applicants and indicate to the Registrar whether each applicant is approved or disapproved. If approved, the applicant will be added to the Graduation Candidate List. If disapproved, the applicant will be removed from the list.
7. The Registrar will submit the Graduation Candidate List for approval by the faculty, pending completion of all academic and financial requirements.
8. The approved Graduation Candidate List will be submitted to the Board of Trustees for final approval.

### **GRADUATION DISCLAIMER**

The catalog under which the student enters serves as the official record of admission, academic, and degree completion requirements. It is the student's individual responsibility to be aware of the current graduation requirements for his or her particular degree program. Completion requirements are subject to the FMU's Board of Trustees policies as recommended by the University's academic policy committees, relevant accreditation organizations, and (in some instances) state and federal laws and regulations.

Students are not allowed to participate in commencement activities if they have not completed all requirements as verified by the Office of the Registrar through the "Cleared for Graduation" process. Participation in commencement, does not guarantee eligibility to graduate. Certification of the conferral of a degree is by receipt of a diploma or official transcript noting degree completion, not necessarily by participation in the commencement ceremony.

## ATTENDANCE POLICY

Students are expected to attend all classes for which they are registered and are not authorized to attend classes for which they are not registered. Absences during the first two weeks of classes are especially discouraged as professors are required to report to the Registrar's office the students who are registered in their courses but have not attended. The Registrar's office will proceed to drop these students from the reported courses; however, it is the students' ultimate responsibility to drop or withdraw from the courses they no longer plan to attend. Students with excessive unexcused absences may be withdrawn from the class by the instructor. Calculation of absences begins from the first class meeting for students whose names appear on the initial class roster. Acceptable absences include illness, serious family emergencies, special curricular requirements (e.g., University fairs, field trips and approved meetings), military obligations, and participation in official University-sponsored activities, such as music performances and athletic competitions. If accompanied by a letter from the Vice President for Student Affairs, absences from class for court-imposed legal obligations (e.g., jury duty or subpoena) will be excused. Students are responsible for any and all class work and may not use University-sponsored activities as a plea for extension of time to complete assignments, or for permission to take makeup examinations or quizzes, or to excuse missed exams/coursework.



## Grading System and Quality Points

<u>Grades</u>	<u>Grade Quality Points</u>
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70
D+	1.30
D	1.00
F	0.00

FN	Failure due to nonattendance
W	Official Withdrawal from the University WP
	Withdraw Passing
WF	Withdraw Failing
I	Incomplete
P	Pass
U	Unsatisfactory*
AU	Audit
NC	No Credit
NR	Not Reported

\*(developmental courses only)

Students must complete reading, English, **mathematics**, and all major- designated courses with a minimum grade of "C." The "C-" grade is not a passing grade in the aforementioned courses. Students who are failing a general education course at midterm must pre-register to repeat that course during the next scheduled offering. All repeated courses must be taken at Florida Memorial University.

Students may be given an "I" only if a small part of the course is missed because of unavoidable circumstances and there is a reasonable chance of obtaining a "C" or better if the students complete the missing work. Students must complete this work within the established period of time (see Academic Calendar) without further registration or class attendance. Failure to adhere to this policy within one semester after receiving a grade of incomplete will result in the grade of "I" converting to the grade of "F." Students who

have filed for graduation may not receive an “I” during the term in which they plan to graduate. If a grade of “I” is received, the student must reapply for graduation at the next scheduled application period.

### **Grade Reports**

Students may review their grades via the University’s website. A password is necessary to access this program. The report will also reflect the term grade point average and a cumulative grade point average. Grade reports are unofficial records. The University reserves the right to withhold the grade reports of students with financial obligations.

### **Grade Appeal**

Students may appeal a grade in a course if it is demonstrated that a faculty member has made a capricious or prejudicial evaluation in grading. To resolve grade grievances, students must adhere to the following procedures:

1. Discuss the problem with the instructor with whom they have the grievance
2. Meet with the school dean if the problem cannot be resolved with the instructor
3. File a written grade appeal with the Grade Dispute Committee if the school dean cannot resolve the problem. A written grade appeal must be appropriately filed in the semester following the one in which the disputed grade was given.

### **Change of Grades**

Final grades can be changed only in instances of documented error. Grade changes must be reported by the professor on the Change of Grade Form. The form must be signed by the instructor and submitted with the appropriate documentation to the dean who in turn will submit it the Provost and Vice President. Upon approval, the form is forwarded to the Office of the Registrar where the grade change is recorded. Upon request, a student whose grade is changed will receive a student copy of the transcript

reflecting the grade change. A grade may not be changed after two (2) semesters have elapsed, unless a written appeal by the student has been upheld, after the aforementioned time period.

## **ACADEMIC HONORS**

### **Honors at Graduation**

The following honors are awarded at graduation to students who have maintained high scholarship.

*Cum Laude* cumulative grade point average of 3.20 to 3.49.

*Magna Cum Laude* cumulative grade point average of 3.50 to 3.79.

*Summa Cum Laude* cumulative grade point average of 3.80 or higher.

### **Other Academic Honors The President's List**

Full-time students who have earned a semester grade point average of 4.0 (with a minimum of 12 semester hours).

### **The Dean's List**

Full-time students who have earned a semester grade point average of

3.5 to 3.99 (with a minimum of 12 semester hours).

### **The Honor Roll**

Full-time students who have maintained a semester grade point average of 3.0 to 3.49 (with a minimum of 12 semester hours and above) Students enrolled in fewer than 12 semester hours of coursework, who have incomplete grades or pending grade changes, will not be considered for academic honors for that semester.

### **Honor Societies**

*Alpha ETA Rho* – is an international professional college aviation fraternity (open to male and female students) that serves as a contact between the aviation industry and

educational institutions to foster, promote, and mentor today's college students towards successful careers in any aviation field. Established in 1929, membership is open to aviation-related majors who maintain a GPA of at least 3.0.

***Alpha Kappa Mu*** - Alpha Kappa Mu National Honor Society is a general scholarship honor organization that is open to junior and senior men and women in all academic areas. The society was founded at Tennessee A & I State University in Nashville on November 26, 1937. Alpha Phi Chapter of Alpha Kappa Mu at Florida Memorial University is open to all juniors and seniors with a GPA of 3.3 or better. The purpose of the Society is to promote high scholarship, to encourage sincere and zealous endeavor in all fields of knowledge and service, to cultivate a high order of personal living, and to develop an appreciation for scholarly work.

***FMA*** - Financial Management Association (FMA) International Honor Society is the only Honor Society specifically for Finance students. It was founded in 1974 by the Financial Management Association International (FMA). FMA was established in 1970 and has become the global leader in developing and disseminating knowledge about financial decision making. FMA's members include academicians and Finance students for their academic achievements. By induction into the FMA International Honor Society, student have a means of demonstrating their academic excellence to potential employers. This honor helps set them apart from other students when pursuing their career. Membership is open to Finance-related majors who maintain a GPA of at least 3.25.

***Theta Alpha Kappa*** - Theta Alpha Kappa was founded in 1976 and is the only national honor society for religious studies and theology. Induction requires nomination by a local chapter and, to be eligible, students must have a 3.5 GPA in Religious Studies and/or Theology and a 3.0 GPA overall. Residency, class ranking, and unit requirements

must also be met. Theta Alpha Kappa offers scholarship awards and fellowship competitions, and its primary publication, the Journal of Theta Alpha Kappa, offers an annual prize and the publication of outstanding student papers. Theta Alpha Kappa is a related scholarly organization of the American Academy of Religion, an affiliated program of the Society of Biblical Literature and is a member of the Association of College Honor Societies.

***Sigma Tau Delta*** - Sigma Tau Delta is an International English Honor Society. Sigma Tau Delta's central purpose is to confer distinction upon students of the English language and literature in undergraduate, graduate, and professional studies. Sigma Tau Delta also recognizes the accomplishments of professional writers who have contributed to the fields of language and literature. One of the largest members of the Association of College Honor Societies, Sigma Tau Delta has over 600 active chapters, more than 900 faculty sponsors, and inducts approximately 7,000 members annually. Members have the opportunity to be recognized for their outstanding achievements, enrich their education, receive help making career choices, and advance their careers.

***Kappa Delta Pi*** - Kappa Delta Pi is an International Honor Society dedicated to scholarship and excellence. The Society was founded March 8, 1911. Florida Memorial University received its Charter April 23, 1995. The Society subscribes to four ideals: Fidelity to Humanity, Science, Service and Toil. Invitation to membership in the FMU Phi Eta Chapter is extended to undergraduates who have obtained or earned an overall grade point average of 3.0 or above and to faculty and University administrators.

***Delta Mu Delta*** - Delta Mu Delta **International** Honor Society in Business Administration is to promote higher scholarship in training for business and to recognize and reward scholastic attainment in business subjects.

Membership in Delta Mu Delta should be the goal of every student in the School of Business. To be eligible for membership, the academic ranking of those being considered must place them in the upper 20 percent of the junior and senior level classes.

***Psi Chi***- Psi Chi National Honor Society in Psychology was founded in 1929 for the purposes of encouraging, stimulating, and maintaining excellence in scholarship, and advancing the science of psychology. Membership is open to graduate and undergraduate men and women who are making the study of psychology one of their major interests and who meet the minimum qualifications. Psi Chi is a member of the Association of University Honor Societies (ACHS) and is an affiliate of the American Psychological Association (APA) and the American Psychological Society (APS). Psi Chi functions as a federation of chapters located at more than 975 senior colleges and universities in the USA. The national office is located in Chattanooga, Tennessee.

***Upsilon Pi Epsilon***-An International Honor Society for the Computing and Information Disciplines. The mission of UPE is to recognize academic excellence at both the undergraduate and graduate levels in the Computing and Information Disciplines. UPE is a member of the Association of College Honor Societies (ACHS).

# Registration

Students must comply with student load requirements as explained in the Academic Regulations section of this catalog. Dates for early registration, registration, and late registration for fall, spring, and summer semesters are published in the University Academic Calendar. Students are required to register in accordance with this schedule.

Schedules of classes are available on the university's web site ([www.fmuniv.edu](http://www.fmuniv.edu)). Students are urged to study schedules carefully and, in conjunction with their advisors, plan courses of study on the official registration worksheet form. This form is available in the academic advisors' offices.

Students currently enrolled will be charged a late registration fee if not registered early. Students have not completed registration until cleared by the University's Business Office. Registration will be canceled if not completed by the established deadline.

Students will not be permitted to enroll after the end of the late registration period.

## Course Cancellation

Course(s) may be canceled by school deans in the event of insufficient enrollment or lack of an instructor.

## Add, Drop and Withdrawals

Courses may be added during the designated add period at the beginning of each semester. Students may neither register for nor add courses after this period. Courses may be dropped through the second week of the semester. (See appropriate date on the academic calendar.) Students may not drop a course after this period but may only withdraw from the course or the University. Dropped courses are not reflected on the student's transcripts.

## **Withdrawal from Courses**

At the end of the drop period, students may withdraw from one or more courses during the withdrawal period indicated on the academic calendar. "WP" (Withdraw - Passing) or "WF" (Withdraw - Failing) will be given to reflect academic progress at the time of withdrawal.

## **Withdrawal from the University**

Students may withdraw from the University as late as one week before the last week of classes. After this time, official documentation should support an emergency beyond the control of the student. An official withdrawal form must be executed during the term for which the student wishes to withdraw from the University. Students who wish to withdraw from the University should contact the Office of the Registrar for procedural information. The effective date of the withdrawal is the student's last date of attendance according to faculty records. Failure to adhere to these procedures will result in a grade of "F" in all courses in which the student is registered.

A student who leaves the University without official notification due to extraordinary circumstances beyond the student's control and receives failing grades may submit a written request for an academic retroactive withdrawal no later than one semester after the receipt of final term grades. Relevant documentation and a letter of explanation must be submitted to the Registrar's Office. The withdrawal effective date will be the last day of classes of the term in question, according to the University's Academic Calendar.

Students may also be administratively withdrawn from the University at any time by the Registrar upon recommendation by the Vice President for Student Affairs, Provost and Executive Vice President for Academic Affairs, or the President. Such withdrawals may be made for disciplinary reasons, or when students fail to meet financial obligations or academic regulations.



Students whose enrollment at Florida Memorial University is interrupted for more than one semester are required to submit applications for re-admission. The applications must be sent to the Office of Admissions. Students placed on academic suspension must remain in that status for one semester (fall or spring) before being considered for readmission. Students who voluntarily withdraw from the University for one or more academic years are required to apply for re-admission. Degree requirements stated in the University Academic Catalog for the academic year a student is readmitted must be satisfied.

### **Auditing a Course**

Students may register to audit courses with the written approval of the instructor and the dean of the major school. Credit will not be granted for audited courses. Students are not required to prepare written assignments or to take examinations. A per credit hour fee for each course audited is assessed according to the current fee schedule.

### **Concurrent Enrollment at another University**

Students may be allowed, under extenuating circumstances, to enroll in another regionally accredited institution for specified courses. Approval of the school dean and Provost and Vice President for Academic Affairs is necessary. Failure to obtain approval will cause denial of credit. Further, students seeking concurrent enrollment are limited to the conditions of Florida Memorial University student credit load and grade requirement policies.

### **Transient Permit**

Florida Memorial University - Students who enroll at other institutions with the intention of using credits earned toward graduation from Florida Memorial University must receive prior permission from the school dean and the Provost and Vice President for Academic Affairs. Students must complete a Transient Permit Form available from the Office

of the Registrar.

Students may take courses only at other regionally accredited institutions. Only grades of “D” or better can be applied to Florida Memorial University transcripts. Courses in core English, mathematics, and reading, as well as major courses must have a grade of “C” or higher.

Other Institutions - Students from other institutions who enroll at Florida Memorial University should present approval from the home institution prior to registering for courses.

### **Classification of Students**

Florida Memorial University classifies students by level and special status according to the number of hours completed.

Classifications by level are as follows:

Freshman	-	0 to 29 semester
hours Sophomore	-	30 to 59 semester
hours Junior	-	60 to 89 semester
hours Senior	-	more than 89
semester hours		

Students who are not enrolled in degree programs are classified as non-degree seeking students.

# ACADEMIC HONOR CODE

Florida Memorial University recognizes honesty and integrity as necessary to the academic purpose and function of the institution. The University, therefore, expects a high standard of individual honor in all academic endeavors from each student.

Academic dishonesty includes cheating, plagiarism, forgery, collusion, and credential misrepresentation. Students found guilty of academic dishonesty are subject to disciplinary action, including loss of credit, suspension, or immediate dismissal from the University.

**Cheating** - The use or attempt to use unauthorized materials, information, study aids, or computer-related information. This includes giving or receiving, offering or soliciting information on tests or written assignments, and/or using notes or books other than those explicitly permitted by the instructor during an examination.

**Plagiarism** - Representation of words, data, works, ideas, computer programs, or anything not generated in an authorized fashion properly cited as one's own.

**Forgery** - Willful misrepresentation or altering of documents with intent to defraud. It is a crime punishable by law. Its most common occurrence among students includes, but is not limited to, the misrepresentation of signatures (especially that of an academic advisor) on official documents of the University or the attempt to cash checks that are not lawfully their own.

**Collusion** - Cooperation of student(s) with staff personnel in securing confidential information/material (tests, examinations, etc.); bribery by student(s) or staff personnel to change examination grades and or grade point average(s); cooperative efforts by students and student assistant(s) in

gaining access to examinations or answers to examinations for distribution; and resubmission of term papers and/ or reports that have been submitted previously and graded, but have been secured and re-circulated among students.

**Credential Misrepresentation** - Use of untrue written statements regarding matters of fact in order to gain admission to or employment at Florida Memorial University. This also includes misstatements of fact, distribution of false printed material, and conduct manifestly intended to deceive or mislead.

### **Student Records**

Florida Memorial University does not release student record information, except as permitted under the Buckley-Pell Amendment to the Family Educational Rights and Privacy Act of 1974 (FERPA).

Student records are confidential, and information which can identify a student will not be released to a third party unless authorized by the student. A record of all authorizations will be kept in the student's file. Students may request, in writing, access to personal official records and may challenge the accuracy of records maintained by the University. The Office of the Registrar will respond to any request within ten working days.

Requests for official or unofficial Florida Memorial University transcripts are made in person to the Office of the Registrar or by the

U.S. mail. Telephone requests will not be honored. Third party requests must include a signed release authorization from the student. The following information is necessary to process a transcript:

1. Student name
2. Student identification number or Social Security number
3. Date of birth

4. Dates of attendance
5. Degree(s) obtained (if any).

The request must be signed and dated by the student the full address of the person or institution receiving the transcript. A \$3.00 fee is required, in cash or money order for each copy of the transcript.

Transcript requests should be addressed to:

**Registrar's Office**

**Florida Memorial University 15800 NW 42nd Ave.**

**Miami Gardens, FL 33054**

Students negotiating with co-op employers who require grades should request a transcript in the usual manner and allow the usual time.

*Rights granted to students under The Buckley-Pell Amendment to The Family Educational Rights and Privacy Act Of 1974 (FERPA-Public Law 93-380)*

To comply with the Buckley-Pell Amendment to the Family Education Rights and Privacy Act of 1974, commonly called the Buckley Amendment, the administration of Florida Memorial University informs the students of their rights under this act. The law affords students rights of access to educational records and protects students from the release and disclosure of those records to third parties. Educational records are those records, files, and other materials that contain information directly related to a student's academic progress, financial status, medical condition, *etc.*, and are maintained by the university or a party acting on behalf of the university.

## **EDUCATIONAL RECORDS**

Educational records are defined as those records created to assist the offices of academic divisions, admission, business,

evening degree program, financial aid, president, provost, registrar, student affairs and institutional research in their support of basic institutional objectives and any records identified by student name that contain personally identifiable information in any medium. Educational records, with the exception of those designated as directory information (described below), may not be released without the written consent of the student to any individual, agency, or organization other than the following authorized personnel or situations:

1. Parents, if student is a dependent as defined by Section 152 of the Internal Revenue Code of 1954.
2. Florida Memorial University faculty and staff who have an educational interest in the student.
3. Officials of other schools in which the student seeks to enroll (transcripts).
4. Certain government agencies specified in legislation.
5. An accrediting agency in carrying out its function.
6. In emergency situations where the health or safety of the student or others is involved.
7. Educational surveys where individual identification is withheld.
8. In response to a judicial order.
9. In a campus directory after the student has deletion options.
10. In connection with financial aid.

Students may request, in writing, an opportunity to review their official educational records maintained by the university. Educational records excluded from student access are:

1. Confidential letters and statements of recommendation which were placed in the record before January 1, 1975.
2. Medical and psychological information.
3. Private notes and procedural matters retained by the maker or substitutes.
4. Financial records of parents or guardian.

Students may challenge any data in their educational record that is inaccurate or misleading. Student must submit the challenge in writing as stated below. For more information about educational records maintained by the university, students should contact the registrar.

## **Directory Information**

The university may release directory information to parties having a legitimate interest in the information. Directory information consists of the following: student name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of athletes, date of attendance, degrees and awards received, and most recent previous educational agency or institution attended by the student. Mailing lists of Florida Memorial University students will not be provided outside the university community except to the U.S. Department of Defense for military recruiting purposes as required by the Solomon Amendment. Students who wish to exercise their rights under the law to refuse to permit release of any or all the categories of personally identifiable information with respect to themselves must notify the registrar in writing, preferably before completion of registration for the first term of enrollment for that academic year.

## Student Review of Records

To review his or her student records, a student must submit a written request to the registrar. Request forms for such a hearing and information about the procedures to be followed are available in the registrar's office. Access will be made available within 45 days of receipt of the written request. Certified transcripts may be withheld if a student has not met all obligations to the university. After inspection of a record, the student has the right to challenge any material which may be inaccurate or misleading or which violates the student's privacy. The student may do so by requesting the correction or deletion of such information in writing on the above listed form. This appeal may be handled in a formal meeting with the party or parties concerned or through a formal hearing procedure. Formal hearing procedures are as follows:

- a. The hearing shall be conducted and decided within a reasonable period following the request for a hearing.
- b. The hearing shall be conducted, and the decision rendered by an institutional official or other party who does not have a direct interest in the outcome of the hearing.
- c. The student shall be offered a full and fair opportunity to present evidence relevant to the issues raised.
- d. The decision shall be rendered in writing within a reasonable period after the conclusion of the hearing.

**Note:** A hearing may not be convened to contest grades. The grade appeal procedures are listed in the Grade Appeal policy of the catalog.



## **Student's Written Consent to Release Educational Records**

Written consent by the student to release educational records to a third party must specify the records to be released and the recipient of such records. Request forms for the release of appropriate records are available in each office containing educational records.

## **Notification of Parents**

Parents may obtain non-directory information (grades, GPA, etc.) only at the discretion of the institution and after it has determined that the child is legally their dependent. Florida Memorial University recognizes the importance of support and interest of parent and families of students in all areas of the college program. Students are encouraged to share information about their experience and programs with their families. In keeping with the philosophy, it is not Florida Memorial University's policy to disclose non-directory information based solely on dependent status. Parents may also acquire non- directory information by obtaining and presenting a signed consent from their child.

Further information relating to the Buckley-Pell Amendment to the Family Education Rights and Privacy Act of 1974 (FERPA) may be obtained by contacting the Registrar, Florida Memorial University, 15800 NW 42nd Avenue, Miami Gardens, Florida 33054.

## **VETERANS AFFAIRS**

Florida Memorial University maintains a Veterans Affairs Office in the Office of the Registrar to assist veterans and dependents of veterans who are entitled to V.A. educational benefits under Chapter 30, 32, 33 or Chapter 35 of Title 38, U.S. Code and Chapter 106, Title 10, USC.

## **Standards of Progress Policy for Veterans**

Students are in good academic standing when their cumulative grade point average is a minimum of a 2.0. Florida Memorial University's policies on academic warning, probation and suspension are based on the potentiality that students can overcome academic difficulty and make appropriate progress toward a degree.

## **Termination of Veterans Benefits**

A student receiving Veterans Educational Benefits who is placed on academic warning must regain a cumulative grade point average of 2.0 or better at the end of the semester following the notification. If, at the end of this semester, the cumulative grade point average is below 2.0, the U.S. Department of Veterans Affairs will be notified concerning termination of the student's veterans educational benefits.

## **Florida Memorial University's Policy on Protection of VA Educational Benefit Students**

Florida Memorial University recognizes that students using U.S. Department of Veterans Affairs (VA) education benefits may encounter situations where payments to the institution and the individual are delayed through no fault of the student. This policy recognizes and makes appropriate allowances for students in such situations; it applies to all university schools and programs.

It is Florida Memorial University's practice and policy to not impose penalties on individuals using Veteran Education Benefits, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities, or the requirement to borrow additional funds to cover the student's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment by the VA. This policy applies to individuals who submit their Certificate of Eligibility for entitlement to educational assistance to our VA School Certifying Official (SCO).

1. Students should submit a Certificate of Eligibility not later than the first day of Registration for which the student wishes to use the entitlement for educational assistance. The SCO will advise the student to provide additional Documentation and information necessary for the proper certification of enrollment.
2. If a student does not receive their Certificate of Eligibility from the VA by the start of the academic term, the student should notify their SCO of their intent to use Veteran Education Benefits and should submit additional Documentation and forms as requested.
3. In cases where a student is unable to meet a financial obligation to the university because the amount of a disbursement from the VA is less than anticipated, the university will require additional payment from the student and will provide the student with a timeline for payment before assessing late fees. Students should contact their SCO for assistance.
4. Students may request certification for previous academic terms if they were eligible for benefits at the time for which they want to be certified. In cases where Veteran Education Benefits are used to certify previous academic terms, students are responsible for any late fees incurred prior to the date of the certification request.

The point of contact for this policy is the Office of the Registrar. Students may contact the office at (305) 626-3752 or visit our website at [www.fmuniv.edu](http://www.fmuniv.edu) or, contact the University's School Certifying Official at (305) 626-3754 for guidance and assistance.

## Definitions

1. **Veteran Education Benefits:** Education benefits provided by the Department of Veterans Affairs (VA) to eligible Service Members, veterans, and certain dependents and survivors. Beneficiaries may receive financial support for undergraduate and graduate degrees, vocational and technical training, licensing and certification tests, apprenticeships, on-the-job training, and more.
2. **Certificate of Eligibility:** Letter from the VA issued to an eligible individual showing approval to pursue a stated program of education at a institution; the remaining entitlement of the eligible individual, and the ending date of the eligible individual's eligibility.
3. **School Certifying Official (SCO):** Person on campus, typically within the Registrar's office, who reports student status and progress to VA.
4. **Documentation:** Substantiating proof of Military Service that will vary from case to case and that may include (but is not limited to) the following: A DD 214 Certificate of Release or Discharge from Active Duty.
  - A copy of duty orders prepared by the facility where the orders were fulfilled carrying an endorsement indicating completion of the described service.
  - A letter from the commanding officer of a personnel support activity or from someone of comparable authority.
  - A certificate of completion from military training school.
  - A discharge certificate showing character of service.

## University Library

The mission of the Nathan W. Collier Library is to provide resources and instructional materials in support of the transmission and exchange of scholarly information. The library evaluates its programs, collections, technology, service delivery, and other activities on a regular basis, in

order to meet the challenges of a changing technological and global society. The library seeks to be both an educational resource center for the university community, and a learning organization that constantly works to maximize its effectiveness in accomplishing its mission.

## **Office of Research and Innovation**

Office of Research & Innovation is committed to the highest standards of integrity in fulfilling its mission to grow, strengthen, promote, and safeguard the University's research enterprise.

Through expert proposal development, the responsible stewardship of awards and highest levels of compliance, the Office of Research & Innovation will support the research community and serve as a catalyze for research, scholarship, and creative expression, in order to advance the University as a preeminent research university with a distinctive character.

## **Office of Institutional Effectiveness**

The Office of Institutional Effectiveness is responsible for the collecting, recording, disseminating, and reporting vital data related to all aspects of the University. The key functional areas of this Office are Institutional Research, Strategic Planning, and Assessment. Additionally, the Office of Institutional Effectiveness is responsible for the oversight of all University Accreditations (regional, departmental, and programmatic). This Office also conducts program reviews, faculty/staff workshops, and the coordination of the meetings for the purpose of reviewing, developing or enhancing the University's Strategic Plan. The Office also serves as a clearinghouse for appropriate University statistics.

The Office of Institutional Effectiveness operates under the auspices of the Provost and Executive Vice President for Academic Affairs and is managed by the Associate Provost for Academic Affairs.

Director of Institutional Effectiveness serves to contextualize data and inform institutional decision making related to budgeting, resource allocation, annual planning, implementation of action plans, and assessment schedules. This Office aims to achieve this by maintaining objectivity, while appropriately assessing, analyzing, interpreting, and sustaining the integrity of the University's data.

The Office of Institutional effectiveness and Assessment is responsible for the collection, analysis, and reporting of official information about the University, its students, and faculty. This includes reporting the United States Department of Education's Integrated Postsecondary Education Data System (IPEDS) annual surveys, The University Fund/UNCF's Annual Survey, and the Independent Colleges and Universities of Florida's Accountability Report. It assists other offices in the construction, administration, and analysis of surveys and reports. It also prints, distributes, analyzes, and reports the Course and Instructor evaluation survey during the fall and spring semesters. The Office is staffed by a Director, a staff assistant, and several student assistants.

The Institutional Effectiveness and Assessment is to assist the campus community in developing and maintaining a quality assessment program for the institution that is based on student learning outcomes and assessment of administrative support of the University's Mission. The Assessment Director is dedicated to supporting Florida Memorial University's commitment to academic excellence.

# **The Center for Academic Resources and Support (CARS)**

The principal mission of the Center for Academic Resources and Support (CARS) is to provide freshmen with the skills and support necessary to become successful in their chosen field of study and to implement a comprehensive program for building a solid academic foundation during their transition. To this end, CARS supports and instructs students in a college success and study skills seminar and oversees and monitors the progress of the students. CARS also provide instruction for students in a supplemental mathematics lab.

The Center for Academic Resources and Support serves as the initial

point of academic entry for all first-year students, including transfer students who have earned less than 30 credit hours. Additional academic services provided by the Center include academic advising, degree plan development, skill enhancement and reinforcement, tutorial services and thematic workshops for student development. In its institutional role, the Center for Academic Resources and Support:

- Provides academic advisement for students during their tenure as freshmen.
- Provides comprehensive support for student success.
- Shares in orienting new students to the university.
- Instructs students in a supplemental mathematics via a math lab.
- offers and instructs a college and life success seminar (FMU 101 University 101).
- Provides supplemental instruction through academic skills laboratories.
- Oversees and monitors the academic progress of students; and
- Certifies students for the major department transitioning.

## **Entrance Requirements**

Most new students are required to take the Postsecondary Education Readiness Test (PERT) or an equivalent standardized placement examination prior to registering for classes. The PERT measures achievement levels in reading, writing, and mathematics. Based on the results of the test, students are assigned appropriate college-level courses, reinforcement laboratories or both. New, non-transfer, students are not required to take a placement test if they have the minimum scores and/or grades listed on either of the tests below:

1. ACT English - 17
2. ACT Reading - 19
3. ACT Math - 19
4. SAT Math (Quantitative) - 24



## 5. SAT Reading - 24

International students with passing grades (or scores I-V) in Ordinary Level (O Level) and GCE Advance Level (A Level – now known as CAPE) are also exempt from taking the placement test. Transfer students who transfer 30 or more credit hours are referred to the degree-granting school/major department of choice for advisement.

### **Progression Standards**

Students must pass each course in any sequence of reading, English, or 100-level mathematics courses with a grade of “C” or better. Students who earn midterm grades of “C-” “D”, “D+” or “F” in any reading, English, or mathematics course(s) must pre-register for that same course(s) before advancing to the next course in the sequence. Grades of “C-”, “D”, “D+” and “F” are not passing grades in these courses, and the class must be repeated immediately before enrolling in the next level course. The grade of “C-” is considered passing in FMU 101 – University 101.

### **Academic Skills Laboratory**

The Academic Skills Laboratory is a supplemental learning assistance facility in the Center for Academic Resources and Support (CARS). The Academic Skills Lab provides a supportive environment where students can work to enhance academic performance on concepts explored in class. The services of the lab include tutoring, remediation, reinforcing, enriching, and classroom work. Priority is given to students who must complete required laboratory hours in conjunction with their courses although other students seeking assistance are served. The essential assistance strategy is one-on-one and small group tutoring with subject area professionals and peer tutors. Thematic workshops related to mathematical concepts are organized to address a limited range of academic concerns. In addition, tutors work

with study groups to review for midterm and final examinations.

Writing and reading services are also included as services in the Academic Skills Lab. These services are designed to assist students in developing, improving, and enhancing their writing and reading skills. Students are aided in acquiring the necessary skills to write and read effectively through individualized tutoring and computer-assisted instruction. Portfolios are maintained by the lab's personnel for students and instructors to monitor students' progress.

### **Center for Advisement and Retention (CAR)**

The mission of the Center for Advisement and Retention (CAR) is to coordinate the institutional advising system and provide academic support services which promote academic success and student progress toward graduation. The CFAA provides developmental, educational and academic skills workshops and serves as a resource for Florida Memorial University faculty, staff and students for issues related to academic advising.

### **Academic Advisement in The Center for Academic Resources and Support (CARS)**

The Center for Academic Resources and Support (CARS) is responsible for the initial academic advisement and course scheduling of all new students and the on-going continuous advisement for freshmen. These processes occur within the advising-advocacy component to CARS. The academic advising program is designed to provide students with guidelines necessary to progress through college-level credit courses and chart appropriate initial courses of study and assist students in determining where they may be best suited in exploring major career options. The advising process begins prior to new student orientation and continues throughout the students' tenure in the department

Components of the advising process are workshops and seminars, the college catalog, degree plans, check sheets, transcripts/academic history, related test scores, transfer credits, and the assigned advisor. Students should confer with an advisor regularly. However, advising errors do not exempt students from the responsibility of meeting all degree requirements for graduation.

## **Testing**

The Center for Academic Resources and Support (CARS) provides testing services for Florida Memorial University students, faculty, staff and the community. Florida Memorial University is a national test center. National tests include ACT, SAT, CLEP, DSST, LSAT, PERT and TOEFL. As a member of NCTA (National College Testing Association), the testing unit also participates in the CCTC (Consortium of College Testing Departments) which is a referral service that facilitates test administration services for distance learning students. Additionally, it serves as a test site for several of the nation's leading certification and licensure testing companies. Services for faculty include proctoring exams, scoring multiple-choice tests and providing analyses of the results. The Testing component of CARS administers placement tests to freshmen to identify the students' academic levels in reading, writing and mathematics. Results from the assessment are used to advise students and design course schedules that encourage students to take advantage of their strengths and move toward improvement of their weaknesses.

Florida Memorial University awards college credit for standardized examinations that authenticate the required knowledge and competencies for one or more subject areas. The credit awarded, based on the University's approved course equivalents, will appear on the student's official college transcript as earned credit only.

## CORE CURRICULUM

The purpose of the core curriculum is to expose students to a common body of knowledge which lays the foundation for upper-level courses. The core curriculum is also designed to ensure that students have some exposure to the content and methods of inquiry in the major subject fields in a liberal arts education. The core curriculum follows:

Area	Courses	Cr	Prerequisites
<b>Orientation to University Life and the Disciplines</b>		<b>4</b>	
	FMU 101 - University 101	2	[none]
	XXX 102 - Thinking Critically about XXX	2	FMU 101, REA 101
<b>College Study Skills</b>		<b>3</b>	
	REA 101 College Reading	3	Or a score of 106 or higher on the Reading section of the PERT
<b>Communication Skills</b>		<b>9</b>	
<b>Oral Communications</b>			

	COM 103 Introduction to Public Speaking	3	[none]
<b>Written Communications</b>			
	ENG 101 College Writing I ENG 104H	3	
	ENG 102 College Writing II ENG 105H	3	Score of 6 or higher on the Writing/Essay section of the PERT or Grade of C or higher in
			ENG 101/ENG 104H
<b>Math, Analytical Skills, Computation, and Technology</b>		<b>9</b>	
<b>Math, Analytical Skills, and Computation</b>		<b>[6]</b>	
[STEM and Business Majors]	MAT 110 Intermediate Algebra	3	
	MAT 111 College Algebra	3	Grade of C or higher in MAT 110 or score of 123-150 on the PERT
[Education Majors]	MAT 110 Intermediate Algebra	3	
	MAT 114 Finite Mathematics	3	Grade of C or higher in MAT 110 or score of 123-150 on the PERT

[Social Science and Arts and Humanities Majors]	MAT 106 Mathematics for the Liberal Arts I	3	
	MAT 107 Mathematics for the Liberal Arts II	3	Grade of C or higher in MAT 106 or score of 123-150 on the PERT
<b>Technology</b>		<b>[3]</b>	
	CSC 101 Introduction to Computers	3	[none]
	CSC 202H Technology	3	[none]
	(Honors)		
[Education Majors]	EDU 207 Instructional Technology		
<b>World Languages</b>		<b>6</b>	
	SPA 201 Elementary Spanish I	3	[none]
	SPA 202 Elementary Spanish II	3	Grade of D or higher in SPA 201
	[two semesters of another language may be substituted, upon availability]		
<b>Society and Global Inquiry</b> <i>Three credits must come from Humanities/Fine Arts and 3 credits from Social /Behavioral Sciences, not to include African American History</i>		<b>6</b>	
<b>Humanities/Fine Arts</b>		<b>[3]</b>	
	ARH 200 Art Appreciation	3	[none]
	DRA 200 Drama Appreciation	3	[none]

	THE 181/182 Theatre Ensemble I/II	3	[none]
<b>Social and Behavioral Sciences</b>		<b>[3]</b>	
	PSY 200 Introduction to Psychology	3	[none]
	SOC 200 Introduction to Sociology	3	[none]
[Education Majors]	SSC 102 Contemporary Society II	3	[none]
	SSC 200 Cultural Anthropology	3	[none]
	POL 200 Introduction to Political Science	3	REA 101 or score of 106 or higher on the Reading section of the PERT
<b>Religion and Philosophical Inquiry</b>		<b>3</b>	
	REL 101 Introduction to Religion	3	[none]
[Education Majors]	REL 201 Introduction to Philosophy	3	[none]
<b>African Diaspora and the World</b>		<b>3</b>	
	HIS 103/201H African American History I	3	[none]
	HIS 104/202H African American History II	3	[none]
<b>Scientific Inquiry</b>		<b>3</b>	
	BIO 101 Biological Science	3	[none]
[required for Music Majors]	ENV 101 Introduction to Environmental Science	3	[none]

	SCI 104H Insight I (Honors)	3	[none]
	[STEM majors will substitute one 3-credit, 100-level STEM course]		
<b>TOTAL</b>		<b>46</b>	
<b>Substitutions:</b> <i>Courses at the same or higher level that have similar learning outcomes may be substituted with the permission of the chair and dean.</i>			

Students are exempt from taking Orientation to University Life (FMU101) if they are (a) 25 years or older; (b) hold an associate of arts or science degree from a regionally accredited community University; or (c) are transfer students and have taken an equivalent course at a regionally accredited college or university.

## HONORS PROGRAM

The Honors Program provides an alternative academic curriculum for highly motivated students. This advanced curriculum helps prepare students for study in graduate and professional schools upon graduation. The mission of the Honors Program is to inspire students to become leaders within both their professions and communities.

### Admission Criteria

Admission to the Honors Program requires

- High School GPA of 3.5 and above
- Letters of Recommendation
- SAT score of 1000 or better or ACT score of 23 or better

### Retention in Honors Program

Students must maintain a cumulative grade point average of 3.0 or better to continue in the Honors Program. If the GPA falls below 3.0, the student will be allowed one semester to raise the GPA to the required level.



## Honors Program Curriculum

Students in the Honors Program curriculum take courses which replace certain core courses of the general education curriculum. Honors students will take Honors Seminar I & II in lieu of education and life seminar requirement; Honors Mathematics I and II in lieu of core mathematics requirement; Honors English I and II in lieu of core English requirements and Reading 101; Insight I and II in lieu of core science requirements; Technology (honors) in lieu of Introduction to Computers; African American History I and II. Please see the Honors Advisor for approval upon satisfactory completion of courses.

### First Year

ENG 104H	Honors English I	3
MAT 110H	Honors Mathematics I	3
SCI 104H	Insight I (Science)	3
SEM 101H	Honors Seminar I	1
MAT 111H	Honors Mathematics II	3
ENG 105H	Honors English II	3

# SCHOOL OF ARTS & SCIENCES

The School of Arts and Sciences represents the academic heart of the institution by offering courses in the Arts and Humanities; Social Sciences; Aviation; Health and Natural Sciences; Computer Science, Mathematics, and Technology thereby sitting at the intersection of history, current discourses, and new approaches to scholarship. Embedded within the core values of our school is a desire to educate and therefore empower undergraduate students with an ability to contribute to an increasingly global society and positively impact their communities.

## DEPARTMENT OF ARTS AND THE HUMANITIES

The Department of Arts and the Humanities offers majors in four programs: Communications (Broadcasting, Public Relations), English, Music, and Religion and Philosophy. These programs prepare students for further study at the graduate or professional school level, as well as for entry into professional careers. The varied humanities disciplines are unified by their unique ways of communicating—sharing human experience and knowledge. The humanities are the mirror and repository of culture. Like cultural institutions, they serve human needs. The Department of Arts and the Humanities prepares students to compete successfully in the global, cultural, and economic community.

## DEPARTMENT MISSION STATEMENT

The Department is designed to assist the University in its mission and recognizes that the study of the arts and humanities contributes to the quality of life. The Department expects that students will leave its community of scholars and traditions prepared to participate fully in society.

## **OBJECTIVES OF THE DEPARTMENT**

1. To give students an integral knowledge of the humanities via the study of communications, modern language, and religion and philosophy
2. To provide formal instruction to students who want to pursue careers in humanities professions
3. To develop awareness and understanding of the role of professionals in a complex and evolving society
4. To develop ideals and attitudes in students leading to professional actions that are ethically sound and integral to societal demands
5. To prepare students to compete successfully in a global, cultural, and economic community
6. To prepare students for admission to graduate school or professional schools and theological seminaries
7. To inspire the desire and hone the abilities of students to develop and maintain high standards of performance in spoken and written communication

## **DEPARTMENTAL GRADUATION REQUIREMENTS**

1. Completion of graduation requirements for undergraduates as identified under Academic Affairs of this catalog
2. Completion of required courses in the major with a grade of "C" or better and an overall GPA of 2.0
3. Appropriate materials for graduation filed with the Registrar

### *Bachelor of Arts in*

## **COMMUNICATION – PUBLIC RELATIONS**

The Bachelor of Arts degree in Communication, with a concentration in Public Relations, prepares students for careers in business organizations, educational institutions, government agencies, medical facilities, non-profit organizations, public relations agencies, and sports and

entertainment operations, among others. The public relations major provides students opportunities to develop strategic communication, writing, and critical thinking skills that are vital in the global marketplace. The practical applications of ethics are also covered. Students learn from practicing professionals and internships.

## **Goals**

Graduates of public relations will:

- Understand the role of liberal arts education to long-term success in the public relations profession.
- Possess communication skills, such as the ability to write clearly and cogently, and the ability to deliver effective oral presentations
- Be able to critically evaluate the social, cultural, and historical impact of media
- Develop an awareness and appreciation of ethical issues in public relations
- Apply ethical principles to their careers
- Demonstrate the skills required to produce professional content for various media platforms.

## **Student Learning Outcomes**

Graduates of the Public Relations Concentration will demonstrate

- solid writing skills in media and public relations formats, such as media alerts, news releases, PSAs, strategic and tactical public relations campaign materials and plans, etc.
- the communication skills needed to build and maintain excellent client relationships, including organizational communications and business presentations
- understanding and expertise of public relations functions including message development, problem analysis, strategic planning, and tactical outcomes
- knowledge of the history and function of the news media and the necessary skills to work with members of the media

- under both proactive and reactive circumstances
- how ethical principles are implemented in a variety of public relations situations.
- written and oral proficiency in their senior projects.

## Graduation Requirements

This degree program requires a minimum of 121 semester hours for completion. All students majoring in Public Relations must earn a grade of “C” or better in all Communication courses.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT106, 107	Math for the Liberal Arts I & II	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
HUM102	Critical Thinking in HUM	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	46

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM206	Communication Theory	3
COM306	Business and Professional Speaking	3
COM308	Voice and Diction	3
COM309	Fund Radio & TV Production	3
COM310	Intro to Mass Communication	3
COM312	Newswriting and Reporting	3
COM314	Principles of Public Relations	3
COM317	Publication Design	3
COM321	Writing for the Electronic Media	3
COM323	Organizational Communications	3
COM325	Public Opinion and Propaganda	3
COM344	Diversity in Mass Communications	3
COM422	Communications Research	3
COM427	Communications Internship	3
COM442	Media Law and Ethics	3
COM495	Senior Project	3

COM	Elective	3
COM	Elective	3
	Total	54

### **Concentration Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM318	Public Relations Cases	3
COM320	International Public Relations	3
COM322	Public Relations Writing	3
COM423	Public Relations Campaigns	3
	Total	12

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BUS	Business Elective	3
MAR	Marketing Elective	3
	Total	6
Electives		3

## **Recommended course sequence:**

<b>Freshman Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
COM 103	Intro to Public Speak	3	HUM 102	Crit Think Human	2
CSC 101	Intro to Computers	3		Scientific Inquiry	3
ENG 101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University 101	2	HIS 103	African Amer His I	3
MAT 106	Math for Lib Arts I	3	MAT 107	Math for Lib Arts II**	3
REA 101	Critical Think/Read*	3	REL	Rel/Philo Inquiry	3
Total		17			17
<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
BUS	Business Elective	3	COM 310	Intro to Mass Comm	3
COM	Comm Theory	3	MAR	Marketing	3

206				Elective	
COM	Comm Elective	3		Elective	3
	Social/Behavioral Sci	3		Humanities/ Fine Art	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		<b>15</b>			<b>15</b>

### Junior Year

First Semester			Second Semester		
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COM 306	Bus/Profess Speaking	3	COM 308	Voice and Diction	3
COM 309	Fund Radio/TV Prod	3	COM 317	Publication Design	3
COM 312	Newswriting/R eport	3	COM 318	Publ Relations Cases	3
COM 314	Prin Public Relations	3	COM 321	Writing Elect Media	3
COM 322	Public Rel Writing	3	COM 323	Organization al Com	3
Total		<b>15</b>			<b>15</b>

### Senior Year

First Semester			Second Semester		
COM 320	Int'l Public Relations	3	COM 325	Public Opinion/Pro p	3
COM 344	Diversity Mass Comm	3	COM 427	Comm Internship	3
COM 422	Comm Research	3	COM 442	Media Law & Ethics	3
COM 423	Public Rel Campaigns	3	COM 495	Senior Project	3
	Elective	3			
Total		<b>15</b>			<b>12</b>
Total Credit Hours required		<b>121</b>			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required



## *Bachelor of Arts in* **COMMUNICATION – TELEVISION BROADCASTING**

The Bachelor of Arts in Communication, with a concentration in Broadcasting, prepares students for careers in Broadcasting, either as broadcast journalists or as producers. Students majoring in this concentration will develop broadcast communication skills, including announcing, on-camera performance, voice over production, video production and editing, audio production, and directing.

### **Student Learning Outcomes**

Graduates of the Broadcasting Concentration will

- Be capable of writing broadcast scripts, news stories and features proficiently and correctly in styles and forms appropriate for the various communication audiences, and develop portfolios of broadcast projects using appropriate techniques and technologies
- Understand and apply ethical principles, laws of freedom of speech and press, and constitutional guarantees to the communications professions
- Be capable of conducting research and evaluating information using appropriate methods relevant to the communication professions
- Be capable of developing strategic communication, writing, critical thinking, broadcast communication and production skills. Acquire on-the-job experience under the joint supervision of an employer and the Dean/Department Chair.

### **Graduation Requirements**

The degree requires a minimum of 121 semester hours for completion. Students must earn a grade of “C” or better in all Communication courses.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT106, 107	Math for the Liberal Arts I & II	3
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
HUM102	Critical Thinking in HUM	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	46

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM206	Communication Theory	3
COM306	Business and Professional Speaking	3
COM308	Voice and Diction	3
COM309	Fund Radio & TV Production	3

COM310	Intro to Mass Communication	3
COM312	Newswriting and Reporting	3
COM314	Principles of Public Relations	3
COM317	Publication Design	3
COM321	Writing for the Electronic Media	3
COM323	Organizational Communications	3
COM325	Public Opinion and Propaganda	3
COM344	Diversity in Mass Communications	3
COM422	Communications Research	3
COM427	Communications Internship	3
COM442	Media Law and Ethics	3
COM495	Senior Project	3
COM	Elective	3
COM	Elective	3
	Total	54

### **Concentration Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM305	Broadcast Management	3
COM326	TV News Reporting	3
COM329	TV Production	3
COM406	TV Practicum	3
	Total	12

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BUS	Business Elective	3
MAR	Marketing Elective	3
	Total	6
Electives		3

## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
COM 103	Intro to Public Speak	3	HUM 102	Crit Think Human	2
CSC 101	Intro to Computers	3		Scientific Inquiry	3
ENG 101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University 101	2	HIS 103	African Amer His I	3
MAT 106	Math for Lib Arts I	3	MAT 107	Math for Lib Arts II**	3
REA 101	Critical Think/Read*	3	REL	Rel/Philo Inquiry	3
Total		17			17
Sophomore Year					
First Semester			Second Semester		
BUS	Business Elective	3	COM 310	Intro to Mass Comm	3
COM 206	Comm Theory	3	MAR	Marketing Elective	3
COM	Comm Elective	3		Elective	3
	Social/Behavioral Sci	3		Humanities /Fine Art	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		15			15
Junior Year					
First Semester			Second Semester		
COM 306	Bus/Profess Speaking	3	COM 308	Voice and Diction	3
COM 309	Fund Radio/TV Prod	3	COM 317	Publication Design	3
COM 312	Newswriting/Report	3	COM 321	Writing Elect Media	3
COM 314	Prin Public Relations	3	COM 323	Organizational Com	3
COM 326	TV News Reporting	3	COM 325	Public Opinion/Prop	3
Total		15			15
Senior Year					
First Semester			Second Semester		
COM 305	Broadcast Mgmt	3	COM 406	TV Practicum	3
COM 329	TV Production	3	COM 427	Comm Internship	3
COM	Diversity	3	COM	Media Law	3

344	Mass Comm		442	& Ethics	
COM 422	Comm Research	3	COM 495	Senior Project	3
COM	Comm Elective	3			
Total		15			12
Total Credit Hours required		121			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## DEPARTMENT OF AVIATION AND SAFETY

The Department offers rigorous programs designed to educate the future administrators and technical managers of the aerospace industry. The curriculum stresses quantitative reasoning, human resources management, written and oral communications, critical thinking and aeronautics. Individuals with an aviation degree will have a broad perspective of the aerospace industry, the environments in which it operates, and its impact on global transportation and economics. Students must pass all aviation courses with a grade of C (2.0) or better.

### Mission Statement

The mission of Florida Memorial University's Aviation & Safety department is to empower students to significantly increase their performance capability to achieve worthwhile purposes in the aviation industry through education.

### Degree Offerings

The Department of Aviation & Safety offers the following degree programs:

- Bachelor of Science in Aeronautical Science (Concentration in Air Traffic Control)
- Bachelor of Science in Aeronautical Science (Concentration in Flight Education, Part 141)
- Bachelor of Science in Aviation Management (AABI Aviation Management)
- Minor in Homeland Security

- Minor in Aviation Safety

## **Program Goals**

Graduates will:

- A. Communications: Graduates will be able to prepare a well written paper on an aviation related topic and be capable to deliver a professional presentation effectively.
- B. Safety: Graduates will be able to identify, evaluate and implement safety systems and human factors prevention programs associated within the aviation industry.
- C. Regulatory and Legal: Graduates will be able to understand and apply regulations and legal issues effectively.
- D. Data Analysis: Graduates will be able to collect, analyze data and use the data to make informed decisions.
- E. Operations: Graduates will be able to evaluate operational systems to make recommendations for improvement and implementation.

*Bachelor of Science in*

## **Aeronautical Science**

*Concentration in Air Traffic Control*

This program provides students with the knowledge necessary to pursue a career as an air traffic manager. Students will work with highly qualified instructors and train on sophisticated air traffic simulators. Students will be trained to pass the FAA written examination and upon selection, progress as an entry level air traffic manager. All core courses must be completed with a grade of “C” (2.0) or better.

**Important Note:** Prior to selecting the Air Traffic Control concentration, the student must meet with the program chair to determine eligibility. The Federal Aviation Administration imposes specific conditions and requirements upon all prospective controllers and

employees. In addition, while students will receive extensive training in air traffic management, they must also pass the Air Traffic Selection and Training Test Battery (ATSAT), a rigorous physical exam, a drug test, and an intensive security, and background investigation before employment with the FAA can be pursued.

### **Graduation Requirements**

This program requires a minimum of 121 semester hours for completion with 46 credit hours devoted to core curriculum courses; 51 credit hours of Aviation/Air Traffic courses; and 30 credit hours of additional required courses and open electives.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT 110, 111	Intermediate & College Algebra	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
AWS102	Critical Thinking about Aviation	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Scientific Inquiry	3
	Total	46

<b>Major Requirements</b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
AWS 200	Aviation History	3
AWS 201	Introduction to Aeronautics	3
AWS 232	Air Traffic Control	3
AWS 240	Aviation Weather	3
AWS 305	VFR Tower Operations	3
AWS 315	ATC Radar Procedures	3
AWS 316	Terminal Operations	3
AWS 320	Air Transportation	3
AWS 351	Aviation Legislation	3
AWS 410	Advanced Tower Operations	3
AWS 418	Crew Resource Management	3
AWS 420	Flight Safety	3
AWS 450	Senior Project in Aviation	3
	Aviation Electives	12
	<b>Total</b>	<b>51</b>

<b>Other Required Courses</b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
ENG309	Advanced Grammar and Comp	3
BUS211	Principles of Management	3
BUS361	Leadership Applications	3
	Electives/Prerequisites	15
	<b>Total</b>	<b>24</b>
<b>GRAND TOTAL</b>		<b>121 credit hours</b>



## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
AWS 201	Intro to Aeronautics	3	AWS 102	Crit Think Aviation	2
COM 103	Intro to Public Speak	3	CSC 101	Intro to Computers	3
ENG 101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University 101	2	HIS 103	African Amer His I	3
REA 101	Critical Think/Read*	3	MAT 110	College Algebra**	3
Total		14			14
Sophomore Year					
First Semester			Second Semester		
AWS 200	Aviation History	3	AWS 316	Term Operations I	3
AWS 232	Air Traffic Control	3	BUS 211	Prin of Management	3
MAT 111	College Algebra	3		Social/Behavioral Sci	3
MAT 112	Pre-Calculus	3	REL 201	Intro to Philosophy	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		15			15
Junior Year					
First Semester			Second Semester		
			AWS 315	ATC Radar Proc	3
AWS 240	Aviation Weather	3	AWS 320	Air Transportation	3
	Aviation Elective	3		Aviation Elective	3
ENG 309	Adv Grammar/Comp	3	MAT 205	Probability and Stats	3
MAT 200	Applied Calculus	3		Scientific Inquiry	3
	Humanities/Fine Art	3			
Total		18			15
Senior Year					
First Semester			Second Semester		
AWS 305	VFR Tower Ops	3	AWS 412	En route Operations	3
AWS 395	Airport Management	3	AWS 418	Crew Resource Mgt	3
AWS 401		3	AWS 450	Senior Project	3
AWS	Adv. Tower	3		Aviation	3

410	Ops			Elective	
AWS 420	Flight Safety	3	BUS 361	Leadership Appls	3
Total		15			15
Total Credit Hours required		121			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## *Bachelor of Science in* **AERONAUTICAL SCIENCE** *Concentration in Flight Education, Part 141*

This degree program requires the student to earn a certified flight instructor pilot rating and a minimum of 121 semester hours for completion with the following breakdown: 43 credits hours of core curriculum; 51 credits hours of aviation technology courses; and 27 credits hours of business and open electives.

FMU will conduct ground school classes for private and instrument ratings from our course curriculum. In addition to the University's own airplane, flight training has been contracted to Wayman Aviation Academy located at Opa-Locka Airport, which is also a Part 141 training facility less than one mile from the campus.

All core courses must be completed with a grade of "C" (2.0) or better Note: There are significant costs associated with flight training that are NOT covered by student tuition. Students must consult with an aviation advisor to discuss these costs before selecting this degree program.

# Approximate Flight Training Costs

*NOTE: This list denotes the minimum requirements as dictated by Part 141.*

*Prices current as of January 2022 and are subject to change.*

## 2022 FMU Professional Pilot Program (Accelerated Single + Multi, CFI, CFII)

			* External
Private Pilot Course	Hours	Rate/Hour	Charge
Cessna Flight Kit*			280
Charts & Materials			150
Headset			400
FAA Medical Exam*			120
TSA (Non-US Citizen)*			150
Fingerprints (Non-US Citizen)*			120
FAA Written Exam			175
FAA Checkride*			800
Aircraft Renter's Insurance - Single (Annual)*			380
Electronic Flight Bag (Foreflight - Annual)			180
Registration			197
Scheduling & FAA Records			100
			3,052
Ground 1-to-1 Instruction	13	62	806
Solo (C172)	10	124	1,240
FTD	3	132	396
Dual (C172)	58	186	10,788
Check ride (C172)	2	124	248
	Flight Hours	73	13,478
			16,530

<b>Instrument Rating Course</b>	<b>Hours</b>	<b>Rate/Hour</b>	<b>Charge</b>
Cessna Flight Kit*			280
Charts & Materials			150
TSA (Non-US Citizen)*			150
FAA Written Exam			175
FAA Checkride*			800
Electronic Flight Bag (Foreflight - Annual)			180
Scheduling & FAA Records			100
			1,835
Ground 1-to-1 Instruction	12	62	744
FTD	14	132	1,848
Dual (C172)	29	186	5,394
Checkride (C172)	2	124	248
	Flight Hours	45	8,234
			10,069

<b>Commercial Single Engine Course</b>	<b>Hours</b>	<b>Rate/Hour</b>	<b>Charge</b>
Cessna Flight Kit*			280
Charts & Materials			150
FAA Written Exam			175
FAA Checkride*			800
Scheduling & FAA Records			100
			1,505
Ground 1-to-1 Instruction	17	62	1,054
FTD	5	132	660
Dual (C172)	35	186	6,510
Dual (C172 G1000)	10	186	1,860
Checkride (C172)	2	124	248
	Flight Hours	52	10,332
			11,837

<b>Multi-Engine Add-on Course</b>	<b>Hours</b>	<b>Rate/Hour</b>	<b>Charge</b>
TSA (Non-US Citizen)*			150
Charts & Materials			150
FAA Written Exam			175
FAA Checkride*			800
Aircraft Renter's Insurance - Multi (Annual)			530
Scheduling & FAA Records			100
			<b>1,905</b>

Ground 1-to-1 Instruction	5	62	310
FTD	3	132	396
Dual (PA34)	15	401	6,015
Checkride (PA34)	2	339	678
Flight Hours	20		7,399
			<b>9,304</b>

<b>Certified Flight Instructor Course</b>	<b>Hours</b>	<b>Rate/Hour</b>	<b>Charge</b>
FAA Written Exam	2	175	350
FAA Checkride*			1,000
Ground Class	40		1,600
Scheduling & FAA Records			100
			<b>3,050</b>

Ground 1-to-1 Instruction	15	62	930
Dual (C172)	25	186	4,650
Check ride (C172)	2	124	248
Flight Hours	27		5,828
			<b>8,878</b>

<b>CFI Instrument Course</b>	<b>Hours</b>	<b>Rate/Hour</b>	<b>Charge</b>
FAA Written Exam			175
FAA Checkride*			1,000
Ground Class	20		800
Scheduling & FAA Records			100
			2,075
Ground 1-to-1 Instruction	10	62	620
Dual (C172)	15	186	2,790
Check ride (C172)	2	124	248
	Flight Hours	17	3,658
			5,733
<b>Total PPL +IFR +CSE +CME</b>	<b>234</b>	<b>\$</b>	<b>62,351</b>
<b>+CFI +CFII</b>			

## 2021 FMU Rates

<b>Item</b>	<b>Rate/Hour</b>
C172 G1000 (FMU)	\$ 124
C172 ALL	\$ 139
C152	\$ 119
C172 G1000	\$ 189
PA34	\$ 339
AATD	\$ 70
BATD	\$ 50
CFI	\$ 62

CFI Instrument Course	Hours	Rate/Hour	Charge
FAA Written Exam			175
FAA Checkride*			1,000
Ground Class	20		800
Scheduling & FAA Records			100
			2,075
Ground 1-to-1 Instruction	10	62	620
Dual (C172)	15	186	2,790
Check ride (C172)	2	124	248
Flight Hours	17		3,658
			5,733

<b>Total PPL +IFR +CSE +CME +CFI +CFII</b>	<b>234</b>	<b>\$</b>	<b>62,351</b>
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### 2021 FMU Rates

Item	Rate/Hour
C172 G1000 (FMU)	\$124
C172 ALL	\$139
C152	\$119
C172 G1000	\$189
PA34	\$339
AATD	\$70
BATD	\$50
CFI	\$62

*\*These courses are conducted at FMU and are covered by student tuition.*

**General Education Core Requirements**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT111	College Algebra	3
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
REA101	Critical Thinking & Reading	3
AWS102	Critical Thinking about Aviation	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
XXX	Humanities	3
RELXXX	Religion and Philosophical Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
XXX	Scientific Inquiry	3
	Total	46

**Major Requirements**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
AVT 201	Private Pilot (Ground)	3
AVT 202	Private Pilot (Flight)	2
AVT 203	Navigation and Performance	3
AVT 301	Instrument Pilot Rating (Ground)	3
AVT 302	Instrument Pilot Rating (Flight)	2
AVT 303	Commercial Pilot Cert. (Ground)	3



AVT 304	Commercial Pilot Cert. (Flight)	2
AVT 405	Multi-Engine Aircraft Systems	3
AWS 200	Aviation History	3
AWS 201	Introduction to Aeronautics	3
AWS 232	Air Traffic Control	3
AWS 240	Aviation Weather	3
AWS 270	Aircraft Engines	3
AWS 310	Aviation Legislation	3
AWS 390	Airline Management	3
AWS 418	Crew Resource Management	3

AWS 420	Flight Safety	3
AWS 430	Flight Physiology	3
AWS 450	Senior Project in Aviation	3
AWS 498	Co-Op in Aviation	4
	Total	58

## Other Required Courses

Course No.	Course Title	Credit Hrs.
AVT 401	Principals of Flight Instruction	3
AVT 411	Certified Flight Instructor Flight	2
AVT 402	Principals of Flight Instruction II	3
AVT 412	Certified Flight Instructor with Instrument	2
BUS 211	Principals of Management	3
	Electives	3
	Total	16
<b>GRAND TOTAL</b>		<b>120 credit hours</b>

## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
AWS 200	Aviation History	3	AVT 201	Private Pilot (Ground)	3
AWS 201	Intro to Aeronautics	3	AVT 203	Navigation & Perf	3
COM 103	Intro to Public Speak	3	AWS 102	Crit Think Aviation	2
ENG 101	College Writing I*	3	CSC 101	Intro to Computers	3
FMU 101	University 101	2	ENG 102	College Writing II	3
REA 101	Critical Think/Read*	3	MAT 111	College Algebra**	3
Total		17			17
Sophomore Year					
First Semester			Second Semester		
AVT 301	Inst. Pilot Rating (Gr)	3	AVT 303	Com. Pilot Cert. (Gr)	3
AVT 202	Private Pilot (Flight)	2	AVT 302	Intr. Pilot Rating (Flt)	2
ENV 101	Intro to Env Science	3	AWS 240	Aviation Weather	3
HIS 103	African Amer His I	3		Social Science	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3

Total		<b>14</b>			<b>14</b>
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
AWS 270	Aircraft Engines	3	AVT 411	CFI (Flt.)	2
AWS 420	Flight Safety	3	AVT 402	CFI with Inst. (Gr)	3
AVT 304	Com. Pilot (Flt.)	2		Humanities/ Fine Art	3
AVT 401	Cert. Flt. Instructor (Gr.)	3	REL 201	Intro to Philosophy	3
AWS 232	Air Traffic Control	3	BUS 211	Principals of Mgmt.	3
Total		<b>14</b>			<b>14</b>

<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
AVT 405	Multi-engine Flt Syst	3	AWS 418	Crew Resource Mgt	3
AWS 310	Aviation Legislation	3		Aviation/ Electives	6
AWS 430	Flight Physiology	3	AWS 498	Co-Op in Aviation	4
AWS 390	Airline Management	3	AWS 450	Senior Project	3
AVT 412	CFII (Flight)	2			
Total		<b>14</b>			<b>16</b>
Total Credit Hours required		<b>120</b>			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

*Bachelor of Science in*  
**AVIATION MANAGEMENT**  
*(AABI Aviation Management)*

A degree in Aviation Management prepares students for administrative, supervisory, and management positions in the aviation industry. The program is oriented to the business and human resource needs of the aviation industry. Graduates may pursue entry level positions in airport management, general aviation operations, air carrier management and various government agencies. All Aviation courses must be completed with a grade of “C” (2.0) or better.

**Program Mission**

Graduates of the Aviation Management Degree Program will embrace the importance of becoming global citizens through life-long learning, leadership, character, and service in the fields of aviation management.

**Student Learning Outcomes:**

Graduates of our aviation programs will be able to:

1. Communications: Graduates will be able to prepare a well written paper on an aviation related topic and be capable to deliver a professional presentation effectively.
2. Safety: Graduates will be able to identify, evaluate and implement safety systems and human factors prevention programs associated within the aviation industry.
3. Regulatory and Legal: Graduates will be able to understand and apply regulations and legal issues effectively.
4. Data Analysis: Graduates will be able to collect, analyze data and use the data to make informed decisions.

5. Operations: Graduates will be able to evaluate operational systems to make recommendations for improvement and implementation.

### **Graduation Requirements:**

This program requires a minimum of 121 semester hours for completion; 46 credit hours are for required core curriculum courses; 36 credit hours cover aviation science courses; and 45 hours are devoted to business/finance courses and open electives.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT111&205	Mathematics	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
AWS102	Critical Thinking about Aviation	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Scientific Inquiry	3
	<b>Total</b>	<b>46</b>

<b>Major Courses</b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
AWS 200	Aviation History	3
AWS 201	Introduction to Aeronautics	3
AWS 232	Air Traffic Control	3
AWS 240	Aviation Weather	3
AWS 310	Aviation Legislation	3
AWS 320	Air Transportation	3
AWS 351	Aviation Labor Relations	3
AWS 390	Airline Management	3
AWS 395	Airport Management	3
AWS 425	Accident Investigation	3

AWS 420	Flight Safety	3
AWS 450	Senior Project in Aviation	3
	Total	36

<b>Other Required Courses</b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
AWS 498	Co-Op in Aviation	3
ACC 211	Principles of Accounting	3
BUS 211	Principles of Management	3
BUS 361	Leadership Applications	3
BUS 394	Business Ethics and Society	3
ECO 2XX	Macro/Micro Economics	3
FIN 301	Principles of Finance	3

BUS 480	Managerial Psychology	3
MAR 301	Principles of Marketing	3
	Total	27
<b>Electives/Minor</b>		<b>12</b>
<b>GRAND TOTAL</b>		<b>121 credit hours</b>

## Recommended course sequence:

<b>Freshman Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
AWS 200	Aviation History	3	AWS 102	Crit Think Aviation	2
AWS 201	Intro to Aeronautics	3	CSC 101	Intro to Computers	3
ENG 101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University 101	2	HIS 103	African Amer His I	3
MAT 111	College Algebra**	3		Social/Behavioral Sci	3
REA 101	Critical Think/Read *	3			
Total		<b>17</b>			<b>14</b>
<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
AWS 232	Air Traffic Control	3	AWS 240	Aviation Weather	3
BUS 211	Prin of Management	3		Humanities/ Fine Art	3
MAT 205	Probability & Stats	3	COM 103	Intro to Public Speak	3
SPA 201	Spanish I*	3	ECO	Micro/Macro Econ	3
	Elective	3	SPA 202	Spanish II	3
Total		<b>15</b>			<b>15</b>
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
ACC 201	Principles of Account	3	AWS 320	Air Transportation	3
AWS 310	Aviation Legislation	3	AWS 351	Aviation Labor Rel	3
AWS 390	Airline Management	3	FIN 301	Principles of Finance	3
AWS	Flight	3	MAR	Principles	3

420	Safety		301	Marketing	
	Elective	3	REL 201	Intro to Philosophy	3
Total		15			15
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
AWS 395	Airport Management	3	AWS 425	Accident Investigation	3
AWS 450	Senior Project	3		Aviation Elective	3
BUS 361	Leadership Appls	3	BUS 394	Business Ethics	3
AWS 498	Co-Op in Aviation	3		Elective	3
	Elective	3		Elective	3
Total		15			15
Total Credit Hours required		121			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## Minor in Aviation Safety

This program serves as a foundation for those who desire to enhance their knowledge in aviation safety. Students are required to complete 18 credit hours from the courses listed below. All courses must be completed with a grade of "C" (2.0) or better.

## Program Goals

Graduates with a Minor in Aviation Safety will be able to:

- Anticipate, recognize, evaluate, and develop control strategies for hazardous conditions and work practices;
- Demonstrate the application of business and risk management concepts;
- Demonstrate an understanding of the fundamental aspects of safety, industrial hygiene, environmental science, hazardous materials, emergency management, ergonomics and/or human factors



## Required Credits

AWS 201	Introductions to Aeronautics	3
AWS 420	Flight Safety	3
SAF 101	Introduction to Occupational Health & Safety	3

Select 3 courses from below:

SAF 110	System Safety	3
SAF 241	Safety and Security of Aviation Ground Operations	3
SAF 245	Industrial Safety and Health Management	3
AWS232	Air Traffic Control	3
AWS 240	Aviation Weather	3
AWS 415	Seminar in Aviation Science	3
AWS 418	Crew Resource Management	3
AWS 425	Aircraft Accident Investigation	3
AWS 430	Flight Physiology	3

**Note:** Students majoring in Aeronautical Science or Aviation Management must select courses not listed as requirements for their prospective degree programs.

## Minor in Homeland Security

This minor offers a comprehensive education in the basics of terrorism, counterterrorism, hazard management, intelligence, and other components of national security. Students will receive a holistic education that covers the range of domestic security efforts, helping to prepare them for advancement or new entry into the homeland security field. Students must earn no less than a C (2.0) to pass each course.

## **Program Objectives**

Graduates with this minor will be able to:

- Examine the historical and evolving concept of homeland security within the broader political and national security system of the contemporary nation-state.
- Recognize the detailed mitigation, planning, response, and recovery phases to and from a homeland security incident.
- Differentiate among the various homeland security threats, to include those that are manmade, technological, and natural.
- Distinguish among and assess the various homeland security approaches, techniques, and processes, such as analytics, indications, warnings, and forecasting.
- Explain the key administrative and command and control elements of the evolving homeland security relationships among the intelligence community; Department of Homeland Security; interagency processes and institutions; federal, state, and local inter-governmental relations; and a comprehensive U.S. homeland security strategy.

## **DEPARTMENT OF COMPUTER SCIENCE AND TECHNOLOGY**

The Department of Computer Science, Mathematics, and Technology offers the following degrees:

- Bachelor of Science in Computer Science
- Bachelor of Science in Cybersecurity
- Bachelor of Science in Information Systems

The Computer Science (CS) major provides an opportunity to study algorithms and data structures, and to apply the hardware and software implementations of computers and computer systems. The Computer Science major covers theory and programming. The program also prepares students for a possible research career as well as diverse

careers, such as game programming, database design, artificial intelligence, networking, and robotics.

The Cybersecurity (CY) major prepares students for careers as a computer and application security analyst, digital forensic investigator, web security specialist, network security auditor, mobile and wireless security programmer, or cybersecurity compliance professional.

The Information Systems (IS) major provides an opportunity for students to learn to combine business knowledge with the latest systems analysis tools and techniques to create and exploit information systems for organization success. This major focuses on application development such as web application and database programming and management of businesses and computer resources along with behavioral and organizational studies.

The Mathematics major prepares students for advanced studies or careers as mathematicians, actuaries, mathematical economists, operations researchers, or teachers of mathematics. Mathematics concentrates on the systematic evaluation of mathematic formulas and the application of pure science to real-world problems.

### **Department Mission Statement**

The mission of the Department of Computer Sciences, Mathematics and Technology is to produce graduates who demonstrate knowledge of the fundamentals of their disciplines, intellectual maturity, and high moral and ethical standards. Our graduates will be aware of contemporary local, national, and global issues, they will become lifelong learners, and they will seek continual professional improvements to adapt to the ever-changing technological demands of the contemporary workplace.

In addition, the Department equips general education students with the technological and analytical skills

necessary to perform effectively in their careers or professions.

### **Departmental Goals**

- A. To create and maintain a high-quality education for students.
- B. To teach students to develop an analytical ability to solve problems using mathematics, and computer and information sciences in a socially responsible way, so that they may continue to apply their knowledge as technology evolves.
- C. To offer up-to-date technology and laboratory experiences, so students will have technological skills that are current in the workplace.
- D. To encourage faculty professional development, so that faculty members remain current in their field.
- E. To support faculty and students in scholarly activities.

### **Departmental Requirements:**

- 1. Complete a minimum of 120 credit hours, including all general education requirements, with a minimum cumulative G.P.A. of 2.0
- 2. Complete all major courses with a minimum grade of "C".
- 3. Complete all course requirements and credit hours specified by the degree program
- 4. Successfully complete a senior project.

### *Bachelor of Science in*

## **COMPUTER SCIENCE**

The Bachelor of Science degree in Computer Science (CS) prepares students for technical leadership in the information technology industry and for continuing toward an advanced degree and research in Computer Science.

The study of Computer Science exposes students to a broad range of fundamental concepts: in programming, data structures, operating systems, database systems, computer architecture, and software engineering. The major may lead to careers as computer programmers, system analysts, software engineers, networking engineers, web developers, database administrators, or systems programmers. This degree is ideal for students who are planning to continue their studies to achieve careers in academics and research in the field of Computer Science.

### **Mission**

The mission of the Computer Science program is to produce professionally knowledgeable and well-rounded graduates who are prepared to meet the ethical and social obligations in the field of information technology.

### **Program Educational Objectives**

The Computer Science program will produce leaders who, within three to five years of graduation will

1. Engage and provide leadership in analytical problem solving in the computer science environment.
2. Apply and communicate computer science principles and systems knowledge effectively and professionally.
3. Engage in lifelong learning experiences; and
4. Demonstrate strong ethical decision-making skills and a commitment to service to society and to the Computer Science profession.

### **Student Outcomes**

Graduates of the computer science program will have ability to:

1. Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions;
2. Design, implement, and evaluate a computing-based

solution to meet a given set of computing requirements in the computer science program;

3. Communicate effectively in a variety of professional contexts;
4. Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles;
5. Function effectively as a member or leader of a team engaged in activities appropriate to the computer science program;
6. Apply computer science theory and software development fundamentals to produce computing-based solutions.

## Graduation Requirements

This degree program requires a minimum of 122 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT201	Calculus I	3
ENG102	College Writing II	3
FMU101	University 101	2
CMT102	Critical Thinking in the Info Age	2

XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
RELXXX	Religion and Philosophical Inquiry	3
XXX202	World Languages II	3
HIS 103/104	African Diaspora and the World	3

	Total	31
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<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CSC230	Computer Programming I	3
CSC330	Computer Programming II	3
CSC335	Data Structures	3
CSC341	Computer Organization	3
CSC360	Operating Systems	3
CSC375	Network & Data Communication	3
CSC385	Artificial Intelligence	3
CSC395	Software Engineering Principles	3
CSC405	Programming Languages	3
CSC430	Computer Programming III	3
CSC460	Senior Project	3
CSC475	Complexity & Analysis of Algorithms	3
CSC483	Database Concepts & Design	3
CSC490	Computer Ethics	3
CSC494	Software Project Development	3
	Advanced Computer Elective	3
	Advanced Computer Elective	3
	Total	51

<b><u>Other Required Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
MAT202	Calculus II	3
MAT205	Probability & Statistics	3
MAT210	Discrete Mathematics	3

MAT	Advanced Mathematics Elective	3
PHY250/CHE110	Physics w/ Cal I / Chemistry I	4
PHY251/CHE111	Physics w/ Cal I Lab / Chem I Lab	1
PHY252/CHE112	Physics w/ Cal II Chemistry II	4
PHY253/CHE113	Physics w/ Cal II Lab Chem II Lab	1
	Total	25
Electives		6
<b>GRAND TOTAL</b>		<b>122 credit hours</b>

### Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
CSC 101	Intro to Computers	3	CMT 102	Crit Think Info Age	2
ENG 101	College Writing I*	3	CSC 230	Computer Prog I	3
FMU 101	University 101	2	ENG 102	College Writing II	3
MAT 201	Calculus I**	3	MAT 202	Calculus II	3
REA 101	Critical Think/Read*	3		Elective	3
Total		14			14
Sophomore Year					
First Semester			Second Semester		
COM 103	Intro to Public Speak	3	CSC335	Data Structures	3
CSC 330	Computer Prog II	3		Humanities/ Fine Art	3
HIS 103	African Amer His I	3	MAT210	Discrete Math	3
MAT 205	Probability & Stats	3			
REL 101	Intro to Religion	3		Social/ Behavioral Sci	3
Total		15			12



<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CSC 341	Computer Organ	3	CSC 430	Computer Prog III	3
CSC 360	Operating Systems	3	CSC 375	Network/Da ta Com	3
CSC 385	Artificial Intelligenc e	3	CSC 483	Database Conc & Design	3
PHY 250	Physics w/ Calc I	4	PHY 252	Physics w/ Calc II	4
PHY 251	Physics w/ Calc I Lab	1	PHY 253	Physics w/Calc II Lab	1
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		<b>17</b>			<b>17</b>
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CSC 395	Software Engineerin g	3	CSC 460	Senior Project	3
CSC 405	Programm ing Lang	3	CSC 475	Comp Analysis Algo	3
MAT	Advanced Math Elective	3	CSC 490	Computer Ethics	3
CSC	Adv Computer Elect	3	CSC	Adv Computer Elect	3
	Elective	3		Elective	3
Total		<b>15</b>			<b>15</b>
Total Credit Hours required		<b>122</b>			

## Minor in Computer Science

Note: The following courses constitute a minor in Computer Science. Students must ensure that all prerequisites necessary for the courses listed below are met, including mathematics requirements:

- CSC335 Data Structures
- CSC341 Computer Organization
- CSC360 Computer Operating System
- CSC430 Computer Programming III
- CSC375 Networks and Data Communications
- CSC405 Programming Languages

## *Bachelor of Science in* **CYBERSECURITY**

The Bachelor of Science degree in Cybersecurity prepares the student for a career using information technology tools to solve cybersecurity problems and to provide organizations with strategic advantages in securing cyberspace.

The cybersecurity major prepares students for possible careers as computer and application security analyst, digital forensic investigator, web security specialist, network security auditor, mobile and wireless security programmer, and cybersecurity compliance professional.

### **Mission**

The mission of the CYS program is to produce graduates who demonstrate technical proficiency and those essential cybersecurity skills necessary to successfully develop and transition new technologies, tools, and threat mechanisms to protect organizational critical systems and infrastructure.

### **Program Educational Objectives**

The Cybersecurity program will produce leaders who, within three to five years of graduation, will

1. Engage and provide leadership in analytical problem-solving in the cybersecurity environment;
2. Apply and communicate cybersecurity knowledge and practices effectively and professionally;
3. Engage in lifelong learning experiences; and
4. Demonstrate ethical decision-making and a commitment to service to society and to the cybersecurity profession.

## Student Outcomes

Graduates of the cybersecurity program will have ability to

1. Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions;
2. Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the information systems program;
3. Communicate effectively in a variety of professional contexts;
4. Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles;
5. Function effectively as a member or leader of a team engaged in activities appropriate to the information systems program;
6. Apply security principles and practices to maintain operations in the presence of risks and threats.

### **General Education Core Requirements**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT200	Applied Calculus	3
ENG102	College Writing II	3
FMU101	University 101	2
CMT102	Critical Thinking in the Info Age	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
RELXXX	Religion and Philosophical Inquiry	3
XXX202	World Languages II	3
HIS 103/104	African Diaspora and the World	3
	Scientific Inquiry I	3
	Total	31

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
	(Fundamental – 33 credit hours)	
CSC211	Fundamentals of Cybersecurity	3
CSC230	Computer Programming I	3
CSC330	Computer Programming II	3
CSC333	System Analysis & Design	3
CSC341	Computer Organization	3
CSC345	Web Technology	3
CSC360	Operating Systems	3
CSC375	Network & Data Communication	3
CSC483	Database Concepts & Design	3
CSC490	Computer Ethics	3
CSC493	Computer Security	3
	(Advanced – 33 credit hours)	
CSC355	Web Programming & Design I	3
CSC446	Cybersecurity Mgmt & Compliance	3
CSC424	Computer Forensics	3
CSC462	Cryptography and Network Security	3
CSC491	Applied Analytics	3
CSC494	Software Project Development	3
CSC460	Senior Project	3
CSC467	Cybersecurity Impl – Ethical Hacking	3
	Advanced Computer Elective	3
	Advanced Computer Elective	3
	Advanced Computer Elective	3
	<b>Total</b>	<b>66</b>

<b>Other Required Courses</b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
MAT200	Applied Calculus	3
MAT205	Probability & Statistics	3
MAT210	Discrete Mathematics	3
	Scientific Inquiry II and Lab	4
	Total	13
Electives		3
<b>GRAND TOTAL</b>		<b>122 credit hours</b>

### Recommended course sequence:

<b>Freshman Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CSC101	Intro to Computers	3	CMT102	Crit Think Info Age	2
ENG101	College Writing I*	3	CSC211	Fund Cybersecurity	3
FMU101	University 101	2	CSC230	Computer Prog I	3
MAT 200	Applied Calculus**	3	ENG 102	College Writing II	3
MAT 111	College Algebra	3		Scientific Inquiry I	3
				Social/ Behavioral Sci	3
Total		<b>14</b>			<b>17</b>
<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
COM 103	Intro to Public Speak	3	MAT 205	Probability & Stats	3
CSC330	Computer Prog II	3		Humanities/Fine Art	3
HIS103	African Amer His I	3	MAT 210	Discrete Mathematics	3
CSC333	Systems Analysis/Des	3		Elective	3
	Scientific Inquiry	3	REL 101	Intro to Religion	3
	Scientific Inquiry Lab	1			
Total		<b>16</b>			<b>15</b>

<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CSC341	Computer Organ	3	CSC355	Web prog & Design I	3
CSC345	Web Technolog y	3	CSC424	Computer Forensics	3
CSC375	Network/ Data Com	3	CSC446	Cyber Mgmt/Compl	3
CSC360	Operating Systems	3	CSC	Adv Computer Elect	3
SPA201	Spanish I*	3	SPA202	Spanish II	3
Total		<b>15</b>			<b>15</b>
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CSC483	Data Conc & Design	3	CSC460	Senior Project	3
CSC462	Crypt & Network Sec	3	CSC467	Cy Impl Eth Hacking	3
CSC491	Applied Analytics	3	CSC490	Computer Ethics	3
CSC494	Software Project Dvlp	3	CSC493	Computer Security	3
CSC	Adv Computer Elect	3		Adv Computer Elect	3
Total		<b>15</b>			<b>15</b>
Total Credit Hours required		<b>122</b>			

Advanced Computer Electives (9 Credit Hours):

- CSC385 Artificial Intelligence
- CSC405 Programming Languages
- CSC430 Computer Programming III
- AHS412 Homeland Security Law and Policy
- AHS413 Terrorism & Homeland Security
- CSC475 Complexity & Analysis of Algorithms
- CSC498 Cooperative Education in Computer Science I
- CSC499 Cooperative Education in Computer Science II

## *Bachelor of Science in*

# **INFORMATION SYSTEMS**

The Bachelor of Science degree in Information Systems (IS) prepares the student for a career using information technology and the computer as tools to solve business problems and to provide organizations with strategic advantages in business operation.

Graduates of the IS program will have a firm foundation in business and technology and an understanding of the way technology helps accomplish applicable goals and objectives.

The IS major prepares students for possible careers as technical support specialists, computer operators, database administrators, database programmers, system analysts, software engineers, web programmers, network administrators, and multimedia specialists.

### **Mission**

The mission of the IS program is to produce graduates who demonstrate technical proficiency and those essential business skills necessary to successfully perform in various information systems environments.

### **Program Educational Objectives**

The Information Systems program will produce leaders, who, within three to five years after graduation will:

1. Engage and provide leadership in managing information systems to confront the ever-changing environment of business organization;
2. Apply and communicate information systems knowledge and practice effectively and professionally;
3. Engage in lifelong learning experiences; and

4. Demonstrate strong ethical decision-making and a commitment to service to society and the Information Systems profession.

## **Student Outcomes**

Graduates of the information systems program will have ability to:

1. Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions;
2. Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the information systems program;
3. Communicate effectively in a variety of professional contexts;
4. Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles;
5. Function effectively as a member or leader of a team engaged in activities appropriate to the information systems program;
6. Support the delivery, use, and management of information systems within an information systems environment.

## **Graduation Requirements**

This degree program requires a minimum of 122 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT200	Applied Calculus	3



ENG102	College Writing II	3
FMU101	University 101	2
CMT102	Critical Thinking in the Info Age	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
RELXXX	Religion and Philosophical Inquiry	3
XXX202	World Languages II	3
HIS 103/104	African Diaspora and the World	3
	Scientific Inquiry	3
	Total	31

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CSC230	Computer Programming I	3
CSC330	Computer Programming II	3
CSC333	System Analysis & Design	3
CSC341	Computer Organization	3
CSC345	Web Technology	3
CSC360	Operating Systems	3
CSC375	Network & Data Communication	3
CSC445	Management Information Systems	3
CSC460	Senior Project	3
CSC483	Database Concepts & Design	3
CSC491	Applied Analytics	3
CSC490	Computer Ethics	3
CSC493	Computer Security	3
CSC494	Software Project Development	3
	Advanced Computer Elective	3
	Advanced Computer Elective	3
	Total	45

<b><u>Other Required Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
ACC211	Principles of Accounting I	3
ACC212	Principles of Accounting II	3
BUS211	Principles of Management	3
FIN301	Principles of Finance	3

ECO201/202	Macro/Micro-Economics	3
MAR301	Principles of Marketing	3
MAT205	Probability & Statistics	3
	Scientific Inquiry II and Lab	4
	Total	25
Electives		12
<b>GRAND TOTAL</b>		<b>122 Credit hours</b>

### Recommended course sequence:

<b>Freshman Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CSC 101	Intro to Computers	3	CMT 102	Crit Think Info Age	2
ENG 101	College Writing I*	3	CSC 230	Computer Prog I	3
FMU 101	University 101	2	ENG 102	College Writing II	3
MAT 111	College Algebra	3	HIS 103	African Amer His I	3
	Elective	3		Scientific Inquiry I	3
			MAT 200	Applied Calculus**	3
Total		<b>14</b>			<b>17</b>
<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
COM 103	Intro to Public	3	BUS211	Principles of Mgmt	3

	Speak				
CSC 330	Computer Prog II	3	MAT205	Prob & Statistics	3
CSC 333	Syst Analysis/Design	3		Humanities/Fine Art	3
REA 101	Intro to Religion	3	ECO	Macro/Micro-Economics	3
	Scientific Inquiry II	3		Social/Behavioral Sci	3
	Scientific Inquiry Lab	1			
Total		16			15
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CSC 341	Computer Organ	3	CSC 375	Network/Data Com	3
CSC 345	Web Technology	3		Adv Computer Elect	3
CSC 360	Operating Systems	3	CSC 483	Database Conc/Des	3
CSC	Adv Computer Elect	3		Elective	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		15			15
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
ACC 211	Prin of Accounting I	3	ACC 212	Prin of Accounting II	3
CSC 445	Mgmt Info Systems	3	CSC 460	Senior Project	3
FIN 301	Prin of Finance	3	CSC 490	Computer Ethics	3
MAR 301	Prin of Marketing	3	CSC 491	Applied Analytics	3
	Elective	3		Adv Computer Elect	3
Total		15			15
Total Credit Hours required		122			

## **Minor in Information Systems**

Note: The following courses constitute a minor in Information Systems. Students must ensure that all prerequisites necessary for the courses listed below are met, including mathematics requirements:

- CSC330 Computer Programming II
- CSC333 Systems Analysis & Design
- CSC360 Computer Operating Systems
- CSC375 Networks and Data Communications
- CSC483 Database Concepts and Design
- CSC445 Management Information Systems

## **DEPARTMENT OF HEALTH AND NATURAL SCIENCES**

The Department of Health and Natural Sciences offers majors in Biology, Chemistry, Environmental Science, and Healthcare, concentrations in Radiobiology and Radiochemistry, and participates in a dual-degree program in Engineering with Florida International University and dual degree programs in Nursing with the University of Miami and Florida International University.

### **MISSION OF THE DEPARTMENT**

The Department's undergraduate program is broadly inclusive to meet the academic needs of national and international students. The department offers programs that lead to baccalaureate degrees in biology, chemistry, environmental studies, healthcare, physics, medical technology and; offers pre-professional programs in engineering, through support courses in physics; and, through collaborations with other institutions, offers dual degree programs leading to a Bachelor of Science in engineering, and two Bachelor of Science degrees, one in Biology and the other in Nursing (awarded from the partnering institute).

The Department of Health and Natural Sciences provides a challenging and supportive environment that prepares its students for responsible participation and leadership in an ever-changing technologically advanced global society.

The Department's primary responsibility is to meet the needs of students in the fields of natural and life sciences. This responsibility is accomplished through teaching, community service, and scholarly activities.

## **GOALS OF THE DEPARTMENT**

The Department of Health and Natural Sciences offers baccalaureate degrees in the Health and Natural Sciences, which serve a multi- cultural student body. The Department prepares students for graduate and professional schools and for careers in scientific and health related fields. The Department provides technical, content courses in the natural sciences for science education students, as well as courses for the general education core curriculum. The Department's curriculum and educational support systems ensure that every graduate has skills in the following areas:

- Electronic communication
- Disciplinary applications of technology
- Critical thinking and analysis
- Intellectual, cultural, and spiritual development.

The Department promotes and stimulates faculty development, and faculty, staff, and student collegiality, and maintains high standards of scholarship, character, and integrity.

The Department discharges its responsibilities with integrity, civility, and sensitivity, while promoting dignity and respect for others.

## **Degree Requirements**

To be certified for graduation in the Department of Health and Natural Sciences students must meet the following requirements:

1. Complete a minimum of 121 credit hours, including all general education requirements, with a minimum cumulative G.P.A. of 2.5;
2. Earn grades of “C” (2.0) or better in all science and mathematics courses; and
3. Science courses cannot be repeated more than once, and students cannot fail more than 3 classes in the major in an academic year.

Credits in MAT 110, 114, BIO 101, or PSC 101, or any lower level remediation course cannot be applied toward graduation credit in any major offered by the Department.

### *Bachelor of Science in* **BIOLOGY**

The mission of the Bachelor of Science degree program in Biology is to produce students with sound and rigorous training in the biological sciences so that they will be successful graduates in professional/ graduate school or the workforce. The program emphasizes hands on learning for students and active research with opportunities for students to work under the expert guidance of its faculty.

#### **Program Goals**

Graduates of the BS Program in Biology will

1. be knowledgeable enough in their field to seek employment or admission to graduate/professional school
2. have research and communications skills to function in a professional setting.

## Student Learning Outcomes

Graduates of the BA program in Biology should be able to

1. Apply basic biological processes and principles, and integrate different areas of biology;
2. Develop an emphasis in one or more areas;
3. Apply qualitative and quantitative methods to evaluate and interpret evidence; and
4. Communicate biological concepts effectively in oral, visual, and written presentations.

## GRADUATION REQUIREMENTS

This degree program requires a minimum of 120 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT111	College Algebra	3
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
NSC102	Critical Thinking in HNS	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	40

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BIO130	Principles of Biology I	3
BIO131	Principles of Biology I Lab	1
BIO132	Principles of Biology II	3
BIO133	Principles of Biology II Lab	1
BIO2	Approved Elective	3
BIO2	Approved Elective Lab	1
BIO2	Approved Elective	3
BIO2	Approved Elective Lab	1
BIO3	Approved Elective	3
BIO3	Approved Elective Lab	1
BIO310	Genetics	3
BIO311	Genetics Lab	1
BIO4	Approved Elective	3
BIO4	Approved Elective Lab	1
BIO4	Approved Elective	3
BIO4	Approved Elective Lab	1
	<b>Total</b>	<b>32</b>

<b><u>Other Required Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CHE110	General Chemistry I	4
CHE111	General Chemistry I Lab	1
CHE112	General Chemistry II	4
CHE113	General Chemistry II Lab	1
CHE210	Organic Chemistry I	3
CHE211	Organic Chemistry I Lab	1
CHE212	Organic Chemistry II	3
CHE213	Organic Chemistry II Lab	1
MAT113	College Trigonometry	3
MAT/PSY	Statistics	3
MAT/PSY	Approved Elective	3
NSC452	Senior Seminar	2
NSC453	Senior Project	1



PHY	College Physics I	3
PHY	College Physics I Lab	1
PHY	College Physics II	3
PHY	College Physics II Lab	1
	Total	38
Electives		12
<b>GRAND TOTAL</b>	<b>122 credit hours</b>	

### Approved Science Electives

Course No.	Course Title	Credit Hrs.
BIO204	General Zoology*	3
BIO205	General Zoology Lab*	1
BIO206	Botany*	3
BIO207	Botany Lab*	1
BIO212	Human Anatomy*	3
BIO213	Human Anatomy Lab*	1
BIO211	Radiation Biology	3
BIO304	Embryology	3
BIO305	Embryology Lab	1
BIO306	Radiopharmacology	3
BIO326	Research Techniques in Radiation Biology	1
BIO320	General Ecology	3
BIO321	General Ecology Lab	1
BIO400	Evolution	3
BIO430	Immunology	3
BIO431	Immunology Lab	1
CHE214	Quantitative Analysis	3
CHE215	Quantitative Analysis Lab	1
CHE430	Biochemistry	3
CHE431	Biochemistry Lab	1
ENV301	Wetland Ecology	3

ENV302	Wetland Ecology Lab	1
ENV304	Population Studies	3
ENV331	Urban Ecology	3
ENV332	Urban Ecology Lab	1
ENV401	Ecology of SE Florida	3
ENV402	Ecology of SE Florida Lab	1
MAT200	Applied Calculus	3
MAT201	Calculus I	3
MAT202	Calculus II	3
PHY320	Thermodynamics	3
PSY405	Advanced Statistics	3

*\*Students must take two of the approved 200-level electives in Biology.*

*\*\*CHE430/431 can be taken as a substitute for 1 of the BIO4—level class requirements for Biology and Biology with a concentration in Radiobiology majors.*

## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
BIO 130	Princ Biology I	3	BIO 132	Princ Biology II	3
BIO 131	Princ Biology I Lab	1	BIO 133	Princ Biology II Lab	1
ENG 101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University 101	2	NSC 102	Crit Think in HNS	2
MAT 111	College Algebra**	3	MAT 113	Trigonometry	3
REA 101	Critical Think/Read*	3	REL 101	Intro to Religion	3
Total		15			15
Sophomore Year					
First Semester			Second Semester		
BIO2	Soph elective I	3	BIO2	Soph elective II	3
BIO2	Soph elective I lab	1	BIO2	Soph elective II lab	1
CHE 110	Gen Chemistry I	4	CHE 112	Gen Chemistry II	4
CHE 111	Gen Chemistry I Lab	1	CHE 113	Gen Chemistry II Lab	1
CSC 101	Intro to Computers	3	COM 103	Intro to Public Speak	3
MAT 205	Probability & Stats	3		MAT/PSY appr elect	3

Total		15			15
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
BIO310	Genetics	3	BIO3	Junior elective	3
BIO311	Genetics Lab	1	BIO3	Junior elective lab	1
CHE 210	Organic Chem I	3	CHE 212	Organic Chem II	3
CHE 211	Organic Chem I Lab	1	CHE 213	Organic Chem II Lab	1
HIS 103	African Amer His I	3		Humanities/Fine Art	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
	Social/ Behavior Sci	3			
Total		17			14
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
BIO4	Senior elective I	3	BIO4	Senior elective II	3
BIO4	Senior elective I Lab	1	BIO4	Senior elective II Lab	1
NSC 452	Senior Seminar	2	NSC 453	Senior Project	1
PHY 200	Coll Physics I	3	PHY 202	Coll Physics II	3
PHY 201	Coll Physics I Lab	1	PHY 203	Coll Physics II Lab	1
	Elective	3		Elective	3
	Elective	3		Elective	3
Total		16			15
Total Credit Hours required		122			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

Students must complete all of the general education requirements and the required credits in chemistry, mathematics, and physics. Students intending to go to graduate or medical school should consult with their advisors for further information about necessary courses. Students intending to teach biology in the secondary schools must also meet certification requirements and must consult with the School of Education.

## Dual Degree Programs

### **Biology/Nursing Dual Degree Program**

*(Jointly offered with Florida International University and University of Miami)*

Currently Florida Memorial University does not have a standalone Nursing Program. Students cannot declare themselves Biology/ Nursing majors without being officially accepted into the program. In order to be officially accepted into the program students must fill out an application first. Students will then receive an official letter saying whether they have been accepted into the program.

Students must apply for admission to be in the Biology/Nursing program. Once students have applied and have been accepted into the program they must meet with the Biology Nursing Coordinator each semester. International students can apply to the program; however, any financial benefits available at the participating nursing school are not available to students. International students will be expected to pay their way in the program. This program is competitive because there is a limited number of transfer slots per academic year.

Students who do not complete the two years at the Florida International University or University of Miami will be given the opportunity to complete a degree in Biology at Florida Memorial University. Students under the Dual-Degree program that complete the BSN at either nursing school are eligible to apply for graduation at Florida Memorial University for a BS in Biology.

To be immediately eligible for this program, all students

must meet the following requirements in order to apply:

1. High school or college transfer GPA of 3.5 or higher.
2. SAT score of 1100 or higher or ACT score of 21 or higher. If the student has not taken either exam, he/she must take the PERT. The student will not be eligible to apply to the Biology/Nursing program until he/she has completed all remedial classes with a satisfactory grade B.
3. No remedial/developmental courses. This requirement maybe waived if grades are a B or higher. If the student is a freshman, he/ she cannot apply to the Biology/Nursing program until after he/ she has taken all remedial courses and passed them (B or higher).
4. If transferring, the student cannot apply if there are multiple repeats of (science and mathematics) classes. If there is only one repeat, it may be waived if it does not count toward the prerequisite classes for the nursing program. Any transfer student accepted into the Biology/Nursing program must maintain the GPA requirement for UM/FIU each semester to stay in the program. The GPA requirement is dependent on the nursing school of choice (FIU or UM). The participating school can change their GPA requirements at any time.

To remain in the program:

1. Maintain a GPA of 3.6 or higher to meet transfer GPA requirements.
2. Students must earn a "C" or better in all college level courses including the major courses (biology, mathematics, chemistry, and physics) (see course requirements for the Biology-Pre- Nursing degree),
3. Students in this dual-degree program cannot repeat/retake pre- requisite classes. Given that this dual-degree program is an Honors Biology program.

## **Florida International University Joint Program**

*(Bachelor's degree in Biology from FMU and a Bachelor's degree from Florida International University in Nursing)*

The Department of Health and Natural Sciences, in partnership with Florida International University's College of Nursing and Health Sciences offers a joint bachelor's degree program in biology and nursing.

Students completing the dual degree program of study at both institutions, as outlined below, will receive a Bachelor of Science in Biology from Florida Memorial University and a Bachelor of Science in Nursing from Florida International University. To be eligible to transfer to Florida International University students that are participating in this program must meet the following criteria.

The requirements, generated by FIU's Nursing Program with Florida Memorial's acceptance, are:

1. The required transfer GPA on all prior college work, including pre-requisite courses.
2. No repeats related to academic failure of pre-requisite science and science lab courses (anatomy & lab, physiology & lab, microbiology & lab, chemistry & lab). Students must have a minimum of C (a C- is not accepted) on all pre-requisite science courses.
3. A passing score on Entrance Exam (current).
4. Complete the application for admission to Florida International University and complete application for the Nursing Program.

Students will be required to complete a criminal background check, complete all health requirements, complete CPR certification, and have personal health insurance.

## University of Miami Joint Program

*(Bachelor's degree in Biology from FMU and a Bachelor's degree from University of Miami in Nursing)*

The Department of Health and Natural Sciences, in partnership with the University of Miami's School of Nursing, offers a joint bachelor's degree program in biology and nursing. Students completing the program of study at both institutions, as outlined below, will receive a Bachelor of Science in Biology from Florida Memorial University and a Bachelor of Science in Nursing from the University of Miami. To be eligible to transfer to the University of Miami's School of Nursing, students must earn the required transfer GPA for UM. Students who do not complete the two years at the University of Miami will be given the opportunity to complete a degree in Biology at Florida Memorial University.

Students who enter the Nursing program at the University of Miami who have not met these stated requirements will not receive a biology degree from Florida Memorial University and are ineligible for the tuition reduction at the University of Miami.

### *Bachelor of Science Degrees of* **BIOLOGY AND NURSING**

**Total Credits** = 107 (FMU) at least 50 (FIU) = 157

**Total Credits** = 107 (FMU) + at least 50 (UM) = 157

*Current Option under the FIU/UM agreement. 3+2 (Bachelor of Science Degrees in Biology and Nursing).*

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3

CSC101	Intro to Computers	3
MAT111	College Algebra	3
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
REA101	Critical Thinking and Reading	3
NSC102	Critical Thinking in HNS	2
XXX200	Humanities/Fine Arts	3
PSY200	Introduction to Psychology	3
RELXXX	Religion and Philosophical Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	40

### **Major Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BIO130	Principles of Biology I	3
BIO131	Principles of Biology I Lab	1
BIO132	Principles of Biology II	3
BIO133	Principles of Biology II Lab	1
BIO212	Human Anatomy	3
BIO213	Human Anatomy Lab	1
BIO300	Human Physiology	3
BIO301	Human Physiology Lab	1
BIO310	Genetics	3
BIO311	Genetics Lab	1
BIO410	Microbiology	3
BIO411	Microbiology Lab	1
	Total	24

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CHE110	General Chemistry I	4



CHE111	General Chemistry I Lab	1
CHE112	General Chemistry II	4
CHE113	General Chemistry II Lab	1
CHE210	Organic Chemistry I	3
CHE211	Organic Chemistry I Lab	1
CHE212	Organic Chemistry II	3
CHE213	Organic Chemistry II Lab	1
HIS200	History of the USA	3
MAT113	College Trigonometry	3
NUT200	Nutrition*	3
PHI331	Contemporary Ethics*	3
PHY200	College Physics I	3
PHY201	College Physics I Lab	1
PHY202	College Physics II	3
PHY203	College Physics II Lab	1
PSY306	Developmental Psychology*	3
PSY312	Introduction to Statistics	3
	Total	44
<b>GRAND TOTAL</b>	<b>108 credit hours</b>	

\*Must be taken in the summer at another institution before transfer.

## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
BIO130	Princ Biology I	3	BIO132	Princ Biology II	3
BIO131	Princ Biology I Lab	1	BIO133	Princ Biology II Lab	1
ENG101	College Writing I*	3	ENG102	College Writing II	3
FMU101	University 101	2	NSC102	Crit Think in HNS	2
MAT111	College Algebra**	3	MAT 113	Trigonometry	3
REA101	Critical Think/Read*	3	PSY200	Intro to Psychology	3
			REL201	Intro to Philosophy	3
Total		15			18
Sophomore Year					

First Semester			Second Semester		
BIO213	Human Anatomy	3	BIO300	Human Physiology	3
BIO214	Human Anatomy Lab	1	BIO301	Human Physio Lab	1
CHE110	Gen Chemistry I	4	CHE112	Gen Chemistry II	4
CHE111	Gen Chemistry I Lab	1	CHE113	Gen Chemistry II Lab	1
CSC101	Intro to Computers	3	COM 103	Intro to Public Speak	3
HIS103	African American Hist	3	PSY312	Intro to Statistics	3
Total		15			15
Summer Term***					
NUT200	Nutrition	3			
PHI331	Contemporary Ethics	3			
PSY306	Developmental Psych	3			
Total		9			
Junior Year					
First Semester			Second Semester		
BIO310	Genetics	3	BIO410	Microbiology	3
BIO311	Genetics Lab	1	BIO411	Microbiology Lab	1
CHE210	Organic Chem I	3	CHE212	Organic Chem II	3
CHE211	Organic Chem I Lab	1	CHE213	Organic Chem II Lab	1
HIS200	US History	3		Humanities/ Fine Art	3
PHY200	Coll Physics I	3	PHY202	Coll Physics II	3
PHY201	Coll Physics I	1	PHY203	Coll Physics II Lab	1
SPA201	Spanish I*	3	SPA202	Spanish II	3
Total		18			18
Total Credit Hours required		108			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

\*\*\*Must be taken in the summer at another institution before transferring.

## *Bachelor of Science in* **BIOLOGY** *(Concentration in Radiobiology)*

The School of Health and Natural Sciences, through support

from and collaboration with the National Nuclear Security Administration, offers a program leading to the Bachelor of Science in Biology with specialization in Radiobiology. This program is designed for students planning graduate study in radiobiology and related fields of science or careers in government facilities for radiochemistry/nuclear chemistry/nuclear medicine.

### **Program Goals**

Graduates of the BS Program in Biology with a concentration in Radiobiology will

1. Be knowledgeable enough in their field to seek employment or admission to graduate/professional school
2. Have research and communications skills to function in a professional setting.

### **Student Learning Objectives**

Graduates of the BS program in Biology with a concentration in Radiobiology should be able to

1. Apply basic biological processes and principles, and integrate different areas of biology
2. Develop an emphasis in one or more areas
3. Apply qualitative and quantitative methods to evaluate and interpret evidence
4. Communicate biological concepts effectively in oral, visual, and written presentations.

### **General Education Core Requirements**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT111	College Algebra	3
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
REA101	Critical Thinking and Reading	3

NSC102	Critical Thinking in HNS	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
RELXXX	Religion and Philosophical Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	40

### **Major Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BIO130	Principles of Biology I	3
BIO131	Principles of Biology I Lab	1
BIO132	Principles of Biology II	3
BIO133	Principles of Biology II Lab	1
BIO2	Approved Elective	3
BIO2	Approved Elective Lab	1
BIO211	Radiation Biology	3
	BIO/CHE Radio Elective	3
	BIO/CHE Radio Elective Lab	1
BIO310	Genetics	3
BIO311	Genetics Lab	1
	Approved Elective	3
	Approved Elective Lab	1
	Total	27

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CHE101	Concepts of Nuclear Science	1
CHE110	General Chemistry I	4
CHE111	General Chemistry I Lab	1
CHE112	General Chemistry II	4
CHE113	General Chemistry II Lab	1

CHE210	Organic Chemistry I	3
CHE211	Organic Chemistry I Lab	1
CHE212	Organic Chemistry II	3
CHE213	Organic Chemistry II Lab	1
CHE230	Introduction to Radiochemistry	3
CHE231	Intro to Radiochemistry Lab	1
CHE480	Special Topics in Nuclear Chemistry	3
MAT113	College Trigonometry	3
MAT201	Calculus I	3
MAT205	Probability and Statistics	3
NSC452	Senior Seminar	2
NSC453	Senior Project	1
PHY250	College Physics I	3
PHY251	College Physics I Lab	1
PHY252	College Physics II	3
PHY253	College Physics II Lab	1
	Total	45
Electives		12
<b>GRAND TOTAL</b>		<b>121 credit hours</b>

### Approved Science Electives

*Please see list under BS in Biology*

### Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
BIO 130	Princ Biology I	3	BIO 132	Princ Biology II	3
BIO 131	Princ Biology I Lab	1	BIO 133	Princ Biology II Lab	1
CHE 101	Conc Nuclear Chem	1	ENG 102	College Writing II	3
ENG 101	College Writing I*	3	MAT 112	Pre-Calculus	3
FMU 101	University 101	2	NSC 102	Crit Think in HNS	2

MAT 111	College Algebra**	3	REL 101	Intro to Religion	3
REA 101	Critical Think/Read*	3			
Total		16			15
<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
BIO 211	Radiation Biology	3	BIO2	Soph elective	3
CHE 110	Gen Chemistry I	4	BIO2	Soph elective Lab	1
CHE 111	Gen Chemistry I Lab	1	CHE 112	Gen Chemistry II	4
CSC 101	Intro to Computers	3	CHE 113	Gen Chemistry II Lab	1
MAT 113	Trigonometry	3	COM 103	Intro to Public Speak	3
	Social/ Behavioral Sci	3	MAT 201	Calculus I	3
Total		17			15
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
BIO 310	Genetics	3	CHE 212	Organic Chem II	3
BIO 311	Genetics Lab	1	CHE 213	Organic Chem II Lab	1
CHE 210	Organic Chem I	3	CHE 230	Intro to Radiochem	3
CHE 211	Organic Chem I Lab	1	CHE 231	Radiochem Lab	1
MAT 205	Probability & Stats	3		Elective	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		14			14
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
	Radio Elective	3	BIO4	Senior elective I	3
	Radio Elective Lab	1	BIO4	Senior elective I Lab	1
CHE 480	Spec Topics Nucl Che	3	NSC 453	Senior Project	1
HIS 103	African Amer His I	3	PHY 202	Coll Physics II	3
NSC 452	Senior Seminar	2	PHY 203	Coll Physics II Lab	1
PHY 200	Coll Physics I	3		Humanities/Fine Art	3
PHY 201	Coll Physics I Lab	1		Elective	3
Total		16			15
Total Credit Hours required		121			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## CHEMISTRY

The Department of Health and Natural Sciences offers programs leading to the Bachelor of Science in Chemistry. The Bachelor of Science program is designed for students planning graduate study in chemistry and related fields of science or careers as professional chemists. A grade of 'C' or better must be earned in each Chemistry course, with an overall cumulative grade point average of 2.0 or above. Grades in chemistry courses of C- or less cannot be counted toward chemistry major. Students are strongly advised to retake any course with a D, particularly courses in biology, physics, or mathematics.

## *Bachelor of Science in* **CHEMISTRY**

### **Mission Statement**

The mission of the Bachelor of Science degree program in Chemistry is to provide to the industry and the public qualified and highly trained graduates capable of entering local and state employment/institutions of higher learning, as well as teaching chemistry at the high school level. In addition, the program will provide instruction for other majors.

### **Goals**

Graduates of the BS Program in Chemistry will

1. be knowledgeable enough in their field to seek employment or admission to graduate/professional school
2. have research and communications skills to function in a professional setting.

### **Student Learning Outcomes**

Graduates of the BS program in Chemistry will be able to:

1. Demonstrate command of facts, theories, and concepts of chemistry,
2. Function effectively in a laboratory setting by working safely with chemicals and working as a team member
3. Perform independent research
4. Use computers and instrumentation effectively
5. Communicate effectively orally and in writing.

### **Graduation Requirements**

This degree program requires at least 121 semester hours for completion.



<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT201	Calculus I	3
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
NSC102	Critical Thinking in HNS	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	40

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CHE110	General Chemistry I	4
CHE111	General Chemistry I Lab	1
CHE112	General Chemistry II	4
CHE113	General Chemistry II Lab	1
CHE210	Organic Chemistry I	3
CHE211	Organic Chemistry I Lab	1
CHE212	Organic Chemistry II	3
CHE213	Organic Chemistry II Lab	1
CHE214	Quantitative Analysis	3
CHE215	Quantitative Analysis Lab	1
CHE224	Environmental Chemistry	3
CHE225	Environmental Chemistry Lab	1
CHE340	Survey of Physical Chemistry	3
CHE341	Survey of Physical Chemistry	1

	Lab	
CHE380	Immunochemistry	3
CHE381	Immunochemistry Lab	1
CHE430	Biochemistry	3
CHE431	Biochemistry Lab	1
	Total	38

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BIO130	Principles of Biology I	3
BIO131	Principles of Biology I Lab	1
MAT202	Calculus II	3
MAT205	Probability and Statistics	3
MAT301	Calculus III	3
MAT302	Multivariable Calculus	3
NSC452	Senior Seminar	2
NSC453	Senior Project	1
PHY250	Physics with Calculus I	4
PHY251	Physics with Calculus I Lab	1
PHY252	Physics with Calculus II	4
PHY253	Physics with Calculus II Lab	1
	Total	31
Electives		12
<b>GRAND TOTAL</b>	<b>121 credit hours</b>	

### **Recommended course sequence:**

<b>Freshman Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CHE 110	Gen Chemistry I	4	BIO 130	Princ Biology I	3
CHE 111	Gen Chemistry I Lab	1	BIO 131	Princ Biology I Lab	1
ENG 101	College Writing I*	3	CHE 112	Gen Chemistry II	4

FMU 101	University 101	2	CHE 113	Gen Chemistry II Lab	1
MAT 201	Calculus I**	3	ENG 102	College Writing II	3
REA 101	Critical Think/Read*	3	NSC 102	Crit Think in HNS	2
			MAT 202	Calculus II	3
Total		16			17

### Sophomore Year

First Semester			Second Semester		
CHE 210	Organic Chem I	3	CHE 212	Organic Chem II	3
CHE 211	Organic Chem I Lab	1	CHE 213	Organic Chem II Lab	1
CHE 214	Quantitative Analysis	3	CHE 224	Env Chemistry	3
CHE 215	Quant Lab	1	CHE 225	Env Chemistry Lab	1
COM 103	Intro to Public Speak	3	CSC 101	Intro to Computers	3
MAT 301	Calculus III	3	MAT 302	Multivariable Calc	3
			REL 101	Intro to Religion	3
Total		14			17

### Junior Year

First Semester			Second Semester		
CHE 360	Physical Chemistry I	3	CHE 362	Physical Chemistry II	3
CHE 361	PCHEM Lab I	1	CHE 363	PCHEM Lab II	1
PHY 250	Physics w/ Calc I ††	4	PHY 250	Physics w/Calc II	4
PHY 251	Physics w/ Calc I Lab	1	PHY 251	Physics w/Calc II Lab	1
	Social/Behavioral Sci	3	MAT 205	Probability & Stats	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		15			15

### Senior Year

First Semester			Second Semester		
CHE 380	Immuno chemistry	3	CHE 430	Biochemistry	3
CHE 381	Immuno chem Lab	1	CHE 431	Biochemistry Lab	1
CHE 460	Adv Inorganic Chem	3	NSC 453	Senior Project	1
CHE 461	Adv Inorganic Lab	1		Humanities/Fine Art	3
HIS 103	African American Hist	3		Elective	3
NSC 452	Senior Seminar	2		Elective	3

Total		13			14
Total Credit Hours required		121			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## *Bachelor of Science in*

## **HEALTHCARE**

### **Program Mission Statement**

The Bachelor of Science in Healthcare (BSHC) combines science, data analytics, information systems, management, law, and ethics to equip students to evaluate the human and fiscal resources needed to effectively analyze/assess healthcare systems in an ever-changing industry. Moreover, graduates of the program will be able to successfully address current health disparities, excessive costs, and quality issues effecting healthcare delivery faced by many healthcare systems. One concentration is offered to prepare graduates for an entry-level administrative position in this highly technological and culturally-diverse healthcare environment. The administration concentration aims to train students to identify and implement best administrative practices in public and/or private healthcare settings.

The BSHC with a concentration in administration is an interdisciplinary, 121-credit hour Bachelor of Science degree. The administration concentration is comprised of six, three-credit hour courses taught in the School of Business, totaling 18 credit hours. The interdisciplinary nature and flexibility of this program will allow full-time students to complete the program in a timely manner. Students graduating with a degree in Healthcare with a concentration in administration often find employment in healthcare facilities, including hospitals and group medical practices. Healthcare majors are encouraged to consider further study at the graduate level.

## Program Goals

The program goals are to ensure that students:

1. Recognize the value of diversity and demonstrate an understanding of how diversity impacts healthcare systems, as well as health disparities.
2. Demonstrate knowledge of the processes, structures, and policies that make up the current healthcare system.
3. Demonstrate an understanding of how emergent medical technologies, health statistics, financial, legal, regulatory, and ethics play a key role in healthcare.

## Student Learning Outcomes

Upon completion of the Healthcare Program with a concentration in administration, graduates will be able to:

- Demonstrate an understanding of how differing characteristics of diversity can influence and impact health disparities and healthcare systems.
- Identify and describe the various healthcare industry structures, systems and service delivery models.
- Identify the roles and functions of emergent medical technologies, health statistics, financial, legal, regulatory, and ethics in today's growing healthcare industry.
- Apply administrative practices to evaluate evidenced-based healthcare outcomes across populations.

## GRADUATION REQUIREMENTS

This degree program requires at least 121 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3

CSC101	Intro to Computers	3
MAT111	College Algebra	3
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
NSC102	Critical Thinking in HNS	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
BIO130	Principles of Biology I	3
RELXXX	Religion and Philosophical Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	40

### **Major Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
HCS200	Introduction to Healthcare	3
HCS210	Ethics in Healthcare	3
HCS300	Medical Terminology	3
HCS301	Legal Aspects of Healthcare	3
HCS310	Minority Healthcare	3
HCS401	Advanced Statistics in Healthcare	3
HCS410	Healthcare Systems	3
HCS419	Field Placement I - Practicum I	3
	Total	24

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
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ACC211	Principles of Accounting	3
BUS211	Principles of Management	3
BUS344	Business Org and Management	3
BUS353	Principles of Insurance	3
BUS361	Leadership Applications	3
ECO202	Principles of Microeconomics	3
FIN301	Principles of Finance	3
NSC452	Senior Seminar	2
NSC453	Senior Project	1
PSY312	Introduction to Statistics	3
	Total	27
Electives		30
<b>GRAND TOTAL</b>	<b>121 credit hours</b>	

### Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
COM103	Intro to Public Speaking	3	BIO130	Princ Biology I	3
CSC101	Intro to Computer	3	ENG102	College Writing II	3
ENG101	College Writing I*	3	MAT11	College Algebra**	3
FMU101	Edu & Life Seminar	2	NSC102	Crit Think in HNS	2
HIS103	African Amer His I	3	REL101	Intro to Religion	3
	Humanities/Fine Art	3		Social/Behavioral Sci	3
Total		17			17

<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
BUS211	Princ of Management	3	HCS300	Medical Terminology	3
HCS200	Intro to Healthcare	3	PSY312	Intro to Statistics	3
HCS210	Ethics in Healthcare	3		Foreign Language II	3
	Foreign Language I	3		Elective	3
	Elective	3		Elective	3
Total		<b>15</b>			<b>15</b>
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
HCS 301	Legal Aspects of Healthcare	3	HCS 401	Adv Statistics in Healthcare	3
HCS 310	Minority Healthcare	3	HC419	Field Placement I	3
HCS 410	Healthcare Systems	3	NSC 453	Senior Project	1
NSC 452	Senior Seminar	2		Elective	3
	Elective	3		Elective	3
Total		<b>14</b>			<b>13</b>
<b>Senior Year (Healthcare Administration Concentration)</b>					
<b>First Semester</b>			<b>Second Semester</b>		
ACC211	Princ of Accounting I	3	BUS 344	Business Org and Management	3
BUS353	Princ of Insurance	3	BUS 361	Leadership Application	3



ECO202	Intro to Microeconomics	3	FIN 301	Princ of Finance	3
	Elective	3		Elective	3
	Elective	3		Elective	3
Total		<b>15</b>			<b>15</b>
Total Credit Hours required		<b>121</b>			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

Students must complete all of the general education requirements. Students intending to go to graduate or medical school should consult with their advisors for further information about necessary courses.

# SCHOOL OF BUSINESS

Florida Memorial University, through its School of Business, is accredited by the Association of Collegiate Business Schools and Programs to offer the following business degrees:

- Bachelor of Science in Business Administration
- Bachelor of Science in Finance
- Master of Business Administration (see graduate catalog)

Minors are also offered in Business Administration, Finance, and Marketing. Eighteen additional credit hours with a grade of “C” or better are required beyond core courses for a minor. Students should consult with the Dean as soon as the decision to pursue a minor has been made. An agreement about specific courses to satisfy the minor requirements must be made during the application process. Students selecting a minor must adhere to the same entrance requirements as they would for a major. Students selecting a major or minor in the area need to have a strong background in mathematics.

The School offers opportunities to students to enhance their studies through professional experiences.

## **School Mission Statement**

The essential aspects of the University’s Institutional Statement of Purpose drive the mission of the School of Business that is formulated in the mission and goals for each degree-granting program.

## **GOALS OF THE SCHOOL**

1. To develop in students an awareness and understanding of the role of business and economics in our society
2. To assist students in acquiring the ability to use business and

economic analysis as a major tool in making independent, well considered judgments on important public issues

3. To provide specialized training for students who wish to pursue careers as managers and owners of business enterprises
4. To provide a fundamental background in the areas of business and economics theories for students who wish to pursue advanced study
5. To perform research and disseminate knowledge for the advancement of techniques in the conduct of business affairs
6. To focus on programs which inspire greater entrepreneurial activities and contribution to the business and economic life of the community, state, and nation
7. To continually re-examine the curriculum to see if it conforms to current needs of business and industry
8. To enhance students' critical thinking and effective communication capabilities
9. To provide students with the opportunity for cooperative education, internship experience, and professional development
10. To analyze components of international business, including international trade and investment, foreign exchange, financial markets, and political and cultural interactions between multinational organizations and host countries.

## **GRADUATION REQUIREMENTS**

1. Complete a minimum of 120 semester hours with a minimum cumulative G.P.A. of at least 2.00.
2. Meet all Florida Memorial University course requirements in the area of specialization.
3. Receive grade of "C" or better in all School of Business Administration courses.
4. Successfully complete BUS 498 Senior Project in Business, or other designated Senior Project courses.

## **BUSINESS ADMINISTRATION**

### **Mission of the Business Administration Program**

The mission of the Business Administration program emphasizes management studies. It is designed to direct students toward an integrated approach to modern management, theory and practice, the changing nature of management, management in a changing global environment, and creative problem solving. The approved electives provide career options in Finance, Marketing, and International Business.

### **The goals of the program are as follows:**

1. To explain the relationship between human resources management and other functions within the organization
2. To analyze the different sub-functions that are critical to the success of any organization
3. To describe the strategic importance of human resources in today's global economy
4. To explain the steps needed to create and launch a new business
5. To integrate theory and practical business experiences needed to enhance the chances for success of a new business
6. To analyze the components needed to strategically align an organization with its environment
7. To explain the relationships of the functional areas within a business
8. To analyze models of rational decision-making used in an organization
9. To apply management concepts to organizations operating in an international arena
10. To analyze components of international business, to include international trade and investment, foreign exchange, financial markets, and political and cultural interactions between multinational organizations and host countries

### **Student Learning Outcomes (SLOs)**

- Students should demonstrate knowledge of management history, principles, theories, techniques, concepts, and models in making business decisions in both domestic and

international arenas.

- Students should understand the general business theories, principles, concepts, and the steps needed to create and launch a new business.
- Students should be exposed to professional work experience and on the job training in the business sector.
- Students should demonstrate competence in all areas of business in the capstone.
- Students should be able to apply mathematical principles, theories, techniques, concepts, methodology, and models of rational decision making in business.
- Students should demonstrate effective communication skills.
- Students should be able to apply the general principles, theories, techniques, concepts, methodology, and models of accounting, economics, finance, and marketing in making business decisions.

Graduation Requirements: This degree program requires at least 121 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT110, 111	Intermediate and College Algebra	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
BUS102	Critical Thinking in Business	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3

	Total	46
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### **Major Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BUS211	Principles of Management	3
BUS215	Quantitative Methods	3
BUS311	Business Law I	3
BUS320	Business Statistics I	3
BUS321	Business Statistics II	3
BUS361	Leadership Applications	3
BUS394	Business Ethics and Society	3
BUS400	Entrepreneurship	3
BUS403	Strategic Management	3
BUS404	International Business	3
BUS420 or MAR491	Operations Research or Supply Chain Management	3
BUS450	Business Internship and Seminar	3
BUS498	Senior Project	3
	Approved Elective in Accounting, Business, Finance, or Marketing	3
	Approved Elective in Accounting, Business, Finance, or Marketing	3
	Total	45

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
ACC211	Principles of Accounting I	3
ACC212	Principles of Accounting II	3
ACC352	Managerial Accounting	3

ECO201	Principles of Macroeconomics	3
ECO202	Principles of Microeconomics	3
ECO371	Money and Capital Markets	3
FIN301	Principles of Finance	3
HRM350	Human Resource Management	3
MAR301	Principles of Marketing	3
	Total	27
Electives		9

## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
COM103	Intro to Public Speak	3	BUS102	Crit Think Business	2
CSC101	Intro to Computers	3		Scientific Inquiry	3
ENG101	College Writing I*	3	ENG102	College Writing II	3
FMU101	University 101	2	HIS103	African Amer His I	3
MAT110	Intermediate Algebra	3	MAT111	College Algebra**	3
REA101	Critical Think/Read*	3	REL	Rel/Philo Inquiry	3
Total		17			17
Sophomore Year					
First Semester			Second Semester		
ACC211	Prin of Accounting I	3	ACC212	Prin of Accounting II	3
BUS211	Prin of Management	3	BUS215	Quantitative Method	3
ECO201	Prin of Macroeconomics	3	ECO202	Prin Microeconomics	3
	Social/Behavioral Sci	3		Humanities/ Fine Art	3
SPA201	Spanish I*	3	SPA202	Spanish II	3
Total		15			15
Junior Year					
First Semester			Second Semester		
ACC352	Managerial Account	3	BUS321	Business Statistics II	3
BUS311	Business Law I	3	BUS361	Leadership Appls	3
BUS320	Business Statistics I	3	BUS394	Bus Ethics & Society	3

FIN301	Principles of Finance	3	ECO371	Money/Cap Markets	3
MAR301	Principles Marketing	3		Approved Elective	3
Total		15			15
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
BUS403	Strategic Management	3	BUS400	Entrepreneurship	3
BUS420	Operations Research†	3	BUS404	International Bus	3
HRM350	Human Res Mgmt	3	BUS450	Business Internship	3
	Approved Elective	3	BUS498	Senior Project	3
	Elective	3			
Total		15			12
Total Credit Hours required		121			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

†Or MAR491 Supply Chain Management

## *Bachelor of Science in* **FINANCE**

### **Mission of the Finance Program**

The mission of the Finance program is to provide students with knowledge of the major concepts and practices of financial management, while at the same time helping to develop their analytical, decision-making, and communication abilities. The Finance program will also provide students with learning opportunities, that reflect the current

state of knowledge and practice within the field; and the program will prepare students for careers in finance and other business areas, and provide them with the opportunity to pursue graduate studies.



## **The goals of the program are as follows:**

1. The finance program will provide students with knowledge of the major concepts and practices of finance.
2. The finance program will help develop students' analytical and decision-making abilities.
3. The Finance program will prepare the students for careers in finance and other business areas, and provide them with the opportunity to pursue graduate studies.

## **Student Learning Outcomes**

- Students will demonstrate knowledge of the major concepts and practices of financial analysis and management and develop analytical decision-making skills.
- Students will demonstrate knowledge of investments and derivatives for the practical application of theory.
- Students will demonstrate overall knowledge of finance and major functional areas in business for careers in finance and business, and /or graduate study.

Graduation Requirements: This degree program requires at least 121 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT110, 111	Intermediate and College Algebra	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
BUS102	Critical Thinking in Business	2
XXX200	Humanities/Fine Arts	3

XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	46

### **Major Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
FIN301	Principles of Finance	3
FIN323	Corporate Finance	3
FIN333	Investments	3
FIN495	Futures and Options Market	3
FIN	Approved Finance Elective	3
FIN	Approved Finance Elective	3
	Total	18

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
ACC211	Principles of Accounting I	3
ACC212	Principles of Accounting II	3
BUS211	Principles of Management	3
BUS215	Quantitative Methods	3
BUS311	Business Law I	3
BUS320	Business Statistics I	3
BUS321	Business Statistics II	3
BUS394	Business Ethics and Society	3
BUS403	Strategic Management	3
BUS404	International Business	3
BUS420 or MAR491	Operations Research or Supply Chain Management	3

BUS450	Business Internship and Seminar	3
BUS498	Senior Project	3
ECO201	Principles of Macroeconomics	3
ECO202	Principles of Microeconomics	3
ECO371	Money and Capital Markets	3
MAR301	Principles of Marketing	3
	Total	51
Electives		6

## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
COM 103	Intro to Public Speak	3	BUS102	Crit Think Business	2
CSC101	Intro to Computers	3		Scientific Inquiry	3
ENG101	College Writing I*	3	ENG102	College Writing II	3
FMU101	University 101	2	HIS103	African Amer His I	3
MAT110	Intermediate Algebra	3	MAT111	College Algebra**	3
REA101	Critical Think/Read*	3	REL	Rel/Philo Inquiry	3
Total		17			17
Sophomore Year					
First Semester			Second Semester		
ACC211	Prin of Accounting I	3	ACC 212	Prin of Accounting II	3
BUS211	Prin of Management	3	BUS215	Quantitative Method	3
ECO201	Prin of Macroeconomics	3	ECO202	Prin Microeconomic	3
	Social/Behavioral Sci	3		Humanities/Fine Art	3
SPA201	Spanish I*	3	SPA202	Spanish II	3
Total		15			15
Junior Year					
First Semester			Second Semester		
BUS311	Business Law I	3	BUS321	Business Statistics II	3
BUS320	Business Statistics I	3	BUS394	Bus Ethics & Society	3
FIN301	Principles of Finance	3	ECO371	Money/Cap Markets	3

MAR301	Principles Marketing	3	FIN333	Investments	3
	Elective	3		Elective	3
Total		15			15
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
BUS 403	Strategic Management	3	BUS 404	Intl Business	3
BUS 420	Operations Research†	3	BUS 450	Business Internship	3
FIN 323	Corporate Finance	3	BUS 498	Senior Project	3
FIN	Finance Elective	3	FIN 495	Futures/Option Mkt	3
FIN	Finance Elective	3			
Total		15			12
Total Credit Hours required		121			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

†Or MAR491 Supply Chain Management

## Minors in Business Administration, Finance, Human Resource Management, and Marketing

Minors are available in Business Administration, Finance, Human Resource Management, and Marketing. A program of study in Business Administration, Finance, Human Resource Management, and Marketing serves as a foundation for students who have interest in pursuing graduate work or a career in these areas. For a minor, students must complete eighteen credit hours with a grade of "C" or better in the minor.

Students should consult with the School's Dean as soon as the decision to pursue a minor in has been made. An agreement about specific courses to satisfy the minor requirements must be made during the application process. Students selecting a minor must adhere to the same entrance requirements as those pursuing a major in the School of

Business and must have a strong background in mathematics.

### **Minor in Business Administration**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
ACC 211	Principles of Accounting I	3
BUS 210	Principles of Management	3
FIN 301	Principles of Finance	3
MAR 301	Principles of Marketing	3
BUS ----	Business Electives	3
BUS ----	Business Elective	3

### **Minor in Finance**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BUS 353	Principles of Insurance	3
FIN 301	Principles of Finance	3
FIN 323	Corporate Finance	3
FIN 333	Investment	3
FIN 350	Principals of Financial Planning	3
FIN 493	Portfolio Analysis & Management	3
FIN 495	Futures & Options Markets	3
FIN 496	Financial Statement Analysis	3
FIN 497	International Money & Finance	3
	Electives*	3
	Electives*	3

*\*in addition to these approved electives, other courses and electives can be recommended and approved by the academic advisor.*

### **Minor in Human Resources Management**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
HRM 350	Human Resource Management	3
HRM 360	Legal Environment of HRM	3

HRM 380	Compensation Management	3
HRM 410	Labor Relations	3
HRM 420	Staffing and Development	3
HRM 430	Creative Productive Relationships	3

### **Minor in Marketing**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
MAR 301	Principles of Marketing	3
MAR 361	Retail Marketing	3
MAR 362	Personal Selling	3
MAR 395	Consumer Behavior	3
MAR 460	Advertising	3
MAR 461	Marketing Channels	3
MAR 462	International Marketing	3
MAR 463	Survey of e-Commerce	3
MAR 487	Seminar in Marketing	3
MAR 490	Service Marketing	3
MAR 495	Marketing Research	3

\* Approval of Advisor Required.

# SCHOOL OF EDUCATION

The School of Education offers degrees in Teacher Education and Social Sciences.

The curricular offerings in the Teacher Education Program provides opportunities to learn and practice appropriate theories, concepts and strategies. The Teacher Education Program provides the pre-professional teacher with the knowledge, skills, and competencies necessary to be effective educators by emphasizing such areas as methodologies, of instruction, classroom management, curriculum, assessment, field activities and the internship experience. The curriculum developed for majors leading to teacher certification is based on the State Board of Education rules prescribed in Chapter 6A.- 5.066, 5FAC of the Department of Education for the State of Florida.

## **School of Education Mission Statement**

The teacher education program at Florida Memorial University is designed to uphold and carry out the mission of the University, which is to provide effective programs that lead to life-long learning and leadership through service. The dynamics of change have led to the continuation of high expectations in the quality of educators prepared at this institution, from increasing the diversity of the student population to revision of the program that addresses the use of technology in both preparation and instruction. Effective educators will demonstrate the attributes of high expectations in terms of scholarship, service and research as they prepare to become professionals in their respective fields. Graduates of the teacher education program are noted for their professionalism and their belief that all children can learn.

## **School of Education is committed to:**

**Excellence in Teaching** – FMU School of Education is committed to preparing teachers who understand the importance of pursuing excellence by developing the knowledge and skills to become effective teachers and continuing to develop their knowledge and skills throughout their careers. This commitment is reflected in faculty who model excellence in their own teaching, reflect on their work and aspire towards continuous improvement.

**Active and Applied Learning** – FMU School of Education is committed to providing students with clinical experiences that allow them to practice the skills they are learning. Faculty members engage students in a variety of projects inside and outside the classroom to learn in an active and real manner.

**Community Engagement** – FMU School of Education is committed to involve students in the community to learn with and from community member, programs, and professionals. The teacher education program reflects this commitment through strong and active partnership with P-12 schools.

**Global and Cultural Understanding** – FMU School of Education is committed to cultivating a multicultural and engaged campus that prepares students and faculty to embrace living, learning, and working in a diverse global community.

## **Teacher Education Program**

### ***Admission to the Teacher Education Program***

The curriculum for the Teacher Education Program is designed to be fulfilled in approximately two years after



completion of the general education curriculum required by Florida Memorial University.

Students are admitted into the University as pre-education majors and must maintain an overall 2.5 GPA. Upon successful completion of all sections of the General Knowledge Test and a minimum overall 2.5 GPA, students are admitted into the School of Education Teacher Preparation Program as education majors.

To qualify for full admittance into the School of Education, the student must satisfy the following requirements:

- A minimum cumulative GPA of 2.5 at the completion of 30 credits.
- A passing score on all four sub-sections of the GK (General Knowledge)

## **TEACHER EDUCATION INTERNSHIP**

### ***Admission to the Teacher Education Internship***

- The culmination of the Teacher Education Program concludes with the Education Internship. The internship experience provides the vehicle for the pre-professional teachers to demonstrate teacher competencies by connecting theoretical with the practical experiences through implementation of the teaching process. An Internship application must be completed by the announced deadline one semester prior to the internship experience. Internship is completed during the last semester of the senior year. Before applying for the internship, students must be fully accepted into the Teacher Education Program. Students must also complete all required education courses prior to internship unless the course is specified to be completed concurrently with internship. Acceptance into the Education Internship Program is granted by the Professional Education Program faculty committee. Additionally, for acceptance into the

internship program, students must satisfy the following requirements:

- An overall cumulative GPA of 2.5 or higher
  - A GPA of 2.5. or higher in the major area
  - A typed one-page essay entitled: My Philosophy of Education
  - Successful completion of Pre-Student Teaching experiences
  - Completion of course audit by the Coordinator /Advisor of the major area.
  - Demonstrate competency of the Florida Educator Accomplished Practices for the Developing/Synthesis level
- Candidates for internship will be granted permission to register for the internship after all the above-mentioned requirements have been satisfied.

## **Graduation Requirements**

Before graduating from the School of Education's Professional Education Program, the student must have:

- Completed all requirements for the Professional Education Program
- Passed the Professional Examination and the Subject Area examination of FTCE (Florida Teacher Certification Examination)
- Completed graduation requirements
- Completed and submitted all appropriate materials for graduation with the Advisor/Major Area Coordinator. (Education programs are subject to change based on the recommendations from the Florida Department of Education for program approval in order to meet the state certification requirements).
- Paid the graduation fee
- Demonstrate competency of the Florida Educator Accomplished Practices at the Validating level.
- Demonstrate competency of Domains/Standards for English Speaker of Other Languages

# Minor in Education

## *Minor Requirements*

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
EDU208	Human Development and Learning Theory	3
EDU310	Principles of Education Assessment	3
ESO402	Methods of Teaching ESOL	3
ESE410	Strategies for Students with Disabilities in Inclusive Environments	3
EDU426	Content Reading	3
EDU408	Classroom Management	3
	<b>Total Required</b>	<b>18</b>
	<b>OPTIONAL – If seeking teacher certification. Must select ONE methods course, EDU 313, and EDU 440.</b>	
EDU424	Methods in Teaching Secondary Mathematics	3
EDU419	Teaching Science in Middle and Secondary Schools	3
EDU417	Teaching Social Studies in Middle and Secondary Schools	3
EDU418	Methods of Teaching English Middle and Secondary Schools	3
EDU416	Music Methods in Middle and Secondary Schools	3
EDU440	Cooperative Teaching	3
EDU313	Pre-Student Teaching	3
	<b>Optional Total</b>	<b>10</b>

## DEPARTMENT OF SOCIAL SCIENCES

### PROGRAMS OFFERED

The Department of Social Sciences offers the following degree programs:

- Bachelor of Arts in Criminal Justice
- Bachelor of Arts in Criminal Justice with a Concentration in Criminology
- Bachelor of Arts in Law and Government
- Bachelor of Arts in Sociology
- Bachelor of Social Work

### Mission Statement

The mission of the Department of Social Sciences is to advance the intellectual, analytical, and communication skills of its students and to prepare them for the challenges of a diverse, global society. The Department further aims to nurture character that will enable students to function with proficiency and compassion within the human family. The Department is committed to providing quality instruction, advisement, and mentorship. The faculty encourages and supports student research by providing applied technological learning opportunities in research methods and statistics and assisting students in developing a defensible senior project.

### Departmental Goals

#### **The goals of the Department are**

- To nurture qualities which enable students to function with proficiency and compassion within the human family
- To empower students to function in a global society by allowing them opportunities to learn more about themselves and their society
- To develop critical analytical thinking and writing skills

- To develop leadership skills
- To prepare students for entry into graduate and professional school and
- To prepare students for entry-level positions in government and the private sector.

## **Student Learning Outcomes**

Students will be able to:

- Demonstrate understanding of theories, concepts, ideas, methods, models and arguments prevalent in a variety of social science disciplines
- Understand the shifting theoretical paradigms within the social sciences and within the disciplines
- Communicate effectively through oral and written communication. Demonstrate an analytical and problem-solving ability in a systematic and logical manner
- Conduct empirical research by utilizing both quantitative and qualitative methodologies to produce an acceptable scholarly study and be able to present the findings in a logical and coherent manner and
- Utilize appropriate technologies to conduct research and communicate effectively in a cogent manner.

To ensure student achievement, faculty members of the Department of Social Sciences utilize a variety of teaching and evaluation techniques, engage students in research activities, and promote exceptional learning through internships and service learning.

Minors are offered in all social sciences degree-granting areas, as well as in African American Studies and History.

# **CRIMINAL JUSTICE**

## **Program Mission Statement**

The Criminal Justice Program promotes life-long learning among its students with the aim of turning them into professionals and leaders in the criminal justice system. The program empowers students to become critical thinkers, problem-solvers, policy initiators, ethical actors, and competent administrators in the study of crime and criminal behavior, crime prevention and justice at all levels of society. The curricula are dynamic, innovative and provide both substantive and practical knowledge that connects social-scientific theories with appropriate methodologies to serve a diverse multicultural environment. As a result, the program is divided into two specialized areas, including Criminal Justice, Criminology. Students are free and also encouraged to choose their area of particular interest.

Graduates are prepared for service in parole and probation agencies, correctional institutions, and federal, state, local, and private investigative or security agencies, juvenile justice programs, and law enforcement agencies. Graduates may choose to further their studies in graduate or law schools.

## **Program Goals**

1. Students will demonstrate substantive knowledge in the field of criminal justice, including law enforcement, judicial and penal systems by engaging in scenario-based learning and applying theories to the practice.
2. Students will demonstrate the ability to effectively communicate in legal terminology of the criminal justice system by developing enhanced speaking and writing skills, critical thinking, analytical, and problem-solving skills.
3. Students will be able to demonstrate the ability to conduct scientific research using both quantitative and qualitative methods and be able to analyze and interpret data relevant

to policy areas in criminal justice.

4. Students will demonstrate the ability to understand the ethical implications of criminal justice work and be able to perform with integrity.

### **Program Student Learning Outcomes**

Upon completion of the Criminal Justice Program, the graduate will be able to:

- Understand and critically analyze criminal justice, criminological, criminal law and delinquency concepts, theories and models.
- Perform and function effectively in any professional environment with a full understanding of the scope and importance of ethical behavior.
- Conduct scientific research using both quantitative and qualitative methods, analyze, and interpret data relevant to policy areas in criminal justice.
- Analyze the organizational, cultural and institutional characteristics and operations of the major criminal justice system, including law enforcement, corrections, courts, adjudications and the sociopolitical and legal implications.

### *Bachelor of Arts in*

## **CRIMINAL JUSTICE**

The criminal justice curriculum prepares men and women for careers and leadership roles in the prevention and correction of crime and delinquency. Students majoring in criminal justice study criminal justice systems and theories, criminal law, and corrections philosophy. Graduates are prepared for service in parole and probation agencies, correctional institutions, and federal, state, local, and private investigative or security agencies, juvenile justice programs, and law enforcement agencies. Graduates may choose to further their studies in graduate or law schools.

**Graduation Requirements:** This degree program requires a

minimum of 121 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT106 , 107	Math for the Liberal Arts I & II	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
SSC102	Critical Thinking Social Science	2
XXX200	Humanities/Fine Arts	3
PSY200	Introduction to Psychology	3

REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	46

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CRJ200	Introduction to Criminal Justice	3
CRJ301	Criminal Law I	3
CRJ303	Probation and Parole	3
CRJ304	Causes & Prevention Delinquency	3



CRJ307	Criminology	3
CRJ403	Police Administration	3
CRJ405	Law Enforcement	3
CRJ407	Constitutional Law I	3
CRJ409	Criminal Evidence /Court Procedure	3
CRJ419	Field Placement I	3
CRJ	Approved Elective	3
CRJ	Approved Elective	3
	Total	36

<b><u>Other Required Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
ENG309	Advanced Grammar & Composition	3
POL301	US Government	3
POL302	State and Local Government	3
SOC200	Introduction to Sociology	3
SOC309	Sociology of Deviance	3
SSC300	Research Methods	3
SSC/PSY	Introduction to Statistics	3
SSC/PSY	Advanced Statistics	3
SSC423	Senior Project	3
	Total	27
Electives		12

<b>Approved Electives</b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CRJ302	Criminal Law II	3
CRJ303	Probation and Parole Systems	3
CRJ304	Cause & Prevention of Delinquency	3
CRJ406	Senior Seminar in Criminal Justice	3
CRJ408	Constitutional Law II	3
PAD306	Administrative Behavior	3
SSC421	Field Placement II	3

## Recommended course sequence:

<b>Freshman Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
COM 103	Intro to Public Speak	3	SSC 102	Crit Think Soc Sci	2
CSC 101	Intro to Computers	3		Scientific Inquiry	3
ENG 101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University	2	HIS 103/4	African Amer Hist	3
MAT 106	Math for Lib Arts I	3	MAT 107	Math for Lib Arts II**	3
REA 101	Critical Think/Read*	3	REL	Rel/Philo Inquiry	3
Total		<b>17</b>			<b>17</b>
<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CRJ 200	Intro Criminal Justice	3	CRJ 301	Criminal Law I	3
POL 301	US Government	3	POL 302	State/Local Govt	3
PSY 200	Intro to Psychology	3		Intro to Statistics	3
SOC 200	Intro to Sociology	3		Humanities/Fine Art	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		<b>15</b>			<b>15</b>
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		

CRJ 303	Probation and Parole	3	CRJ 304	Cause/Prev Del Crim	3
CRJ 307	Criminology	3	CRJ	Approved Elective	3
ENG 309	Adv Grammar/ Comp	3	CRJ	Approved Elective	3
SOC 309	Sociology of Deviance	3	SSC 300	Research Methods	3
	Advanced Statistics	3		Elective	3
Total		<b>15</b>			<b>15</b>

### Senior Year

First Semester			Second Semester		
CRJ 403	Police Adminin	3	CRJ 409	Crim Ev/ Court Proc	3
CRJ 405	Law Enforcement	3		Elective	3
CRJ 407	Constitutional Law I	3		Elective	3
SSC 419	Field Placement	3	SSC 423	Senior Project	3
	Elective	3			
Total		<b>15</b>			<b>12</b>
Total Credit Hours required		<b>121</b>			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## *Bachelor of Arts in* **CRIMINAL JUSTICE** *Concentration in Criminology*

This major field of study enhances student appreciation of applying science to the study of crime, criminals, and criminal behavior.

**Graduation Requirements:** This degree program requires a minimum of 122 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT106, 107	Math for the Liberal Arts I & II	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
SSS102	Critical Thinking Social Science	2
XXX200	Humanities/Fine Arts	3
PSY200	Introduction to Psychology	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	46

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CRJ200	Introduction to Criminal Justice	3
CRJ301	Criminal Law I	3
CRJ305	Confinement Facilities	3
CRJ307	Criminology	3
CRJ403	Police Administration	3
CRJ405	Law Enforcement	3
CRJ407	Constitutional Law I	3
CRJ409	Criminal Evidence /Court Procedure	3
CRJ410	Public and Private Security	3

CRJ411	Drugs, Alcohol & Crime	3
CRJ412	Criminal Investigations	3
CRJ	Approved Elective	3
CRJ	Approved Elective	3
	Total	39
<b><u>Other Required Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
BIO130	Principles of Biology I	3
BIO131	Principles of Biology Lab I	1
ENG309	Advanced Grammar & Composition	3
POL301	US Government	3
PSY308	Personality Theory	3
SOC200	Introduction to Sociology	3
SOC309	Sociology of Deviance	3
SSC300	Research Methods	3
SSC/PSY	Introduction to Statistics	3
SSC/PSY	Advanced Statistics	3
SSC423	Senior Project	3
	Total	31
Electives		6

<b><u>Approved Electives</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CRJ302	Criminal Law II	3
CRJ406	Senior Seminar in Criminal Justice	3
CRJ408	Constitutional Law II	3
PAD306	Administrative Behavior	3
POL302	State and Local Government	3
SSC419	Field Placement I	3
Other Social Science course over 300, as approved		

**Recommended course sequence:**

<b>Freshman Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
COM 103	Intro to Public Speak	3	SSS102	Crit Think Soc Sci	2
CSC 101	Intro to Computers	3		Scientific Inquiry	3
ENG 101	College Writing I*	3	ENG102	College Writing II	3
FMU 101	University 101	2	HIS103/4	African Amer Hist	3
MAT 106	Math for Lib Arts I	3	MAT107	Math for Lib Arts II**	3
REA 101	Critical Think/Read*	3	REL	Rel/Philo Inquiry	3
Total		<b>17</b>			<b>17</b>
<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CRJ 200	Intro Criminal Justice	3	CRJ 301	Criminal Law I	3
POL 301	US Government	3	BIO 130	Principles Biology	3
PSY 200	Intro to Psychology	3	BIO 131	Prin Biology Lab I	1
SOC 200	Intro to Sociology	3		Intro to Statistics	3
SPA 201	Spanish I*	3		Humanities/Fin e Art	3
			SPA 202	Spanish II	3
Total		<b>15</b>			<b>16</b>
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CRJ 307	Criminology	3	CRJ 305	Confinement Facil	3
CRJ 405	Law Enforcement	3	CRJ	Approved Elective	3
ENG 309	Adv Grammar/ Comp	3	CRJ	Approved Elective	3
SOC 309	Sociology of Deviance	3	SSC 300	Research Methods	3
	Advanced Statistics	3		Elective	3
Total		<b>15</b>			<b>15</b>
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
CRJ 403	Police Administratio n	3	CRJ 409	Court Proc Crim Evi	3
CRJ 407	Constitutional Law I	3	CRJ 410	Public/Priv Security	3
CRJ 412	Criminal Invest	3	CRJ 411	Drugs , Alc, Crime	3

PSY 308	Personality Theory	3	SSC 423	Senior Project	3
	Elective	3			
Total		15			12
Total Credit Hours required		122			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## *Bachelor of Arts in*

## **LAW & GOVERNMENT**

The Bachelor of Arts in Law and Government is an interdisciplinary liberal arts degree program that fuses Pre-Law, Political Science and Public Administration. It serves as a flagship for these disciplines and is committed to the development of global, regional, and national expertise of the law, government, and public policy.

Graduation Requirements: This degree program requires a minimum of 121 semester hours for completion.

### **Program Goals**

1. To enable students to develop substantive knowledge in Law and Political Science.
2. To enable students to develop critical thinking, analytical and problems solving skills.
3. To enable students to develop verbal and written communication skills.
4. To enable students to develop the ability to conduct empirical research and use appropriate technology.

### **Program Student Learning Outcomes**

Upon completion of the Law & Government Program, the graduate will:

- Demonstrate knowledge of the discipline by identifying, describing, and discussing the major concepts, theories, processes, facts, and pertinent literature pertaining

to Law and Political Science.

- Demonstrate an improved critical thinking, analytical and problem-solving skills in law and political science.
- Demonstrate an ability to use technology in conducting research and making oral presentations.
- Demonstrate an ability to conduct empirical research and interpret data by using both quantitative and qualitative methods of analysis.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT106, 107	Math for the Liberal Arts I & II	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
SSS102	Critical Thinking Social Science	2
XXX200	Humanities/Fine Arts	3
XXX200	Social/Behavioral Science	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	46

<b><u>Major Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
CRJ200	Introduction to Criminal Justice	3



CRJ301	Criminal Law I	3
CRJ302	Criminal Law II	3
CRJ407	Constitutional Law I	3
CRJ408	Constitutional Law II	3
CRJ409	Criminal Evidence & Court Proc	3
PAD301	Concepts & Issues of Public Admin	3
POL200	Introduction to Political Science	3
POL301	US Government	3
POL302	State and Local Government	3
POL311	Comparative Government	3
POL337	Public Policy Analysis	3
POL436	Political Theory	3
POL438	International Law & Government	3
	Approved Elective (300 or higher)	3
	Approved Elective (300 or higher)	3
	Approved Elective (300 or higher)	3
	Approved Elective (300 or higher)	3
	Total	54

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
ENG309	Advanced Grammar & Composition	3
PSY/SSC	Introduction to Statistics	3
SSC300	Research Methods	3
CRJ/SSC	Field Placement	3
SSC423	Senior Project	3
	Total	15
Electives		6

## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
COM 103	Intro to Public Speak	3	SSS 102	Crit Think Soc Sci	2
CSC 101	Intro to Computers	3		Scientific Inquiry	3
ENG 101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University 101	2	HIS 103/4	African Amer Hist	3
MAT 106	Math for Lib Arts I	3	MAT 107	Math for Lib Arts II**	3
REA 101	Critical Think/Read*	3	REL	Rel/Philo Inquiry	3
Total		17			17
Sophomore Year					
First Semester			Second Semester		
CRJ 200	Intro Criminal Justice	3	CRJ 301	Criminal Law I	3
ENG 309	Adv Gramm/Comp	3	POL 302	State/Local Govt	3
POL 200	Intro to Political Sci	3		Intro to Statistics	3
	Social/ Behavioral Scie	3		Humanities/ Fine Art	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		15			15
Junior Year					
First Semester			Second Semester		
CRJ 302	Criminal Law II	3	POL 337	Pub Policy Analysis	3
PAD 301	Concept/ Iss Pub Adm	3		Approved Elective	3
POL 301	US Government	3		Approved Elective	3
	Approved Elective	3	SSC 300	Research Methods	3
	Elective	3		Elective	3
Total		15			15
Senior Year					
First Semester			Second Semester		
CRJ 407	Constitution al Law I	3	CRJ 408	Constitutional Law II	3
POL 311	Comparative Govt	3	CRJ 409	Court Proc Crim Evi	3
POL438	Intl Law &	3	POL436	Political	3

	Orgs			Theory	
	Field Placement I	3	SSC 423	Senior Project	3
	Approved Elective	3			
Total		15			12
Total Credit Hours required		121			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## *Bachelor of Science in* **PSYCHOLOGY**

### **Mission**

The undergraduate program in psychology is a dynamic, integrative, student-centered program that is characterized by both an academic and service orientation. The program, in terms of its academic emphasis, provides students with rigorous academic training as a means of preparing them for graduate careers. In terms of its service orientation, the program is geared towards training students for entry into various occupational areas including mental health, human and social resources, institutional assessment, biological sciences, computer programming and educational services. The mission of the Psychology program then is twofold: 1) to prepare students for entry into the graduate school of their choice and 2) to prepare students for B.A. level employment.

### **Program Goals**

The program goals are to:

1. Provide students with substantive knowledge of the theoretical and empirical basis of psychology that will allow them to excel in their graduate careers
2. Provide students with the prerequisite competencies that will enable them to apply psychological knowledge to the process of personal and social transformation within the context of a global and culturally diverse society.

## Program Student Learning Outcomes

Upon completion of the Psychology Program, graduates will

- Demonstrate understanding of the basic terminology, concepts, theoretical perspectives, empirical studies, and historical trends in psychology
- Demonstrate understanding of the major topic areas in psychology (such as the biological basis of behavior, social psychology, human development, personality development and dynamics, psychological disorders and therapy).
- Demonstrate an understanding of the major research methods and related concepts including research design and analysis
- Demonstrate their ability to conduct research on psychology related issues and present their research orally as well as in the form of a paper that conforms to APA guidelines.
- Demonstrate an ability to use writing as a means of applying psychological principles to personal, social, and organizational issues.
- Demonstrate an understanding of how psychology may be applied in real life settings as reflected in their writing assignments, by performance on the internship requirement or other field experience and/or in a statement indicating that through writing assignments they have been able to apply psychological knowledge to real life concerns.
- Demonstrate an understanding of how psychology may be applied within the context of a multicultural world in ways that further develops one's level of multicultural competence.

Graduation Requirements: This degree program requires at least 120 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT106, 107	Math for the Liberal Arts I & II	6

ENG101, 102	College Writing I & II	6
FMU101	University 101	2
SSS102	Critical Thinking Social Science	2
XXX200	Humanities/Fine Arts	3
SOC200	Introduction to Sociology	3
REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	46

### **Major Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
PSY200	Introduction to Psychology	3
PSY302	Clinical Psychology	3
PSY306	Developmental Psychology	3
PSY308	Personality Theory	3
PSY312	Introduction to Statistics	3
PSY401	Advanced Statistics	3

PSY402	Clinical Interview	3
PSY403	Psychology of Learning	3
PSY406	Social Psychology	3
PSY407	Psychology of the African American	3
PSY408	Practicum I	3
PSY409	Practicum II	3
	Approved Elective	3
	Approved Elective	3
	Approved Elective	3
	Approved Elective	3
	Approved Elective	3
	Total	51

### **Other Required Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
SOC305	Group Dynamics	3
SSC300	Research Methods	3
SSC423	Senior Project	3
	Total	9
Electives		15

### **Approved Electives**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
PSY300	Foundations of Ind./Org. Psychology	3
PSY301	Psychopathology	3
PSY303	Experimental Psychology	3
PSY310	Community Psychology	3
PSY316	Psychology of Culture	3
PSY405	Assessment and Evaluation	3
PSY451	Minority Mental Health	3
PSY453	Psychology and Law	3
PSY454	Theory/Practice College	3

	Mentor	
SOC309	Sociology of Deviance	3
SOC402	Racial & Cultural Groups	3
SOC403	Marriage & Family	3
SOW300	Introduction to Social Work	3
SSC321	Cooperative Education Social Sci	6

## Recommended course sequence:

Freshman Year					
First Semester			Second Semester		
COM 103	Intro to Public Speak	3	SSS 102	Crit Think Soc Sci	2
CSC 101	Intro to Computers	3		Scientific Inquiry	3
ENG101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University 101	2	HIS 103/4	African Amer Hist	3
MAT 106	Math for Lib Arts I	3	MAT 107	Math for Lib Arts II**	3
REA 101	Critical Think/Read*	3	REL	Rel/Phil o Inquiry	3
Total		17			17
Sophomore Year					
First Semester			Second Semester		
PSY 200	Intro to Psychology	3	PSY 302	Clinical Psychology	3
SOC 200	Intro to Sociology	3		Elective	3
	Humanities/ Fine Art	3		Approved Elective	3
	Elective	3	SOW 300	Intro to Social Work	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		15			15
Junior Year					
First Semester			Second Semester		
PSY	Psychopatho	3	PSY	Personal	3

301	logy		308	ity Theory	
PSY 306	Developmen tal Psych	3	PSY 401	Advanc ed Statistics	3
PSY 312	Intro to Statistics	3	PSY 407	Psych African Amer	3
	Approved Elective	3		Approv ed Elective	3
	Elective	3		Elective	3
Total		<b>15</b>			<b>15</b>
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
PSY 403	Psych of Learning	3	PSY 402	Clinical/ Beh Assess	3
PSY 406	Social Psychology	3	PSY 409	Practicu m II	3
PSY 408	Practicum I	3		Approv ed Elective	3
SSC 300	Research Methods	3	SSC 423	Senior Project	3
	Approved Elective	3			
Total		<b>15</b>			<b>12</b>
Total Credit Hours required		<b>121</b>			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required

## *Bachelor of* **SOCIAL WORK**

Students majoring in social work learn about the theoretical foundations, practice skills and ethical principles of generalist social work practice. Students study the causes of individual, family and community problems and strategies that have been found to be effective means of preventing and responding to these problems. Students graduating with a degree in social work are qualified to pursue graduate education in social work or a related field, or seek employment with social services, child welfare, criminal justice, mental health, substance abuse, and domestic violence programs, as well as in schools, nursing homes,



hospitals, and other human services settings.

## **MISSION OF THE BACHELOR OF SOCIAL WORK PROGRAM**

The mission of the Bachelor of Social Work Program is to prepare competent generalist social workers with practice knowledge, skills, and values to improve the quality of life for individuals, families, groups, communities, and organizations. Graduates of the program will have an understanding of the impact of political, economic, and social inequalities on the well-being of populations-at-risk and a commitment to assume leadership in working to empower at-risk individuals, families, and communities. The curriculum is designed to foster an appreciation of the traditions, values, and strengths of diverse cultures in the global community. The Bachelor of Social Work is committed to encouraging students to pursue advanced graduate level social work education and to pursue lifelong professional development.

### **Program Goals**

The goals of the Bachelor of Social Work Program are:

1. To prepare graduates for positions as competent generalist social workers with the evidence-informed practical knowledge, skills, and values base needed to improve the quality of life for individuals, families, groups, communities, and organizations in culturally diverse communities in the United States and other countries, and for ongoing professional development.
2. To prepare graduates with the ability to understand and critically apply knowledge and skills that reflect the capacity to practice without discrimination with clients who vary in terms of their race, color, ethnicity, gender, sex, sexual orientation, class, age, disability, marital status, family structure, national origin, cultural background, immigration status, and religion.

3. To prepare graduates who understand and critically apply evidence-informed theoretical person and environment frameworks of human development and behavior as well as those relevant to interactions among and between individuals, families, groups, organizations, and communities.
4. To prepare graduates to understand the theoretical frameworks that explain the presence and impact of political, social, and economic oppression and discrimination on individuals, families, groups, communities, and organizations; to appreciate the social work profession's historical commitment to addressing societal inequities; and to demonstrate the knowledge, skills and values needed to assume leadership in influencing social policies and empowering at-risk individuals, families, groups, and communities.
5. To prepare graduates to be able to engage in self-reflective, self-critical generalist practice with multiple-level client systems in a range of organizational settings, effectively using professional supervision and consultation.

### **Program Student Learning Outcomes:**

Graduating social work students will demonstrate the following learning outcomes/competencies:

- Identify themselves as professional social workers and conduct themselves accordingly.
- Apply social work ethical principles to guide professional practice.
- Apply critical thinking to inform and communicate professional judgments.
- Engage diversity and difference in practice.
- Advance human rights and social and economic justice.
- Engage in research-informed practice and practice-informed research.
- Apply knowledge of human behavior and the social environment.
- Engage in policy practice to advance social and economic

well- being and to deliver effective social work services.

- Respond to contexts that shape practice.
- Engage, assess, intervene, and evaluate with individuals, families, groups, organizations, and communities.

## **Admission to the Bachelor of Social Work Program**

The curriculum for the Bachelor of Social Work major is designed to be fulfilled in approximately two years after completion of the general education program for social work majors required by Florida Memorial University and completion of SOW 300, Introduction to Social Work. Although students may declare social work as a major upon admission to the University, students are not fully admitted into the program until they have submitted a formal application and have been formally accepted into the program. The applicant must demonstrate the characteristics or potential required for competent social work practice as defined in the mission statement of the program and the standards of the profession. The following are the minimum requirements for admission to the program:

1. Completion of a minimum of 45 credit hours with a minimum cumulative grade point average (GPA) of 2.5 on a 4.0 scale
2. Satisfactory completion of SOW 300, Introduction to Social Work with a grade of "C" or higher
3. Attainment of a minimum grade of "C" in all social work courses completed
4. Satisfactory completion of the Social Work Major Application Form, accompanied by a personal essay, a resume as well as two reference letters from faculty with whom the student has completed at least one course, with a completed copy of the Social Work Major Application Reference form attached to each reference letter
5. Satisfactory completion of the Social Work Program Admissions Interview.

The Social Work Admissions Committee reviews applications, conducts an interview with each applicant, and subsequently determines acceptance into the major. Provisional status for admittance into the program may be granted for one academic semester to any student who has not met all the requirements for full admission. Provisional status will be granted at the discretion of the Social Work Admissions Committee.

## **Admission to Field Practicum**

The culmination of the Bachelor of Social Work Program concludes with the Field Practicum. The practicum provides the vehicle for social work students to integrate theory and practice and apply this knowledge while demonstrating professional competencies. The Field Practicum is a year-long experience. The application for the Field Practicum must be completed by the announced deadline one semester prior to the scheduled beginning of the Field Practicum experience. The Field Practicum is completed during the senior year. Before applying for the Field Practicum, students must have successfully completed all required social work courses. Acceptance into the Field Practicum is granted after a student has attended the pre-practicum seminar, has completed the application for a field placement, and has been interviewed by the Coordinator of Field Education. Additionally, to qualify for acceptance into the Field Practicum, students must satisfy the following requirements:

1. Students must have senior standing
2. Students must have an overall cumulative GPA 2.5 or higher
3. Students must have completed the following courses with a minimum overall average of 2.5: SOW 301 Human Behavior and Dynamics, SOW 302 Human Behavior and the Social Environment, SOW 303 Research Methods, SOW 405 Social Policy, SOW 408 Social Work Writing Techniques, and SOW 409 Social Work Practice 1
4. Students must have a minimum grade of "C" in all social work courses

- Students must complete a nationwide level II criminal record background check. If this background check indicates that a student has a criminal background, the Coordinator of Field Education will meet with the student to discuss which field sites may be amenable to accepting a student with a criminal background and which field sites may be resistant.

Social work majors must obtain a copy of the Field Practicum Manual from the Social Work Program's Coordinator of Field Education for further information about the Field Practicum.

## Graduation Requirements

The student must complete all requirements for the social work major and submit all appropriate materials for graduation with the Registrar. Specifically,

- Students must complete a minimum of 121 semester hours
- Students must maintain an overall cumulative G.P.A. of 2.5 or better
- Students must receive a minimum grade of "C" in each social work course.

This degree program requires a minimum of 122 semester hours for completion.

<b><u>General Education Core Requirements</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
COM103	Intro to Public Speaking	3
CSC101	Intro to Computers	3
MAT106, 107	Math for the Liberal Arts I & II	6
ENG101, 102	College Writing I & II	6
FMU101	University 101	2
SSS102	Critical Thinking Social Science	2
XXX200	Humanities/Fine Arts	3
PSY200	Introduction to Psychology	3

REA101	Critical Thinking and Reading	3
RELXXX	Religion and Philosophical Inquiry	3
	Scientific Inquiry	3
XXX201, 202	World Languages I & II	6
HIS 103/104	African Diaspora and the World	3
	Total	46

### **Major Courses**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
SOW300	Introduction to Social Work	3
SOW301	Human Behavior & Dynamics	3
SOW302	Human Behavior & Social Env	3
SOW303	Social Work Research Methods	3
SOW405	Social Policy	3
SOW408	Social Work Writing Techniques	1
SOW409	Social Work Practice I	6
SOW410	Social Work Practice II	6
SOW411	Field Practicum & Seminar I	3
SOW412	Field Practicum & Seminar II	3
SOW413	Senior Project in Social Work	3
SOW414	Social Work Practice III	3
	Total	40

<b><u>Other Required Courses</u></b>		
<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
POL301	US Government	3
SOC200	Introduction to Sociology	3
SSC302	Introduction to Statistics	3
	Approved Elective (300-level)	3
	Approved Elective (300-level)	3
	Approved Elective (300-level)	3
	Approved Elective (400-level)	3
	Approved Elective (400-level)	3
	Approved Elective (400-level)	3
	<b>Total</b>	<b>27</b>
<b>Electives</b>		<b>9</b>

### **Recommended course sequence:**

<b>Freshman Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
COM 103	Intro to Public Speak	3	SSS 102	Crit Think Soc Sci	2
CSC 101	Intro to Computers	3		Scientific Inquiry	3
ENG 101	College Writing I*	3	ENG 102	College Writing II	3
FMU 101	University 101	2	HIS 103/4	African Amer Hist	3
MAT 106	Math for Lib Arts I	3	MAT 107	Math for Lib Arts II**	3
REA 101	Critical Think/Read*	3	REL	Rel/Philo Inquiry	3
<b>Total</b>		<b>17</b>			<b>17</b>
<b>Sophomore Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
PSY 200	Intro to Psychology	3	SOW 300	Intro to Social Work	3
SOC 200	Intro to Sociology	3	POL 301	US Government	3

	Humanities/Fine Art	3		Elective	3
	Elective	3		Elective	3
SPA 201	Spanish I*	3	SPA 202	Spanish II	3
Total		15			15
<b>Junior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
SOW 301	Human Beh & Dynam	3	SOW 302	Human Beh/Soc Env	3
SOW 405	Social Policy	3	SOW 303	Social Wk Res Meth	3
	Approved Elective	3	SOW 408	Social Wk Writing	1
	Approved Elective	3	SOW 409	Social Wk Practice I	3
SOC 302	Intro to Statistics	3		Approved Elective	3
				Approved Elective	3
Total		15			16
<b>Senior Year</b>					
<b>First Semester</b>			<b>Second Semester</b>		
SOW4 10	Social Work Practice II	3	SOW4 12	Field Practicum II	6
SOW4 11	Field Practicum I	6	SOW4 14	Social Practice III	3
SOW4 13	Senior Project	3		Approved Elective	3
	Approved Elective	3			
Total		15			12
Total Credit Hours required		122			

\*If students are placed at the second level, the first level may be substituted with an elective.

\*\*Prerequisites and/or placement may be required



# Course Descriptions

All course descriptions listed below are arranged alphabetically by subject area, alphabetically by prefix, and then numerically for those descriptions with the same prefix. The digits in parentheses immediately following the course titles represent the respective semester credit hours given for a course. The first digit of the course number generally indicates the classification level: 0—non-college, 1—freshman, 2—sophomore, 3—junior, 4—senior. The abbreviated codes F, Sp, Su represent the term(s) in which the course is offered, Fall, Spring and Summer, respectively.

## Subject Area Course Prefix(es)

Accounting	ACC	History	HIS
Air Force	AIS	Geography	GEO
ROTC			
Army ROTC	MSL	Human Resource Management	HRM
Art History	ARH	Marketing	MAR
Art (Studio)	ART	Mathematics	MAT
Aviation	AVT/AW	Music	MUS
Sciences	S		
Biology	BIO	Music Business	MUB
Business	BUS	Natural Science	NSC
Administration		Philosophy	PHI
Chemistry	CHE	Physical Science	PSC
Chinese	CHI	Physics	PHY
Communicatio n	COM		
Computer	CSC	Pre- Engineering	PEG
Science		Political Science	POL
Criminal Justice	CRJ	Psychology	PSY
Dance	DAN	Public Administratio n	PAD
Drama	DRA	Reading	REA
Economics	ECO		

Education	EDU	Religion	REL
English	ENG	Safety	SAF
English as a Second Language	ESL	Social Sciences	SSC/SS S
English for Speakers of Other	ESO	Social Work	SOW
Environmental Science	ENV	Sociology	SOC
Exceptional Student Education	ESE	Spanish	SPA
Finance	FIN	Theater	THE
French	FRE		

## ACCOUNTING

ACC 211 Principles of Accounting I (3) F, Sp, Su

Prerequisite: MAT 110 or MAT 111. A study of basic accounting concepts essential to recording business transactions, preparing financial statements, and interpreting data for financial decisions

ACC 212 Principles of Accounting II (3) F, Sp, Su

Prerequisite: ACC 211. A continuation of ACC 211 and the study of basic accounting concepts essential to recording business transactions, preparing financial statements, and interpreting data for financial decisions.

ACC 311 Intermediate Accounting I (3) F, Sp

Prerequisite: ACC 212. An in-depth analysis of the underlying concepts of external financial reporting including the preparation and presentation of financial statements.

ACC 312 Intermediate Accounting II (3) Sp, Su

Prerequisite: ACC 311. A continuation of ACC 311 and the in-depth analysis of the underlying concepts of external financial reporting including the preparation and presentation of financial statements.

ACC 352 Managerial Accounting (3) F, Sp, Su

Prerequisite: ACC 212. A study of the preparation, analysis, and interpretation of accounting data for management decision-making. The use of computer applications is emphasized.

### ACC 411 Advanced Accounting (3) F

Prerequisite: ACC 312. A study of the theory and practice of accounting for business combinations, multinational enterprises, governmental, and not-for-profit entities.

### ACC 431 Auditing I (3) F

Prerequisite: ACC 312. A study of auditing and attestation standards and procedures. Ethics, the responsibilities of auditors, the collection of evidence, and reporting are examined.

### ACC 432 Auditing II (3) Sp

Prerequisite: ACC 431. A continuation of Auditing I with an in-depth review of internal control, the audit program, and audit procedures. Computer applications are applied to various audit problems.

### ACC 434 Federal Income Tax I (3) F

Prerequisite: ACC 312. A study of federal income taxation with an emphasis on the taxation of individuals. A comprehensive individual income tax return is prepared. Income tax planning and tax research are introduced.

### ACC 435 Federal Income Tax II (3) Sp

Prerequisite: ACC 434. A study of the taxation of partnerships, corporations, estates and trusts, and not-for-profit entities. Income tax research is emphasized. Comprehensive income tax returns are prepared.

### ACC 452 Cost Accounting (3) Sp

Prerequisite: ACC 212. A study of the procedures and principles of cost accounting. Emphasis is on the accumulation, reporting, and use of cost information for purposes of managerial decision-making.

### ACC 454 Computer Accounting (Senior Project) (3) Sp

Prerequisite: ACC 212 and CSC 101. This course features the use of accounting software in the application of accounting principles with emphasis on new microcomputer technology, database management, general ledger, and spreadsheet analysis.

### ACC 455 International Accounting (3) F

Prerequisite: ACC 312 or Advisor's Recommendation. A study of international accounting standards, efforts to harmonize accounting standards, problems of accounting for multinational companies, and a comparative analysis of accounting practices

in different countries.

ACC 461 Governmental and Nonprofit Accounting (3) F

Prerequisite: ACC 312. An analysis of the characteristics and environment of governmental and nonprofit entities, and an in-depth study of the basic concepts and standards of such entities.

ACC 487 Seminar in Accounting (3) F

Prerequisite: Senior standing and approval of the Chairperson  
Consideration of current issues in Accounting. Readings required from current accounting publications and other related periodicals.

## **AIR FORCE ROTC**

AIS 101 – Foundations for the United States Air Force I (1)

Aerospace Studies 101 is designed to introduce students to the United States Air Force and Air Force Reserve Officers Training Corps. Featured topics include: Air Force heritage, military customs and courtesies, Air Force officer career opportunities, Air Force core values, interpersonal communication and team building.

AIS 102 – Foundations for the United States Air Force II (1)

This survey course briefly covers topics relating to the Air Force and defense. It focuses on the structure and missions of Air Force organizations, officership and professionalism. Also introduces effective communication skills.

AIS 201 – The Evolution of USAF and Space Power I (1)

Aerospace Studies 201 is a knowledge course designed to examine general aspects of air and space power through a historical perspective. Utilizing this perspective, the course covers a time period from the first balloons and dirigibles to the space age.

AIS 202 – The Evolution of USAF and Space Power II (1)

This survey course is concerned with the beginnings of manned flight and the development of aerospace power in the United States, including the employment of air power in WWI, WWII, Korea, Vietnam, the Gulf War and the peaceful employment of U.S. air power in civic actions, scientific missions and support of space exploration.

### AIS 301 – Air Force Leadership Studies I (3)

Aerospace Studies 301 is a course designed to examine several key aspects of leadership. The course starts with a basic overview of leadership and moves into basic skills in leadership. The course also directs the cadets' attention to advanced skills in leadership and concludes with ethics in leadership.

### AIS 302 – Air Force Leadership Studies II (3)

This course is a study in the anatomy of leadership, the need for quality and management leadership, the role of discipline in leadership situations and the variables affecting leadership. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of the concepts. Students will deal with actual problems and complete projects associated with planning and managing the Leadership Laboratory.

### AIS 401 – National Security Affairs and Preparation for Active Duty I (3)

This course is designed to examine the national security process regional studies, advanced leadership ethics, and Air Force doctrine. In addition, students will study topics that will prepare them for their first active-duty assignment as officers in the Air Force.

AIS 402 – National Security Affairs and Preparation for Active Duty II (3) Learn about the role of the professional military leader in a democratic society; societal attitudes toward the armed forces; the requisites for maintaining adequate national defense structure; the impact of technological and international developments on strategic preparedness and the overall policy-making process; and military law.

## **ARMY ROTC**

MSL 101 - Foundations of Officership (1), MSL 101L Leadership Laboratory (0) In this course, students will: examine the unique duties and responsibilities of officers; discusses the organization and role of the Army; review the basic life skills pertaining to fitness and communication; and analyze the Army values and expected ethical behavior.

MSL 102 - Basic Leadership (1), MSL 102L Leadership Laboratory (0)

In this course, students will learn the fundamental leadership concepts and doctrine; practice the basic skills that underlie effective problem solving; apply active listening and feedback skills; examine factors that influence the leader and group effectiveness; and examine the officer experience.

MSL 201 - Individual Leadership Studies (2) MSL 201L Leadership Laboratory (0)

In this course, students will develop knowledge of self, self-confidence, individual leadership skills, problem solving and critical thinking skills. In addition, students will apply communication, feedback, and conflict resolution skills.

MSL 202 - Leadership and Teamwork (2), MSL 102L Leadership Laboratory (0) In this course, students will focus on self-development guided by knowledge of self and group processes; challenge current beliefs, knowledge, and skills; and provide equivalent preparation for the ROTC Advanced Course as the Leader's Training Course.

MSL 301 - Leadership and Problem Solving (3), MSL 301L Leadership Laboratory (0)

In this course, students will examine basic skills that underlie effective problem solving. In addition, students will analyze the role officers played in the transition of the Army from Vietnam to the 21st Century; review the features and execution of the Leadership Development Program (LDP); analyze military missions and plan military operations; and execute squad battle drills.

MSL 302 - Leadership and Ethics (3), MSL 302L Leadership Laboratory (0) In this section, students will: probe leader responsibilities that foster an ethical command climate; develop cadet leadership competencies; prepare for success at Leader Development and Assessment Course (LDAC); recognize leader responsibility to accommodate subordinate spiritual needs; and apply principles and techniques of effective written and oral communication.

MSL 401 - Leadership and Management (3) MSL 401L Leadership Laboratory (0) In this course, students will build on Leader Development and Assessment Course (LDAC) experience to solve organizational and staff problems; discuss staff organization, functions and processes; analyze counseling responsibilities and methods; examine principles of subordinate motivation and organizational change; and apply leadership and problem solving

principles to the complex case study/simulation.

#### MSL 402 - Officership (3), MSL 402L Leadership Laboratory (0)

This capstone course is designed to explore topics relevant to second lieutenants entering the Army. In addition, students will describe legal aspects of decision making and leadership; analyze Army organization for operations from the tactical to strategic level; assess administrative and logistics management functions; discuss reporting and permanent change of station (PCS) process; perform platoon leader actions; and examine leader responsibilities that foster an ethical command climate.

#### MSL 440 - United States Military History (3)

This course examines the Military Heritage of the United States from colonial wars to the present as well as focuses on the operational and strategic levels of warfare.

#### MSL 490 - Miscellaneous, Supervised and/or Independent Study (1-3)

This course entails supervised reading and an independent study of United States Military History and writing requirements. Permission of the instructor is required.

### **ART AND ART HISTORY**

#### ARH 101 Art History (3) F

Art History is a survey course to investigate the vital functions the arts have served in formation of society from prehistory through the late Medieval Period, the early Renaissance to the Modern Arts period, the late nineteenth century to the present, inclusive of developments in American Art and contributions of African American, women, and minority artists.

#### ARH 320 African American Art (3) F

This program is an investigative research/survey course, tracing and exploring the history and development of artists of African descent and their contributions to the plastic arts- such as painting, sculpture, architecture, and the craft arts- with a comparative analysis to their Euro-Angelo counterparts, emphasis on artistic contribution by African American 17th through the 21st Century.

### ARH 104 Modern Art (3) F

Modern Art is an investigative survey course of the art with emphasis on artistic compositions from the mid to late nineteenth century through the twentieth century to the present- painting, sculpture, printmaking, and architecture- produced in Western Europe and America: its development from the late Renaissance to Romanticism, Neo-Classicism to Realism, Impressionism, Post-Impressionistic styles and movements.

### ARH 200 Art Appreciation (3) F, Sp, Su

An exploratory course to the dynamics of the Visual Arts, investigating both the motivation of the artists to the mechanics of creating from a theoretical and applicational perspective of the different medias –painting, sculpting, drawing, printmaking, crafting, and architecture—with an infusion of historical significance to the vital function of art in society.

### ART 121 Beginning Design (3) F

Beginning Design is an introductory level studio art course to help students develop an understanding of the various organizational possibilities in designing for two and three dimensional works, with emphasis on the study of application of the elements of art according to the principles of organization/ design to create formal unity in a composition, in a variety of media

### ART 131 Drawing I (3) Sp

Drawing I is a basic level course introducing students to fundamental drawing skills, and techniques from a freehand approach, with emphasis on observation and interpretation of visual images and ideas, and traditional approach to line, composition, form, perspective, and shading, to create a sense of volume, proportion, and the illusion of space, through use of varied drawing media-pencil, pen and ink, charcoal, conte crayon-and subject matter.

### ART 221 Graphic Design I (3) F

Graphic Design is a studio course with emphasis on form, content, and principles of design and lay-out composition, where students are challenged to create visual composition, a complete product package from conception, package design, typography, to mock product make-up.



### ART 231 Painting I (3) Sp

Painting I is a beginning level studio art course focusing on the fundamentals of painting techniques, materials, and color application, emphasizing the process of painting in medias-watercolor, tempera, acrylic, gouache, and experimentation with mixed media.

### ART 241 Printmaking I (3) F

Printmaking is a studio art course introducing students to basic printmaking techniques, processes, and equipment, with emphasis on image development in mono-print, intaglio, relief, stencil, woodcut, linoleum, and collagraphy, with exploration into multiple color separation and printing, transferring original drawings and ideas to the print media.

### ART 321 Commercial Art (3) F

Commercial Art is a studio art course that provides an overview of the advertising design industry, with student exposure to creating compositions for such purposes as advertising, illustration, and the design, embellishment, decoration of industrial products, focusing on collaboration in creation of product from conceptualization of idea, to the creation of a product that embodies the aspiration, inspiration of a client, emphasizing visual image development and execution.

### ART 331 Mural Painting (3) Sp

Mural Art explores both historical and contemporary approaches to mural painting, public art, materials techniques and surface treatment, where students will create images to be painted on panels in simulation of wall or perspective while creating images appropriate to architectural settings interior and exterior, dealing with themes of social issues or creative embellishment.

### ART 341 Sculpture I (3) F

Sculpture I is a beginning level studio art course exploring traditional and contemporary sculptural processes, techniques and materials through the additive, subtractive, and manipulative method, in select media—clay, plaster, wood, and heavy board—compositions in free-standing, full round, relief, and linear.

### ART 421 Illustration (3) Sp

Illustration is a studio art course aimed at the production of techniques, design elements, media choice, typography, and conceptual imagery in conceptualization to a range of materials

and techniques, explored through drawing and painting techniques with various media, as observed in advertising and graphic design.

## **AVIATION SCIENCES**

AVT 201 Private Pilot Certification - Ground (3) F  
Designed to prepare students for the FAA Private Pilot Written Examination. Subject areas covered in the course include basic aerodynamics, navigation, weather, communications, aircraft operations, weight and balance, various publications, and the Federal Aviation Regulations.

AVT 202 Private Pilot Certification - Flight (2) F, Sp, Su  
Prerequisite: AVT 201. Designed to provide students with the flight experience necessary for the FAA Private Pilot Certification.

AVT 301 Instrument Rating - Ground (3) Sp,  
Prerequisites: AVT 202. Designed to prepare students for the FAA Instrument Written Examination. Subject areas covered in the course include the IFR air traffic system, various publications and regulations, IFR navigation and aids, IFR charts, instrument approaches, and weather.

AVT 302 Instrument Rating - Flight (2) F, Sp, Su  
Prerequisite: AVT 301. Designed to prepare and to provide students with the flight experience necessary for the FAA Instrument rating.

AVT 303 Commercial Pilot Certification -Ground (3) F, Sp,Su  
Prerequisites: AVT 302. Designed to prepare students for the FAA Commercial Pilot Written Examination. Subject areas covered in the course include aerodynamics, high performance and complex airplane operations, weight and balance, NTSB reporting requirements, various publications, and the FARs.

AVT 304 Commercial Pilot Certification - Flight (2) F, Sp, Su  
Prerequisite: AVT 303. Designed to prepare and to provide students with the flight experience necessary for the FAA Commercial Pilot Certification.

AVT 305 Multiengine Rating - Flight (2) F, Sp, Su  
Prerequisites: AVT 301, AVT 302, AVT 303, and AVT 304. Designed to provide students with the flight experience necessary to meet the FAA requirements for the multi-engine class rating.

AVT 401 Principles of Flight Instructing I (3) F, Sp, Su

Prerequisites: AVT 201 and AVT 202. Designed to prepare students for the FAA Fundamentals of Instructing Written Examination and for the FAA Basic Ground Instructor Written Examination.

AVT 402 Principles of Flight Instructing II (3) F, Sp, Su

Prerequisites: AVT 301, 302, 303, 304, and 401. Designed to prepare students for the FAA Advanced Ground Instructor Written Examination and the Instrument Ground Instructor Written Examination.

AVT405 Multiengine Aircraft Systems (3) F

Prerequisite: AWS 201. This course will focus on the aircraft systems, hydraulics, flight, and fuel, as they relate to modern jet powered aircraft.

AVT 411 Certified Flight Instructor - Airplane (2) F, Sp, Su

Prerequisites: AVT 301, AVT 302, AVT 303, and AVT 304. Co-requisite: AVT

401. Designed to provide students with the flight experience necessary for the FAA Certified Flight Instructor Certificate with an Airplane Single-engine Land Rating.

AVT 412 Certified Flight Instructor - Instrument (2) F, Sp, Su

Prerequisite: AVT 411. Co-requisite: AVT 402. Designed to provide students with the flight experience necessary for the FAA Certified Flight Instructor Certificate with an Instrument Airplane Rating.

AVT 413 Certified Flight Instructor - Multiengine (2) F, Sp, Su

Prerequisite: AVT 411. Co-requisite: AVT 402. Designed to provide students with the flight experience necessary for the FAA Certified Flight Instructor Certificate with a Multi-Engine Land Rating.

AWS102 Thinking Critically about Aviation (2) Sp

This course is designed to equip students with the ability to apply critical thinking in the field of aviation. They will demonstrate critical thinking skills through the analysis and/or synthesis of information to draw conclusions and make decisions on matters pertaining to career planning, personal growth and goal setting.

AWS 200 Aviation History (3) F

A presentation dealing with the history of aviation and flight from the early attempts to the modern space age. The equipment and the flyers are considered, as well as the underlying developmental

rationale for the events and hardware.

AWS 201 Introduction to Aeronautics (3) F

Presents an overview of aviation, enabling the student to gain an appreciation of the complexities of the field of aeronautics. Course content includes historical background, fundamentals of flight and aeronautical technology, the social and economic impact of aerospace and future developments, and government regulations.

AWS 210 Basic Aerodynamics (3) F

Prerequisite: AWS 201 or AVT 201. The history and development of aerodynamic theory will be introduced, and the student will become familiar with airfoil theory and wing theory. Basic performance parameters will include the use of performance charts. The course will stress subsonic incompressible flow and supersonic compressible flow. Special consideration will be given to transonic flight.

AWS 232 Air Traffic Control (3) F, Sp

Prerequisite: AWS 201 or AVT 201. A study of the national air traffic control system with emphasis on basic air traffic control procedures. Course content includes the role of air route traffic control centers, approach controls, control towers, and flight service stations. Also covers communications, navigation procedures, radar operations, and facilities.

AWS 235 Air Traffic Control Operations I (3) F

This course will introduce the student to Air Traffic Control operations. These procedures will be studied from the publication Traffic Training Program and other training material.

AWS 240 Aviation Weather (3) F, Su

An exploration of various cloud formations, formation of warm, cold, occluded, and stationary fronts, the life of thunderstorms, winds (both surface and aloft), icing, and many other weather phenomena. Emphasis will be placed on operations in cold weather and low visibility, windshear and microburst detection, information formats, weather radar, TCAS, and the role and responsibilities of ATC in weather observation and reporting.

AWS 270 Aircraft Engines (3) Sp

Prerequisite: AWS 201 or AVT 201. This course will study aircraft engines to include reciprocating and various turbine configurations. Mechanical relationships, components, power calculations, and performance charts will be emphasized.

AWS 301 Principles of Transportation (3) F

Prerequisite: AWS 201 or AVT 201. An introduction, survey, and analysis of transportation including rail, motor, air, water, with a look at their impact on the social and economic system of the U.S.

AWS 305 VFR Tower Operations (3) F

Prerequisite: AWS 232. Designed to familiarize students with Air Traffic Control procedures in the visual environment. Emphasis is placed on the responsibilities of local, ground, flight data, and coordinator positions. Also included are the regulations which govern flight under visual conditions, separation in the terminal area, and development of controller techniques.

AWS 310 Aviation Legislation (3) Sp

Prerequisite: AWS 201 or AVT 201. Emphasizes legal concepts concerning aviation as related to aircraft and flight operations, early airmail legislation, contracts, insurance and liability, regulatory statutes, and case law.

AWS 315 ATC Radar Procedures (3) Sp

Prerequisite: AWS 232. Designed to introduce and to familiarize the student with procedures used in identifying, monitoring, vectoring and separating aircraft utilizing Airport Surveillance Radar (ASR) and Precision Approach Radar (PAR) systems.

AWS 320 Air Transportation (3) F

Prerequisite: AWS 201 or AVT 201. A survey of the historical development of the air transportation system, including the impact of legislation, problems encountered in commercial air transportation, future industry requirements, airline operations, aviation economics, and social implications.

AWS 351 Aviation Labor Relations (3) Sp

An analysis of labor and management relationships and their often differing goals. Course content includes historical development, unions and collective bargaining, contracts, labor legislation, and the role of government.

AWS 390 Airline Management (3) F

The application of management principles to airline operations. Emphasis is on the characteristics of airline financing, marketing, scheduling, facilities planning, maintenance and governmental relations and regulations.

AWS 395 Airport Management (3) Sp

A comprehensive study of airport operations and management including analysis of the role of the airport manager in planning, finance and administration, public relations, operations and facility maintenance.

AWS 401 The National Airspace System (3) F

An overview of the National Airspace System Plan. Course covers problems encountered in implementing the system, airspace allocation and usage, facilities, safety considerations, new developments in electronic navigation and control systems, economic impact, and social and political implications.

AWS 410 Advanced Tower Operations (3) F

This course will prepare each student to pass the Certified Tower Operator's examination. Basic Air Traffic Control procedures will be studied from the publications prepared for the National Air Traffic Training Program and other training material.

AWS 412 En Route Operations (3) Sp

This course will cover the theory and fundamentals of en route radar operations to include practical application. Basic Air Traffic Control procedures will be studied from the publications prepared for the National Air Traffic Training Program and other training material.

AWS 415 Seminar in Aviation Science (3) F

This course will provide a format for the aviation student to receive exposure to guest lectures, present special aviation topics and participate in group discussion on current topics in aviation.

AWS 418 Crew Resources Management (CRM) (3) Sp

This course will apply the theory and methods developed in the Aviation psychology course and will focus on the knowledge in a cockpit setting. The emphasis will be on the human-factors aspects of cockpit crew management and additional psychological concepts as they relate to cockpit management.

AWS 420 Flight Safety (3) F

Prerequisite: AWS 201. A presentation and analysis of factors and procedures relating to aviation safety. Includes techniques for accident prevention, development of safety programs, procedures used in accident investigation, the human factor (physiological and psychological), and the effect of weather on safety.

AWS 425 Aircraft Accident Investigation (3) Sp

Prerequisites: AWS 201 or AVT 201 and AWS 320. A course designed to acquaint the aviation student with procedures, techniques, and methods of determining causes of accidents. The roles of the various investigative bodies, and their responsibilities and obligations will be stressed.

AWS 430 Flight Physiology (3) Sp

Prerequisite: AWS 201 or AVT 201. The course will focus on human factor considerations related to the aerospace environment, including both the psychological and physiological concerns. Special topics will include the cause, symptoms, prevention, and treatment of flight environment disorders.

AWS 450 Senior Project in Aviation (3) F, Sp

Prerequisite: Permission of the Chairperson. A review of all aviation course work completed by the student. The student will complete a major aviation research paper which must be presented before an audience of departmental and/or university faculty members.

AWS 490 Independent Study in Aviation (3) F, Sp, Su

Prerequisite: Upper-level Standing. This course provides academic credit to upper-level students for independent study, research, problems and special investigations, and/or special readings authorized by the Dean and supervised by a designated, consenting faculty member. Cannot be taken concurrently with Independent Study in Aviation (AWS 491).

AWS 491 Advanced Independent Study in Aviation (6) F, Sp, Su  
Prerequisite: Upper-Level Standing This course provides academic credit to upper-level students for independent study, research, problems and special investigations, and/or special readings authorized by the Dean and supervised by a designated, consenting faculty member. Cannot be taken concurrently with Independent Study in Aviation (AWS 490).

AWS 498 Cooperative Education in Aviation I (1-6) F, Sp, Su  
Prerequisite: Permission of the Chairperson. Provides entry level aviation and/ or transportation work experience with a federal, state, or local government agency, private business, or other agency.

AWS 499 Cooperative Education in Aviation II (1-12) F, Sp, Su  
Prerequisite: Permission of the Chairperson. Provides advanced aviation and/ or transportation work experience with a federal, state, or local government agency, private business, or other agency.

## **BIOLOGY**

BIO 101 Biological Science (3) F, Sp, Su  
This course is for non-science majors only. Fundamental concepts in biology are presented. Topics include structure and functions of cells, introductory genetics, reproduction, and physiology. Emphasis is on human organ systems.

BIO 103 Biological Science Lab (1) F, Sp, Su  
This course is for non-science majors. It will expose students to the scientific method, experimental design, data generation and interpretation and the use of laboratory equipment.

BIO 130 Principles of Biology (3) F, Sp, Su  
Co-requisite: BIO 131. Prerequisite: MAT 111. This course deals with basic biological principles and how they are interrelated, the scientific and biological study of living systems, and the organizational structure of the living world at all levels of organization from the molecule to the biosphere. The principles of chemistry and biochemistry and the functional and operational properties of living matter are included.



BIO 131 Principles of Biology Laboratory (1) F, Sp, Su

Co-requisite: BIO 130. This laboratory involves the study of the use of the compound microscope, examination of living cultures of protozoa and other organisms, microscopic examination of animal and plant cells, animal tissues, identification of biological molecules, enzyme action, fermentation, cellular respiration, photosynthesis, mitosis, and dissection offrogs.

BIO 132 Principles of Biology II (3) F, Sp, Su

Pre-requisites: BIO 130 and BIO 131 with grade of "C" or better in both classes. This course is a continuation of BIO 130, with special emphasis on evolution, ecology, characterizations of fungi, protozoans, plants, and animals.

BIO 133 Principles of Biology Laboratory II (1) F, Sp, Su

Co-requisite: BIO 132. This course is a continuation of BIO 131, and includes Medelian genetics, molecular biology, population genetics, bacteriology, plant diversity and physiology, animal diversity and physiology, animal development and ecology.

BIO 204 General Zoology (3) F, Sp, Su

Prerequisites: FMU 101, NSC 102, BIO 130, 131, 132, and 133 for Biology majors. Co-requisite: BIO 205. Biology of invertebrates and vertebrates, including the structures of the body and its organization into special systems that carry on essential life processes. The more general phases of animal existence—reproduction, heredity, distribution, and evolution—are included, in addition to an introduction to classifying and naming animals.

BIO 205 General Zoology Lab (1) F, Sp, Su

Co-requisite: BIO 204. Prerequisites: FMU 101, NSC 102. Study of the classification of living organisms, including all the invertebrate and vertebrate phyla.

BIO 206 General Botany (3) F, Sp, Su

Prerequisites: FMU 101, NSC 102, BIO 130, 131, 132, and 133. An organic approach to plant biology is emphasized along with the structural and functional relationships of plant organs, with special attention given to physiological activities. Other aspects of the course are photosynthesis, fundamental concepts of biology, regulation, growth and development of seed plants, life cycles, reproduction and success in the plant kingdom, and dynamics of plant populations and ecology.

BIO 207 General Botany Lab (1) F, Sp, Su

Co-requisite: BIO 206. Morphological and anatomical study of seeds, roots, stems, leaves, flowers, and fruits. It includes field trips to local botanical gardens to study the local flora and their taxonomy.

BIO 211 Radiobiology (3)

Prerequisites: CHE 101, BIO 130, 131, 132, and 133.

This course will explore the genetic and somatic effects radiation has on organisms. It will also examine the use of radiation in the sciences and how these advancements are used in research and in the medical field. The class will also examine how radiation is used in agriculture and industry. The principles and methods of the proper use and handling of radiation will also be examined.

BIO 212 Human Anatomy (3) F, Sp, Su

Prerequisites: BIO 101 for non-majors, or BIO 130, 131, 132, and 133, CHE110. Structure of various organs and systems in the human body.

BIO 213 Human Anatomy Lab (1) F, Sp, Su

Co-requisite: BIO 200. Anatomical study of the integumentary system, skeletal system, muscular system, nervous system, circulatory system, sensory system, lymphatic system, endocrine system, and the reproductive system. Students may be required to visit a local morgue to observe an autopsy.

BIO 220 Comparative Anatomy (3) F, Sp, Su

Prerequisites: BIO 130, 131, 132 and 133. Co-requisite: BIO 221.. Basic patterns of vertebrate structure and development, and the functions of these structures in terms of adaptive significance.

BIO 221 Comparative Anatomy Lab (1) F, Sp, Su

Co-requisite: BIO 220. A comparative study of the anatomy of various vertebrates, such as the shark, perch, frog, lizard, pigeon, fetal pig, and cat.

BIO 300 Human Physiology (3) F, Sp, Su

Prerequisites: BIO 212, 213, or permission of the instructor. Co-requisite: BIO

301. The basic principles and concepts of human physiology. Topics include cell physiology, the nerve-muscle unit, blood, body fluids and the kidneys, heart and circulation, respiration, endocrinology and reproduction, as well as digestion, energy,

metabolism, and temperature control.

BIO 301 Human Physiology Lab (1) F, Sp, Su

Co-requisite: BIO 300. Study of the cardiovascular system, respiration and metabolism, blood, renal function and homeostasis, neural stimulation of muscle contraction, digestion of starch, egg albumen and fat by enzyme action, endocrine system and reproduction.

BIO 302 Plant Physiology (3) F, Sp, Su

Prerequisites: BIO 206 and 207. Co-requisite: BIO 303.. Metabolism of plants; physical, chemical and environmental influences on plant metabolism; regulation and control of photosynthesis; structural and functional properties of metabolites; organization and operation of the principal metabolic activities; growth regulations and development of plants; tropisms; hormones; and a laboratory approach to the study of agricultural, horticultural, and floricultural methods.

BIO 303 Plant Physiology Lab (1) F, Sp, Su

Co-requisite: BIO 302. Physiology of seeds, seed germination, seed testing, photosynthesis, respiration, translocation, transpiration, plant growth and development, auxins and growth hormones.

BIO 304 Embryology (3) F, Sp, Su

Prerequisites: BIO 204 and 205 or BIO 212 and 213. Co-requisite: BIO 305. Study of the development of amphibian, avian and mammalian embryos from gametogenesis through organogenesis.

BIO 305 Embryology Lab (1) F, Sp, Su

Co-requisite: BIO 304. Gametogenesis, maturation and fertilization in ascaris, sea urchin development, starfish development, early development of the frog, chick, and pig embryo.

BIO 306 Radiopharmacology (3)

This course will examine characteristics of radiopharmaceutical drugs, the preparation and quality control of radiopharmaceuticals, how these are stored, the precautions that must be taken and the complications these types of agents can cause.

BIO 310 Genetics (3) F, Sp, Su

Prerequisites: BIO 132 and 133. Co-requisite: BIO 311. Study of the mechanisms of inheritance in organisms and populations, genes,

DNA, chromosomes, mutations, genome, pedigrees, and genetic engineering.

BIO 311 Genetics Lab (1) F, Sp, Su

Co-requisite: BIO 310. The study of mitosis; meiosis; animals, human beings, and plant chromosomes, salivary gland chromosomes; preparation of human leucocyte chromosomes; karyotyping; genetic ratios; gene frequency; human genetic traits from phenotypes; and pedigree analysis.

BIO 320 General Ecology (3) F, Sp, Su

Prerequisites: BIO 204 and 205 or BIO 206 and 207 or permission of instructor. Co-requisite: BIO 321. A general study of the interaction of individual organisms, populations, and communities with their environment. Particular emphasis is placed on the ecology of South Florida and the major ecological crises facing this area.

BIO 321 General Ecology Lab (1) F, Sp, Su

Co-requisite: BIO 320. The study of the distribution of plant and animal communities, habitats, ecosystems and the effects of man on environment. Field trips are included.

BIO 326 Research Techniques in Radiation Biology (1)

Students will learn to use equipment to measure radioactive materials in soil, water, and food sources. Students will learn how to use radio-labeling in scientific studies. Students will go on field trips to institutions that use equipment dependent on radiation. Students will also learn proper safety measures when working with radiation.

BIO 330 Parasitology (3) F, Sp, Su

Prerequisites: BIO 204 and 205. Co-requisite: BIO 331. An introduction to the morphology, classification, life history, pathology, and control of parasitic and symbiotic forms of life.

BIO 331 Parasitology Lab (1) F, Sp, Su

Co-requisite: BIO 330. The study of common human and animal parasites working with preserved and/or prepared specimens.

BIO 400 Evolution (3) F, Sp, Su Prerequisite: BIO 310.

Evolutionary mechanisms and theories, sources of variation, adaptation, speciation, and macroevolution, origin of life, and humankind.

BIO 410 Microbiology (3) F, Sp, Su

Prerequisites: BIO 310 and 311, and CHE 210 - 211 for Biology majors only, not for the students enrolled in the dual-degree nursing program. Co-requisite: BIO 411. A detailed investigation of the prokaryotic cell; structural and functional characterization of the major groups; physiological activities of the role of bacteria in the environment, emphasizing agricultural, ecological and commercial usefulness; basic concepts of immunology, virology, and pathology; laboratory culture techniques and aseptic procedures; taxonomy and characterization of bacterial species; and environmental influence on growth and availability of species.

BIO 411 Microbiology Lab (1) F, Sp, Su

Co-requisite: BIO 410. Experiments and techniques in culture, growth, maintenance, and sterilization of microbes such as bacteria, algae, fungi, and viruses.

BIO 420 Cell Biology (3) F, Sp, Su

Prerequisites: BIO 310, 311, CHE 210, 211. Co-requisite: BIO 421.

A study of the fine structure of eukaryotic and prokaryotic cells, the chemical composition and organization of cells, cell metabolism and bioenergetics, the ultrastructural and molecular organization and functions of each major cell organelle or structural component, and the molecular basis of the genetic code and gene expression.

BIO 421 Cell Biology Lab (1) F, Sp, Su

Co-requisite: BIO 420. Biochemical measurements of carbohydrates; lipids and proteins in plasma; thin layer chromatography of amino acids, amino acid sequencing; gel electrophoresis of blood proteins; measurements of enzyme activity; reactions of nucleic acids; DNA fingerprinting; mutations in yeast; transposon mutagenesis; tissue printing; and specimen preparation for light microscopy.

BIO 430 Immunology (3) F, Sp, Su

Prerequisites: BIO 300, 301 and CHE 210 and 211 or permission of instructor. Co-requisite: BIO 431. A detailed investigation of the tissues, cells and biochemical components of the immune system, and the role of immune responses in the diagnosis and prevention of disease.

BIO 431 Immunology Lab (1) F, Sp, Su

Co-requisite: BIO 430. Agglutination reactions, precipitation and flocculation tests, enzyme immunoassays, common immunologic and serologic tests, pregnancy tests, antihuman globulin reaction (Coomb test).

BIO 440 Research I (3) F, Sp, Su

Prerequisite: Permission of instructor. An introduction to the techniques of scientific investigation. Students, with the help of the instructor, will choose a problem in biology and design a procedure for investigation. The problem may not be original; the purpose is to help students broaden and integrate their backgrounds in the biological sciences. Students write reports on their investigation with well documented supporting evidence and present them to the instructor. Then they defend their investigation orally before colleagues, faculty, and visitors during the final week of the semester.

BIO 441 Research II (3) F, Sp, Su

Prerequisite: BIO 440 and Permission of instructor. Open to students who have successfully completed or want to continue with their investigation of the problem that they have chosen in BIO 440.

BIO 460 Recombinant DNA (6) F, Sp, Su

Prerequisites: BIO 130, 132, and 133, all with a grade of "C" or better, or permission of instructor(s). This course is a combined lecture/laboratory course which will serve as a contemporary course on the basic principles, essential laboratory activities and relevant social issues and concerns prevalent in the current molecular biology revolution.

## **BUSINESS ADMINISTRATION**

BUS 102 Thinking Critically in Business (2) Sp

This course is designed to equip students with ability to apply critical thinking in the field of business. They will demonstrate critical thinking skills through the analysis and/or synthesis of information to draw conclusions or make decisions on matters pertaining to business education, career planning, personal growth and goal-setting as a potential business manager and entrepreneur.

BUS 210 Applied Mathematics in Business (3) F, Sp

Prerequisite: MAT 111. A representation of basic mathematical concepts, algebraic functions, and their applications in business practices.

BUS 211 Principles of Management (3) F, Sp, Su

Prerequisite: First Semester Sophomore standing. An introductory management course dealing with the fundamental principles of management: planning, organizing, staffing, leading and controlling. The systems concept of management and the role of the manager in each level of the organization are emphasized.

BUS 215 Quantitative Methods for Business & Economics (3)

F,

Sp Prerequisite: MAT 114. To integrate quantitative subjects with business decision making analysis. The following topics are covered: matrix algebra, the concept of derivatives and its rules, and optimization. Emphasis is on business application of the above stated concepts.

BUS 240 Introduction to Hospitality Management (3) Sp

Prerequisite: Sophomore standing. A survey course providing an overview of the hospitality industry: its history, problems and general operating procedures.

BUS 310 Business Mathematics (3) F, Su

Prerequisite: MAT 111. This course explores mathematical problems involved in business merchandising, payrolls, calculation of simple and compound interest, discount rates, insurance, credit, and taxes.

BUS 311 Business Law I (3) F, Sp, Su

Prerequisite: BUS 211. This course involves the study of the legal environment of business, contracts, personal and real property, bailments, and agency.

BUS 312 Business Law II (3) Sp, Su

Prerequisite: BUS 311. A continuation of BUS 311 with emphasis on commercial paper, sales, partnerships, corporations, and government regulation of business.

BUS 320 Business Statistics I (3) F, Sp, Su

Prerequisite: MAT 111. A review of mathematical procedures, probability, and sampling distributions as they are used in business.

**BUS 321 Business Statistics II (3) F, Sp**

Prerequisite: BUS 320. In addition to theoretical presentation, this course will cover computer-based practical application of regression theory, and linear application of the following topics: linear regression modeling and the principles of least squares, multicollinearity and auto correlation, multiple regression, and the analysis of variance.

**BUS 344 Business Organization and Management (3) F, Sp,**

Su Prerequisite: BUS 211, Sophomore standing. The practice of managing individuals and groups in today's dynamic business environment. Emphasis is placed on skills needed for managerial success. Case studies and exercises are utilized.

**BUS 345 Business Communications & Technical Writing (3) F, Sp,**

Su Prerequisite: Junior standing. A study of the techniques and approaches in writing business technical documents, including business plans, reports, proposals, newsletters, resumes, brochures and annual reports. Emphasis is on organization, data gathering, writing style, content and the packaging of documents.

**BUS 353 Principles of Insurance (3) Sp, Su**

Prerequisite: MAT 102, Junior standing. A study of the basic principles of insurance and theory of risks. Emphasis is on the following coverage: fire, marine, health, accident, and casualty.

**BUS 355 Principles of Real Estate (3) F**

Prerequisite: BUS 311 and MAT 111, Junior standing. This course covers land economics, principles of real estate finance including the study of federal and state practices in mortgages, brokerage, building and construction, marketing, appraisal, and real estate law.

**BUS 361 Leadership Applications F, Sp**

Prerequisite: BUS 211. An examination of contemporary leadership issues through application. Topics include leadership theories, leadership ethics and values, group dynamics, organizational behavior and the dynamics of power. Emphasis is placed on understanding leadership as a mind set and as a tool.

**BUS 371 Cooperative Education in Business (6) F, Sp**

Prerequisite: Permission of the Dean. Provides students with an opportunity to alternate periods of academic training with employment in business- related environment. The course intends



to improve the student's practical experience while receiving financial compensation. Approval of the Dean/ Department Chairman and the director of cooperative education is required.

**BUS 372 Cooperative Education in Business (12) F, Sp**

Prerequisite: Permission of the Dean. Provides students with an opportunity to alternate periods of academic training with employment in business-related environment. The course intends to improve students' practical experience while receiving financial compensation. Approval of the Dean/Department Chairman and the director of cooperative education is required.

**BUS 394 Business Ethics and Society (3) F, Sp, Su**

Prerequisite: Junior standing. Introduces students to the general relationship between a business organization and the ethical, legal, political, social and international environments in which it operates. Business is examined as one of the nation's basic institutions which needs to be profitable while also fulfilling a social role.

**BUS 400 Entrepreneurship (3) F, Sp**

Prerequisite: BUS 211. The study of the general theories, principles, concepts, and practices of creating and launching a new business. This includes identifying opportunities, preparing a business plan, and locating sources of finance.

**BUS 403 Strategic Management (3) F, Sp**

Prerequisites: ACC 212, BUS 211, MAR 301, FIN 301. An advanced course designed to integrate a student's knowledge of management, marketing, finance and accounting in order to formulate, implement and evaluate business strategies.

**BUS 404 International Business (3) F, Sp**

Prerequisite: BUS 211. Introductory analysis of a multinational organization with emphasis given to international trade and investment, foreign exchange and financial markets, and the cultural and political interaction between a multinational corporation and the host societies.

**BUS 420 Operations Research (3) F, Sp**

Prerequisites: BUS 215, BUS 320. An introductory course in operations research. Principles and application of influence charts and decision models for linear programming, networks, queuing, inventory and transportation. A working knowledge of a

spreadsheet program is mandatory.

BUS 450 Business Internship & Seminar (3) F, Sp

Prerequisite: Senior standing or approval of the advisor. The course focuses on interviewing techniques, resume and cover letter writing skills, interpersonal skills, and career planning are emphasized. It also provides students with professional work experience and on-the-job training in the business sector.

BUS 480 Managerial Psychology (3) F, Su

Prerequisite: BUS 211. A survey of people-oriented aspects of management with emphasis on managerial and organizational theory which affects human engineering, psychology and labor relations.

BUS 487 Seminar in Management F, Sp

Prerequisite: Junior standing and approval of the advisor. This course examines consideration of current issues in management. Readings required from current management publications and other related periodicals.

BUS 498 Senior Project in Business (3) F, Sp

Prerequisites: BUS 403, Senior Standing. A “capstone” class in business which requires students to demonstrate competence in all areas of business by way strategic case analysis and computer simulation. It is preferred that students take this course their last semester and they will be required to make real world business decisions by utilizing all of the skills they have acquired throughout their program of study.

BUS 499 Independent Study (3) F, Sp, Su

This course provides independent study of specific areas with direction and supervision of business faculty.

## CHEMISTRY

CHE 100 Introduction to Chemistry (3) F, Sp, Su

An introductory course for the investigation of chemical understanding that is designed for first-year students who are not ready to take the more rigorous and challenging CHE 110/112 series. Concepts of atoms, atomic structure, and molecules will be presented. The manner by which atoms interact, the writing of chemical equations, pH, the chemistry of water, and solutions,

equilibrium, and biological as well as organic molecules will be introduced.

**Note:** CHE 100 is a preparatory course for science majors who may not be ready for CHE 110. This course will not be used toward a major in any of the degree programs within the Natural Sciences School (Biology, Chemistry, Physics, Engineering partnership with Florida International University, or the Nursing partnerships with Florida International University and the University of Miami).

CHE 101 Concepts in Nuclear Science (1) F, Sp, Su

This course is intended to introduce students at all levels and from all disciplines on the many different aspects and applications of nuclear and radiation engineering/physics. Topics covered include: history of nuclear development, basic concepts of radiation and radioactivity, radioactive waste management, global warming and the impact of nuclear power plants, industrial applications, health physics, nuclear medicine, job opportunities at power plants, graduate school, and national laboratories.

CHE 110 General Chemistry I (4) F, Sp, Su

Co-requisites: MAT 111 and CHE 111.. This course is an introduction to basic principles of modern chemistry, including atomic structure, chemical formulas, chemical equations, bonding, stoichiometry, and properties of gases.

CHE 111 General Chemistry I Laboratory (1) F, Sp, Su

Co-requisite: CHE 110. An introduction to basic chemical laboratory principles and techniques including physical properties, physical measurements, percent composition, empirical formulas, types of chemical reactions, molar calculations, and calorimetry.

CHE 112 General Chemistry II (4) F, Sp, Su

Prerequisite: CHE 110 Co-requisite: CHE 113. This course is a continuation of CHE 110, including kinetics, equilibria, oxidation-reduction, acid-base theory, periodicity, nuclear chemistry, and organic chemistry.

CHE 113 General Chemistry Laboratory II (1) F, Sp, Su

Co-requisite: CHE 112. A continuation of CHE 111, including experiments dealing with kinetics, acid/ base titration, and the qualitative analysis of metal ions.

CHE 210 Organic Chemistry I (3) F, Sp, Su

Prerequisites: CHE 112 and 113. Co-requisite: CHE 211. An introduction to the fundamentals of organic chemistry—the chemistry of carbon compounds. It covers chemical nomenclature, bonding, structure, reactivity, molecular properties, stereochemistry, reaction mechanisms, and synthesis.

CHE 211 Organic Chemistry I Lab (1) F, Sp, Su

Co-requisite: CHE 210. Applications of theory to techniques of identification, characterization, and reactions in chemical synthesis; purification, distillation, crystallization and evaporation, filtration, identification, characterization, melting and boiling point determination, spectroscopy and chromatography.

CHE 212 Organic Chemistry II (3) F, Sp, Su

Prerequisite: CHE 210. Co-requisite: CHE 213. Organic synthesis reactions— Grignard, Friedel-Craft, Diels-Alder, Wittig, and Michael reactions; IR, NMR, UV-VIS, MS spectroscopy.

CHE 213 Organic Chemistry II Lab (1) F, Sp, Su

Co-requisite: CHE 212. Techniques of chemical synthesis and methods of following chemical reactions and validating synthetic processes. Reactions covered are Diels-Alder, Wittig, Grignard, Friedel-Craft, halogenation.

CHE 214 Quantitative Analysis (3)

F,

Sp Su Prerequisite: CHE 112. Co-requisite: CHE 215. Fundamentals of classical quantitative analysis, including gravimetric, volumetric, acid-base, redox, compleximetric, potentiometric, and absorptiometric analyses.

CHE 215 Quantitative Analysis Lab (1) F, Sp, Su

Co-requisite: CHE 214. Analytical laboratory techniques in quantitative analysis to include the principles of gravimetric, titrametric, and spectrophotometric analysis to quantitate material in a sample.

CHE 224 Environmental Chemistry (3) F, Sp, Su

Prerequisites: CHE 112 or permission of instructor. Co-requisite: CHE 225. Environmental chemistry is concerned principally with the chemical aspects of problems that human beings have created in the natural environment. The chemistry of ozone layer, ground-level air chemistry and air pollution, the greenhouse effect and

global warming, toxic chemicals, energy production and its environmental consequences will be discussed.

CHE 225 Environmental Chemistry Lab (1) F, Sp, Su

Co-requisite: CHE 224. A study of the various pollutants and determination of their residues by physical and analytical methods.

CHE 230 Introduction to Radiochemistry (3) F, Sp, Su

Co-requisite or prerequisite: PHY200/250. This introductory radiochemistry course is designed for students majoring in chemistry/radiochemistry, physics and environmental sciences. This course is also recommended to engineering students who are transferring to chemical and biological engineering. Topics covered include radioactivity in nature; radioelement; physical properties of atomic nuclei and elementary particles; radioactive decay; decay modes nuclear radiation; measurement of nuclear radiation; and nuclear reactions.

CHE 231 Introduction to Radiochemistry Laboratory I (1)

F,

Sp, Su Co-requisite: CHE 230. The course covers experiments which include an oscilloscope tutorial; MCA (ScintiVision and GammaVision); nuclear pulse instrumentation; and pulse height analysis. Students will acquire a standard proficiency in laboratory skills in Radiochemistry. Each laboratory has a brief statement of the laboratory goals and discussion of what concepts will be specifically demonstrated or determined from the measurements.

CHE 232 Introduction to Radiochemistry Laboratory II (2)

F,

Sp, Su Prerequisite: CHE 231. Continuation of the introduction to the application of radiation and radiation protection instrumentation. Laboratory topics include personnel monitoring; radiation detection systems; gamma-ray spectroscopy; determination of environmental radiation; counting statistics; gamma and neutron shielding; and air sampling.

CHE 250 Radioactive Waste Management (3) F, Sp, Su

Co-requisite or prerequisite: CHE 230 or permission of the instructor. An introduction to radioactive waste management, including waste forms; regulation and siting; public health and environmental issues; remediation and stabilization; low- and high-level waste management; air dispersion; and radioactive ground water transport.

CHE 340 Survey of Physical Chemistry (3) F, Sp, Su

Prerequisites: CHE 112 or permission of instructor. Co-requisite: CHE 341. An introduction to the main principles of physical chemistry including fundamentals of thermodynamics as applied to gases, liquids and solutions, chemical equilibria, chemical kinetics and atomic structure.

CHE 341 Survey of Physical Chemistry Lab (1) F, Sp, Su

Co-requisite: CHE 340. Representative experiments in physical chemistry designed to supplement CHE 340 including thermochemistry, phase diagrams, colligative properties, electrochemistry and chemical kinetics.

CHE 350 Principles of Radiological Health (3) F, Sp, Su

Prerequisite: CHE 230; co-requisite: CHE 351. This course is designed for chemistry majors with an emphasis in radiochemistry. Health physics, or radiological health, as it is frequently called, is the area of environmental health engineering that deals with the protection of the individual and population groups against the harmful effects of ionizing and nonionizing radiation.

CHE 351 Principles of Radiological Health Laboratory (1)

F,

Sp, Su Co-requisite: CHE 350. This course is designed for chemistry majors with an emphasis in radiochemistry. Health physics, or radiological health, as it is frequently called, is the area of environmental health engineering that deals with the protection of the individual and population groups against the harmful effects of ionizing and nonionizing radiation. Some of the concepts encountered will be further explored here through the use of experimentation.

CHE 360 Physical Chemistry I (3) F, Sp, Su

Prerequisites: CHE 112 and MAT 201. Co-requisite: CHE 361. A study of the kinetic theory of gases, enthalpy and entropy, phase diagrams, thermodynamics, colligative properties, chemical equilibrium and equilibrium electrochemistry.

CHE 361 Physical Chemistry I Lab (1) F, Sp, Su

Co-requisite: CHE 360. Laboratory experiments designed to supplement CHE

360. Experiments related to thermochemistry, thermodynamics, phase behavior, colligative properties and chemical equilibrium will be included.

CHE 362 Physical Chemistry II (3) F, Sp, Su

Prerequisite: CHE 360 or permission of instructor. Co-requisite: CHE 363. A study of the introduction to quantum theory, atomic structure and atomic spectra, electronic transitions, rotational and vibrational spectra, magnetic resonance, X-ray diffraction, catalysis and molecular reaction dynamics.

CHE 363 Physical Chemistry Lab II (1) F, Sp, Su

Co-requisite: CHE 362. Laboratory experiments designed to supplement CHE

362. Experiments related to spectroscopy, kinetics, colloids, electrochemistry, diffusion and thermochemistry are performed.

CHE 370 Advanced Radiochemistry/Nuclear Chemistry (3) F, Sp, Su Prerequisite: CHE 230; co-requisite: CHE 371. This course provides a concise and complete description of the current knowledge and theories of radiochemistry and nuclear chemistry, as it applies to the various areas of science as a total discipline. The course will provide information about radioactive matter and its chemical/nuclear properties. Theoretical aspects of both radiochemistry and nuclear chemistry will be presented. Applications discussed include the use of radiochemicals in geochemistry, various dating methods, and the use of radiotracers in chemical research, and the environment as pertains to the geosphere and biosphere, among other pertinent topics.

CHE 371 Advanced Radiochemistry/Nuclear Chemistry Laboratory (1) F, Sp, Su

Co-requisite: CHE 370. This course provides a concise application of theory in the co-requisite course, Advanced Radiochemistry (CHE 370). The laboratories include determination of fission activity in radio elements, such as Uranium; the calculation of activity of various isotopes; and the determination of secular equilibrium using the  $^{113}\text{Sn}$  isotope.

CHE 380 Immunochemistry (3) F, Sp, Su

Prerequisites: CHE 112 and CHE 210 or permission of instructor. Co-requisite: CHE 381. A study of the developments in immunochemistry, humoral and cell-mediated immunity, general types and other aspects of immunity, antibody-antigen binding, antibody-antigen reactions, antibody-hapten equilibrium expressions and Scatchard plot, intrinsic and multivalent binding, lattice theory, cross reactivity, double-diffusion ("Ouchterlony")

method, immunoelectrophoresis, radial immunodiffusion, radioimmunoassay and enzyme-linked immunosorbent assay (ELISA).

CHE 381 Immunochemistry Lab (1) F, Sp, Su

Co-requisite: CHE 380 or permission of instructor. A study of the basic techniques in immunochemistry, agglutination methods, precipitation reactions, double immunodiffusion, radial immunodiffusion (RID), enzyme immunoassay (EIA), and electrophoresis techniques.

CHE 410 Instrumental Analysis (3) F, Sp, Su

Prerequisites: CHE 214, CHE 360, CHE 362 and PHY 252 or permission of instructor. Co-requisite: CHE 411. A study of Instrumental methods of chemical analysis including modern spectrometric methods: nuclear magnetic resonance, infrared, visible, ultraviolet and mass spectroscopy; chromatographic methods: gas-liquid and high-performance liquid chromatography.

CHE 411 Instrumental Analysis Lab (1) F, Sp, Su

Co-requisite: CHE 410. Modern methods of quantitative analysis including nuclear magnetic resonance (NMR) spectrometer, mass spectrometer, UV- VIS spectrophotometer, GC and high-performance liquid chromatography (HPLC).

CHE 430 Biochemistry (3) F, Sp, Su

Prerequisite: CHE 212 or permission of instructor; co-requisite: CHE 431. Chemistry of proteins, carbohydrates, lipids, nucleic acids, vitamins; intermediary metabolism; biosynthesis of biomacromolecules; properties of enzymes, and molecular genetics.

CHE 431 Biochemistry Lab (1) F, Sp, Su

Prerequisite: CHE 213; co-requisite: CHE 430 or permission of instructor. Application of the principles of spectrophotometry, enzyme kinetics, chromatographic separation of materials, electrophoresis, centrifugation, and isolation of biological products.

CHE 460 Advanced Inorganic Chemistry (3) F, Sp, Su

Prerequisites: CHE 214, CHE 360 and CHE 362 or permission of instructor. Co-requisite: CHE 461. A study of atomic structure, molecular shape and symmetry, bonding and structure of



inorganic compounds, solution chemistry, ligand field theory, organometallic compounds and advanced topics on reaction mechanisms of d-block complexes and photochemical reactions.

CHE 461 Advanced Inorganic Chemistry Lab (1) F, Sp, Su

Co-requisite: CHE 460. Ligand substitution reaction, rate laws, substitution in square-planar complexes, and substitution in octahedral complexes; synthesis of inorganic compounds and determination of their physical and chemical properties.

CHE 480 Special Topics in Nuclear and Radiochemistry (3) F, Sp, Su Prerequisite: CHE 370 or permission of the instructor. This course provides students with a broad and general use of radio chemicals in physics, chemistry, and biology. It will introduce students to the latest research projects in which radionuclides are used and their practical applications.

## COMMUNICATION

COM 103 Introduction to Public Speaking (3) F, Sp, Su

An introduction to effective communication in speaker-audience situations. Students learn basic techniques of researching, organizing and presenting their own, original ideas to an audience. There is additional emphasis on developing effective listening skills and ethical communication strategies for use in a democratic society.

COM 206 Communication Theory (3) F

This course is an introduction to communication theories and processes across a variety of contexts including interpersonal, cultural, organizational, public and media. Class activities urge students to become active participants in the process of theorizing and to develop an appreciation for the place of theory in the field of communication studies.

COM 305 Broadcast Management (3) F

This course introduces students to the management aspect of the electronic media. The approach is similar to a business seminar. Students are expected to keep up with newsworthy happenings in the industry and also read a chapter from the textbook each week.

COM 306 Business and Professional Speaking (3) F, Su  
Prerequisite: COM 103. Preparation and presentation of longer speeches based upon the purposes and occasions of speaking. Emphasis is on techniques of persuasion and careful construction of speeches based upon analysis of actual audiences.

COM 308 Voice and Diction (3) Sp  
Developing effective articulation, focusing on pronunciation, intonation, rhythm and phrasing and on vocal anatomy and fundamentals of the science of sound.

COM 309 Fundamentals of Radio/TV Production (3) Sp  
This course introduces students to the history, regulation, and contemporary practice of radio and television. It emphasizes basic planning, production, and presentation of television and radio programmaterials.

COM 310 Survey of Mass Communication (3) F  
Prerequisite: Sophomore Standing. The student will gain understanding of and insight into the mass media.

COM 312 Newswriting & Reporting (3) F  
Prerequisite: Sophomore Standing. This course focuses on the principles and practices of gathering, writing, and editing news and feature material for dissemination in mass media. It introduces students to reporting and writing skills fundamental to journalism and related fields.

COM 314 Principles of Public Relations (3) F  
Prerequisites: Junior Standing. This course will help students understand the process of public relations practice by studying its historical background and modern functioning. The case study approach will be used to evaluate campaign successes and failures.

COM 317 Publications Design (3) Sp  
Prerequisites: Junior Standing. A lecture and laboratory course teaching techniques of design, layout, and production of publication materials, such as brochures, newsletters, in-house magazines, using the computer.

COM 318 Case Studies in Public Relations (3) Sp  
Prerequisite: Junior Standing. Case studies and typical public relations problems in industry, labor, education, government, social welfare and trade associations.

COM 319 International Mass Communication (3) F

This course is designed to help students gain an understanding of world mass media—their composition, their operation, their impact on populations—and policies used by countries to develop or regulate them.

COM 321 Writing for the Electronic Media (3) Sp

Prerequisite: Junior Standing. Introduction to writing for radio and television with emphasis on news, features, and script preparation.

COM 322 Public Relations Writing (3) F

Prerequisites: Junior Standing. This course will include instruction and writing practice designed to develop the professional level writing skills expected of public relations practitioners, with emphasis on news releases, media alerts, captions, PSAs, fact sheets, backgrounders, and pitch letters.

COM 323 Organizational Communication (3) Sp

Prerequisites: Junior Standing. This course is an introduction to theory and research in organizational communication with emphasis on the systems, cultural and critical perspectives.

COM 325 Public Opinion & Propaganda (3) F

This course examines the nature of public opinion and propaganda from both a historical and contemporary perspective, focusing on persuasive communication techniques and economic, cultural, social and political considerations impacting mass media in human affairs and society.

COM 326 Television News Reporting (3) F

This course introduces students to beat reporting. They will write and produce stories.

COM 329 Television Production (3) F

Prerequisites: Junior Standing. This course introduces students to the principles of video technology and production protocol, including studio camera operation, control room equipment and studio programming.

COM 344 Diversity in Mass Communication (3) F

Prerequisite: Junior standing. This course addresses the following: (1) how minorities are portrayed in the mainstream media; (2) how and to what extent they participate in the mainstream media, particularly as actors, producers, reporters, and writers; and (3)

what media are owned by minorities and how such media fill the gap left by mainstream media.

COM 406 TV Practicum (3) Sp

Prerequisites: COM 295, 329. This course introduces students to all facets of the news program, including story assignment, research, shooting, editing, operating cameras, stand-ups and managing live productions.

COM 422 Communication Research (3) Sp

Prerequisite: Senior Standing: This course will introduce students to the foundations of research in the communication field, including quantitative and qualitative methods. The focus is on understanding the process of research design, conducting research projects, collecting data, and writing the report.

COM 423 Public Relations Campaigns (3) F

Prerequisites: Senior Standing. The course will help students understand the process of public relations practice by emphasizing the techniques of the campaign. The course will study the operation of public relations from an integrated Marketing Communications (IMC) perspective.

COM 430 Special Topics in Mass Media (3) F, Sp, Su

Prerequisites: Senior Standing. An in-depth examination of different areas of mass media from social, cultural, political, and economic perspectives.

COM 442 Media Law & Ethics (3) Sp

Prerequisites: Senior Standing. An exposition of the principles of mass communication law and ethics, focusing on constitutional guarantees.

COM 427 Communication Internship (3) F, Sp, Su

Prerequisites: Permission of the instructor. A program of internship in which Communication majors acquire on-the-job experience under the joint supervision of an employer and the instructor.

COM 495 Senior Project (3) F, Sp

Prerequisites: COM 422. A program-culminating activity in communication researched, written or presented and/ or submitted for publication.

## COMPUTER ENGINEERING

### CEN 378 A+ Hardware Fundamentals (3)

This course addresses the basic skills needed by IT technicians and for preparation for the CompTIA A+ 220-901 industry certification exam. The course covers PC hardware and peripherals, mobile device hardware, networking and troubleshooting hardware, and network connectivity issues. Students will have hands-on experience disassembling, reassembling, and upgrading PCs in the lab.

### CEN 379 A Software Fundamentals (3)

This course addresses the basic skills needed by an IT technician and for preparation for the CompTIA A+ 220-902 industry certification exam. The course covers installing and configuring operating systems including Windows, iOS, Android, Apple OS X and Linux. It also addresses security, the fundamentals of cloud computing and operational procedures.

### CEN 380 Network Engineering I (3)

This course is designed for students preparing for the hardware component of the CompTIA Network+ Certification Exam (N10-006). Students will learn how to install, configure, manage, troubleshoot and upgrade network devices including network interface cards, switches, hubs, wireless access points, routers, and patch panels.

### CEN 381 Network Engineering II (3)

This course is the second part of the practical component of the CompTIA Network+ Certification Exam (N10-006) preparation and training, a continuation of CSC380. Given a scenario, students will practically, troubleshooting, and perform the construction, installation, testing and repair of the physical layer of the network, including wired cables, fiber optic media, wireless transmitters and antennas.

### CEN 382 Security + Certification Training I (3)

This course offers a security fundamentals (Part I), a comprehensive guide for CompTIA Security+ SY0-501 Certification Exam. It provides an introduction to the fundamentals of network security, including compliance and operational security; threats and vulnerabilities; application, data, and host security; access control and identity management; and cryptography.

### CEN 383 Security + Certification Training II (3)

This course offers an advanced security topics (Part II), a comprehensive guide for CompTIA Security+ SY0-501 Certification Exam. It provides a practicum to the network security, including psychological approaches to social engineering attacks, Web application attacks, penetration testing, data loss prevention, cloud computing security, and application programming development security.

## COMPUTER SCIENCE AND INFORMATION SYSTEMS

### CMT 102 Critical Thinking for Information Age (2) Sp

This course is designed to equip students with the ability to apply critical thinking in the field of Computing, Information Systems, Information Technology, and Mathematics. They will demonstrate critical thinking skills through the analysis and/or synthesis of information to draw conclusions or make decisions on matters pertaining to career planning, personal growth and goal-setting as potential careers of the future in the information age.

### CSC 101 Introduction to Computers (3) F, Sp, Su

This course will introduce the students to microcomputer usage and will fulfill the core curriculum computer literacy/technology requirements. Topics include; word processor, presentation, spreadsheet, and database.

### CSC 220 Microcomputer Applications (3) F, Sp

Prerequisite CSC 101. Topics include Creating Web Pages and Building & Revising Documents (Word); Financial & Lookup Functions and Managing Large Workbooks (Excel); Enhancing Tables and Queries (Access); Creating Templates, Advanced Graphic Techniques and Delivering a Presentation (PowerPoint).

### CSC211 Fundamentals of Cybersecurity (3) Sp

Prerequisite: CSC101 This course focuses on the basic components and concepts needed for understanding cybersecurity. These include basics and security vulnerabilities of computer network applications such as, resource sharing, information sharing, communication, remote computing, and distributed processing. Moreover, the course provides students with a concrete foundation to further master the concepts of cybersecurity.

### CSC 230 Computer Programming I (3) F, Sp, Su

Prerequisite CSC 101. This course builds on the basic concepts and syntax of the Java programming language. It is the first course in

the series of programming study in computer science. Topics include programming, problem solving, design, construct, analysis of the programs and object- oriented programming. This course requires a hands-on lab practices.

### CSC 232 Introduction to Programing (3)

Algorithm development, computer program design, structured programming utilization, and flow charts are covered. This course also includes introductory programming in C++.

### CSC 250 Visual Basic ( 3) F, Sp, Su

Prerequisite CSC 230. An introductory course using an object oriented language for business programming. Students develop several business applications and are given an opportunity to expand their knowledge by further developing their own project at the end of the semester.

### CSC 330 Computer Programming II ( 3) F, Sp, Su

Prerequisite CSC 230. An intermediate level course in programming with a more advanced concepts and programs technique. The course offers deeper understanding of classes and object in Java. The course also provides more in- depth skills in java programming such as polymorphism, inheritance, handling exceptions, file and string manipulation, and recursion.

### CSC 333 System Analysis and Design ( 3) F, Sp, Su

Prerequisite CSC 330. Uses analysis and review of existing systems to explain the structured systems analysis and design process. Working with the system's life cycles, topics include flow diagrams, cost/benefit analysis, interviewing and documentation. Students are required to solve case studies and develop a documentation portfolio.

### CSC 335 Data Structures ( 3) Sp

Prerequisite: CSC 330 and MAT 210. This course studies the basic concepts of data structures and associated algorithms. The course covers arrays, simple sorting algorithms, stacks and queues, linked lists, recursion, advanced sorting, binary trees, red-black trees, 2-3-4 trees and external storage, hash tables, heaps graphs, and weighted graphs. The relative advantages and disadvantages of data structure and its use are discussed.

### CSC 341 Computer Organization (3) F, Sp, Su

Prerequisite: CSC 330 and MAT 210. This course introduces

computer hardware and system software concepts. The objective is to provide technical knowledge and skills on computer resource management, systems design, and systems implementation. Material on systems architecture, data storage technology, systems integration and performance, input/output technology, data and network communication, computer networks, application development, operating systems, file management, internet and distributed applications, and system administration are presented in this course.

### CSC 345 Web Technology (3) F, Sp, Su

Prerequisite CSC 230. Students will learn how to plan and create a Web page from scratch, import and manage media from other sources, publishing and maintaining a web site, using hyperlinks to navigate throughout a website or link to other sites on the Internet, add navigation bars and user interactions on the Web.

### CSC 350 Special Problems (3) F, Sp, Su

Prerequisite: CSC 330. Students are directed to perform projects or do individual readings in specific areas of computer science or management information systems.

### CSC 355 Web Programming and Design I (3) Sp

Prerequisite: CSC 330. Students will be trained to use Object Oriented Programming to execute interactivity in Flash and to create animations by using special effects such as drawing objects, incorporating sound and video. Enhancement to the workspace, importing Photoshop and Firework files will be also included in this course.

### CSC 360 Computer Operating Systems (3) F

Prerequisite: CSC 230. Introduces the students to operating systems and systems programming. Topics include design, implementation, and maintenance techniques, multi-level memory management and resource allocation, scheduling supervisors, loaders, I/O control systems, multi- programming, file and systems protection.

### CSC 361 Linux Operating System (3) Sp

The course cover System Architecture, Linux Installation and Package Management, GNU and Unix Commands, Devices, Linux File systems, File system Hierarchy Standard Shells, Scripting and Data Management, User Interfaces and Desktops Administrative Tasks, Essential System Services and Networking Security. Topics



explain concepts and theory, and link them to real-world configurations and commands Key.

### CSC 365 Distributed Systems (3)

Prerequisite: CSC232. This course focuses on protocols and methods for assigning jobs to more than one processor. Emphasis is on array processing, parallel processing, multiprocessing, multiprogramming, reliability, protection, and communication among cooperating processes.

### CSC 373 C++ Programming (3)

Prerequisite: CSC232. Introduction to object-oriented programming languages with an emphasis on programming styles and algorithm development. Students will learn methodology for program development. Topics include primitive types, control structures, strings arrays, classes and objects, data abstraction inheritance polymorphism.

### CSC 374 Java Programming (3)

Prerequisite: CSC232. Java is currently the language of choice for building applications on the web. Beginning programmers should learn this object- oriented, platform-independent language in order to obtain marketable general-purpose programming skills.

### CSC 375 Network and Data Communications (3) F, Sp, Su

Prerequisite: CSC232. This course covers the basic concepts of network and data communications. The course covers sections on network design essentials, media, interface cards, communications and protocols, architectures, administration and support, types of networks, troubleshooting network problems, and internet resources.

### CSC 385 Artificial Intelligence (3) F, Sp, Su

Prerequisite: CSC 330. This course discusses various areas of artificial intelligence including knowledge representation, learning vision, expert systems, robotics and natural languages. Artificial Intelligence programming languages and their techniques and control structures are also presented.

### CSC 395 Software Engineering Principles (3) F, Sp, Su

Prerequisite: CSC 330. This course uncovers the process of software engineering from beginning concepts, to design, testing, maintenance and retirement. Issues concerning integration, software quality, security, fault tolerance, human factors,

operation, product feasibility and organizational structures are discussed.

### CSC 405 Programming Languages (3) F, Sp, Su

Prerequisite: CSC 330 and CSC 360. This course studies the basic concepts of programming languages. Students will gain a broad comprehension of many diverse programming languages, along with confidence and understanding, allowing the students to adopt new languages as they become available in the future.

### CSC 420 Independent Study (3) F, Sp, Su

Prerequisite: Senior standing with instructor approval. This course provides students with independent reading and/or research with the direction and supervision given by computer science and information systems' faculty.

### CSC 424 Computer Forensics (3) Sp

Prerequisite: CSC493 Computer Security. The course examines the fundamentals of system forensics, description, role, specialists, evidence, and forensic analysis. The computer crimes, forensic methods, and laboratories will be discussed. The course also addresses the tools, techniques, and methods used to perform computer forensics, investigation, explores emerging technologies, and the future directions of forensics.

### CSC 430 Computer Programming III (3) F

Prerequisite: CSC 330. This course builds on the intermediate skills developed in CSC330 Computer Programming II but has a focus on developing skills that are used in the real world. The course covers common algorithms such as recursion, searching and sorting, multimedia, handling multithreads, and network programming.

### CSC 445 Management Information Systems (3) S p

Prerequisite: CSC 230 and CSC 333. Study of life cycle and prototyping methodologies used to develop, implement, and maintain computer- based information systems. Discusses transaction processing, management information and decision-support systems. Can include case studies and team presentation.

### CSC 455 Web Programming and Design II (3) F, Sp, Su

Prerequisite: CSC 355. This course will expose students to animation techniques and web programming with ActionScript in Flash and Java Script. The course emphasizes on Web Multimedia

Applications, such as the user interface, drawing tools, inverse kinematics and 3D tools, mathematics objects, and the Media Encoder.

#### CSC446 Cybersecurity Management and Compliance (3) F

Prerequisite: CSC211. This course focuses on the managerial aspects of information security and assurance. Provides knowledge and skills to protect enterprise assets by mitigating Cybersecurity and Information Technology related security risks. Exposure to Cybersecurity and Information Technology Security regulations and compliance, security policies, and incident response.

#### CSC 455 Web Programming and Design II (3)

Prerequisite: CSC355. This course will expose students to animation techniques and web programming with ActionScript in Flash and Java Script. The course emphasizes on Web Multimedia Applications, such as the user interface, drawing tools, inverse kinematics and 3D tools, mathematics objects, and the Media Encoder.

#### CSC 460 Senior Project (3) Sp

Prerequisite Senior Standing. This is a capstone course for senior majors in the Computer and Information Sciences. Students will have an opportunity to undertake valuable research in areas of computer science, computer information systems, and management information systems to organize into teams and select a design project, complete the preliminary design project for approval and finally present detail and final design work or prototype to departmental faculty.

#### CSC462 Cryptography and Network Security(3) Sp Prerequisite: CSC375 – Network and Data Communication

This course explores the algorithms for secure computation and security challenges in network and protocol design. The course also studies Public and Private Key Cryptography, Multi-party Computation, Secret Sharing, Distributed, Homomorphic and functional encryption, and Network Security and Protocol Design.

#### CSC467 Cybersecurity Implementation – Ethical Hacking and Penetration Testing (3) Sp

Prerequisite: CSC211 The applications and standards that are necessary to secure a network from intrusion; firewalls, Bastion Hosts, Proxy Servers, and Honeypots will be implemented. The student will also use applications to perform vulnerability testing

to determine network weaknesses by identifies common types of security attacks and implement practical solution to protect organization from internal and external treats. Student will assess security risks, secure network perimeters, servers and workstations; and response to security incidents.

#### CSC 475 Complexity Analysis of Algorithms (3) F, Sp, Su

Prerequisite: CSC 335 and CSC 395. This course is a study of algorithm design, algorithm complexity analysis, and problem complexity analysis. Types of problems addressed will include dynamic programming, searching and sorting, divide & conquer, backtracking, branch-and-bound.

#### CSC 483 Database Management Systems (3) Sp

Prerequisite CSC 333 or CSC 395. The study focuses on the theoretical design and management of database systems conceptual data models, implementation models, data dictionary and policy formulation. The study will also uncover structures relating to databases, design methodology, normalization, integrity constraints, distributed databases, data warehouse, and relational algebra.

#### CSC 487 Database (SQL) Programming (3) Sp

Prerequisite: CSC 483. The study teaches logical design approach and implementation of databases to derive the physical design. Developing and querying databases using a database package and structured query language SQL will be emphasized. Function of Database Management Systems, SQL data definition language, data manipulation language, database objects and other database tools will be discussed and used to resolve database problems ranging from the simple to the most complicated. Data administration issues will also be addressed.

#### CSC 490 Computer Ethics & Society (3) Sp

Prerequisite: Junior or Senior Standing. This course deals with the ethical and social issues arising from the development and deployment of computers in society. The course also provides fundamental information about computer and technology ethics, as well as the details the ramifications of continuing technological developments with regard to privacy, security, piracy, access to computing technology for person with disabilities and other important philosophical and ethical issues.

### CSC 491 Applied Analytics (3) F

This course will expose students to animation techniques and web programming with ActionScript in Flash and Java Script. The course emphasizes on Web Multimedia Applications, such as the user interface, drawing tools, inverse kinematics and 3D tools, mathematics objects, and the Media Encoder.

### CSC 493 Computer Security (3) Sp

This course deals with the essentials of computer security. It covers cryptography, computer system security, database, operating systems, network security, mobility, and writing secure programs. There is a special emphasis on: single key and public key, authentication, access control, malicious software, firewalls, VPNs, intrusion detection and prevention systems, Denial of Service attacks, and other security technologies.

### CSC 494 Software Project Development (3) Sp

Prerequisite: CSC 333 or CSC 395. Detailed techniques for designing and developing software for large programs will be addressed. Design strategies, methodologies, and various paradigms are taught. Architectural models, development tools and environments, implementation guidelines, and documentation will be included.

### CSC 498 Cooperative Education in Computer and Information Sciences I (1-6) F, Sp, Su

Prerequisite: Permission of the Chairperson. Provides entry level work experience in the areas of analyzing, designing, implementing, and testing computer hardware and software. This course also includes managing information systems, and processing data for federal, state, or local governments, private enterprises or other agencies.

### CSC 499 Cooperative Education in Computer and Information Sciences II (1- 12) F, Sp, Su

Prerequisite: Permission of the Chairperson. Provides advanced work experience in analyzing, designing, implementing, and testing computer hardware and software. This course also includes managing information systems, and processing data for federal, state, or local governments, private enterprises, or other agencies.

## CRIMINAL JUSTICE

### CRJ 200 Introduction to the Criminal Justice System (3) F, Sp

Presents a relatively broad view of the entire criminal justice process: agencies, courts, police, correction prisons, jails, probation, and parole; providing historical and philosophical foundations of the system, developing a knowledge of terms, practices, and procedures, and emphasizing contemporary problems within the system.

### CRJ 301 Criminal Law I (3) F, Sp, Su

Prerequisite: CRJ 200. Designed to provide knowledge of the elements of proof necessary for prosecution of the various substantive crimes, viewing both that of the common law and statutory modifications; trial and appellate procedure, rules of evidence, codes of criminal procedure and current trends and problems within the judiciary system.

### CRJ 302 Criminal Law II (3) Sp

Prerequisite: CRJ 200. A continuation of Criminal Law I, this course places emphasis on constitutional foundations and restraints on the exercise of government power. The case study method is used, emphasizing decisions of the U.S. Supreme Court in areas of basic rights and liberties pertinent to arrest and restraint, right to counsel, search and seizure, freedom of speech, due process, the judiciary in involvement of the rule of law, and protection of individual rights in a democracy.

### CRJ 303 Probation and Parole System (3) F

Prerequisite: CRJ 200. Examines the community-based treatment aspect of the corrections system. Probation and parole philosophy and development, pre- sentence investigation, supervision and methods are reviewed.

### CRJ 304 Causes and Prevention of Delinquency and Crime (3) Sp

Prerequisite: CRJ 200. Provides a wide scope of knowledge in the application of social theory and research of the problems of delinquency and crime.

Emphasis is placed on means and methods of treatment of the individual as a means of preventing criminal careers and recidivism. Institutions and agencies theory and practice are explored.

### CRJ 305 Confinement Facilities (3) Sp

Prerequisite: CRJ 200. A critical analysis of the origin and development of jails, prisons and correctional facilities. Institutional procedures, physical plants, custody and control, administration and management procedures, inmate treatment, and preparation for return to the community are studied.

### CRJ 306 Correctional Philosophy and Services (3) F

Prerequisite: CRJ 200. Emphasizes community treatment programs as alternatives to institutionalization, the use of volunteers and para- professionals, release and furlough programs. This course also examines community resources that affect the criminal justice system.

### CRJ 307 Criminology (3) F, Sp

Prerequisite: CRJ 200. An examination of the field of criminology, including related theories, basic assumptions, definitions and concepts.

### CRJ 308 Juvenile Law (3) F

Prerequisite: CRJ 200. Surveys the basic concepts within juvenile law. Constitutional and statutory rights and responsibilities within juvenile law and the distinction between the juvenile courts and the adult criminal courts will be covered. The scope of a juvenile's due process protections and civil rights will be discussed.

### CRJ 309 Juvenile Justice System through a Reform Lens (3) Sp

Prerequisite: CRJ 200. Students will discuss and develop strategies to reform the current juvenile justice system. Topics for discussion will include the history of the juvenile courts, current practices of the juvenile justice system, adolescent brain development, preventing recidivism, and fairness within the of the juvenile justice system including reducing racial/ethnic disparities.

### CRJ 310 Ethics, Crime, and Justice (3) Sp

Prerequisite: CRJ 200. Provides specialized instruction with respect to the issue of ethics within the criminal justice and juvenile justice systems and its impact on offenders, victims, and society. Students will learn the ethical issues police, prosecution, courts, and

correctional systems are confronted with daily in discretionary decision-making, and how these issues are manifest at various stages within the criminal justice and juvenile justice systems.

CRJ 400 Selected Topics in Criminal Justice (3) Sp, Su

Prerequisite: CRJ 200. Topics may include: methods of correctional treatment, criminal investigation, government and industrial security, selected law topics, and police-community relations.

CRJ 403 Police Administration (3)

F,

Sp

Prerequisite: CRJ 200.

A study of the principles of organization, administration, and functioning of police departments to include inspection and control, personnel training, and operations. Emphasis is also placed on operational services, records, communication and custody.

CRJ 405 Law Enforcement (3) F

Prerequisite: CRJ 200. A study of both procedural and substantive state statutes and state traffic laws. Legal guidelines for police officers are included.

CRJ 406 Senior Seminar in Criminal Justice (3) Sp, Su

Prerequisite: 12 credits in Criminal Justice. Provide opportunities for advanced discussion and projects focusing on current issues and problems in the criminal justice system.

CRJ 407 Constitutional Law I (3)

F, Sp, Su

Prerequisite: CRJ 200. An exploration of pre-constitutional development philosophy and forms of constitutions, interpretation and constructions, the amendment of constitutions, the federal system, distribution of sovereign powers, power of the executive, legislative, and judicial branches of government, constitutional limitations, guarantees and the impact of the constitution upon the criminal justice system.

CRJ 408 Constitutional Law II (3)

Sp

Prerequisite: CRJ 200 and POL 301. A continuation of Constitutional Law I, this course additionally explores civil rights and liberties.

CRJ 409 Criminal Evidence and Court Procedure (3) Sp

Prerequisite: CRJ 200. An examination of rules governing the admissibility of evidence, specifically as they affect the law



enforcement officer in the process of arrest, use of force, search, seizure, preservation, custody, testimony and courtroom procedures.

**CRJ 410 Private and Public Security (3) F, Su**

Prerequisite: CRJ 200. This course examines the field of private and public security systems including, the protection of life, property, and the maintenance of social order.

**CRJ 411 Drugs, Alcohol, and Crime (3) Sp**

Prerequisite: CRJ 200. This course examines history, pharmacology, health consequences and the criminal aspects of mind-altering drugs. Emphasis is on placed on the effects of substances on criminal behavior, the legal response to the problem, and on the treatment and prevention of drug abuse.

**CRJ 412 Criminal Investigation (3) F**

Prerequisite: CRJ 200. This course examines aspects of criminal investigations: its function, history, current obligation, and future prospects.

**CRJ 421 Field Placement I (3) F, Sp, Su**

Prerequisite: Senior standing (90 credits). Learning through supervised work experience in a selected criminal justice department or agency. Supervision of the learning experience is provided by the agency and the faculty placement director. Registration and planning with the placement director must be completed one semester prior to placement.

**CRJ 422 Field Placement II (3) F, Sp, Su**

Prerequisite: CRJ 421. This course, a continuation of Field Placement I, involves learning through supervised work experience in a criminal justice agency. Supervision of the learning experience is provided by the field placement director.

## **DRAMA**

**DRA 200 Drama Appreciation (3) F, Sp**

Drama and theatre from a literary perspective, beginning with early ritual to contemporary theatre, including influences by Africans and African Americans.

## **ECONOMICS**

ECO 201 Principles of Macroeconomics (3) F, Sp, Su

Prerequisite: MAT 110 OR MAT 111. A study of the aggregate level of national income and output as it affects economic growth and stability, inflation, unemployment.

ECO 202 Principles of Microeconomics (3) F, Sp, Su

Prerequisite: MAT 111 OR MAT 112. A study of U.S. market systems emphasizing concepts of supply and demand, competition, pricing, resource allocation as applied to issues in business, labor, and public policy.

ECO 371 Money & Capital Markets (3) F, Sp, Su

Prerequisites: ECO 201, ECO 202. Analytical framework to provide the necessary tools to understand the U.S. financial system and its operation. Topics include: financial markets, money management of financial institutions, the Federal Reserve System, monetary policy, and international financial system.

ECO 420 International Economics and Trade (3) Sp

Prerequisites: ECO 201 and ECO 202. A broad view of international trade with emphasis on the theories of international trade, balance of payments, commercial policy, international specialization, foreign exchange markets, and government intervention.

ECO 485 Environmental Economics (3) F

Prerequisite: ECO 210 and ECO 202. A study of the relations among resource allocations, environmental concerns, and economic institutions and policy. Emphasis is on alternative strategies in solving the problems of environmental quality and resource scarcity.

## **EDUCATION**

EDU 102 Thinking Critically about Education (2) Sp

This course is designed to equip students with the ability to apply critical thinking in the field of education. Students will read and discuss a wide range of materials taken from various resources and will complete projects that incorporate critical thinking abilities to demonstrate ability to draw conclusions and make decisions regarding goal setting, personal growth, and career planning in education.

EDU 206 Teaching in Middle and Secondary Schools (3) F, Sp, Su  
Teacher Certification Course and required for Secondary majors and ESE majors. Methods, materials, and procedures for teaching in the middle secondary school with emphasis on work units, lesson plans, nature of the pupil, learning activities, evaluation, reports, and classroom management techniques that focus on current trends and utilization of appropriate technology.

EDU 207 Instructional Technology (3) F, Sp, Su  
Prerequisites: Successful completion of all EDU 200 level courses. All Education majors except Music Education. This course is designed to teach students to incorporate media and technologies for learning in their repertoire, to use them as teaching tools, and to guide students in using them as learning tools in elementary and secondary schools.

EDU 208: Human Development and Learning Theory F, Sp, Su  
This course provides a basic introduction to the study of human growth and development with respect to physical, social, cognitive, gender, emotional, and personality issues, in conjunction with consideration of theories of learning and teaching that apply to student development, genetic influences on development, how language develops and conditions resulting in abnormal development.

EDU 209: Instructional Design and Planning for Diverse Learners F, Sp, Su  
This course focuses on the application of instructional design principles to the development of instruction. Topics include contemporary issues and trends in instructional design, foundations in learning research, requirements for instruction, task and needs analysis, learning situations and instructional models, learner characteristics, and effective implementation. Candidates will develop the knowledge and skills needed to teach diverse populations, including students who are ESOL or have identified disabilities, in general education settings.

EDU 302 Science in Elementary School (3) F, Sp, Su  
Prerequisites: BIO 101, PSC 101, ENV 101. This course is designed to provide techniques of instruction and methods of instruction in the delivery of an elementary science curriculum. Topics will include educational philosophies, how children learn science, learning activities, thinking skills, science resources, assessment and subject matter in the major science content areas. For students in grade K- 6. The needs of special students are also addressed. The

course is based on State and National Standards.

EDU 304 Teaching Social Studies for Elementary Schools (3) F,  
Sp, Su All Elementary Education, Exceptional Education majors  
and Teacher Certification. This course is designed to provide a  
knowledge base, instructional methods, and motivational  
techniques that will enable pre- teachers to help young people  
develop tools for effective living. Computers will be integrated  
into the learning process. For students in grade K-6. The needs of  
special students are also addressed. The course is based on State  
and National Standards.

EDU 307 Teaching Mathematics in Elementary Schools (3) F,  
Sp, Su Prerequisites: Successful completion of Math 105 and Math  
106 with a "C" or higher. All Elementary Education, Exceptional  
Education majors and Teacher Certification. The course is  
designed to provide the most current and useable information in  
Mathematics useful for elementary teachers. It also integrates  
great ideas and pedagogy in teaching mathematics for students in  
grades K-6.  
The needs of special students are also addressed. The course is  
based on State and National Standards.

EDU 308 Teaching Reading in the Elementary Schools (3) F,  
Sp, Su Prerequisites: Successful completion of ENG 102, REA 101  
with a "C" or higher. All Elementary Education, Exceptional  
Education and Middle Grades and Secondary English Education  
majors. Involves the reading process as it  
relates to principles of learning, child development, and self-  
image. The course considers current views of how young children  
become literate, how to help children become involved and  
interested in their own learning, and how to help children use  
reading and writing for authentic purposes for students in grades  
K-6. Selected ESOL competencies are also infused. The course is  
based on State and National Standards.

EDU 310: Principles of Educational Assessment F, Sp, Su  
This course provides an in-depth study of the use of formal and  
informal authentic assessment in the K-12 classroom. It is designed  
to help students understand the importance of valid and reliable  
classroom assessments to support student learning, the interplay  
between classroom assessments and larger scale assessments. The  
course will be delivered in a hybrid format.

### EDU 311: Ethics and Law in Education

F, Sp, Su

This course is designed for pre-service educators to provide insight into ethical and legal issues that may impact them as educators. It addresses the major issues including dealing with students from diverse backgrounds and the importance of ensuring that all stakeholders involved in the educational arena are treated with dignity and respect.

### EDU 313, 314, 315 Pre-Student Teaching Lab (1) F, Sp, Su

Required for all Education majors. Prerequisites: Successful completion of EDU 204 or 206 and EDU 203. Pre-Student Teaching is a field experience for majors in education who are preparing for the status of internship. Students must observe the quality of classroom management techniques and participate in classroom activities. These experiences help to build self-confidence, eliminate shyness and stage fright, and provide an opportunity to test the decision to become a teacher.

### EDU 408 Classroom Behavioral Management (3)

F, Sp, Su

Required for all Education majors except Exceptional Education majors. Must be taken on the main campus. Prerequisites: Successful completion of EDU 205 and all 300 level EDU courses. This course draws upon sociologists' perspective of schools as a social organization with an emphasis on the characteristics of the classroom as a social unit, the leadership functions of the teacher, and the impact of the teacher's leadership decisions on the classroom organization and its membership. It attends to classroom management practices, the principles of field psychology, behavioristic and humanistic psychology. It also covers transactional analysis, teacher effectiveness training, psychodrama, socio-drama, and technological management.

### EDU 411 Diagnosis and Remediation F, Sp, Su

Prerequisite EDU 308. Required for English Elementary Education and Exceptional Education majors. Current views on sequential development skills and concepts of reading, recognition and diagnosis of reading problems, and prescription and utilization of appropriate methods and materials to increase reading performance. Selected ESOL competencies are also included.

EDU 417 Teaching Social Studies in Middle and Secondary Schools (3) F, Sp, Su

Teacher Certification Course. Methods and materials for teaching Social Studies in the middle and secondary school with emphasis on objectives, selection and organization of instructional units, teaching aids methods and procedures of instruction, and processes of evaluation. The needs of special students are also addressed. The course is based on State and National Standards.

EDU 418 Teaching English in Middle and Secondary Schools (3) F, Sp, Su Teacher Certification Course and required for English Education majors. Prerequisites: Successful completion of ENG 101, 102, REA 101 Methods and materials for teaching English in the middle and secondary school with emphasis on objectives, selection and organization of instructional units, teaching aids, methods and procedures of instruction and processes of evaluation. The course is based on State and National Standards.

EDU 419 Teaching Science in Middle and Secondary Schools (3) F, Sp, Su Teacher Certification Course. Required for Science Education Majors. Objectives, contents, and methods in secondary school science programs with emphasis on current practices and instructional materials. The needs of special students are also addressed. The course is based on State and National Standards.

EDU 423 Teaching Mathematics in the Secondary Schools (3) F, Sp, Su Pre- requisite: Successful completion of 200 and 300 level mathematics course, and passed mathematics section of General Knowledge (GK). A study of effective methods of teaching mathematics in the secondary schools with a discussion of textbooks and tests. The course is based on State and National Standards.

EDU 426 Content Area Reading (3) F, Sp, Su

Pre-requisites: Successful completion of English 101, 102. Required for all Education majors. This course will focus on the pre-service teacher working towards enabling children to view reading as a powerful source of acquiring information, to use reading materials purposefully, to develop as proficient readers and learners who enjoy reading materials purposefully, and to develop as proficient readers and learners who enjoy reading and learning. The course will include theories about effective reading instruction and procedures for implementing that instruction, including diagnostic

teaching techniques for students in grades K-12. Selected ESOL competencies are also infused. The course is based on State and National Standards.

EDU 427 Language Art & Children's Literature in Elementary School (3) F, Sp, Su Pre-requisites: Successful completion of English 101, 102. All Elementary Education, Exceptional Education, and Middle Grades and Secondary English Education majors. This course considers principles of modern scientific study of language experience in a child's life, the nature of development of needs, interest, and abilities in the basic communication skills. It provides an overview of literary materials for children in early and elementary school with an emphasis on pre-service teachers becoming familiar with popular children's literature, on their being able to evaluate and select literature based on children's developmental appropriateness, and on their developing a sound methodology for using books to enrich children's lives. For students in grades K-12. Selected ESOL competencies are also infused. The course is based on State and National Standards.

EDU 432 Supervised Practicum in Reading (3)

Pre-requisites: EDU 308, 411. This course is designed to afford students a supervised practicum to obtain practical experience in increasing the performance of a student(s) with the prescription and utilization of appropriate strategies and materials based upon scientifically based reading research to address the prevention, identification, and remediation of reading difficulties.

EDU 440 Cooperative Education

This course is designed for candidate's seeking initial certification in a specific teaching field. Students have the option to complete 6 credits that will allow them employment in a related field in education and potentially receive compensation from the employer. EDU 440 Cooperative Education equips students with necessary skills and practical experience to prepare them for employment in their related field. This course can be taken by any education major who is in the senior year of study and has met the required prerequisite. Prerequisites: Successful completion of all major requirements and EDU 313, EDU 314, EDU 315.

EDU 450 Educational Internship (9) F, Sp

Prerequisites: Successful completion of all major requirements and all sections of General Knowledge and Professional Education subtest. Practical experience in teaching activities of the classroom

with the student in full charge of the class under the guidance of a skilled, experienced teacher in the field.

## ENGLISH

### ENG 101 College Writing I (3) F, Sp, Su

Prerequisite: Successful completion of DSE 099 or the required minimum scores on the writing and grammar sections of the placement test. This course focuses on effective writing, grammar review, and critical thinking. Students develop research and writing skills using classical rhetorical modes of argument and logic and by writing college-level essays and research papers with the use of information technology. This course will satisfy the Gordon Rule requirement in the Florida State University System.

### ENG 102 College Writing II (3) F, Sp, Su

Prerequisite: Successful completion of ENG 101 or the required minimum scores on the writing and grammar section of the placement test. This is an intensive writing, reading, and research course. Students compose research papers and college-level essays based on readings from poetry, short stories, drama, novels, periodicals, and other literature, incorporating the use of information technology. This course will satisfy the Gordon Rule.

### ENG 201 World Literature I (3) F

Prerequisite: ENG 102. Survey course in world literature. An appreciation of diverse cultures through the literature produced on the European and Asian continents by civilizations such as the Babylonians, Greeks, Chinese, Indians, Romans, Japanese, Scandinavians, and Anglo-Saxons, (c. 700 B.C.E. to 1400 C.E.)

### ENG 202 World Literature II (3) Sp

Prerequisite: ENG 102. A survey course in world literature. The continuance of World Literature I, from the Renaissance through the post-World War II period. The multi-cultural approach will include European, Asian, African, and Native American writers.

### ENG 212 Ethnic American Literature (3) F

Prerequisite: ENG 102. This course will focus on works written by African Americans, Native Americans, Mexican Americans, Asian Americans, Puerto Ricans, and others.



ENG 295 African Literature (3) F, Sp, S

This course presents an introduction to writers and diverse literary traditions from throughout the African continent. Included are a selection of texts representative of different genres and regions. Particular attention will be paid to the cultural and historical context of the writing and reception of the literature. Expected themes include: identity; colonialism; the politics of language; cultural nationalism and the independent nation-state; diaspora; gender, sexuality and African cultural traditions. Literary selections will be determined by regional or thematic topics. Writers may include Chinua Achebe, Tsitsi Dangarembga, Nadine Gordimer, Ngugi wa Thiong' O, Buchi Emecheta, Alex La Guma, Athold Fugard, Mariama Bâ, Wole Soyinka, Nawal El Sadaawi, among others.

ENG 297 Caribbean Literature (3) Sp

Prerequisite: ENG 102. This course will include a representative range of Caribbean writers.

ENG 301 Advanced Composition & Rhetoric (3) Sp, Su

Prerequisite: ENG 102. Advanced comprehensive exercises in expository writing designed to develop sophistication of style in the student's writing. Upon approval of the advisor, this course can substitute for Eng 309.

ENG 303 English Literature I (3) F

Prerequisite: ENG 102. A survey course of English literature from the Middle Ages through the eighteenth century.

ENG 304 English Literature II (3) Sp

Prerequisite: ENG 102. A study of English authors of the Romantic, Victorian, Modern, and Contemporary periods.

ENG 308 African American Literature (3) Sp, Su

Prerequisite: ENG 102. A study of African American authors and their works to include a close examination of the African American legacy as a basis for understanding American civilization.

ENG 309 Advanced Grammar & Composition (3) F, Su

Prerequisite: ENG 102. An advanced course in developing and analyzing argumentative writing across a range of academic, professional, and popular writing contexts. Upon approval of the advisor, this course can substitute for ENG 301.

ENG 310 Study Abroad (3-6) Su

Prerequisite: Permission of the Director of the Study Abroad Program . On- site explorations of personalities, original manuscripts, and locales of major authors.

ENG 315 Adolescent Literature (3) Sp, Su

Prerequisite: ENG 102. An overview of literature written for, by, or about young adults

ENG 316 African American Women Writers (3) F, Sp

Prerequisite: ENG 102. This course is an overview of the writings of African American women from the Colonial period to the present.

ENG 340 American Literature (1945 to the Present) (3) F, Sp

Prerequisite: ENG 102. This course is a survey of American literature from 1945 to the present.

ENG 351 Contemporary Poetry (3) F, Sp

Prerequisite: ENG 102. Poetry of the Contemporary Period, 1950 to the present.

ENG 355 The Harlem Renaissance (3) F

Prerequisite: ENG 102. Emphasis on writers, musicians, and artists of the Harlem Renaissance.

ENG 361 Contemporary Fiction (3) Sp

Prerequisite: ENG 102. Fiction of the Contemporary Period, 1950 to the present.

ENG 371 Contemporary Drama (3) F, Sp

Prerequisite: ENG 102. Drama of the Contemporary Period, 1950 to the present.

ENG 383 Literary Criticism (3) F

Prerequisite: ENG 102. Approaches to literary criticism. Emphasis on twentieth century theory, including Post-structuralism, gender studies, and multicultural criticism.

ENG 400 The Novel (3) F, Sp

Prerequisite: ENG 102. A study of the genre through selected novels.

ENG 401 Renaissance Literature (3) F

Prerequisite: ENG 102. A study of the major writers of the 16th and 17th centuries.

ENG 402 Romantic Literature (3) Sp

Prerequisite: ENG 102. A study of British poetry and prose, 1789-1832.

ENG 403 Shakespeare (3) Sp

Prerequisite: ENG 102. Examination of Shakespeare's representative plays and sonnets.

ENG 404 Victorian Literature (3) Sp

Prerequisite: ENG 102. A study of British literature from 1832-1901.

ENG 405 Creative Writing (3) F, Sp

Prerequisite: ENG 102 Analysis and writing of poems, drama, and short stories.

ENG 410 Study Abroad (3-6) Su

Prerequisite: Permission of the Director of the Study Abroad program. On-site explorations of personalities, original manuscripts, and locales of major authors.

ENG 441 Women Writers (3) Sp

Prerequisite: ENG 102. Selected readings of women's writings and feminist criticism.

ENG 442 Postcolonial Literature (3) Sp

Prerequisite: ENG 102. This course will include an interdisciplinary study of postcolonial literature by selected writers.

ENG 443 Special Topics (3) F, Sp

Prerequisite: ENG 102. Content to be determined by the Department as requested by faculty or students to fill specified needs or interests. May be taken twice for an additional three credits.

ENG 444 Mythology (3) F

Prerequisite: ENG: 102. Survey course of major myths and noteworthy minor myths which various cultures have developed in attempts to come to terms with perceived reality. The course will

also explore the belief systems which underlie those myths and enable students to recognize the continued relevance of myth and myth-making.

ENG 455 American Literature (1800-1865) (3) F

Prerequisite: ENG 102. A survey course of American literature in the early 19th century through the Civil War. Representative works include those of Emerson, Whitman, Poe, Hawthorne, Melville, Horton, Douglass, Stowe, Brown, Jacobs, Fuller, and other American writers.

ENG 456 American Literature (1865-1914) (3) F, Sp

Prerequisite: ENG 102. Realism in American literature: representative works include Clemens, Howells, James, Chopin, Washington, Gilman, Du Bois, Crane, Dreiser, and other American writers.

ENG 457 American Literature (1914-1945) (3) F, Sp

Prerequisite: ENG 102. Modernism in American Literature: representative works include Millay, Frost, Anderson, O'Neill, Eliot, Hurston, Fitzgerald, Hemingway, Hughes, Wright, and other American writers.

ENG 460 Applied Linguistics (3) F, Sp, Su

Prerequisite: ENG 102. An overview of the principles of linguistics applied to language teaching and learning. Emphasis on constructive analysis of native and target languages applied to teaching bilingual/ESOL or foreign language students. This course is not applicable as credits toward an English degree.

ENG 465 Internship (3) Su

Prerequisite: ENG 102. This course provides the student with on-the-job training under the auspices of the employer and department advisor. May be taken twice for an additional three credits.

ENG 495 Senior Project (3) F

Prerequisite: Permission of advisor. A capstone course in English requiring research, critical thinking, technology, presentation, and scholarly proficiency. MLA format is required.

## ENGLISH AS A SECOND LANGUAGE

ESL 098 College Language Skills I (3)  
Su

F, Sp,  
Prerequisite:

Placement examination. A fundamental college course primarily for non-native speakers of English. Stress is on the development of all communication skills (listening, speaking, reading, writing) toward gaining functional proficiency in critical reading and academic writing.

ESL 099 College Language Skills II (3) F, Sp, Su

Prerequisite: Placement examination or ESL 098. Continued development of all communication skills (listening, speaking, reading, writing) toward gaining functional proficiency in critical reading and academic writing.

## ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

ESO 402 Curriculum and Materials Development (3) F, Sp, S

Prerequisite: EDU 208 and 209. Teacher Certification and All Education Majors. A study of the content development, materials, and evaluation of ESOL curriculum for use in bilingual or multilingual settings. The course includes a survey of techniques for assessing needs, determining objectives, and designing and evaluating curriculum materials.

## ENVIRONMENTAL SCIENCE

ENV 101 Introduction to Environmental Science (3) F, Sp, Su

This course is a general introduction to environmental concepts, including a history of the environmental movement, global habitats, ecosystem dynamics, population dynamics, living resources, biodiversity, environmental hazards, environmental justice, energy resources, air and water resources, eco-spirituality, and sustainability.

ENV 131 Introduction to Earth Science (3)

F,

Sp, Su This course is designed as a survey of astronomy, geology, meteorology, and marine science.

ENV 301 Wetland Ecology (3) F, Sp, Su

Prerequisite: BIO 130. An examination of the structure, function, and dynamics of wetland ecosystems, with emphases on wetlands

in tropical and semi-tropical regions and the effects of human activities.

ENV 302 Wetland Ecology Laboratory (1) F, Sp, Su

Prerequisite: BIO 131. A field examination of the structures and dynamics of wetland ecosystems in Southern Florida, including soil types, indicator species, and human influences.

ENV 304/GEO 304 Population Studies (3) Sp

A study of demographic patterns, fertility, birth rates, death rates, and a comparison of population growth and problems and issues.

ENV 331 Urban Ecology (3) F, Sp, Su

Prerequisite: BIO 320. An examination of urban and suburban ecosystems, emphasizing energy relations, ecological functions of urban landscapes, urban wildlife, urban forestry, and ecological issues relevant to human health and well-being.

ENV 332 Urban Ecology Laboratory (1) F, Sp, Su

Prerequisite: BIO 321. A field examination of the structures and dynamics of urban ecosystems in Southern Florida, including soil types, indicator species, and human influences.

ENV 362 Spirit and Nature (3) F, Sp, Su

A survey of environmental philosophy and theology, including deep ecology, eco- feminism, social ecology, creation theology, and earth wisdom.

ENV 381 Air Resources (3) F, Sp, Su

Prerequisite: ENV 101. An examination of common air pollutants, their sources, methods of control, and various legislative and administrative approaches.

ENV 382 Water Resources (3) F, Sp, Su

Prerequisite: ENV 101. An examination of water use and management, water pollution problems, and methods of control and treatment.

ENV 383 Biotic Resources (3) F, Sp, Su

Prerequisite: ENV 101. An examination of the earth's biomes and the factors influencing their productivity, conservation, and human use. Particular attention will be given to sustainability.

ENV 384 Energy Resources (3) F, Sp, Su

Prerequisite: ENV 101. An examination of energy resources and power generation in modern society, as well as the fundamental energy relationships between industrial and domestic processes.

ENV 401 Ecology of South Florida (3) F, Sp, Su

Prerequisites: BIO 320. An examination of the structure, function, and dynamics of the South Florida ecosystems.

ENV 402 South Florida Ecology Laboratory (1) F, Sp, Su

Prerequisite: BIO 321. A field examination of the structures and dynamics of ecosystems in South Florida, including the identification of selected species.

ENV 450 Field Studies in Environmental Studies (3) F, Sp, Su

Original investigations on a topic in environmental studies conducted in the field under the supervision of a directing faculty member.

ENV 451 Senior Seminar (3) F, Sp, Su

A series of talks and exercises on the development of professional skills, data presentation, current environmental topics, and the presentation of original field or library research.

ENV 470 Natural Resource Management (3) F, Sp, Su

Prerequisite: Senior standing in Environmental Science. An introduction to the management of natural resources, including timber, fisheries, national parks, rangelands, and mining.

ENV 471 Environmental Policy in the United States (3) F, Sp, Su

Prerequisites: Senior standing in Environmental Science or permission of the instructor. An introduction to environmental policy, including applicable environmental legislation, and the role of regulation at the national, state, and county levels.

## EXCEPTIONAL STUDENT EDUCATION

ESE 408 Behavior Management for Students with Varying Exceptionalities (3) F, Sp, Su

Prerequisites: ESE 430, ESE 434. Exceptional Student Education majors only. A comprehensive course that focuses on the positive manipulation of the learning environment to promote successful behavior and skill acquisition. The student will learn how to do preventive discipline --proactive strategies and activities appropriate for managing the spectrum of exceptional students.

#### ESE 409: Positive Behavior Supports

F, Sp, Su

This course comprehensively focuses on the positive manipulation of the learning environment to promote successful behavior and skill acquisition. The student will learn how to engage in preventive discipline – proactive strategies and activities appropriate for managing the spectrum of behaviors to increase desirable behaviors and decrease undesirable behaviors.

#### ESE 410: Strategies for Students w/Disabilities in Inclusive Environments F, Sp, Su

This course is focused on general instructional strategies that are effective and research-based to address learning and behavioral needs of K-12 students with disabilities. Current topics in special education regarding legislation, implementation of individualized educational plans, data based management, specialized approaches to teaching basic skills and adaptation of curriculum will be provided. The course will include reviewing and evaluating various materials through State resources and National technical centers for instructional and managerial practices to effectively evaluate student progress. Pre-teacher candidates will learn how to include diverse students for the K-12 general education classroom.

ESE 430 Introduction to Exceptional Child Education (3) F, Sp, S  
Prerequisites: Completion of all 200 level EDU courses and approval of instructor. Exceptional Student Education majors only. On overview of effective teaching methods and procedures for exceptional children. It includes historical perspective, recent programming efforts for children with impairments in vision, hearing, language and speech, emotional problems and learning disabilities. It also covers children with limited intellectual capacity and gifted children.

#### EDU 433: Applications of Assessment with Data Interpretation and Utilization F, Sp, Su

This course provides an exhaustive coverage of the applications of the principles of assessment in the K-12 classroom with diverse learners. This course further focuses on the importance of data interpretation and its utilization in the planning and implementation of appropriate behavioral and learning outcomes. In addition to being introduced to a wide variety of intelligence, perceptual-motor, academic, language, social/emotional, and adaptive behavior tests, each student will have the opportunity to become competent in the interpretation of data from a battery of assessment instruments. Issues related to assessment will also be



addressed.

ESE 434 Characteristics of Individuals with Varying Exceptionalities (3) F, Sp Prerequisite ESE 430. Exceptional Student Education majors only. The course integrated theory, research, and practice in the field of mental retardation, specific learning disabilities, and emotional handicaps. The course emphasizes definitions and concepts, theories of learning, classification, prevalence, etiologies, behavioral characteristics, prevention and intervention strategies, multicultural issues, and classroom technology. Also at-risk factors associated with learning disabilities, emotional handicaps, and mental retardation. Service delivery system will be reviewed and current research and trends discussed.

ESE 435 Curriculum and Instruction for Mild to Moderate Individuals with Varying Exceptionalities (3) F, Sp  
Prerequisites: ESE 430, ESE 434. Exceptional Student Education majors only. A comprehensive course covering curriculum, methods, and materials designed for mild to moderate levels of learning disabled, emotionally handicapped, and mentally handicapped individuals. Topics include preferred behavior management strategies and observation methods for problem behaviors used for teaching and managing students who display complex behavior problems and who need academic and pre-functional living skills. The course also covers strategic and tactical planning as well as curricula for academic, social, and prevocational skills development.

ESE 436 Curriculum and Instruction for Mild to Moderate Individuals with Varying Exceptionalities II (3) F, Sp  
Prerequisites: ESE 430, ESE 434, ESE 435. Exceptional Student Education majors only. This course provides an exhaustive covering of curriculum, methods, and materials designed for mild to moderate levels of learning disabled, emotionally handicapped, and mentally handicapped individuals through the continuation of Curriculum and Instruction I. More in-depth coverage of diagnostic procedures, planning techniques, instructional methods, uses of technology, and the instructional needs of individuals from diverse linguistic and cultural backgrounds.

ESE 437- Curriculum and Instruction for Students with Mild to Moderate Disabilities F, Sp, Su  
A comprehensive course covering curriculum, methods, and materials designed for students with mild to moderate disabilities.

Topics include preferred behavior management strategies and observation methods for problem behaviors used for teaching and managing students who display complex behavior problems and who need academic and pre-functional living skills. The course also covers strategic and tactical planning as well as curricula for academic, social, and prevocational skills development.

**ESE 447 Assessment of Exceptional Students (3) F, Sp**

Prerequisites: ESE 430, ESE 435, or ESE 430 and ESE 444. Exceptional Student Education majors only. This course provides a comprehensive guide to the assessment of students with disabilities. An understanding of the assessment process and the concrete, practical skills necessary to assess exceptional students will be examined.

## **ESPORTS**

**ITE 125 The History, Culture and Business of Videogames (3) F, Sp, Su**

Prerequisite: None. This course introduces the student to the esports ecosystem including the historical evolution of arcades to the multi- billion- dollar Esports industry. Students will learn about games, developers, events, leagues, facilities, and history. Students will receive a broad understanding of various areas of esports through lectures, quizzes, videos, and class projects.

**ITE 200 The History of Videogame Musics (3) F, Sp, Su**

Prerequisite: ITE 125. This course is an academic study of the synthesis of music and video games through history. Students will engage in the viewing, listening, and discussion of musical elements, technological development, social trends, and representative styles as it relates to video game music. Upon completion, students should be equipped with new listening skills and a basic understanding of how and why music functions in and outside of video games.

**ITE 250 Virtual Reality in Gaming (3) F, Sp, Su**

Prerequisite: ITE 125. This course will focus the virtual reality experience as it applies to interactive development, covering the history of VR approaches, practical applications, typical challenges, and current trends in gaming. This course specifically explores the use of VR headsets, as well as other newly developed input devices, for the purposes of creating engaging, immersive interactive experiences.

## FINANCE

### FIN 301 Principles of Finance (3)

F, Sp, Su

Prerequisite: MAT 111. This course is designed to make students better decision-makers by focusing on contemporary finance problems facing today's manager. It examines how financial theories can be used in an environment characterized by market and institutional realities.

### FIN 323 Corporate Finance (3)

Prerequisite: Junior or Senior standing. This course provides an understanding of the theory and practice of making financial decisions for corporations including the environment in which decisions are made, the available choices and decision criteria, and valuation consequences of the choices. It also provides students skills in financial analysis, planning, and decision making.

### FIN 333 Investments (3)

Prerequisite : Junior or Senior standing. This course provides an understanding of capital market securities, operations, valuation, and investment techniques. It covers definitions of various investment vehicles, operation of the NYSE and NASDAQ markets, portfolio theory, valuation of stocks and bonds, and investor capital allocation decisions.

### FIN 350 Principles of Financial Planning (3)

Prerequisite: FIN 301. A study of the basic concepts in financial planning as it relates to income tax planning, educational planning, Investment planning, wealth accumulation planning and estate planning. Also the legal and ethical environments of financial planners.

### FIN 493 Portfolio Analysis & Management (3) Sp

Prerequisite: FIN 301. Integrates theoretical concepts with investment applications and stresses the economic rationale for various investments. Software support enriches the learning experience by simulating the real world of investments. Students create and manage portfolios, trade stocks, bonds, warrants, options, futures contracts, and foreign currency.

### FIN 495 Futures & Options Markets (3) Sp

Prerequisite: FIN 301. This course focuses on understanding how to use the financial future and options, the related cash and debt markets to achieve various financial risk management goals.

The underlying objectives are: concepts, empirical evidence, and essential tools that facilitate the understanding of techniques and applications of hedging, pricing, and arbitrage.

**FIN 496 Financial Statement Analysis (3) F**

Prerequisite: FIN 301. This course provides a comprehensive analysis of financial statements using data bases, published documents, and privately prepared reports. Software is utilized for planning models, forecasting models, and simulations.

**FIN 497 International Money & Finance (3) F**

Prerequisite: FIN 301. This course examines the following international concepts: the foreign exchange market, the balance of trade and payments, currency futures, options, and swaps, exchange rates and interest parity, international bond market, import and export financing, financial management of the multinational firm, and the international money market.

**FMU 101 University 101 (2) F, Sp, Su**

This course is designed to help new college students develop study habits, attitudes and knowledge which will lead to academic success. The course content includes Florida Memorial University's history and resources, student time management, study methods, memory techniques, career exploration, and cultural literacy.

## **FRENCH**

**FRE 201 Elementary French I (3) F, Sp, Su**

Pre-Co-requisite: ENG 101. This course introduces the phonetic and spelling systems of the French language and emphasizes the four basic language skills (listening, speaking, reading, writing) and cultural aspects of the Francophone world. NOT open to native or near-native speakers of French.

**FRE 202 Elementary French II (3) F, Sp**

Prerequisite: FRE 201. This course continues development of the four basic language skills and advances students in an understanding of the culture of the Francophone world. NOT open to native or near-native speakers of French.

FRE 301 Intermediate French I (3) F

Prerequisite: FRE 202 or equivalent. This course emphasizes practice in developing oral skill using readings, dialogues, and dramatic sources. It also emphasizes intermediate grammar skills and develops a fuller understanding of the structure of the French language. Aspects of French culture discussed. NOT open to native speakers.

FRE 302 Intermediate French II (3) Sp

Prerequisite: FRE 301 or equivalent. This course emphasizes practice in developing writing skills, focusing on descriptive, narrative, expository and persuasive essay models from newspapers, magazines and literary sources. It also provides practice in grammar skills.

FRE 303 Survey of French Culture and Civilization I (3) F, Sp

Prerequisite: FRE 302 or equivalent. This course explores the most important aspects of the culture and civilization of the Francophone world. It includes geography, history, societal, and economic trends, and the folklore of the peoples involved.

FRE 304 Survey of French Culture and Civilization II (3) F, Sp

Prerequisite: FRE 302 or equivalent. This course explores the most important aspects of the culture and civilization of the Francophone world, focusing on contemporary issues.

FRE 305 Survey of French Literature I (3) F

Prerequisite: FRE 302 or equivalent. This course surveys the literature of France from its earliest manifestation through the 17th century.

FRE 306 Survey of French Literature II (3) F

Prerequisite: FRE 302 or equivalent. Continuation of the survey of the literature of France from 18th century to the contemporary period. Literary tendencies in other French speaking regions will be included.

FRE 307 Advanced French Grammar and Composition (3) F

Prerequisite: FRE 302 or equivalent. A detailed study of traditional grammar and composition, designed primarily for French minors and future teachers. Particular attention will be paid to correct usage in written communication.

FRE 308 Advanced French Composition (3) F

Prerequisite: FRE 307. A detailed study of the theory and practice of written communication, including a review of syntax and emphasizing rhetoric and style.

FRE 309 Business French (3) F, Sp

Prerequisite: FRE 302 or equivalent. Concentrated practice in the vocabulary and style of business correspondence and documents used in the present day Francophone world. This course is designed to improve skills in French for native speakers and others desiring to improve professional communication skills in the world of commerce.

FRE 312 French for Native Speakers I (3) F, Sp

This course is intended for native speakers who have had less than two (2) years or no course work in French in high school. It covers spelling, syntax and grammar, focusing on problems faced by native speakers as well as readings and practice in writing compositions in French.

FRE 313 French for Native Speakers II (3) F, Sp

Prerequisite: FRE 312. Concentrated practice in developing writing skills, focusing on descriptive, narrative, expository and persuasive essay models from newspapers, magazines and literary sources with special attention to problems faced by native speakers.

FRE 319 Advanced French Reading and Conversation (3) F,

Sp Concentrated practice in speaking skills at the advanced level.

The course requires intensive reading and conversation and oral presentations in the French language. Designed primarily for future teachers. Open to native speakers or others with near native fluency.

FRE 370 French Study Abroad (3-6) Su

This course offers a total immersion in the French language and culture through basic reading, writing and conversation. It focuses on fundamental grammar and on the culture and folklore of the host country. School/ Department approval required.

FRE 371 Intermediate French Study Abroad (3-6) Su

Prerequisite: FRE 202. This course offers total immersion in the target language through intermediate reading and conversation. It includes intermediate writing and grammar. Class discussions will

focus on contemporary French cultural issues and the folklore of the host country. School/Department approval required.

FRE 444 19th Century French Literature (3) F

A study of the literary trends of the century—Romanticism, Realism and Naturalism and representative works.

FRE 445 20th Century French Literature (3) Sp

A study of the literary trends of the century—surrealism, existentialism, theater of the absurd—and representative works.

FRE 448 African and Caribbean French Literature (3) F

A study of the Negritude literary movement, focusing on its origin, development and influence in contemporary African and Caribbean French speaking regions, including Haiti and others.

## **GEOGRAPHY**

GEO 302 Cultural Geography (3) F, Su

A study of humans' activities in the light of the interaction and interdependence of the physical and cultural environments. The emphasis will be placed on the relationship between persons and environment through time and on the distribution of population settlement and resource utilization processes which have transformed natural landscapes into cultural landscapes. Permission of instructor required.

GEO 303 World Regional Geography (3) Sp, Su

The geography of the world's major cultural regions. Emphasis on geographic aspects of contemporary economic, social, and political conditions. Permission of the instructor required.

GEO 304/ENV 304 Population Studies (3) Sp

A study of demographic patterns, fertility, birth rates, death rates, and a comparison of population growth and problems and issues.

## **HEALTHCARE**

HCS 200 Introduction to Healthcare (3) F, Sp

The course is designed to introduce students to the field of healthcare and to give them a better understanding of today's healthcare industry. Emphasis will be placed on health delivery

systems, multicultural diversity, legal, ethical, and regulatory frameworks effecting the healthcare industry. Additionally, an overview of disease, infection control, wellness, technology, nutrition, healthcare pathways and employability skills will be of major focus.

#### HCS 210 Ethics in Healthcare (3) Sp

This course presents an overview of ethical issues facing healthcare professionals. It provides students with the foundations of ethics and exposes them to probable ethical situations and conflicts in the health care field. Students will be taught how to navigate different scenarios using their working knowledge of ethical procedures and constraints.

#### HCS 300 Medical Terminology (3) F, Sp

This course is designed for health care pre-professionals. This course is an introduction to medical terminology focusing on basic elements of root words, rules of word building, analyzing medical words, definitions, and pronunciation. It will explore the components of scientific words such as prefixes, suffixes, root words, abbreviations and symbols related to medical field.

#### HCS 301 Legal Aspects of Healthcare (3) F, Sp

The course provides an overview of the legal foundations of healthcare in the

U.S. by examining the impact of regulation and law on the healthcare system. Furthermore, the course will address how medical malpractice, risk management and ethical and legal issues influence the delivery of healthcare and medicine. The management and use of medical records, intellectual property, institutional liability, medical decision making and patient rights will also be discussed in order to teach students how to recognize potential litigious issues.

#### HCS 310 Minority Healthcare (3) F, Sp

This course is designed for health care pre-professionals. It examines the differences across groups in health, illness, and health care access focusing on minority health disparity and evaluates the role of community education and



communication in defining health problems and creating intervention solutions.

#### HCS 401 Advanced Statistics in Healthcare (3) F, Sp, Su

Prerequisite: PSY 312. Further study of quantitative methods including correlation, chi-square, contingency and analysis of variance. This course is designed for students who have completed a basic/introductory statistics course and desire a greater understanding of data analysis and statistics commonly used in the field of healthcare. Emphasis will be placed on practical application of statistical theories, quantitative techniques, use of statistical software, and the interpretation of findings and production of statistical charts and tables.

#### HCS 410 Healthcare Systems (3) F, Sp

Prerequisite: HCS200. The course examines the basic organizational structures, operations, and complexities of major healthcare systems in the U.S. to help students identify the role(s) of the patient/consumer, health provider, healthcare facility, manager, and health analyst. Moreover, students will get an overview of the characteristics of the various healthcare delivery systems, payment mechanisms, accreditation, licensure, and regulatory framework. The functions of healthcare providers, healthcare facilities, health staff organizations and health information systems will also be explored.

#### HCS 419 Field Placement I - Practicum I (3) F, Sp, Su

Learning through authorized, supervised work experience in the student's area of study. Student placement at appropriate, area-related work sites are conducted by field placement director, one semester before placement. Regular seminars are held to discuss agency experiences, professionalism and to provide feedback. During the field placement experience, the student will gain real-life experience, skills, and knowledge in their perspective area of interest to further promote or transition him/her into their career choices.

## HISTORY

### HIS 101 World Civilization I (3) F, Sp, Su

This is an intensive reading and writing course. This survey course provides a balanced perspective on the birth of civilization and the development of early human cultures. It includes a prehistoric vision of the world beginning with great river valleys and extending to the age of reason and the scientific revolution.

### HIS 102 World Civilization II (3) F, Sp, Su

This is an intensive reading and writing course. This course provides a chronological survey of persons and their institutions from the age of reason and science to the present. Emphasis is placed on understanding the development of political, social, economic, philosophical, and religious ideas of various cultures.

### HIS 103 African American History I (3) F, Sp, Su

This is an intensive reading course. The course promotes the awareness and exploration of relevant books and materials concerning the lives, struggles, achievements, and contributions of African Americans. An opportunity is provided for students to view the past and investigate the present.

### HIS 104 African American History II (3) F, Sp, Su

This is an intensive reading course. This course is a continuation of African American History I and allows for the study of relevant books and materials concerning the African American experience through the Post-Reconstruction era, the age of Accommodation, Harlem Renaissance, the Civil Rights era, and beyond.

### HIS 200 History of the American People (U.S. History to 1865) (3)

F, Sp, Su This is an intensive reading and writing course. A survey of the main events of the history of the United States of America from the Age of Discovery to the present.

### HIS 300 Historical Thought and Writing (3) F, Sp

A seminar designed to introduce students to historical perspectives and to the process of writing history. Practice in critical analysis, research methodology, documentation, bibliographic forms and composition, culminating in a major research paper.

### HIS 321 U.S. History to 1865 (3) F

Prerequisite: HIS 200. An intensive survey of the main events in the discovery and settlement, independence, and growth of the United States to the end of the Civil War.

### HIS 324 U.S. History Since 1865 (3) Sp

Prerequisite: HIS 200. A survey of the history of the United States from 1865 to the present, with emphasis on the interaction of political, social, and economic developments in the light of the nation's heritage and its contributions to the world community.

### HIS 335 Africa in the Modern World (3) F

This course provides students with the historical background needed to understand Africa. Focuses on major political, social, economic, and cultural developments from the rise of the transatlantic slave trade to the present.

### HIS 350 History of the Caribbean (3) Sp

Development of the major islands of Cuba, Hispanola, Jamaica, and Puerto Rico from colonial times to the present. Emphasizes evolution of plantation societies, slavery and race relations, international rivalries, economic dependence, and political independence. Offered in alternate years.

### HIS 380 Early American History (3)

Prerequisites: HIS 103, 104 and HIS 200. The Survey course begins by comparing and contrasting of the tumultuous convergence that occurred when three distinct and sovereign cultures-Native Americans, Europeans and West Central Africans-met in North American within the two centuries prior to the American Revolution.

### HIS 390 Civil War and Reconstruction 1860-1877 (3)

Prerequisites: HIS 103, 104 and HIS 200. The survey course aims to combine Dubois's interpretive framework of the period with the findings and concerns of recent scholarship to provide a comprehensive and current explanation of the Civil War and Reconstruction, (1860-1887).

### HIS 400 History of the Non-Western World (3) Sp

Prerequisites: HIS 101 and 102. Survey of the history of three major areas of the non-western world: the Middle East and India, the Far East and Africa. Emphasis will be placed upon historical, political, economic, and social conditions.

**HIS 405 Women in U.S. History (3) F**

Beginning with European and African backgrounds, the course will trace the experience of women in the United States from the Colonial to the present periods. Emphasis will be given to historical and contemporary issues in the women's movements and to the efforts of women as workers, professionals, volunteers, and political activists in the shaping of our national history.

**HIS 410 History of Florida and the South (3) Sp**

A survey course of the political, economic, social, and cultural development of Florida and the South, with special emphasis on the nineteenth and twentieth centuries.

**HIS 420 Independent Study (3) F, Sp, Su**

Guided readings or activities in the social sciences. Open to students majoring in the social sciences. Permission of instructor required.

**HIS 430 Selected Topics in History (3) Su**

Topics will vary from year to year. Seminars may be held on American, African, European, or Asian History. This course involves an intensive study of some phase of history. Emphasis will be placed on historical methods, research techniques, and the teaching of history. Open to juniors and seniors by permission of instructor.

## **HONORS**

**ENG 104H & ENG 105H College Writing Honors (3) F, Sp**

The course sequence ENG 104 and ENG 105 provides students with both a reading and writing intensive format. Students respond to works of authors of world literature as well as philosophy through writing assignments, group discussions, and oral presentations. The goal of all writing assignments is the production of a scholarly term paper with appropriate documentation at the end of each respective semester.

**CSC 202H Technology (3) F, Sp**

An in-depth exposure to the use of information technology in academia, business, and society. Special emphasis is placed on technology applications using microcomputers, spreadsheets, database and word processing software, and use of the Internet.

HIS 201H, 202H, African American History I, II (Honors) (3) F, Sp

This two-semester course sequence scans the varied landscape of African, Caribbean and African American history and the multifaceted experiences of people of the African Diaspora. Employing a pedagogy based on lectures which make connections between the present and past experiences of African people.

MAT 103H, 104H, Honors Mathematics I, II, (3) F, Sp

These two honors courses offered in sequence cover mathematical systems, modular arithmetic, structure algebra, basic algebraic operations, determinants, set theory, and logic.

RSC 303H Research Methods (3) F, Sp

This course prepares students to use the scientific method to plan for and conduct scholarly research. Exposure will be given in designing a research study by formulating a problem statement, objectives, and hypotheses, as well as data collection, statistical analysis, and presentation.

RSC 403H Honors Thesis (3) F, Sp, Su

A culmination of the student's scholarly research activities. The thesis will be prepared by the student in conjunction with a faculty advisor. The thesis will be a scholarly document and presented for final approval to a faculty committee.

SCI 104H, 105H Insight I, II (3) F, Sp

This two course sequence provides an overview of astronomy, physics, chemistry, and earth science. Using energy as its central theme, the courses cover the production and utilization of energy in plants and animals, energy consumption, and energy flows.

SEM 101H, 102H Honors Seminar I, II (2) F, Sp

This two-semester course affords the students the opportunity to study in depth topics of particular importance to society. The topics include global issues, use of information technology, and ethical questions. Written exercises and individual and group presentations are integral components of the Honors Seminars.

## **HUMAN RESOURCE MANAGEMENT**

HRM 350 Human Resource Management (3) F, Sp, Su

Prerequisite: BUS 211. Introduction to the management of effectively utilizing human resources in organizations. Emphasis is on employment law, recruitment, selection, training,

performance appraisal, compensation, and labor relations.

**HRM 360 The Legal Environment of Human Resource Management (3)** Prerequisite: HRM 350. The law as it pertains to the process of Human Resource Management, with special emphasis on equal employment opportunity law.

**HRM 380 Compensation Management F, Sp**  
Prerequisite: Junior or Senior standing, BUS 380. The principles of compensation management, job analysis and evaluation, establishment and administration of pay systems, employee benefits, and executive compensation.

**HRM 410 Labor Relations**  
Prerequisite: Junior or Senior standing, BUS 350, HR 370. The role of management and unions in our society, labor-management problems and their resolution, the collective bargaining process, the legal framework of labor-management relations, administration of the labor contract.

**HRM 420 Staffing and Development**  
Prerequisite: Junior or Senior standing, BUS 350, HR 370. The role of human resource professionals at every stage of the employment process from hiring to posting, staffing policies, internal and external recruitment, HR development strategies and training programs development.

**HRM 430 Creating Productive Relationships**  
Prerequisite: Junior or Senior standing, BUS 350. A practical and theoretical course dealing with behavior. Emphasis will be placed on identifying and classifying behavior in order to understand behavior and to develop strategies for effectively managing interpersonal relationships. Exercises and role playing to illustrate major points.

## **HUMANITIES**

**HUM102 Thinking Critically about the Arts and Humanities (2) Sp**  
This course will provide an introduction to Humanities disciplines and guidance in navigating the major fields of study, including graduate and professional school information. Emphasis is placed on critical thinking, written and oral communication skills using reflective writing and other discursive tools. In this course, first

year students develop academic and social skills that lead them to success in English, Philosophy and Religion, Foreign Language, Communications, and Music.

## **MARKETING**

MAR 301 Principles of Marketing (3) F, Sp, Su

Prerequisites: MAT 111, ENG 102. A introduction to the field of marketing and its related concepts. The course focuses on how to facilitate mutually satisfying exchanges in both the business to consumer market and the business to business market.

MAR 361 Retail Marketing (3) F

Prerequisite: MAR 301. An examination of the role of retailing in marketing. Attention is focused on fundamentals for successful retail management. This course emphasizes basic marketing principles, procedures, and the selling environment. Major attention is paid to aligning the marketing mix in response to unfulfilled customer needs.

MAR 362 Personal Selling (3) F

Prerequisite: MAR 301. Learning to develop and apply essential professional selling skills to effectively market yourself and the organization you represent. Basic concepts, processes, and techniques for selling, including customer analysis, prospecting, developing rapport, handling objections, customer service, and other related areas.

MAR 395 Consumer Behavior (3) F, Sp

Prerequisite: MAR 301, PSY 200 or SOC 200. A description and conceptual analysis of consumer buyer behavior. The focus is on the theory and research essential to the understanding of individual choice behavior.

MAR 460 Advertising (3) Sp

Prerequisite: MAR 301. A study and analysis of successful advertising principles. This enables students to appraise advertising effectiveness as a marketing tool and assess its social and economic significance.

MAR 461 Marketing Channels (3) Sp

Prerequisites: MAR 301, MAR 395. This course focuses upon institutions, functions and decision-making in marketing channels. Wholesaling and distribution systems in retailing are emphasized.

The causes and resolution of channel power and conflict are also addressed.

#### MAR 462 International Marketing (3) Sp

Prerequisite: MAR 301. A global approach to the study of comparative marketing systems, including economic, social, technological, governmental, and political environments as they affect international marketing operations.

#### MAR 463 Survey of E-Commerce (3) Sp

Prerequisite: MAR 301. This course is designed to provide an overview of a new paradigm for business transactions. Focuses on electronic interactions and exchanges amongst businesses, between businesses and consumers, and the infrastructure providers as they converge for the purchase and sale of goods, services, ideas, and information over the Internet.

#### MAR 487 Seminar in Marketing (3) Sp

Prerequisites: Junior standing and approval of the Chairperson. This course examines consideration of current issues in marketing. Readings required from current marketing publications and other related periodicals.

#### MAR 490 Service Marketing (3) F

Prerequisites: MAR 301, MAR395. This course examines product support services, the nature and characteristics of service, and the building of customer satisfaction through the facilitating of mutually satisfying exchange. Special attention will be given to survey instruments such as the relevant dimensions of service quality.

#### MAR 491 Supply Chain Management (3)

This course will provide the student with the basic theories and concepts related to effective and efficient supply chain management. Students will learn the basic tools necessary for efficient supply chain design which includes supply chain metrics, production/order planning and inventory control, sourcing, order fulfillment, and demand forecasting. Other topics covered include global supply management, logistics, outsourcing, suppliers relationships and customer relationship management.

#### MAR 495 Marketing Research (3) F, Sp

Prerequisites: BUS 321, MAR 301. A study of fundamental techniques of market research. Students define marketing



problems, develop methodology, gather and process secondary and primary sources of information. The results are formally communicated.

## MATHEMATICS

MAT 110 Intermediate Algebra (3) F, Sp, Su

Prerequisite: Successful completion of DSM 099 with a grade of "C" or better or the required minimum score on the placement test.

This course covers topics such as factoring; operations with rational expressions, absolute value; exponents, radicals and roots; complex numbers; linear and quadratic

equations and linear inequalities; graphs; and systems of equations, all with applications throughout the course.

MAT 111 College Algebra (3)

F,

Sp, Su Prerequisite: Placement test result or successful completion of MAT 110 with a grade of "C" or better. This course is an in-depth study of algebraic concepts, such as solving, graphing and applying linear and quadratic equations and inequalities; linear, quadratic, rational, absolute value, exponential and logarithmic functions; the Cartesian plane, distance, midpoint and the circle; representation of functions, domain, range, and evaluation of functions; and systems of equations and inequalities, all with applications throughout the course.

MAT 112 Pre-Calculus (3) F, Sp, Su

Prerequisite: Completion of MAT 111 with a grade of "C" or better or permission of instructor. This course is an in-depth study of the concept of functions and their representations: polynomial, piecewise-defined, absolute value, rational, radical functions; sum difference, product, quotient, and composition of functions; systems of (2x2) linear equations

MAT 113 College Trigonometry (3) F, Sp, Su

Prerequisite: Completion of MAT 111 with a grade of "C" or better. This course is an in-depth study of properties of trigonometric functions and their graphs, inverse trigonometric functions, and polar coordinates.

MAT 114 Finite Mathematics (Formerly MAT 102 /105) (3) F, Sp, Su  
Prerequisite: Successful completion of MAT 111 with a grade of "C" or better. This course covers the basic aspects of sets, number sense, bases other than ten, symbolic logic, statistics, probability, and plane geometry. This course provides a thorough treatment of the mathematics appropriate for future educators.

#### MAT 200 Applied Calculus (3)

Prerequisite: MAT 112 with grade of "C" or better. The applications of calculus using computer algebra systems. A brief review of functions and plane analytic geometry; intuitive and geometric definitions of limit, continuity and derivatives; derivatives of elementary functions; applications of derivatives including optimization problems taken from various disciplines; indefinite integral, Riemann sums and definite integral; elementary techniques of integration; and applications of integration in various disciplines.

#### MAT 201 Calculus I (3)

Prerequisite: MAT 113 with grade of "C" or better, or permission of instructor. A brief review of functions and plane analytic geometry; intuitive and geometric definitions of limit, continuity and derivative; differentiation of elementary functions; and applications of derivatives, including sketching graphs of functions, and optimization problems.

#### MAT 202 Calculus II (3)

Prerequisite: MAT 201 with grade of "C" or better. Indefinite integral, Riemann sums and definite integral, elementary integration techniques, and applications of integration.

#### MAT 205 Introduction to Probability and Statistics (3) F, Sp, Su

Prerequisite: MAT 112 with grade of "C" or better. Probability concepts, discrete and continuous distributions, random variables, expectation and variance, frequency distribution, statistical inferences and sampling, hypotheses testing for the mean and variance of a population.

#### MAT 210 Discrete Mathematics I (3)

Prerequisite: MAT 112 with grade of "C" or better. Propositional and predicate logic, set theory, axiomatic construction of mathematical structures, mapping, cardinal numbers, and principles of mathematical induction.

### MAT 211 Discrete Mathematics II (3)

Prerequisite: MAT 210 with grade of "C" or better. Boolean Algebra, combinatorics, elementary graphs theory, trees, recurrence relations, and elementary dynamical systems.

### MAT 301 Calculus III (3)

Prerequisite: MAT 202 with grade of "C" or better. Inverse functions, integration techniques, L'Hospital's rule and indeterminate forms, improper integration differentiation and integration of functions in polar and parametric forms, and infinite sequences and series.

### MAT 302 Multivariable Calculus (3)

Prerequisite: MAT 202 with grade of "C" or better. A short review of calculus of one variable; three-dimensional coordinate systems; scalar valued functions of several variables and their graphs; equations of curves, surfaces, and solids; limits; continuity; partial derivatives of several variables; applications of derivatives; multiple integration of scalar valued functions.

### MAT 303 History of Mathematics (3)

Prerequisite: MAT 202 with grade of "C" or better. Origins of arithmetic and geometric concepts in early cultures, the development of mathematics in African, Chinese, Hindu, Arabic, and other cultures, mathematics in the 17th and 18th centuries, mathematics in the 19th and 20th centuries.

### MAT 305 College Geometry (3)

Prerequisite: MAT 202 with a grade of "C" or better or permission of instructor. Properties of points, lines, planes; study of geometric figures: rays, line segments, curves, polygons: properties of parallel lines; properties of triangles and polygons; the Pythagorean theorem, congruency and similarity of triangles; measurements of angles, area, and volume; transformation geometry; non-Euclidean geometry.

### MAT 307 Number Theory (3)

Prerequisite: MAT 112 with grade of "C" or better. Properties of numbers, divisibility, Euclidean Algorithm, congruence and residue classes, Diophantine equations, and quadratic residues.

### MAT 309 Introduction to Modern Algebra (3)

Prerequisite: MAT 211. Algebraic systems, equivalence classes, groups, rings, and fields.

### MAT 350 Linear Algebra I (3)

Prerequisite: MAT 112 with grade of "C" or better. Matrices and their operations, systems of equations and matrices, determinants; properties of  $R^n$ : linear combinations, linear dependence and independence, basis, dimension, subspaces, matrices as linear transformations, inner product, eigenvalues, and eigenvectors.

### MAT 351 Linear Algebra II (3)

Prerequisite: MAT 350, MAT 201 with grade of "C" or better. Abstract vector spaces, linear transformations, positive definite matrices, canonical forms of matrices, applications in difference and differential equations.

### MAT 402 Advanced Calculus (3)

Prerequisite: MAT 302 with a grade of "C" or better. A rigorous treatment of the real and complex number systems, elements of set theory; limits, continuity, differentiability, and integration, numerical sequences and series; sequences and series of functions; power series; functions of several variables.

### MAT 403 Real Analysis (3)

Prerequisite: MAT 301 with a grade of "C" or better. Sets and functions; sequences of real numbers; series of real numbers; metric spaces; limits of a function on metric spaces; continuous functions on metric spaces; connectedness, completeness and compactness; elementary functions and Taylor series; sequences and series of functions.

### MAT 404 Topology (3)

Prerequisite: MAT 403 with grade of "C" or better. Sets and functions; metric spaces; topological spaces; matrix, product and quotient spaces; compactness and connectedness; function spaces.

### MAT 405 Vector Calculus (3)

Prerequisite: MAT 302 with grade of "C" or better. The geometry of Euclidean space; vector-valued functions; limits, continuity and partial derivatives of vector-valued functions; integration; line and surface integral.

### MAT 406 Complex Variables (3)

Prerequisite: MAT 302 with grade of "C" or better. Complex numbers and their algebraic properties; elementary functions of complex variables; mapping; limit, continuity, differentiability, and

integral of functions of complex variables; sequences and series of complex numbers; transformations.

### MAT 409 Dynamical Systems (3)

Prerequisite: MAT 201 and MAT 350 with grade of "C" or better. Continuous dynamical systems: functions, iteration using technology, orbits, fixed and periodic points, logistic function, graphical analysis, stability, analysis of quadratic functions, chaotic quadratic functions; introduction to discrete dynamical modeling, deriving discrete dynamical systems, equilibrium points, cobwebs, deriving difference equations, linear dynamical systems and applications to finance, social sciences, and Markov chains; nonlinear discrete dynamical systems and model of population growth and harvesting strategies, Newton's method, stability, bifurcation, and chaos.

### MAT 410 Ordinary Differential Equations (3)

Prerequisite: MAT 301 with grade of "C" or better. First order linear and nonlinear equations, numerical methods, second and higher order linear equations, series solutions, systems of linear and nonlinear equations, phase plane, stability; applications.

### MAT 411 Numerical Analysis I (3)

Prerequisite: MAT 410 with a grade of "C" or better. The real number system, error analysis, solutions of nonlinear equations, interpolation and approximation, and numerical differentiation and integration.

### MAT 412 Numerical Analysis II (3)

Prerequisite: MAT 411 with a grade of "C" or better. Matrices and systems of linear equations, solutions of difference and differential equations, and boundary-value problems.

### MAT 414 Probability Theory (3)

Prerequisite: MAT 205, MAT 202 with grades of "C" or better. Finite probability spaces, random variables and combinations of events; dependence and independence, elementary limit theorems, infinite probability spaces, probability density and distribution functions, expectations, moment generating functions, and Central Limit Theorem.

### **MAT 420 Directed Reading I (3)**

Prerequisite: Permission of Instructor. An introduction to the techniques of scientific investigation. Students, with the help of the instructor, choose a problem in mathematics and design a procedure for investigation. The problem may not be original; the purpose is to help students broaden and integrate their background in mathematics. Students write reports on their investigation with well-documented supporting evidence and present them to the instructor. Then they defend their investigation orally before colleagues, faculty, and visitors during the final week of the semester.

### **MAT 421 Directed Reading II (3)**

Open to students who have successfully completed or want to continue with their investigation of the problem that they have chosen in MAT 420.

### **MAT 450 Senior Project in Mathematics (3)**

Prerequisite: Senior standing. This course is an introduction to the technique of scientific investigation. Senior students, with the help of a mathematics faculty, choose problems in mathematics and design procedures for investigation, investigate, write well-documented reports, and present them orally before colleagues and faculty. The problem may not be original; the purpose is to expose students to scientific investigate techniques.

## **MUSIC**

### **MUS 100 Music Fundamentals (3)**

Introduction and review of music fundamentals such as the great staff, musical clefs, major and minor scales, key signatures, intervals, and principles of rhythmic notation. Advanced students may test out.

### **MUS 101 Structures of Music I (3)**

Prerequisite: MUS 100 or permission of instructor. This course is a continuation of MUS 100 and includes popular music chord symbols, traditional chord symbols (I, IV, V, V7), analysis and arrangement of familiar melodies for solo and accompaniment. Advanced students may test out and receive credit.

### **MUS 102 Structures of Music II (3)**

Prerequisite: MUS 101 or permission of instructor. This course is a continuation of MUS 101 and emphasis is placed on harmonization

of diatonic modes, open and closed harmony, chord inversions, non-chord tones, and diatonic 7th chords. The course also involves composing and arranging melodic, harmonic, and rhythmic patterns as related to blues, gospel, jazz, etc.

#### MUS 103 Class Piano I (1)

This course is designed as an introduction to playing the keyboard and fundamental keyboard techniques and is required for all majors except keyboard majors and students able to pass the keyboard proficiency test.

#### MUS 104 Class Piano II (1)

This course is a continuation of MUS 103 and is required for all majors except keyboard majors and students able to pass the keyboard proficiency test.

#### MUS 111 Sightsinging/Eartraining I (2)

The course is designed to improve the reading skills and pitch identification of the student.

#### MUS 112 Sightsinging/Eartraining II (2)

Prerequisite: MUS 111 or permission of instructor. The course is a continuation of MUS 111 and is designed to improve the reading skills and pitch identification of the student.

#### MUS 113 Applied Music (1)

This course provides one credit hour of instruction in a major or minor instrument and is open to music and non-music majors. May be repeated for credit.

#### MUS 131 Applied Voice (2)

This is the level one foundation course for the formal study of voice.

#### MUS 132 Applied Voice II (2)

This is the level two foundation course for the formal study of voice and is a continuation of MUS 131.

#### MUS 133 Applied Keyboard (2)

This is the level one foundation course for the formal study of keyboards..

#### MUS 135 Applied Brasswind (2)

This is the level one foundation course for the formal study of

brass wind instruments.

**MUS 136 Applied Brass wind II (2)**

This is the level two foundation course for the formal study of brass wind instruments and is a continuation of MUS 135.

**MUS 137 Applied Keyboard II (2)**

This is the level two foundation course for the formal study of keyboards and is a continuation of MUS 133.

**MUS 141 Concert Chorale (1)**

This course is designed primarily for students preparing to become choir directors and for non-majors with choral music experience. A cross-section of music representative of different eras and styles will be performed. Students will be introduced to wellness principles as an integral part of musicianship and acquire knowledge on the prevention of performance injuries.

**MUS 142 Concert Chorale II (1)**

This course is a continuation of MUS 141.

**MUS 145 Applied Woodwind (2)**

This is the level one foundation course for the formal study of woodwind instruments.

**MUS 146 Applied Woodwind II (2)**

This is the level two foundation course for the formal study of woodwind instruments and is a continuation of MUS 145.

**MUS 155 Applied Strings (2)**

This is the level one foundation course for the formal study of string instruments.

**MUS 156 Applied Strings II (2)**

This is the level two foundation course for the formal study of string instruments and is a continuation of MUS 155.

**MUS 161 Concert Band (1)**

This course is designed primarily for students preparing to become band/ orchestra directors and for non-majors with instrumental music experience. A cross-section of music representative of different eras and styles will be performed. Students will be introduced to wellness principles as an integral part of musicianship and acquire knowledge on the prevention of



performance injuries.

#### MUS 162 Concert Band (1)

This course is a continuation of MUS 161.

#### MUS 165 Applied Percussion I (2)

This is the level one foundation course for the formal study of percussion instruments.

#### MUS 166 Applied Percussion II (2)

This is the level two foundation course for the formal study of percussion instruments and is a continuation of MUS 165.

#### MUS 168 Applied Steel I (2)

This is the level one foundation course for the formal study of steel pan instruments.

#### MUS 169 Applied Steel II (2)

This is the level two foundation course for the formal study of steel pan instruments and is a continuation of MUS 168.

#### MUS 171 Jazz Band (1)

This course is designed primarily for students preparing to become jazz band directors and for non-majors with jazz music experience. Emphasis is placed on sight-reading, performance and leadership skills. A cross-section of music representative of different eras and styles will be performed. Students will be introduced to wellness principles as an integral part of musicianship and acquire knowledge on the prevention of performance injuries.

#### MUS 173 Jazz Band (1)

This course is a continuation of MUS 171.

#### MUS 181 Chamber Ensemble Pop (1)

This course is designed primarily for students interested in vocal music for the stage. An audition is required. A cross-section of music representative of different eras and styles will be performed. Students will be introduced to wellness principles as an integral part of musicianship and acquire knowledge on the prevention of performance injuries.

MUS 182 Chamber Ensemble POP II (1) This course is a continuation of MUS 181.

#### MUS 185 Chamber Ensemble Steel (1)

This course is designed primarily for students with experience or learning how to play the steel pan. A cross-section of music representative of different eras and styles will be performed. Students will be introduced to wellness principles as an integral part of musicianship and acquire knowledge on the prevention of performance injuries.

MUS 186 Chamber Ensemble Steel II (1) This course is a continuation of MUS 185.

#### MUS 196 Music Production Workshop I (1)

The course is a practicum exploration of the fundamentals of creating and staging musical theater/revues to include script/lyric writing, singing/ instrumental development, movement/choreography, and management/ promotion. Students will be introduced to wellness principles as an integral part of musicianship and acquire knowledge on the prevention of performance injuries.

MUS 197 Music Production Workshop II (1) This course is a continuation of MUS 196.

#### MUS 200 Music Appreciation (3)

This course is an exposition of the philosophy, principals, and materials of music from the Baroque Period to contemporary period with illustrative examples from the Baroque Period, Classical Period, Romantic Period, Contemporary Classical Music and Popular Music. The course is designed to give the student an appreciation of music by exposing them to many musical styles, composers, historical trends, as well as increasing their aural, verbal and writing skills in describing music.

#### MUS 201 Structures of Music III (3)

Prerequisite: MUS 102 or permission of instructor. This course is a continuation of MUS 102 and emphasis is placed upon analyzing melodic, harmonic, and rhythmic patterns from eighteenth century, nineteenth century, and early twentieth century compositions. The course also involves composing and arranging melodic, harmonic, and rhythmic patterns as related to blues, gospel, jazz, etc.

### MUS 203 Structures of Music IV (Form and Analysis) (3)

Prerequisite: MUS 201 or permission of instructor. This course prepares the student to be able to analyze the basic forms of composition using accepted practices from traditional and contemporary approaches. The student will be able to analyze and identify the following forms by the end of the course: phrase structure, binary form, ternary form, theme and variation, sonata form, rondo form, the concerto, the symphony, fugue form, blues forms and other jazz forms. The course involves listening and score study techniques.

### MUS 204 Class Piano III (1)

This course is a continuation of MUS 104.

### MUS 205 Class Piano IV (1)

This course is a continuation of MUS 204.

### MUS 207 Jazz Improvisation I (3)

Prerequisite: MUS 102 or permission of instructor. Emphasis is placed upon the embellishment of improvised solos on chords, melodies, and rhythm. Chord progressions and related scales, patterns, clichés as they relate to creative improvisation will be explored, as well as the various stylistic approaches of jazz improvisation.

### MUS 208 Jazz Improvisation II (3)

Prerequisite: MUS 201 or permission of instructor. Emphasis is placed upon the embellishment of improvised solos on chords, melodies, and rhythm. Chord progressions and related scales, patterns, clichés as they relate to creative improvisation will be explored, as well as the various stylistic approaches of jazz improvisation.

### MUS 209 History of Music I - Western Music (3)

This course is a survey of music of the European Diaspora and its influences from antiquity to the present. Emphasis is placed on societal, cultural, and political influences on musicians, their music, and performance practices.

### MUS 210 History of Music II - African Diaspora (3)

This course is a survey of music of the African Diaspora and its influences from antiquity to the present. Emphasis is placed on societal, cultural, and political influences on musicians, their music, and performance practices.

### MUS 221 History of Music III - World Music (3)

This course is a survey of World Music with special focus on Asian music and its influences from antiquity to the present. Emphasis is placed on societal, cultural, and political influences on musicians, their music and performance practices.

### MUS 231 Applied Voice III (2)

This is the level three foundation course for the formal study of voice and is a continuation of MUS 132.

### MUS 232 Applied Voice IV (2)

This is the level four foundation course for the formal study of voice and is a continuation of MUS 231.

### MUS 233 Applied Keyboard III (2)

This is the level three foundation course for the formal study of keyboards and is a continuation of MUS 133.

### MUS 234 Applied Keyboard IV (2)

This is the level four foundation course for the formal study of keyboards and is a continuation of MUS 233.

### MUS 235 Applied Brasswind III (2)

This is the level three foundation course for the formal study of brasswind instruments and is a continuation of MUS 135.

### MUS 236 Applied Brasswind IV (2)

This is the level four foundation course for the formal study of brasswind instruments and is a continuation of MUS 235.

### MUS 238 Vocal Techniques (1)

This course serves as an introduction to using the human voice as an instrument. Emphasis is placed upon voice production, projection, breathing, and techniques.

### MUS 241 Concert Chorale III (1)

This course is a continuation of MUS 142.

### MUS 242 Concert Chorale IV (1)

This course is a continuation of MUS 241.

### MUS 243 Techniques/Brasswinds (1)

This course serves as an introduction to playing brasswind instruments. Emphasis is placed upon tone production, projection,

breathing, and techniques.

MUS 245 Applied Woodwind III (2)

This is the level three foundation course for the formal study of woodwind instruments and is a continuation of MUS 146.

MUS 246 Applied Woodwind IV (2)

This is the level four foundation course for the formal study of woodwind instruments and is a continuation of MUS 245.

MUS 247 Techniques/Woodwinds (1)

This course serves as an introduction to playing woodwind instruments.

Emphasis is placed upon tone production, projection, breathing, and techniques.

MUS 255 Applied Strings III (2)

This is the level three foundation course for the formal study of string instruments and is a continuation of MUS 156.

MUS 256 Applied Strings IV (2)

This is the level four foundation course for the formal study of string instruments and is a continuation of MUS 255.

MUS 257 Techniques/Strings (1) This course serves as an introduction to playing stringed instruments. Emphasis is placed upon tone production, projection, and techniques.

MUS 261 Concert Band III (1)

This course is a continuation of MUS 162.

MUS 262 Concert Band IV (1)

This course is a continuation of MUS 261.

MUS 265 Applied Percussion III (2)

This is the level three foundation course for the formal study of percussion instruments and is a continuation of MUS 166.

MUS 266 Applied Percussion IV (2)

This is the level four foundation course for the formal study of percussion instruments and is a continuation of MUS 265.

MUS 267 Techniques/Percussion (1)

This course serves as an introduction to playing percussion instruments. Emphasis is placed upon tone production, projection, and techniques.

#### MUS 268 Applied Steel III (2)

This is the level three foundation course for the formal study of steel pan instruments and is a continuation of MUS 169.

#### MUS 269 Applied Steel IV (2)

This is the level four foundation course for the formal study of steel pan instruments and is a continuation of MUS 268.

#### MUS 271 Jazz Band III (1)

This course is a continuation of MUS 172.

#### MUS 273 Jazz Band IV (1)

This course is a continuation of MUS 271.

#### MUS 281 Chamber Ensemble III (1)

This course is a continuation of MUS 181.

MUS 282 Chamber Ensemble Pop IV (1) This course is a continuation of MUS 281.

MUS 285 Chamber Ensemble Steel III (1) This course is a continuation of MUS 186.

MUS 286 Chamber Ensemble Steel IV (1) This course is a continuation of MUS 285.

#### MUS 291 Music Criticism (3)

The course is designed to prepare performing arts students to evaluate their preparation and performances. The course focuses on reviewing and writing performing arts reviews for the media.

MUS 296 Music Production Workshop III (1) This course is a continuation of MUS 197.

MUS 297 Music Production Workshop IV (1) This course is a continuation of MUS 296.

#### MUS 300 Music Seminars/Recitals (0)

This course, mandatory for all music majors, focuses on performance and recital techniques, master classes, and discussion

of relevant issues with presentations by students, faculty and experts in the field.

### MUS 302 Composition/Arranging Vocal (3)

Prerequisite: MUS 203 or permission of instructor. The course uses standard and contemporary melodies for vocal ensemble arrangements with and without instruments. The student will present at least fifteen minutes of music covering different styles and tempos to be performed by an ensemble.

### MUS 304 Piano Class - Accompanying (1)

Prerequisite: Permission of instructor. This course is suggested for all keyboard principals and focuses on sight reading and score preparation for accompanists through the study of vocal and instrumental literature. Students demonstrating competence in these skills will be assigned to a vocal or instrumental studio, or (by audition), an ensemble.

### MUS 305 Class Piano - Accompanying II (1)

Prerequisite: Permission of the instructor. This course is a continuation of MUS 304.

### MUS 306 Anthems, Spirituals and Hymns (3)

Prerequisite: MUS 203 or permission of instructor. The course is designed for the student to analyze, select, rehearse, and perform anthems hymns, and spirituals for different audiences and congregations.

### MUS 307 Spirituals & Lined Hymn Tunes (3)

This course analyzes the use and practice of African American folk spirituals and lined hymn tunes in traditional and contemporary church services.

### MUS 311 Big Band Arranging (3)

Prerequisite: MUS 315 or permission of instructor. This course emphasizes the big band arrangement styles of the Count Basie Orchestra, The Duke Ellington Orchestra, Thad Jones, and others. Various jazz styles from swing to modern contemporary music will also be explored. Students are required to write and perform two big band arrangements for jazz ensemble.

### MUS 312 Conducting (3)

Prerequisite: MUS 203 or permission of instructor. This course serves as an introductory course to basic conducting patterns in simple, duple, and triple meters. Particular emphasis is placed on

executing the anacrusis, fermata, and tempo changes.

### MUS 313 Conducting II (Choral) (1)

Prerequisite: MUS 203 or permission of instructor. This course is a continuation of MUS 312. Emphasis is placed on choral conducting technique. Left hand expression, vocal warm-ups, and choral rehearsal techniques are analyzed. Students study repertoire from the middle ages through contemporary times and learn scene reading techniques, complex meter and rhythmic devices.

### MUS 314 Conducting II (Instrumental) (1)

Prerequisite: MUS 203 or permission of instructor. This course is a continuation of MUS 312. Emphasis is placed on instrumental conducting technique. Left hand expression, orchestral and band warm-ups, and instrumental rehearsal techniques are analyzed. Orchestra/band repertoire from the Baroque Period through contemporary times is studied. Students learn score reading techniques and complex meter and rhythmic devices.

### MUS 315 Small Ensemble Arranging (3)

Prerequisite: MUS 203 or permission of instructor. The course uses standard and contemporary melodies for small ensemble arrangements with and without vocals. The student will present at least fifteen minutes of music covering different styles and tempos to be performed by an ensemble.

### MUS 331 Applied Voice (2)

Prerequisite: Four semesters of MUS 232 or permission of instructor. This course serves as the advanced level of training for the voice student. The course is designed to prepare the student for the senior recital, professional auditions, and graduate study. The voice major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 332 Applied Voice VI (2)

Prerequisite: MUS 331 or permission of instructor. This course serves as the second advanced level of training for the voice student. The course prepares students for the senior recital, professional auditions, and graduate study. The voice major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

### MUS 333 Applied Keyboard (2)

Prerequisite: MUS 234 or permission of instructor. This course



serves as the advanced level of training for the keyboard student. The course prepares students for the senior recital, professional auditions, and graduate study. The keyboard major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 334 Applied Keyboard VI (2)

Prerequisite: MUS 333 or permission of instructor. This course serves as the second advanced level of training for the keyboard student. The course prepares students for the senior recital, professional auditions, and graduate study. The keyboard major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 335 Applied Brasswind V (2)

Prerequisite: MUS 234 or permission of instructor. This course serves as the advanced level of training for the brasswind student. The course prepares students for the senior recital, professional auditions, and graduate study. The brasswind major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 336 Applied Brasswind VI (2)

Prerequisite: MUS 335 or permission of instructor. This course serves as the second advanced level of training for the brasswind student. The course prepares students for the senior recital, professional auditions, and graduate study. The brasswind major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 341 Concert Chorale V (1)

This course is a continuation of MUS 242.

#### MUS 342 Concert Chorale VII (1)

This course is a continuation of MUS 241.

#### MUS 345 Form and Analysis (3)

The course prepares the student to analyze the basic forms of composition using accepted practices from traditional and contemporary approaches.

#### MUS 348 Applied Woodwind V (2)

Prerequisite: MUS 246 or permission of instructor. This course serves as the first advanced level of training for the woodwind

student. The course prepares students for the senior recital, professional auditions, and graduate study. The woodwind major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 350 Applied Woodwind VI (2)

Prerequisite: MUS 246 or permission of instructor. This course serves as the second advanced level of training for the woodwind student. The course prepares students for the senior recital, professional auditions, and graduate study. The woodwind major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 355 Applied Strings V (2)

Prerequisite: MUS 256 or permission of instructor. This course serves as the first advanced level of training for the string student. The course prepares students for the senior recital, professional auditions, and graduate study. The string major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

#### MUS 356 Applied Strings VI (2)

Prerequisite: MUS 355 or permission of instructor. This course serves as the second advanced level of training for the string student. The course is designed to prepare the student for the senior recital, professional auditions, and graduate study. The string major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 361 Concert Band V (1)

This course is a continuation of MUS 262.

#### MUS 362 Concert Band VI (1)

This course is a continuation of MUS 361.

#### MUS 364 History of Jazz (3)

Emphasis is placed on the importance of jazz and the representation of jazz from its early inception in the late 1890s to the present. The course promotes a critical analysis of the various styles and the most influential musicians and bands from early jazz, hard bop, cool jazz, avant-garde (free-jazz), and fusion.

#### MUS 365 Applied Percussion V (2)

Prerequisite: Four semesters of MUS 165 or permission of instructor. This course serves as the first advanced level of training

for the percussion student. The course prepares students for the senior recital, professional auditions, and graduate study. The percussion major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

#### MUS 366 Applied Percussion VI (2)

Prerequisite: MUS 365 or permission of instructor. This course serves as the second advanced level of training for the percussion student. The course prepares students for the senior recital, professional auditions, and graduate study. The percussion major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 367 Instrumental Methods (3)

The course is designed as an introduction to the development, tone production, and fingering for brasswinds, woodwinds, strings, and percussions.

#### MUS 368 Applied Steel V (2)

Prerequisite: MUS 269 or permission of instructor. This course serves as the first advanced level of training for the steel pan student. The course prepares students for the senior recital, professional auditions, and graduate study. The steel pan major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

#### MUS 369 Applied Steel VI (2)

Prerequisite: MUS 368 or permission of instructor. This course serves as the second advanced level of training for the steel pan student. The course is designed to prepare the student for the senior recital, professional auditions, and graduate study. The steel pan major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

#### MUS 370 History of Popular Music (3)

Emphasis is placed upon the history, styles, musicians, and sociological conditions of its development.

#### MUS 371 Jazz Band V (1)

This course is a continuation of MUS 272.

#### MUS 372 Jazz Band VI (1)

This course is a continuation of MUS 371.

MUS 381 Chamber Music Pop V (1)

This course is a continuation of MUS 282.

MUS 382 Chamber Music Pop VI (1) This course is a continuation of MUS 381

MUS 385 Chamber Ensemble Steel V (1) This course is a continuation of MUS 286.

MUS 386 Chamber Ensemble Steel VI(1) This course is a continuation of MUS 385.

MUS 394 Jazz Improvisation & Arranging (3)

Prerequisites: MUS 207, 208 or permission of instructor. The course is centered around the study and application of various styles of improvisation and arrangement for jazz and its progenitors with emphasis on composing and arranging while performing and writing or recording hard copy. Basic melodic, harmonic and rhythmic patterns and Greek scales will be performed.

MUS 396 Music Production Workshop V (1) This course is a continuation of MUS 297.

MUS 397 Music Production Workshop VI (1) This course is a continuation of MUS 396.

MUS 431 Applied Voice VII (2)

Prerequisite: MUS 332 or permission of instructor. This course serves as the third advanced level of training for the voice student. The course prepares students for the senior recital, professional auditions, and graduate study. The voice major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

MUS 432 Applied Voice VIII (2)

Prerequisite: MUS 431 or permission of instructor. This course serves as the fourth advanced level of training for the voice student. The course prepares students for the senior recital, professional auditions, and graduate study. The voice major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 433 Applied Keyboard VII (2)

Prerequisite: MUS 334 or permission of instructor. This course serves as the third advanced level of training for the keyboard student. The course prepares students for the senior recital, professional auditions, and graduate study. The keyboard major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 434 Applied Keyboard VIII (2)

Prerequisite: MUS 433 or permission of instructor. This course serves as the fourth advanced level of training for the keyboard student. The course prepares students for the senior recital, professional auditions, and graduate study. The keyboard major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 435 Applied Brasswind VII (2)

Prerequisite: MUS 336 or permission of instructor. This course serves as the third advanced level of training for the brasswind student. The course prepares students for the senior recital, professional auditions, and graduate study. The brasswind major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 436 Applied Brasswind VIII (2)

Prerequisite: MUS 435 or permission of instructor. This course serves as the fourth advanced level of training for the brasswind student. The course prepares students for the senior recital, professional auditions, and graduate study. The brasswind major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 441 Concert Chorale VIII (1)

This course is a continuation of MUS 342.

### MUS 442 Concert Chorale VIII (1)

This course is a continuation of MUS 441.

### MUS 444 Instrumental Methods - Steelpan Making & Tuning (3)

Prerequisite: Permission of instructor. This course is designed to give the student hands-on experience in making and tuning instruments of the steel orchestra.

#### MUS 447 Applied Woodwind VII (2)

Prerequisite: MUS 350 or permission of instructor. This course serves as the third advanced level of training for the woodwind student. The course prepares students for the senior recital, professional auditions, and graduate study. The woodwind major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

#### MUS 449 Applied Woodwind VIII (2)

Prerequisite: MUS 447 or permission of instructor. This course serves as the fourth advanced level of training for the woodwind student. The course prepares students for the senior recital, professional auditions, and graduate study. The woodwind major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

#### MUS 453 Introduction to Church Music (3)

This course defines the development of authentic religious music practices and genres, influences from various traditional and non-traditional church denominations and institutions. It examines the history and policies of church denominations as related to the roles and functions of church musicians and music ministry management.

#### MUS 455 Applied Strings VII (2)

Prerequisite: MUS 356 or permission of instructor. This course serves as the third advanced level of training for the string student. The course prepares students for the senior recital, professional auditions, and graduate study. The string major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

#### MUS 456 Applied Strings VIII (2)

Prerequisite: MUS 455 or permission of instructor. This course serves as the fourth advanced level of training for the string student. The course is designed to prepare the student for the senior recital, professional auditions, and graduate study. The string major must enroll in and pass each of the four different levels prior to earning a passing grade for recital.

#### MUS 461 Concert Band (1)

This course is a continuation of MUS 362.

### MUS 462 Concert Band (1)

This course is a continuation of MUS 461.

### MUS 465 Applied Percussion VII (2)

Prerequisite: MUS 366 or permission of instructor. This course serves as the third advanced level of training for the percussion student. The course prepares students for the senior recital, professional auditions, and graduate study. The percussion major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 466 Applied Percussion VIII (2)

Prerequisite: MUS 465 or permission of instructor. This course serves as the fourth advanced level of training for the percussion student. The course prepares students for the senior recital, professional auditions, and graduate study. The percussion major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 468 Applied Steel VII (2)

Prerequisite: MUS 369 or permission of instructor. This course serves as the third advanced level of training for the steel pan student. The course prepares students for the senior recital, professional auditions, and graduate study. The steel pan major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 469 Applied Steel VIII (2)

Prerequisite: MUS 468 or permission of instructor. This course serves as the fourth advanced level of training for the steel pan student. The course prepares students for the senior recital, professional auditions, and graduate study. The steel pan major must enroll in and pass each of the four different levels of the course prior to earning a passing grade for recital.

### MUS 471 Jazz Band VII (1)

This course is a continuation of MUS 372.

### MUS 472 Jazz Band VIII (1)

This course is a continuation of MUS 471

### MUS 474 Foundations of Music Education (3)

The course defines the historical, psychological, and sociological developments of music education.

MUS 481 Chamber Music Pop VII (1) This course is a continuation of MUS 382.

MUS 482 Chamber Ensemble Pop VIII (1) This course is a continuation of MUS 481.

MUS 485 Chamber Ensemble Steel VII (1) This course is a continuation of MUS 386.

MUS 486 Chamber Ensemble Steel VIII (1) This course is a continuation of MUS 485.

MUS 487 Applied Music Recital (1)

Prerequisite: Permission of faculty. This course represents a culmination of systematic training in voice or an instrument. It is required for all graduating Bachelor of Music students or it may be exempted by faculty upon presentation of documentation of successful performances at the professional level.

MUS 491 Business of Music (3)

This course prepares the student to understand and function as a professional artist in dealing with contracts, copyrights, negotiations, management, recordings, agents, etc.

MUS 492 Emotion and Music (3)

This course presents examples of the way music has been used throughout history, as well as in the present, as a vehicle for modifying the listener's responses. It presents an understanding of ways to perform for different audiences.

MUS 493 Major Applied Research Project I (3)

This course gives the student the opportunity to incorporate professional experiences through a documented format.

MUS 494 Music Internship (3)

This course is designed for the student to gain practical experience in the performing arts field of his or her choice.

MUS 496 Music Production Workshop VII (1) This course is a continuation of MUS 397.

MUS 497 Music Production Workshop VIII (1) This course is a continuation of MUS 496.



### MUS 498 Major Applied Research Project II (3)

This course is a continuation of MUS 493 and gives the student the opportunity to incorporate professional experiences through a documented format.

### MUS 499 Comparative European Languages (3)

This course is designed to introduce the student to basic pronunciation and definition of musical terms and lyrics in French, German, and Italian.

## **MUSIC BUSINESS**

### MUB 301 Introduction to Music Business (3)

Prerequisite: BUS211, Principles of Management. This course presents the history and development of the music industry, focusing upon contemporary theory and practice.

### MUB 311 Computers and Music (3)

Introduction to basic computing skill for the musician, exploring Musical Instrument Digital Interface (MIDI) as a tool in the marketplace. The course includes: Basic acoustics theory, Midi Sequencing using two of the leading software (Sonar 4.0), Music notation (Finale 2007).

### MUB 312 MIDI Techniques (2)

Prerequisite: MUB 311 or permission of the instructor. Composing, editing, mixing using various MIDI controllers, MIDI sequencer programs and "soft" synthesizers in "Reason 3".

### MUB 313 MIDI Techniques (Lab) (1)

This course should be taken together with MUB 312. An introduction to the latest software and hardware technologies.

### MUB 314 MIDI/Digital Audio Work Stations (2)

Prerequisite: MUB 312 or permission of instructor. The course covers the fundamentals and practical applications of a digital audio system, as well as methods for functioning in an integrated MIDI/Digital Audio Workstation (DAW)/Analog studio environment. Course topics include system set up and interconnections; MIDI interface and synchronization; aspects of digital recording consoles/mixers, such as paged architecture, I/O, word clock, sample rate, and bit depth); and basics of a DAW, such

as the elements of hard- disk recording, track and file management, digital audio, and sequencing strategies.

#### **MUB 315 Music Production with Pro Tools and Reason (2)**

Prerequisite: MUB 314. This course provides the student with the essential knowledge of recording, editing and mixing projects in the environment of the leading software programs today Pro Tools 7 and Reason 3.0 using Rewire technology. The student will learn practical applications that go beyond remix production, and you'll develop a diverse skill set that will help you to better understand mixing, editing, and producing original material.

#### **MUB 331 Music Copyright and Publishing (3)**

Prerequisite: BUS 311, Business Law I. The course is a study of the national and international protection of intellectual property through laws such as the 1976 Copyright Act. National and international publishing and licensing agreements are examined.

### **NATURAL SCIENCES**

#### **NSC 102 Critical Thinking in Health and Natural Sciences (2) Sp**

This course is designed to teach students how to become successful scientists and professionals in their chosen career field. Students will demonstrate critical thinking skills by learning how to read and analyze scientific papers, write scientific papers, and develop presentation skills. Students will also learn vocabulary and word roots of science terms.

#### **NSC 452 Senior Seminar (2) F, Su**

Prerequisites: MAT 205 or PSY 312, CHE 210, 211, a minimum of 30 credits successfully completed in the major, and permission of instructor and mentor.

#### **NSC 453 Senior Project (1) Sp, Su**

Prerequisites: Successful completion of NSC 452 or permission of instructor and mentor. The student works on a research project under the direction of a member of the departmental faculty.

### **PHILOSOPHY**

#### **PHI 200 Aesthetics (3)**

Aesthetics (also spelled esthetics) is a branch of philosophy dealing with the nature of beauty, art, and taste, and with the creation and appreciation of beauty. It is more scientifically defined as the study

of sensory or sensori- emotional values, sometimes called judgments of sentiment and taste.

### PHI 301 Introduction to Western Philosophy (3)

Western philosophy is the philosophical thought and work of the Western or Occidental world, as distinct from Eastern or Oriental philosophies and the varieties of indigenous philosophies. Historically, the term was recently invented to refer to the philosophical thinking of Western civilization, beginning with Greek philosophy in ancient Greece, and eventually covering a large area of the globe, including North America and Australia. We will survey the two main traditions of contemporary philosophy: analytic philosophy and continental philosophy

### PHI 302 Introduction to Eastern Philosophy (3)

Eastern philosophy includes the various philosophies of Asia, including Indian philosophy, Chinese philosophy, Iranian philosophy, Japanese philosophy and Korean philosophy. Central to our focus will be the thought of Confucius, Mencius, Tao Tzu, and the Buddha.

### PHI 311 History of Ancient Western Philosophy (3)

In Western philosophy, the spread of Christianity through the Roman Empire marked the end of Hellenistic philosophy and ushered in the beginnings of Medieval philosophy. We will begin with the pre-Socratic philosophers, journey through Socrates, Plato and Aristotle, and end just short of Rene' Descartes and the Enlightenment (This course is a requirement for PHI 312 and has the prerequisite of REL 201).

### PHI 312 History of Western Philosophy (3)

History of Western Philosophy is an extension of PHI 311. We begin with Rene' Descartes and the Enlightenment, travel through the sentimentalists and the social contract theorists of analytic philosophy and end with American pragmatism and the deconstruction and phenomenology of continental philosophy. (Prerequisites: REL 201, PHI 312).

### PHI 321 Philosophy of Art (3)

This course builds upon PHI 200. It has a tighter focus on art than the broader aesthetics course, and can well be called the art epistemology, i.e., how do we know art and what art is. There seems to be something deeply metaphysical about art as well, for it has the capacity to communicate emotions and is a major conduit

for religion. As they say, "This piece of art speaks to me," but how does this work? (Prerequisites: REL 201, PHI 200).

### PHI 331 Contemporary Ethics (3)

This course surveys our modern views on ethics. We begin with an analysis of

G.E.M. Anscombe's essay on "Modern Moral Philosophy." From there we derive the mechanics of deontological (primarily Kantianism) and teleological ethics (namely consequentialism and utilitarianism). These theories will logically and historically give rise to the re-birth of virtue ethics and its sentimentalism empathy and care derivatives. (Prerequisite: REL 201)

### PHI 341 Logic (3)

Logic is the study of arguments. Logic is used in most intellectual activities, but is studied primarily in the disciplines of philosophy, mathematics, and computer science. Logic examines general forms which arguments may take, which forms are valid, and which are fallacies. It is one kind of critical thinking. In philosophy, the study of logic falls in the area of epistemology, which asks: "How do we know what we know?" In mathematics, it is the study of valid inferences within some formal language. This course surveys propositional and predicate logic.

### PHI 411 Philosophy of Education (3)

Philosophy of education is a field of applied philosophy, drawing from the traditional fields of philosophy (ontology, ethics, epistemology, etc.) and its approaches (speculative philosophy, prescriptive, and/or analytic) to address questions regarding education policy, human development, and curriculum theory, to name a few. We will study what constitutes upbringing and education, the values and norms revealed through upbringing and educational practices, the limits and legitimization of education as an academic discipline, and the relation between educational theory and practice. We will have as our primary thinkers will be James Fowler and Nel Noddings.

### PHI 421 Philosophy of Humanities (3)

This is not simply a course on the humanities; this is a philosophy course. Therefore, it deals with the philosophical and meta questions of the humanities. The humanities are academic disciplines that study the human condition, using methods that are primarily analytic, critical, or speculative, as distinguished from the mainly empirical approaches of the natural and social sciences.

Examples of the disciplines of the humanities are ancient and modern languages, literature, law, history, philosophy, religion, and visual and performing arts (including music).

### **PHI 431 Philosophy of Science (3)**

The philosophy of science is concerned with the assumptions, foundations, methods and implications of science. In addition to these central problems for science as a whole, many philosophers of science consider these problems as they apply to particular sciences (e.g. philosophy of biology or philosophy of physics). Some philosophers of science also use contemporary results in science to draw philosophical morals.

### **PHI 441 Philosophy of the Social Sciences (3)**

The philosophy of social science is the study of the logic and method of the social sciences, such as sociology, anthropology and political science. Philosophers of social science are concerned with the differences and similarities between the social and the natural sciences, causal relationships between social phenomena, the possible existence of social laws, and the ontological significance of structure and agency

### **PHI 491 Phenomenology (3)**

Phenomenology is a philosophical movement. It was founded in the early years of the 20th century by Edmund Husserl, expanded together with a circle of his followers at the universities of Göttingen and Munich in Germany, and spread across to France, the United States, and elsewhere, often in contexts far removed from Husserl's early work. Phenomenology, in Husserl's conception, is primarily concerned with the systematic reflection on and analysis of the structures of consciousness, and the phenomena which appear in acts of consciousness. Such reflection was to take place from a highly modified "first person" viewpoint, studying phenomena not as they appear to "my" consciousness, but to any consciousness whatsoever.

## **PHYSICAL SCIENCE**

### **PSC 101 Physical Science (3) F, Sp, Su**

Prerequisite: Successful completion of MAT 110. This course is for non- science majors only. It provides a brief overview of the major theories and problems in physics, chemistry, earth science, and astronomy. Topics include elementary mechanics, scientific notation, measurement, atomic structure, energy, electromagnetism, geology, meteorology, and the solar system.

## PHYSICS

AST 200 Stellar Astronomy (3) F, Sp, Su

Prerequisite: MAT 111. This course covers general principles of Astronomy: structure and evolution of stars, stellar systems, galaxies and the universe. Neutron stars and black holes, galactic distances and the expansion of the universe.

PHY 140 General Physics I (3) F, Sp,

This remedial physics course is a non calculus-based introductory physics course sequence designed and intended for freshmen students majoring in physics / engineering and who did not take physics at high school. The course covers fundamental concepts of mechanics, forces and equilibrium motion of a particle in one and two dimensions, laws of motion, work and energy, momentum, collisions in one dimension, circular motion, motion of fluids, heat, kinetics, laws of thermodynamics, wave motion and sound.

PHY 141 General Physics I Lab (1) F, Sp

This entails laboratory courses to accompany PHY140 General Physics I and consisting of experiments in fundamental mechanics, thermodynamics and waves.

PHY142 General Physics II (3) F, Sp

Co-requisite: PHY 143. This is a continuation of PHY 140 covering Electric fields and forces, Gauss' Law, electric potential, capacitance and dielectrics, current and resistance, direct current circuitry, magnetic fields and their sources, Faraday's Law, inductance and alternating current circuits, geometric optics, and physical optics.

PHY143 General Physics II Lab (1) F, Sp

Co-requisite PHY142. General Physics II consists of experiments in Electromagnetics and Optics.

PHY 200 College Physics I (3) F, Sp, Su

Prerequisite: MAT 111 Co-requisite: PHY 201. This course covers fundamental concepts of mechanics, forces and equilibrium; motion of a particle in one and two dimensions, laws of motion, work and energy, momentum, collisions in one dimension, circular motion, motion of fluids, heat, kinetics, laws of thermodynamics, wave motion and sound.

PHY 201 College Physics I Laboratory (1) F, Sp, Su

Co-requisite: PHY 200. Experiments include laws of linear motion and collisions, extended circular motion, mechanical equivalent of heat, diffraction, polarization, analysis of spectral lines, propagation, reflection, and refraction of light, propagation of heat and expansion of materials.

PHY 202 College Physics II (3) F, Sp, Su

Prerequisites: PHY 200 and 201 Co-requisite: PHY 203. This is a continuation of PHY 201 covering electric fields and forces, Gauss' Law, electric potential, capacitance and dielectrics, current and resistance, direct current circuitry, magnetic fields and their sources, Faraday's Law, inductance and alternating current circuits, geometric optics, and optical spectra and atomic structure, natural radioactivity and nuclear disintegration.

PHY 203 College Physics II Laboratory (1) F, Sp, Su

Co-requisite: PHY 202. Experiments include: induction; electric circuits; Ohm's Law; dependence of resistance on length; area, and temperature; parallel and series connection of resistors; motors; electromagnetism and induction; characteristics of parallel plate capacitor; motion of charges in magnetic fields; and deflection of an electron beam by homogeneous magnetic fields.

PHY 250 Physics with Calculus I (4) F, Sp, Su

Prerequisite: MAT 202 Co-requisite: PHY 251. This course covers the principles of classical mechanics using the techniques of the calculus-- vectors, laws of circular motion, work/energy conservation laws, linear and angular momentum, rotation of rigid bodies, oscillatory motion, the laws of thermodynamics, and the kinetic theory of gases.

PHY 251 Physics with Calculus I Laboratory (1) F, Sp, Su

Co-requisite: PHY 250. Experiments include error estimation, laws of linear motion and collision; extended circular motion; mechanical equivalent of heat; diffraction; polarization; analysis of spectral lines; propagation, reflection, and refraction of light; transfer of heat, and expansion of materials using calculus.

PHY 252 Physics with Calculus II (4) F, Sp, Su

Prerequisites: PHY 250, PHY 251. Co-requisite: PHY 253. This course covers electric fields and forces, Gauss' Law, electric potential, capacitance and dielectrics, current and resistance, direct current circuitry, magnetic fields and their sources, Faraday's Law, inductance and alternating current circuits, geometric optics, and

physical optics using the calculus techniques.

PHY 253 Physics with Calculus II Laboratory (1) F, Sp, Su

Co-requisite: PHY 252. Experiments include induction; electric circuits; Ohm's Law; dependence of resistance on length, area, and temperature; parallel and series connection of resistors; motors; electromagnetism and induction; characteristics of parallel plate capacitors; motion of charges in a magnetic field; and deflection of an electron beam by homogeneous magnetic fields.

PHY 310 Modern Physics I (3) F, Sp, Su

Prerequisites: PHY 252, PHY 253. Co-requisite: PHY 311. Recent developments in physics are discussed. Subject matter includes review of classical physics, special relativity, four-vectors, wave-particle duality, the hydrogen atom, many electron atoms, nuclear instrumentation, nuclear structure, nuclear reactions, elementary particles, introduction to quantum mechanics, and solid state physics.

PHY 311 Modern Physics I lab (1) F, Sp, Su

This entails laboratory courses to accompany Modern Physics I, consisting of experiments in atomic and nuclear physics.

PHY 312 Modern Physics II (3) F, Sp, Su

Prerequisites: PHY 310, PHY 311. Co-requisite: PHY 313. Continuation of PHY 310 Modern Physics I. This course consists of classical physics, special relativity, four-vectors, wave-particle duality, the hydrogen atom, many electron atoms, nuclear instrumentation, nuclear structure, nuclear reactions, elementary particles, introduction to quantum mechanics, and solid state physics.

PHY 313 Modern Physics II Lab (1) F, Sp, Su

This entails laboratory courses to accompany Modern Physics II, consisting of experiments in atomic and nuclear physics.

PHY 318 Optics (3) F, Sp, Su

Prerequisites: PHY 312, PHY 313. This course covers geometrical optics and interaction of light with matter.

PHY 320 Thermodynamics (3) F, Sp, Su

Prerequisites: PHY 312 Modern Physics II. Fundamental principles of thermodynamics, the first, second, and third laws, free energy, entropy, the chemical potential, phase rule and its applications.



PHY 410 Mechanics I (3) F, Sp, Su

Prerequisites: PHY 252 Physics w/Cal. I. Laws of motion, static's of particles and rigid bodies, motion of particles in one, two, and three dimensions, systems of particles, rigid bodies in a plane, central forces. Accelerated reference systems, rigid body in three dimensions, generalized coordinates.

PHY 411 Mechanics II (3) F, Sp, Su

Prerequisites: PHY 411 Mechanics II. This course consists of Lagrangian and Hamiltonian formulations of mechanics, vibrating systems, and normal coordinates.

PHY 440 Electromagnetism I (3) F, Sp, Su

Prerequisites: PHY 411 Mechanics II. The theory of electromagnetic fields and waves is developed from basic principles. Vector calculus, Coulomb's law, Gauss's Law, electrostatic potential, dielectrics, solutions to Laplace's and Poisson's equations, magnetic induction.

PHY 441 Electromagnetism II (3) F, Sp, Su

Prerequisites: PHY 440 Electromagnetism I. Vector potential, magnetic materials, Maxwell's equations, and propagation of waves in space and various media are discussed.

PHY 460 Quantum Mechanics I (3) F, Sp, Su

Prerequisites: PHY 441 Electromagnetism II. A comprehensive introduction to quantum mechanics with wave mechanics applied to standard one dimensional problems and the hydrogen atom.

PHY 461 Quantum Mechanics II (3) F, Sp, Su

Prerequisites: PHY 460 Quantum Mechanics I. A comprehensive analysis of general matrix formalism; angular momentum, symmetries, perturbation theory and variation methods. Also an introduction to relativistic theory and theory of fields.

PHY 462 Statistical Physics (3) F, Sp, Su

Prerequisites: PHY 461 Quantum Mechanics II. General probabilistic theory, classical and quantum statistics of equilibrium and non-equilibrium states are discussed.

PHY 463 Solid State Physics(3) F, Sp, Su

Prerequisites: PHY 462 Statistical Physics. An investigation of crystalline form of solids, lattice dynamics, metals, insulators,

semiconductors, crystalline surfaces, and amorphous materials.

PHY 465 Semiconductor Physics (3) F, Sp, Su

Prerequisites: PHY 463 Solid State Physics. Introduction to semiconductor physics with some of the latest theories and developments.

PHY 470 Senior Physics Lab (2) F, Sp, Su

Prerequisites: PHY 461 Quantum Mechanics II. Advanced laboratory topics are treated. Modern physics laboratory equipment is used and the student is introduced to current laboratory practice.

PHY 480 Senior Research (3) F, Sp, Su

Prerequisites: PHY 470 Senior Physics Lab. Students perform original investigation in theoretical or experimental physics under direct faculty supervision.

PHY 481 Seminar in Physics(1) F, Sp, Su

Prerequisites: PHY 480 Senior Project Senior Research. This entails a series of specialized lectures/seminars on selected topics in Physics.

PHY 490 Mathematical Physics I (3) F, Sp, Su

Prerequisites: MAT 401. Mathematical physics covers variation principles, complex variables, partial differential equations, integral equations, and transforms.

PHY 491 Mathematical Physics II (3) F, Sp, Su

Prerequisites: PHY 490. Additional mathematical methods for physicists: Perturbation methods, Laplace's and Poisson's Equations, waves, special functions, vector fields, vector waves.

PHY 495 Laser Physics (3) F, Sp, Su

Prerequisites: NSC 453 Senior Project. This course consists of principles of lasers and laser applications, including atom-field interactions, stimulated emission and dipole oscillators, optical resonators and electromagnetic modes, semi-classical and quantum laser theory, and specific laser systems.

PHY 497 Special Relativity (3) F, Sp, Su

Prerequisites: PHY 491 Mathematical Physics II. A detailed study of special relativity: Lorentz transformations relativistic electrodynamics.

PHY 498 General Relativity (3) F, Sp, Su

Prerequisites: PHY 491 Mathematical Physics II. General relativity through differential geometry and tensor analysis. Field equations and their solutions and applications are studied.

## **POLITICAL SCIENCE**

POL 301 U.S. Government (3) F, Su

A survey of the structure, function, theory and practices of the United States government.

POL 302 State and Local Government (3) Sp, Su  
A study of state and local government in America with emphasis on principles, functions and administration of state, county and local government.

POL 311 Comparative Government (3) Sp

Prerequisite: POL 301. A comparative study of the backgrounds, institutions, and policies of the United States, England, France, the Soviet Union and Sweden.

POL 330 International Politics (3) F

Prerequisite: POL 301. A study of geographic political, economic and ideological factors which influence the behavior of nations.

POL 331 Politics of Black Americans (3) Sp

An analysis of the political behavior of Black Americans and the issues which affect them.

POL 333 Politics of Governmental Finance (3) F

Prerequisite: POL 301. An assessment of politics, planning and administration of governmental budgets.

POL 334 Public Personnel Administration (3) Sp

Focuses upon the theory, practice and organization of public personnel training, classification, compensation, promotion and human relations.

POL 337 Public Policy Analysis (3) Sp

A study of the forces shaping public policy and the consequence of policy design, public bureaucracy and their programs and decision making.

POL 338 Administration of Social Services (3) F, Su  
Designed to enable one to understand the process of planning and administering basic social services, including housing, recreation, health care, policy and welfare.

POL 340 Third World Politics (3) F  
An analysis of selected political systems in Africa, Latin America, the Caribbean and Asia.

POL 403 Management of Federal Government (3) Sp  
An investigation of the executive, legislative and judicial branches of government.

POL 407 Constitutional Law I (3) F, Sp  
This course takes a look at the development and philosophies of constitutions. Emphasis is placed on the role, interpretations, and procedures of the Constitution of the United States of America.

POL 408 Constitutional Law II (3) F, Sp  
Prerequisite: POL 407. This course is a continuation of Constitutional Law I and examines the interpretations and amendments of the Constitution. An exploration of constitutional limitations and guarantees is included.

POL 430 Research in Political Science (3) F, Su  
This course deals with principles and techniques of research in political science.

POL 436 Political Theory (3) Sp, Su  
Political thought and writings from Greek antiquity to modern times. Emphasis is placed on the leading political figures.

POL 438 International Law and Organization (3) Sp, Su  
Using the United Nations and the International Public Sector as a backdrop for this course, issues such as peacekeeping, trade, and social and humanitarian efforts are covered. This course also examines why states act through formal international organizations such as the United Nations as well as informal non-governmental organizations (NGOs) such as multinational corporations.

POL 490 Field Placement I (3) F, Sp, Su  
Supervised field work with a governmental or other public affairs oriented organization.

POL 491 Field Placement II (3) F, Sp, Su

Prerequisite: POL 490. A continuation of field placement I with supervised field work in a governmental or other public affairs agency.

## **PSYCHOLOGY**

PSY 200 Introduction to Psychology (3) F, Sp, Su

This is an intensive reading course. The course is an introduction to psychological terms, facts, and principles and is designed to aid students in understanding themselves and others. Behavior is analyzed and interpreted through a discussion of such topics as growth and development in infancy, childhood, adolescence, and adulthood; states of awareness; learning and thinking; motivation and emotion; mental health; and social behavior.

PSY 300 Foundations of Industrial/Organizational Psychology (3)

This course is designed to introduce students to the science and practice of psychology in organizations. The course will examine the effects of employee attitudes, behavior, cognitions, emotions, and personality on worker satisfaction and performance.

PSY 301 Psychopathology (3) F

The study of various abnormal phases of behavior, prevention and treatment of certain social-emotional problems, examination of recent clinical and experimental findings.

PSY 302 Clinical Psychology (3) Sp

The history and current status of clinical psychology, professional ethics and interpersonal concerns, clinical assessment and prediction, theory and practice of behavior change.

PSY 303 Experimental Psychology (3) F

This course deals with selected laboratory experiments and demonstrations, lectures, collateral readings in methods and results of psychological experimentation.

PSY 304 Physiological Psychology (3) Su

An investigation of basic neuroanatomy and neurophysiology followed by an introduction to the physiological basis of sensation, arousal, motivation, memory,

and learning.

**PSY 306 Developmental Psychology (3) F**

The study of the development of personality, intelligence, and motivation from childhood to adulthood. The role of social learning in the developmental process will be investigated.

**PSY 307 History and Systems of Psychology (3) Sp, Su**

A study of the development of psychology as a body of science and the historical background of psychology.

**PSY 308 Personality Theory (3) Sp, Su**

An examination of the place of personality theory in various approaches or the fields of personality. Studies include the structures, determinants, dynamics and developmental characteristics of personality.

**PSY 309 Research Methods (3) F, Sp, Su**

This course provides an overview of various research methods used in psychology and other social and behavioral sciences. Emphasis is placed on the logic of social inquiry, problems of research design and execution, and qualitative and quantitative analyses. Students will be guided through a research proposal that may be used in the development of their senior project.

**PSY 310 Community Psychology (3) F, Sp, Su**

This course gives students a basic understanding of the content, approach, and philosophy that characterize community psychology. The focus is on the importance of and strategies for producing social change and for treating community problems with prevention-oriented community psychology interventions. Organized around community settings, such as the educational system, the criminal justice system, social service system, and mental health system, the course aids students in understanding that principles of prevention and empowerment can be transferred from one community arena to another. A central concept in this course is the idea that setting or environment is as important as the individual(s) in it and that many academic disciplines and counseling methods can offer solutions to psychological problems found in the community.

**PSY 312 Introduction to Statistics (3) F, Sp, Su**

Prerequisite: Successful Completion of MAT 102 or a higher level math course. This course is designed to introduce students to the

basic concepts of descriptive and inferential statistics and to build a groundwork for better understanding of social science data and statistics commonly used in social research. Emphasis will be placed on practical application of statistical theories and techniques applicable to social sciences, the use of statistical computer software, and the interpretation and production of statistical tables and charts. Measures of central tendency and dispersion, probability, tests of significance, and correlation are covered.

#### PSY 316 Psychology of Culture (3) F

An introduction to the influence of cultural factors that serve as independent variables in the dynamic process of human behavior, development, and interpersonal exchange. A major focus will be African American, Asian American, Hispanic American and Native American cultures.

#### PSY 317 Psychology of the African Diaspora (3) Sp

This course examines the psychological dimensions of the African American experience as it occurs within the conceptual framework of the African Diaspora. Topics to be covered include African culture and consciousness before the coming of the Europeans, the psychological impact of slavery, the psychology of resistance to domination, the psychology of creolization, the psychology of religion, the African American family, the psycho-spiritual development of African American people, identity and psychological health and healing.

#### PSY 401 Advanced Statistics (3) F, Sp, Su

Prerequisite: PSY 312 or SSC 302. Further study of quantitative methods including correlation, chi-square, contingency and analysis of variance. This course is designed for students who have completed a basic statistic course and desire a greater understanding of social science data and statistics commonly used in behavioral research. Emphasis will be placed on practical application of statistical theories and techniques applicable to social sciences, the use of statistical computer software, and the interpretation and production of statistical tables and charts.

#### PSY 402 Clinical Interview and Behavioral Assessment (3)F, Sp, Su

An introduction to approaches to counseling. The theoretical foundations and methodologies of the major clinical psychology theorists will be examined.

PSY 403 Psychology of Learning (3) F, Sp, Su

A study of the theories of learning, the course includes motivation of learning and experimental findings relative to animal and human learning and retention. Theories of Pavlov, Thorndike, Hull, Tolman, Guthrie, Skinner, and Hebb are introduced.

PSY 405 Assessment and Evaluation (3) F, Sp, Su

An introduction to the process of psychological testing. Topics will include basic test terminology, administration, interpretation, validity, reliability, ethics.

PSY 406 Social Psychology (3) F, Sp, Su

The study of the relationship of the individual to social systems. This course surveys the effects of physical, mental, and emotional growth and development on social interaction and social and cultural influences on behavior, attitude development, social conflict; group processes will be investigated. Major schools of social psychological perspective are, also, reviewed.

PSY 407 Psychology of the African American (3) F, Sp, Su

The primary focus of this course will be to examine the major psycho-cultural influences which have shaped the psychological lives and functioning of African Americans. Special attention will be given to examining the appropriateness of the Eurocentric psychological tradition in examining and describing the behavior and experience of African Americans.

PSY 408 PSY 410 Practicum I (3)/(6) F, Sp, Su

This course provides institutional placement, composed of an on-site study of research practices, group treatment practices and psychotherapy for psychology majors. Authorization for placement must be obtained from the School/Department's practicum placement director. Registration and planning with the practicum director must be completed one semester prior to placement.

PSY 409 PSY 411 Practicum II (6) F, Sp, Su

The continuation of PSY 410 for psychology majors. Composed of on-site study, research practices, testing and analysis, and group treatment practices and psychotherapy.

PSY 451 Minority Mental Health (3) Sp

This course allows students to understand how a complex variety of social and psychological factors come together to shape mental



health providers ability to work with those who are culturally different. Some of the topics include cultural competence, racism, culture and ethnocentricity, ethnic children, parenting and families, ethnic mental health issues, and biases in the mental health service delivery.

**PSY 452 Organizational Behavior (3) F, Su**

This course is concerned with the psychology of individuals and how their behavior is influenced by others in the organization. A major emphasis will be placed on examining the basics of individual motivation, attitudes, and decision- making, to determine how these human tendencies may lead to productive and ethical actions.

**PSY 453 Psychology and Law (3) F**

The overall objective of this course is to introduce students to the emerging field of psychology and law. The course examines the assumptions about human behavior as well as the various psychological processes that underlie and influence the operation and functioning of the law. Students are introduced to the major topics, issues, theories and empirical studies that comprise this particular field of social scientific inquiry.

**PSY 454 Theory & Practice of College Mentoring (3) F**

This course explores historical and contemporary approaches to mentoring in academic and business environments and examines central theoretical and empirical paradigms. A major emphasis is placed on the development of student leadership and mentoring skills.

## **PUBLIC ADMINISTRATION**

**PAD 301 Concepts and Issues of Public Administration (3)Sp, Su**

An introductory study of the theory and practice of governmental administration in differing environments, the role of administrators in public policy, issues facing administrators, and techniques of administration.

**PAD 302 Management of Urban Government (3) Sp, Su**

A study of the problems of local government units in the urban environment. Emphasis is placed on the organization and function of local agencies.

PAD 303 Principles of Public Planning (3) F

A study of the basic concepts of community, regional, county and city planning. Consideration is given to master plans, including purpose, content, and method of implementation.

PAD 304 Public Personnel Administration (3) F, Su

An analysis of personnel problems with emphasis on supervision and management of public employees and public organizations in a period of change.

PAD 305 Florida Law and Public Governance (3) F

A study of Florida law governing the nature, regulation, and control of counties, charter cities, school districts and special districts. The creation, alteration, dissolution, legal actions by and against, powers and duties, the rights and liabilities of local governments are also studied.

PAD 306 Administrative Behavior (3) Sp, Su

A study of social, psychological and behavioral theories of organization. Consideration is given to the concepts of administrative leadership, the organization, and the individual with emphasis on governmental organizations.

PAD 401 Management of State Government (3) F

Prerequisites: POL 301 and PAD 301. A study of the administration and constitutional problems of state management in the American federal system. Emphasis is placed on the State of Florida.

## READING

REA 101 Critical Thinking and Reading (3) F, Sp, Su

Prerequisite: Successful completion of DSR 099 or the required minimum score on the placement or diagnostic tests. This course develops and strengthens the critical thinking skills needed for reading college and professional materials, and will include bias and propaganda, fallacies, connotation/ denotation, inductive/deductive reasoning, problem-solving, and inferential thinking. Students will read and discuss a wide range of materials taken from the various disciplines, and will complete projects which incorporate critical thinking abilities

## RELIGION

### REL 101 Intro to Religion (3) F, Sp, Su

This is an intensive reading and writing course surveying the practices and associated customs of the major recognized religions of the world, such as Judaism, Christianity, Hinduism and Islam.

### REL 201 Introduction to Philosophy (3) F, Sp, Su

This is an intensive reading and writing course surveying Western philosophy and its major philosophers.

### REL 202 Philosophy of Religion (3) F, Sp, Su

This course is designed to give students an incisive approach to understand the basic philosophy of religions concepts. Special emphasis is placed on fundamental concepts and ideas of ethics, epistemology, metaphysics, and aesthetics.

### REL 204 History of the Hebrew People (3) Sp

This course is designed to give students an appreciation for the history of the ancient Hebrew people and the development of the Judaic faith. Cultural intermingling of the Hebrews with surrounding nations and its effect on the development of Hebrew social, political and religious perspectives of life will be emphasized.

### REL 206 Old Testament Survey (3) F

A study of the history, literature, geography and theological concepts presented in the Old Testament. The course deals with content, structure, dating, attitudes expressed at various stages, and a general overview of God's relationship to the Hebrew people.

### REL 207 New Testament Survey (3) Sp

Introduction to the history, literature and theology of the New Testament. Attention will be given to the mission, ministry, and message of Jesus, the formation of the gospel tradition, the Jewish and Hellenistic background of the early church, the life and letters of Paul, other New Testament writings and the development of the canon.

### REL 303 Elementary New Testament Greek I (3) F

Introduction to the elements of New Testament Greek, pronunciation and grammar, fundamentals of syntax, and acquisition of basic vocabulary.

REL 308 Elementary New Testament Greek II (3) Sp

Prerequisite: REL 303. This is a continuation of the fundamentals of Greek grammar. Attention is given to vocabulary, sentence structure. Rapid reading of Greek text.

REL 310 The Psalms (3) Sp

A study of the origin and liturgical use of selected Psalms with attention to their form and content. Their importance as a reflection of Israel's worship life and their poetic and religious value for our generation will be emphasized.

REL 313 Life and Letters of Paul (3) F

A study of the pre and post salvation life of Paul. Emphasis will be placed on his conversion, message, mission and ministry. His epistles will be surveyed briefly as they relate to various themes.

REL 314 Survey of Baptist Doctrine (3)

Analysis, interpretation, and critical appraisal of the beliefs commonly held among Baptists.

REL 322 Christian History (3) Sp

The growth and development of the early Christian church and its progress toward present times. The impact of secular movements on Christian thinking will be observed. The stability of the Christian church through changing times will be emphasized.

REL 323 History of the Baptists (3) F

The origin of the Baptist denomination on the European continent through its transmission to the Western hemisphere. Similarities and dissimilarities to other denominations will be pointed out. The course includes a basic understanding of its fundamental doctrines and beliefs. Recommended only for students in sympathy with sectarian emphasis.

REL 324 The Intertestamental Period (3) Sp

A brief survey of the political conditions of this period. The impact of foreign culture on Jewish theology, the rise of religious parties, and the writing of the books of the Apocrypha. Special attention will be given to the change or changes in Jewish theological concepts carried over into the New Testament.

REL 351 Pastoral Ministry (3) F

For ministerial students only. A study of principles and methods for the preparation and delivery of sermons, with pastoral visiting

and counseling, the planning of church worship services and other special duties for pastors.

REL 353 Church Leadership (3) F

Designed for both ministers and religiously mature lay students wishing to equip themselves for effective church leadership. Students will be assigned responsibilities in their churches, visit other churches for observation and carry out assigned work under the joint supervision of church leaders and Religion and Philosophy staff.

REL 401 Christian Education (3) F

A study of the foundations and principles of Christian Education, with a view toward understanding the methods by which the Christian faith can be inculcated in the total life of the home and the church.

REL 402 8th and 7th Century Prophets (3) Sp

An examination of the function and importance of prophecy and poetry in Old Testament times, followed by a detailed study of the Biblical books in these classifications.

REL 405 Internship I (3) F, Sp, Su

A program of Internship in a church or agency where ministerial students and mature lay persons may learn how to operate within these systems.

REL 406 Internship II (3) F, Sp, Su Continuation of REL 405.

REL 408 Evangelism (3) F, Sp, Su

A survey of evangelistic endeavors, including Christ, the Master Evangelist, early evangelism in Acts, and strategies for evangelism in contemporary society.

REL 409 Pastoral Counseling (3) F, Sp, Su

A survey of counseling in the ministry, including practice and process (the Biblical approach), problems and dangers, reliable resources and referral agencies.

REL 410 Homiletics (3) Sp

This course emphasizes the structure, preparation, and delivery of sermons with a view toward improving the presentation of the gospel message through the medium of preaching.

REL 420 Internship in Religious Education (3) F, Sp, Su

Prerequisite: REL 401. A program of research in Christian education practices in a local church. Open to students interested in Christian education. Students, supervisors and Religion and Philosophy faculty will work out a contract for this internship. Students' grades will be reported by supervisors prior to the end of the term.

REL 431 Biblical Ethics (3) F

This course uses the case study method approach to the ethics of the Bible; it will help students understand the variety of ethical approaches present in Old and New Testament scriptures as a prerequisite to all other ethics courses.

REL 432 Christian Ethics (3) Sp

Prerequisite: REL 431. An introduction to Christian ethical theology. Includes a study of historical and contemporary ethicists and special issues raised by them. This course will explore subjects of personal choice, social concern and policies.

REL 434 Life of Christ (3) Sp

A comprehensive study of the life of Christ, including his teaching ministry, the miracles, parables and pithy sayings. Emphasis will be placed on his role as Messiah, Savior, and Lord.

REL 435 African American Religion (3) F

A comprehensive examination of the roots of the cultural and religious experience of African Americans in the American ethos. The course explores the African background, the slave experience, emancipation and the growth of cultural nationalism as these have contributed to American culture.

REL 463 Black Theology (3) F

An in-depth study of major black Christian thinkers in America, particularly the thought of James Cone and Martin Luther King, Jr. Also, attention will be given to other liberation theologies, e.g., third world, feminist, and womanist.

REL 473 and 474 Systematic Theology I & II

A systematic study of the principal theological doctrines of the Christian faith, doctrines of revelation, inspiration the triune nature of God, sin, election, redemption, and eschatology.

REL 495 Senior Project (3) Sp

A culminating activity in religion researched, written, and presented for publication.

## **SAFETY AND SECURITY**

AHS 301 Principles of Homeland Security (3) F, Su

This course will cover the factors involved with protecting our nation from terrorist threats/attacks. The student will explore mitigation, prevention, preparedness and other related national security concerns.

AHS 302 Transportation Security (3) Sp, Su

This course is a study of the federal, state and local organizations involved in border and coastal security, associated homeland security issues, the various policy and operational strategies used for border and coastal access and security, and contemporary border and coastal security concerns. Topics also include immigration and non-U.S. approaches to border and coastal security.

AHS 303 Contemporary Security Management (3) Sp

This course provides an overview of Contemporary Security Management. It serves as an indispensable working tool for Homeland Security student at all levels of experience and is designed to provide the hard facts on modern practices to run a security department efficiently and effectively. Vital topics covered include: leadership in management, employee relations, risk management and mitigation, terrorism, information security, access control, investigations, substance abuse, workplace violence, and emergency management.

AHS 411 Disaster Recovery (3) F, Su

This course will detail the discipline of emergency management as it has developed over the past six decades, including the rapid evolution of the field since the turn of the century. It will bring the ideal combination of practical and experience to their presentation of disaster preparedness, mitigation, response, recovery and communications.

AHS 412 Homeland Security Law and Policy (3) F

This course will present a broad range of legal and policy issues that face our country as we grapple with the new reality of terrorism. The subject matter is very extensive, encompassing the

entire range of activities in the American economy and government; to include the Federal Emergency Management Agency (FEMA), Department of Homeland Security (DHS), and the Department of Defense (DOD).

AHS 413 Terrorism & Homeland Security (3) Sp

This course is a comprehensive overview of terrorism, public and private sector counterterrorism, and “all hazards” emergency management. It presents national, state, and local perspectives and up-to-date information, including the reorganization of the Department of Homeland Security, the renewed Patriot Act, and intelligence reform.

AHS 414 Total Security Management (3) Sp, Su

This course will cover the business practice of developing and implementing comprehensive risk management and security best practices for a firm’s entire value chain. It will include an evaluation of suppliers, distribution channels, and internal policies and procedures in terms of preparedness for disruptive events such as terrorism, political upheaval, natural disasters, and accidents.

AHS 415 Maritime Security (3) F, Su

This course provides a thorough introduction to the topic of maritime security, as seen through the eyes of practitioners who have decades of on- the- ground experience-based knowledge in seaport security, vessel security, and commercial maritime transport. It will also detail the fundamentals of commercial shipping and how the business functions.

SAF 101 Introduction to Occupational Health & Safety (3)F, SP  
Introduces the student to the field of safety and covers basic health, safety, and regulatory issues that apply to aviation and non-aviation business in the United States. Included is a comprehensive health and safety overview of legislative development and enactment of appropriate statutes, regulations and laws. Additional topics include safety data statistics, safety culture and practices of the field of safety.

SAF 245 Industrial Safety & Health Management (3) SP

Binds together the traditional examination of time-tested concepts and techniques of safety and health management with a modern perspective on compliance with mandatory standard for workplace safety and health. Will add reason, explanation, and illustration of the hazard mechanisms that form the underlying



basis for the volumes of detailed standards for workplace safety and health.

SAF 241 Safety and Security of Aviation Ground Operations (3) F  
Discusses general aviation airport ground operations, particularly from the pilot and ramp worker's perspective. Focus will be on increasing awareness of airport operations and improving airport safety by creating an enhanced awareness of rules, policies, procedures, and potential hazards that affect the safety and security of aircraft, crew, passengers, and others within the airport ground environment.

## **SOCIAL SCIENCES**

SSC 101 Contemporary Society I (3) F, Sp, Su  
This is an intensive reading course. The course covers the basic concepts of culture, individual and group interaction, social stratification, socialization, primary groups and associations, and a study of the methods, techniques, and findings of sociology, psychology and anthropology as they are combined to reveal humans in their cultural environment.

SSC 102 Contemporary Society II (3) F, Sp, Su  
This is an intensive reading course. This course covers the evolution of social political and economic institutions. Consideration is given to the scarcity of resources and the struggle for power.

SSC 200 Cultural Anthropology (3) F, Sp, Su  
This course covers the comparative study of cultures, with emphasis on kinship, economic and political organizations and cultural change.

SSC 300 Research Methods (3) F, Sp, Su  
This course provides an overview of various research methods used in sociology, political science, public administration, criminal justice, and other areas of social and behavioral science. Emphasis is placed on the logic of social inquiry, problems of research design and execution, and qualitative and quantitative analyses. Students will be guided through a research proposal that may be used in the development of their senior project.

SSC 302 Introduction to Statistics (3) F, Sp, Su  
Prerequisite: Successful Completion of MAT 110 or a higher-level

math course. This course is designed to introduce students to the basic concepts of descriptive and inferential statistics, and to build a groundwork for better understanding social science data and statistics commonly used in social research. Emphasis will be placed on practical application of statistical theories and techniques to social science data, the use of statistical computer software, and the interpretation and production of statistical tables and charts. Measures of central tendency and dispersion, probability, tests of significance, and correlation are covered.

SSC 304/CUL 304 Cultures and Film (3) F, Sp

This course will view independently and commercially made films. The analytical perspective is sociocultural. Focus will be placed on African, Latin American, Asian and Francophone film productions dealing with issues of class, religion, and gender.

SSC 320 Cooperative Education (6) F, Sp, Su

Approval of the dean/department chair and the director of cooperative education is required. This course allows students to undertake employment related to the major in order to obtain practical experience and financial compensation. This course can be taken by any student with a major in Social Sciences who has completed the junior year of study.

SSC 321 Cooperative Education (6) F, Sp, Su

Approval of the dean/department chair and the director of cooperative education is required. This course allows students to undertake employment related to the major in order to obtain practical experience and financial compensation. This course can be taken by any student with a major in Social Sciences who has completed the junior year of study.

SSC 400 African American Women in American Society (3) Sp, Su

An examination of historical and contemporary roles of African American women in society. The course includes study of socio-political and psychological forces affecting African American women.

SSC 403 Afro-Brazilian Society (3)

This course is designed to provide students with a general understanding of twentieth century Afro-Brazilian society. By the conclusion of the course, students should be able to discuss, in both oral and written form, the major points, concepts, key theories, and issues in history, religion, sociology, politics and economics

concerning Afro-Brazilian society and culture.

SSC 404 Selected Topics in Social Science (3) F, Su

An opportunity for interdisciplinary study in the social sciences as well as special topics of current relevance in the various social science disciplines.

SSC 405 Contemporary Social Change (3) Sp, Su

Prerequisite: SSC 300. An analysis of the dynamic basis of American social change, dealing with perspectives on American culture from a point of view that analyzes the American myth of western cultural supremacy. Cultural nationalism, with special emphasis on Black cultural life, will be the core consideration in the course. Reading will be extensive. Students will participate in and monitor projects and seminars that bear on the course of study. It is an advanced course of study for upper-level students committed to intensive reflections on nationalism and social change in American life.

SSC 406 Advanced Statistics (3) F, Sp, Su

Prerequisite: PSY 312 or SSC 302. Further study of quantitative methods including correlation, chi-square, contingency and analysis of variance. This course is designed for students who have completed a basic statistic course and desire a greater understanding of social science data and statistics commonly used in behavioral research. Emphasis will be placed on practical application of statistical theories and techniques applicable to social sciences, the use of statistical computer software, and the interpretation and production of statistical tables and charts.

SSC 419/421 Field Placement I (6) F, Sp, Su

Prerequisites: Senior Status. Advisor's approval. Learning through authorized, supervised work experience in the students' area of study. Student placement at appropriate, area-related work sites are conducted by.

SSC 420/422 Field Placement II (6) F, Sp, Su

Prerequisite: SSC 421. A continuation of Field Placement I. Learning through authorized, supervised work experience in the student's area of study. Student placement must be authorized by the Department's field placement director, one semester before placement.

SSC 423 Senior Project (3)

F, Sp, Su

Prerequisites: SSC 300 and Senior Status. A culminating course for seniors in the social sciences. Seniors are required to demonstrate an understanding of their field by developing and presenting an in-depth study in their major. The topic investigated must be submitted to and approved by the advisor and instructor.

SSS 102 Thinking Critically about Social Science (2) Sp

This is a foundation course designed to introduce and acclimatize new students to the Department of Social Sciences. Social scientists apply systematic and scientific methods to the study of how societies and individuals operate and interact. Specifically, this course aims to introduce perspectives on human behavior, analysis of theory, historical analysis, politics, research methods, culture, society, personality, the socialization process, and social institutions. The goal of this course is to present major approaches, such as, analysis, propositions, and current ways of explaining social activity; gain a deeper insight into one's and others worldview and perspectives, and become a contemplative and critical thinker. The course will also prepare and equip students with the necessary intellectual, analytical, and communication skills that would enable them to successfully make it through college. Moreover, the course also provides avenues for students to gain skills in career development, research, mentorship, advisement and networking.

## **SOCIAL WORK**

SOW 300 Introduction to Social Work (3)

F, Sp

The purpose of this course is to provide students with an historical and philosophical foundation for social work practice. Emphasis will be placed introducing the ethical concepts and values of the social work profession as well as the processes and interventions that take place in micro and macro level social work practice.

SOW 301 Human Behavior and Dynamics (3) F, Sp

Prerequisite or Co-requisite: SOW 300. This course examines the life course of human development within the context of social, cultural, psychological, and biological factors. Human behavior theories that focus on a life course perspective and integrate an ecosystems framework are studied. The influence of race, ethnicity, culture, gender, and socioeconomic variables on human development and behavior is examined. Person-in-environment transactions as a basis for understanding human behavior, and for

social work practice are explored.

SOW 302 Human Behavior and the Social Environment (3)Sp  
Prerequisite: SOW 301 or permission of instructor. This course prepares students for generalist social work practice through the acquisition of knowledge, theories, and concepts about human behavior in interaction with the social environment. The course integrates knowledge culled from empirically based sociological, psychological, and other social science theories as well as natural science theories.

SOW 303 Social Work Research Methods (3) Sp  
Prerequisite or Co-requisite: PSY 312/SSC 302, or permission of instructor. In this course, students are introduced to the logic and tools of the scientific method and to both qualitative and quantitative research designs. Students study the role that research plays in the design and assessment of social welfare policies and generalist social work practice. Emphasis is placed on the acquisition of the knowledge and skills needed to critique, interpret, and apply research findings. The central role of research with populations-at-risk and efforts to promote social and economic justice is examined as well as sensitivity to cultural diversity in research designs and methods. Students will examine methods of evaluating social work practice at the micro, meso, and macro levels in varied settings.

SOW 402 Social Work as a Profession (3) F, Su  
Survey of the field of social work including casework, group work, community organization, research, and administration. Case material is used to illustrate certain concepts and methods.

SOW 405 Social Policy (3) F  
Prerequisite: SOW 300; Prerequisite or Co-requisite: POL 301. The course examines the policymaking process with attention to the structure of power and decision-making at the national, state and local levels of government. The course compares the structure and interests of the public and private sector. Models for policy formulation and analysis are critiqued as well as the functions and methods of policy practice. Students explore the background and development of social services in relation to economic, policy and social change. The history of social welfare services in diverse communities in the United States and other countries is examined. The course provides an analysis of the delivery of social services with attention directed to the development of social welfare policies and programs. Field work is utilized to examine social

welfare history in local communities.

SOW 408 Social Work Writing Techniques (1) Sp

Prerequisite: SOW 301; Co-requisite: SOW 409. This course focuses on the recording activities and relevant writing skills utilized in generalist social work practice. Students focus on applying knowledge culled from social work practice coursework and composing commonly used written venues employed by social workers.

SOW 409 Social Work Practice I (3) Sp

Prerequisite: SOW 301; Co-requisite: SOW 408. This course introduces students to entry-level generalist social work practice, with a focus on micro and meso level interventions. A broad range of theories and the accompanying intervention strategies employed by social workers are examined. Students focus on developing generalist practice skills, with an emphasis on practice with individuals, groups, and families.

SOW 410 Social Work Practice II (3) F

Prerequisite: SOW 408 and SOW 409. This course introduces students to macro- level generalist social work practice. This course engages the student in an examination of a broad range of theories that promote an understanding of organizations such as the courts and social service agencies, and communities. The role of the social worker in these settings is studied. Emphasis is placed on assisting students in the development of generalist practice skills that foster effective service delivery systems, and prompt organizational change and community/neighborhood development, when needed.

SOW 411 Social Work Field Practicum and Seminar I (6) F

Prerequisites: SOW 302, SOW 303, SOW 409. During this course, students are provided with structured, supervised, field-based learning opportunities, practicing primarily with individuals, families, and groups. Students complete 200 hours of field work and attend a weekly field seminar. The focus of this course is micro-level generalist social work practice. The field setting provides practice opportunities with individuals, families and small groups, supervisory sessions with the agency-based field instructor, activities that involve collaboration with colleagues, and attendance at case staffings, staff meetings, and in-service activities. Students are required to adhere to a weekly work schedule, which may limit the amount of time off for intersession. This course is taken concurrently with SOW 410. Social Work

## Practice II.

SOW 412 Social Work Field Practicum and Seminar II (6) Sp  
Prerequisite: SOW 405, SOW 409, SOW 411. During this course, students are provided with structured, supervised, field-based learning opportunities, with expanded opportunities to conduct macro-level practice with large groups, organizations and communities. Students complete 200 hours of field work and attend a weekly field seminar. The focus of this course is macro-level generalist social work practice. Students are expected to continue a moderate amount of practice with individuals, families and small groups, while engaging in practice with macro-level client systems including community groups and organizations. The weekly schedule continues to incorporate sessions with the agency-based field instructor and collaborative activities with colleagues with a focus on understanding the interdependence of organizational, community systems, and social policies. Students are required to adhere to a work schedule, which precludes time off for spring break.

SOW 413 Senior Project in Social Work (3) F  
Prerequisites: SOW 302, SOW 303, SOW 409. This is a course for seniors majoring in social work. Seniors are required to demonstrate an understanding of the contribution of research to the social work field by conducting a single subject study or a case study. The course enables students to integrate and apply learning from previous social work courses and apply scientific reasoning to address an aspect of social work practice. This course prepares students for effective social work practice and graduate studies.

SOW414 - Social Practice III (3) Sp  
This course is for seniors majoring in social work and is taken concurrent with SOW 412. Social Work Field Practicum and Seminar II. This course serves as one of two capstone courses in which students must demonstrate professional competency in the skills, knowledge, and values necessary for baccalaureate-level generalist social work practice. Individual and group oral and written assignments allow students to demonstrate competency in working with a range of diverse micro, mezzo, and macro-level client systems. Students are required to integrate and apply theory-based and research-informed knowledge and skills needed for effective social work practice with individuals, families, groups,

organizations, and communities. Intervention concerns explored include addressing elder abuse and working with youth from diverse backgrounds.

#### **SOW415 - Intro to Child Welfare Policy (3) F**

*Prerequisites:* SOW 300 and permission from advisor. This course is designed to provide a framework of knowledge, values, and skills necessary to work with maltreated children and their families. It also serves to introduce students to the field of Child Welfare (CW). The course includes the Federal and State mandates, relevant ethical concerns and values, and an overview of Child Protective Services including adoption, foster care, permanency planning, and family preservation services. Students will learn skills in engagement, assessment, and intervention with children and families. Emphasis will be placed on the knowledge and use of evidence to inform practice and the creation of Child Safety Plans based on the Safety Decision Making method.

#### **SOW416 - Child Abuse and Neglect (3) SP**

*Prerequisites:* SOW 415 and permission from advisor. Students majoring in social work learn about the theoretical foundations, practice skills and ethical principles of generalist social work practice. Students study the causes of individual, family and community problems and strategies that have been found to be effective means of preventing and responding to these problems. Students graduating with a degree in social work are qualified to pursue graduate education in social work or a related field, or seek employment with social services, child welfare, criminal justice, mental health, substance abuse, and domestic violence programs, as well as in schools, nursing homes, hospitals, and other human services settings.

### **SOCIOLOGY**

#### **SOC 200 Introduction to Sociology (3) F, Sp, Su**

A study of man in social relationships. A study of the nature, concepts and principles of sociology, society, culture, socialization, groups, institutions and organizations; class systems; social change and social processes.

#### **SOC 303 Social Problems (3) F**

A study of the nature, extent, causes and consequences of major social problems which relate to social disorganization and



pathology in American communities today. Analysis of attempts to alleviate such problems is included.

### SOC 304 Social Psychology (3) F, Sp, Su

The study of the relationship of the individual to social systems. This course surveys the effects of physical, mental, and emotional growth and development on social interaction. Social and cultural influences on behavior, attitude development, social conflict, and group processes will be investigated. Major schools of social psychological perspective are also reviewed.

### SOC 305 Group Dynamics (3) F, Sp, Su

This course focuses on the study of group interaction patterns and the role individuals play in group interaction. The course combines both theory and practice. Special attention is given to perception, communication, leadership and observation in a group setting. Other issues discussed include group goal setting, problem solving and decision-making. Students also talk about the ethical and professional issues of group therapy as well as review effective group counseling methods and techniques. Finally, issues of culture, gender, ethnicity, race and class are discussed in relation to group dynamics on European developments.

### SOC 306 Urban Social Movements (3) F, Su

This course examines different forms of collective behavior. Special emphasis is given to social movements as a form of collective behavior and as a response to social problems, values, disorganization, and deviance.

### SOC 307 Community Organization (3) F, Sp, Su

The evolution of community organizations, their structure, functions and practices. Emphasis is placed on the creation of community organizations and techniques of community organizations to meet social problems.

### SOC 308 Urban Sociology (3) F, Sp, Su

Study of the nature, causes and consequences of urbanization, the origin and development of the city, social and demographic characteristics of urban population, ecological processes, organization, functions and problems of urban communities, such as transportation, housing, homelessness.

### SOC 309 Sociology of Deviance (3) F, Su

This course presents an examination of the definition and nature of

deviance and its function in social settings, the various forms of deviance and the historical and contemporary definition of deviance.

SOC 400 Independent Study (3) F, Sp, Su

This course provides independent research of specific areas with direction and supervision of a sociology instructor.

SOC 402 Racial and Cultural Groups (3) F, Su

An analysis of intra-group and inter-group relations from the standpoint of contemporary sociology, anthropology, and social psychology. Major theoretical developments and research problems in the field of race relations are included. The nature and types of racial and cultural groups, causes and consequences of prejudice and discrimination, democratic values and scientific facts, and approaches to resolving inter-group problems are emphasized.

SOC 403 Marriage and Family (3) Sp, Su

A study of marriage and family as a social institution subject to the impact of biological, psychological, socio-cultural and religious-ethnic forces. Special emphasis is placed on the African American family in America.

SOC 404 Seminar in Social Theory (3) Sp

A survey of the major social theories and their relationship to social research. Theories included are those of Marx, Durkheim, Park, Summer, Cooley, Mead, Veblen, Johnson, Frazier, Weber, Parsons and others.

SOC 405 Survey Research (3) F, Su, Su

Prerequisite: SSC 300. This course provides an opportunity for exploring and utilizing survey research techniques. Opinion polls, telephone surveys, mail questionnaires, panel studies and others are investigated.

SOC 406 Contemporary Black America (3) F, Sp, Su

This is an intensive reading course which examines historical, social, political, and economic factors affecting those of African descent living in America today. This course focuses on African Americans, Africans, South Americans, and individuals from the Caribbean islands in America.

SOC 408 African American Women in American Society (3) F, Sp

This is an intensive reading and writing course, which traces the historical, social, and political roles and perspectives of African American women.

SOC 421 Field Placement I (3) F, Sp, Su

Supervised on-site learning experiences. Student placement at appropriate sites are conducted by the field placement director. Regular seminars are held to discuss agency experiences and to provide feedback. Authorization for placement must be obtained from the field placement director one semester before placement. Registration and planning with the field placement director must be completed one semester prior to placement.

SOC 422 Field Placement II (3) F, Sp, Su

Prerequisite: SOC 421. A continuation of Field Placement I. Students learn through authorized, supervised work experience in sociology. Student placement in appropriate agencies or organizations is conducted by the School/Department's field placement director.

SOC 431 Seminar in Drug Abuse (3) F, Su

An introduction to the field of substance abuse and drug abuse counseling. Students study types of drugs, classification of drugs, the effects of drugs, drug abuse, and counseling modalities. Students identify local, state and national resource persons in the area of substance abuse.

SOC 450 Sociology of Religion (3) Sp, Su

Permission of chairperson required. Emphasis is given to the sociological foundation and development of major denominations, the Black church, and cults. The course is offered to majors in Social Science and Religion and Philosophy.

## **SPANISH**

SPA 201 Elementary Spanish I (3) F, Sp, Su

Prerequisite: Successful completion of ENG 101. This course and its sequel, SPA 202, constitute the basic sequence in Spanish. Emphasis is on the development of competence in the language. NOT open to native or near- native speakers of Spanish.

SPA 202 Elementary Spanish II (3) F, Sp, Su

Prerequisite: Successful completion of SPA 201. This course completes the sequence in the Spanish language core requirement. It prepares students for advanced course work in Spanish if desired. NOT open to native or near-native speakers of Spanish.

SPA 301 Intermediate Spanish I (3) F, Sp, Su

Prerequisite: SPA 202. This course is a continuation of Spanish 202 stressing improved fluency in spoken and written Spanish as well as reviewing and developing a greater understanding of the structure of the Spanish language. It includes an emphasis on Hispanic culture. NOT open to native speakers of Spanish (See FM Language Requirement).

SPA 302 Intermediate Spanish II (3) Sp, Su

Prerequisite: SPA 301. This course is a continuation of SPA 301 designed to improve fluency in spoken and written Spanish as well as to review and develop a greater understanding of the structure of the Spanish language. It includes an emphasis on Hispanic culture. NOT open to native speakers of Spanish (See FM Language Requirement).

SPA 308 Advanced Spanish Composition (3) F

Prerequisite: SPA 302 or permission of instructor. A further review of Spanish grammar and its application in written exercises, focusing on personal, journalistic, and academic topics.

SPA 311 Advanced Spanish Grammar (3) Sp

Prerequisite: SPA 302 or 324. A further review of Spanish grammar and its application in written exercises focusing on personal, journalistic, and academic topics.

SPA 312 Peninsular Culture and Civilization (3) F

Prerequisite: SPA 302 or 312 or 324. A survey of the most important aspects of Peninsular (European) Spanish culture, including geography, history, folklore, and social customs of the people of Spain.

SPA 313 Hispano-American Culture and Civilization (3) Sp

Prerequisite: SPA 302 or 312 or 324. A survey of the most important aspects of Hispano-American culture, including geography, history, folklore, and social customs of the people of the former colonies of Spain.

SPA 314 Survey of Peninsular Spanish Literature (3) F  
Prerequisite: SPA 302 or 324. A survey of representative examples of the most important literary works of Spain from El Cid through the 20th century.

SPA 315 Survey of Hispano-American Literature (3) Sp  
Prerequisite: SPA 302 or 324. A survey of representative examples of the most important literary works of Hispano-America.

SPA 309 Business Spanish (3) Sp  
Prerequisite: SPA 302 or 312. Concentrated practice in the vocabulary and style of commercial correspondence and other business documents as used in present day Spain and Hispano-America. This course is designed to improve skills in Spanish for native speakers and others desiring to improve professional communication in the world of commerce.

SPA 319 Advanced Spanish Reading and Conversation (3) F  
Prerequisite: Successful completion of ENG 101. Concentrated practice in speaking skills at the advanced level. This course requires intensive reading, conversation and oral presentations in Spanish. Designed primarily for future teachers. Open ONLY to native speakers or students with near native fluency.

SPA 323 Spanish for Native Speakers I (3) F  
Pre-requisite: Successful completion of ENG 101. This course is intended for native Spanish speakers having little or no formal course work in Spanish in high school. It covers spelling and grammar, focusing on problems faced by native speakers as well as readings and practice in writing compositions in Spanish (see FM Language Requirement).

SPA 324 Spanish for Native Speakers II (3) Sp  
Pre-requisite: Successful completion of ENG 101 and SPA 323. This course is a continuation of SPA 312 and focuses on readings and practice in writing compositions in Spanish. It includes a variety of written materials found in magazines, newspapers and literature. Concentrated practice in developing writing skill (see FM Language Requirement).

SPA 370 Spanish Study Abroad (3-6) Su  
This course offers a total immersion in Spanish language and culture through basic conversations, readings, and written work. It

focuses on fundamental grammar and on the culture and folklore of the host country. School/ Department approval required.

SPA 371 Intermediate Spanish Study Abroad (3-6) Su  
Prerequisite: SPA 202 or equivalent. This course offers a total immersion in Spanish language and culture through intermediate level conversations, readings, and writings. It focuses on intermediate level writing and grammar. Class discussions will cover contemporary Hispanic cultural issues as well as the history and folklore of the host country. School/Department approval required.

SPA 401 The Hispanic Novel (3) F  
A survey of the Novel in Spain and Hispano-America. Periods and authors will be specified by the instructor.

SPA 403 El Siglo de Oro (3) Sp  
Prerequisite: SPA 302 or 324. A survey of the major works of Golden Age of Spanish literature (c. 1520-1650) with particular emphasis on the works of Fray Luis de León, Lope de Vega, Luis de Góngora, Francisco de Quevedo and Pedro Calderón de la Barca.

SPA 407 Cervantes (3) F  
Prerequisite: SPA 302 or 324. An examination of the major works of Miguel de Cervantes Saavedra with special attention to El Quijote and its influence on the development of the modern novel.

## **THEATRE**

THE 181 Theater Ensemble I (3) F  
Practical experience in theater production, including design, casting, directing, lighting, technical support and public performance, under faculty supervision.

THE 182 Theater Ensemble II (3) Sp Continuation of THE 181.

THE 311 - Acting I (3)  
Fundamentals of stage performance, stressing voice production, movement and formal and technical aspects of the actor's art.

THE 312 - Acting II (3)  
Continuation of THE 311.

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