# Table of Contents

Academic Calendar ........................................................................................................................................................................... Inside Front Cover
Mission, Purpose, and Goals ................................................................................................................................................................. 4
Accreditation and Non-Discrimination Policy ........................................................................................................................................ 4
Student Outcomes ................................................................................................................................................................................ 5

## Admissions

- Visiting SWAU ....................................................................................................................................................................................... 6
- General Admission Requirements .......................................................................................................................................................... 6
- New Freshman Admission ..................................................................................................................................................................... 6
- Transfer Student Admission ................................................................................................................................................................. 6
- International Student Admission .......................................................................................................................................................... 7
- Auditing Students ..................................................................................................................................................................................... 8
- High School Students ............................................................................................................................................................................. 8
- Returning Students .................................................................................................................................................................................. 8
- Teacher Certification Students ............................................................................................................................................................. 8
- Transient Students .................................................................................................................................................................................. 8
- Adult Degree Program ........................................................................................................................................................................... 8
- English as a Second Language (ESL) Program .................................................................................................................................... 8

## Finances

- Cost of Attendance .............................................................................................................................................................................. 10
- Other Expenses .................................................................................................................................................................................... 10
- Payment Plans ..................................................................................................................................................................................... 11
- Special Financial Categories ................................................................................................................................................................. 12
  - Adult Degree Program ................................................................................................................................................................... 12
  - Audit Tuition ..................................................................................................................................................................................... 12
  - Criminal Justice Program ................................................................................................................................................................ 12
  - English as a Second Language Program ..................................................................................................................................... 12
  - Family Discounts ................................................................................................................................................................................ 12
  - Graduate Program ............................................................................................................................................................................. 12
  - Senior Citizens .................................................................................................................................................................................. 12
  - Standby Students ............................................................................................................................................................................... 12
  - Summer Charges ................................................................................................................................................................................ 12
  - SWAU Need-Based Scholarships .................................................................................................................................................... 12
  - Veterans Benefits ............................................................................................................................................................................... 12
  - Wiring Money ...................................................................................................................................................................................... 12
- Refunds ................................................................................................................................................................................................. 13
- Financial Aid .......................................................................................................................................................................................... 13
- Student Employment ......................................................................................................................................................................... 16
- Scholarships .......................................................................................................................................................................................... 16

## Academics

- Academic Program Information and Courses of Study .......................................................................................................................... 21
- Definitions .............................................................................................................................................................................................. 21
- General Enrollment Policies ................................................................................................................................................................. 22
- Academic Sanction Policies ................................................................................................................................................................. 24
- Academic Honors Policies ................................................................................................................................................................. 25
- Examination/Credit Policies ............................................................................................................................................................... 25
- Graduation Requirement Policies ........................................................................................................................................................ 27
- Special Program Policies ..................................................................................................................................................................... 28
- Student Rights and Appeals Policies .................................................................................................................................................. 30
- Academic Support Services ................................................................................................................................................................. 30
- Degree Requirement ............................................................................................................................................................................. 32
- List of Degrees .................................................................................................................................................................................... 33
- General Education - Bachelor’s Degree ............................................................................................................................................ 34
- General Education - Associate Degree ............................................................................................................................................ 35
- Courses of Instruction ......................................................................................................................................................................... 35
# Table of Contents

**Academic Departments** .................................................................................................................................................................................. 36
  Biology ................................................................................................................................................................................................. 36
  Business Administration ............................................................................................................................................................. 39
  Chemistry ........................................................................................................................................................................................ 49
  Communication .............................................................................................................................................................................. 51
  Computer Science ....................................................................................................................................................................... 55
  Education ......................................................................................................................................................................................... 58
  Engineering ..................................................................................................................................................................................... 66
  English ........................................................................................................................................................................................ 67
  English as a Second Language .................................................................................................................................................... 70
  Fine Arts/Art .................................................................................................................................................................................. 71
  Fine Arts/Music ............................................................................................................................................................................ 72
  Geology ........................................................................................................................................................................................ 74
  History, Social Science, & Criminal Justice ......................................................................................................................... 75
  Honors Program ........................................................................................................................................................................... 81
  Mathematics ................................................................................................................................................................................... 82
  Medical Technology ................................................................................................................................................................... 85
  Modern Languages ..................................................................................................................................................................... 87
  Nursing ........................................................................................................................................................................................ 90
  Physical Education ................................................................................................................................................................. 98
  Physics ......................................................................................................................................................................................... 105
  Psychology .................................................................................................................................................................................. 106
  Religion ....................................................................................................................................................................................... 108
  Social Work ............................................................................................................................................................................... 112

**Board of Trustees** .............................................................................................................................................................................. 115
**Administration** ............................................................................................................................................................................. 116
**Faculty** ......................................................................................................................................................................................... 117
**Departments** ................................................................................................................................................................................ 120
**Committees of the Faculty** ............................................................................................................................................................. 121
**Index** ........................................................................................................................................................................................... 123
**Campus Map** ................................................................................................................................................................................ 125
Mission, Purpose, and Goals

Mission Statement
Southwestern Adventist University is a private institution whose mission is to offer affordable, quality higher education in a Christian environment committed to the Seventh-day Adventist values and ideals. The University fosters the development of the whole person through academic, religious, and social programs, and is committed to the excellence of its faculty and staff, the strength of its curricula, the effectiveness of its support programs, the success of its graduates, and service to others.

Brief History
Southwestern Adventist University was founded in 1893 as Keene Industrial Academy. Junior college level work was first offered in 1916 and the name was changed to Southwestern Junior College. In anticipation of offering baccalaureate work, the name was changed to Southwestern Union College in 1963. The first bachelor level classes were offered in 1967. In 1977, the college was renamed Southwestern Adventist College, reflecting its denominational affiliation. Graduate level work was begun in 1987; nine years later the institution changed its name to Southwestern Adventist University. The University has been accredited by the Southern Association of Colleges and Schools since 1958; first as a Level I institution (associate degrees), then in 1970 as a Level II institution (baccalaureate degrees), and since 1989 as a Level III institution (graduate degrees).

Pertinent Descriptive Information
The University is a coeducational institution of higher learning. It was established and is operated by the Seventh-day Adventist Church and is essential to the fulfillment of the teaching ministry of the church.

Essential Beliefs
The institution is committed to Christian teachings and values as understood by the Seventh-day Adventist Church. God is perceived as the Creator and ultimate source of knowledge and meaning. True education is defined as the harmonious development of the intellectual, spiritual, social, and physical aspects of human nature.

Geographical Region, Type of Students and Faculty
The University serves primarily the needs of the Seventh-day Adventist membership in the five states of Arkansas, Louisiana, New Mexico, Oklahoma and Texas. The University welcomes students from all religions and geographical areas, as well as from diverse ethnic, social, and cultural backgrounds.

To achieve its purpose effectively, the University recruits and retains well-qualified teachers, who are dedicated to teaching and advising and who are willing to spend time with students both in and out of the classroom. The University encourages research and scholarly endeavors on the part of its faculty.

Major Institutional Functions
The University provides a challenging environment conducive to the total development of the student, thus contributing to the realization of each individual’s potential. The administrative departments of the University provide the infrastructure needed for the institution to fulfill its educational purposes.

The University's undergraduate curriculum consists of programs in the liberal arts and sciences, with a number of professional and preprofessional curricula. The general education component brings balance to the academic and professional programs, enriching the intellectual and cultural experiences of the student beyond the limits set by the specific major. The graduate curriculum includes master's degrees in business and education.

Attitudes and Ideals
The University broadens the student’s intellect, strengthens the spiritual dimension, contributes to social growth, fosters attitudes and practices of healthful living, develops a wholesome respect for the dignity of labor, and instills a sense of selfless service.
## Purpose and Goals

### Institutional Goals

The University has the following goals:

1. Recruit and retain well-qualified faculty and staff.
2. Employ teachers who are dedicated to teaching and advising and are willing to spend time with the students outside of class.
3. Encourage research and scholarly endeavors on the part of the faculty.
4. Provide a challenging environment conducive to learning.
5. Provide the institutional infrastructure to fulfill its educational purposes.
7. Provide a general education component that brings enrichment and balance to all academic and professional programs.
8. Provide quality graduate education at the master’s level.
10. Broaden the student’s intellect.
11. Strengthen the student’s spiritual dimension.
12. Contribute to the student’s personal growth.

### Student Outcomes

The SWAU graduate will:

1. Have knowledge in the humanities/fine arts, social/behavioral sciences, natural sciences and mathematics.
2. Be able to communicate effectively through the spoken word, the written word, and the use of other abstract symbol systems.
3. Be able to think critically and solve problems.
4. Possess the attributes of growth: ability, tolerance, self-reliance, compassion, and a love of learning.
5. Have a commitment to high moral and ethical standards.
6. Have knowledge of Seventh-day Adventist values and beliefs.
7. Possess leadership skills and a commitment to service.
8. Possess the knowledge, skills, and personal attributes to function effectively in the workplace.
9. Possess cultural sensitivity and a global perspective.

## Accreditation and Non-Discrimination Policy

Southwestern Adventist University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, telephone number is 404-679-4501) to award: Associate, Bachelor’s, and Master’s degrees.

In addition, the University is currently accredited by the following accrediting bodies:

- Council on Social Work Education
- General Conference Accrediting Association of SDA Schools, Colleges, and Universities
- International Assembly for Collegiate Business Education
- Texas Education Agency
- Texas Board of Nurse Examiners
- National League for Nursing

The University is a member of the following:

- National Association of Independent Colleges and Universities
- Independent Colleges and Universities of Texas
- Texas Independent College Fund
- Association of Texas Colleges and Universities

Southwestern Adventist University does not discriminate on the basis of gender, religion, disability, race or ethnic origin. Dr. Marvin Anderson, president, is responsible for compliance. The University believes the interpretation and implementation of all government laws and regulations are subject to constitutional guarantees against unreasonable entanglement with or infringement on the religious teachings and practices of the Seventh-day Adventist Church. Any regulation or change in regulation adopted by the Board of Trustees or the faculty at any time shall have equal authority as the regulations printed in this bulletin or the student handbook. Each student is responsible for knowing and observing the regulations of the University and is responsible for fulfilling the requirements for his or her degree as defined by the University bulletin.
Admissions

Visiting SWAU

We at Southwestern Adventist University are delighted to have prospective students and parents visit the campus. It is best to visit during the week as offices are closed on weekends. Because weekend visitation is best for some, there are two special weekend programs annually. These are in March and June. Call for details at (800) 433-2240.

General Admission Requirements

SWAU requires each applicant to provide proof of English language proficiency and math proficiency. Students wishing to enter the Nursing program or the Adult Degree Program must meet additional admission requirements (see page 90 for Nursing and page 8 for the Adult Degree Program). Students wishing to graduate with an Elementary Education or Social Work major must also meet additional requirements (see page 58 for Education and page 112 for Social Work). Counsel with an advisor regarding these requirements and check those sections in this bulletin. The Admissions Office will answer questions and help students find advisors in their chosen fields. You may contact the Admissions Office locally at (817) 645-3921, ext. 294, or toll-free at (800) 433-2240. The following are the regular admission procedures.

New Freshman Admission

SWAU classifies new freshmen as students having 0 to 11 semester hours of college credit. SWAU requires that students be at least 16 years of age and have graduated from high school or have an equivalency diploma. Students must have acceptable ACT or SAT composite scores. The following are admission procedures for new freshman:

1. Complete and return an application to the Admissions Office.
2. Submit an official high school transcript, showing graduation date, to SWAU’s Admissions Office. If the applicant has enrolled at any college, an official transcript of that academic record must also be submitted. Any applicant who has not graduated from high school must submit an official GED or state equivalency diploma, and an official transcript from the last high school attended if the applicant attended a high school. Home schooled applicants must submit an official GED or state recognized high school equivalency certificate.
3. Submit an official score report of an ACT or SAT exam. New freshmen must have a minimum SAT composite of 800 or a minimum ACT composite of 17 to enroll in regular classes. New freshmen who have an SAT composite between 600 and 790, or an ACT composite between 13 and 16, will be enrolled in the Jump Start Program. Applicants who graduate from high school with a cumulative GPA of 3.0 or higher and have a composite ACT of 16 or composite SAT of 760 to 790 are exempt from the Jump Start Program. Applicants whose highest composite scores are below 600 on the SAT or below 13 on the ACT exam will not be accepted. Southwestern's Counseling and Testing Center offers the SAT for applicants who have not taken the exam. SAT results from an on-campus exam cannot be transferred to other institutions or used for athletic freshman eligibility. Applicants who have passed a college level English composition course and a college level math course are exempt from having to submit SAT or ACT scores.
4. Submit a letter of explanation and commitment if involved in any incident of suspension, probation, dismissal, criminal conduct, or substance use as indicated on the application. The Admissions Committee will review the letter and make a determination regarding the applicant’s eligibility for admission.

The Admissions Office will notify applicants by letter regarding acceptance status after application and transcripts have been received. An applicant will be accepted in good standing as a regular student in a degree program when all requirements have been met. Acceptance allows the financial aid and pre-registration process to begin. A conditional acceptance is given if acceptable ACT or SAT scores or an official transcript is submitted but all required documents have not been submitted. Enrollment is limited to a maximum of three semesters when a student has a conditional acceptance.

Transfer Student Admission

A transfer student is one with 12 or more transferable semester hours. Transfer students may be admitted in any semester. The following are admission procedures for transfer students:

1. Complete and return an application to the Admissions Office. To receive Federal financial aid, transfer students must indicate on the application when they graduated from high school or passed a GED or state high school equivalency test.
2. Submit an official undergraduate transcript from each college or university the student has attended. All official college transcripts must be submitted in the same semester that the student begins classes. A degree audit should be completed before registration the next semester. Transfer students who were home schooled at the high school level and have not completed a college program of at least two years in length must have passed a state recognized high school equivalency test or GED to receive Federal financial aid.
3. Submit SAT or ACT scores if the applicant has not passed both an English composition course and a college math course. Southwestern’s Counseling and Testing Center offers the SAT throughout the year for students who need to take the test. SAT results from an on-campus exam cannot be transferred to other institutions or used for athletic freshman eligibility.
4. Submit a letter of explanation and commitment if involved in any incident of suspension, probation, dismissal, criminal conduct, or substance use as indicated on the application. The Admissions Committee will review the letter and make a determination regarding the applicant’s eligibility for admission.

Applications receive notification of acceptance status from the Admissions Office. A transfer student will be accepted in good standing as a regular student in a degree program when all requirements are met. A transfer student with a cumulative GPA of less than 2.0 from previous college work will be accepted on academic warning. A conditional acceptance may be given if all official transcripts have not been submitted. Enrollment will be limited to one semester when a student has a conditional acceptance.
International Student Admission

SWAU classifies as an international student all applicants not a citizen or permanent resident of the United States. The procedures for international applicants are as follows:

1. Complete and return an application to the Admissions Office.
2. Submit official academic transcripts as required by new freshmen, transfer, or graduate admission procedures as appropriate. Degree-seeking students with previous college work must submit an official English translation before SWAU can give transfer credit.
3. Submit a SWAU Personal Data form.
4. Submit official English language proficiency exam scores. International students wishing to take regular classes must show proof of their ability to take classes at an institution where the language of instruction is English. The student must take the Test of English as a Foreign Language (TOEFL) with a minimum proficiency level of 190 on the computer-based test, or 520 on the paper-based test. If unable to take the TOEFL before arriving on campus, the student must take the Michigan Test through the English as a Second Language (ESL) department at Southwestern, and must pass with an average of 80 over each section. Students who do not meet these minimum requirements will be required to take ESL courses, Jump Start courses, or a combination of these classes in the first semester of enrollment at Southwestern. These students are not required to take the SAT or ACT, but acceptable SAT or ACT scores may be submitted in place of a TOEFL or Michigan Test score. Canadian students will be admitted under the regular admission policy and must submit SAT or ACT scores.
5. Submit a SWAU Certificate of Finance form and documentation to prove financial ability to meet the costs of tuition, lodging, food, medical insurance, and personal expenses while studying at SWAU.
6. Submit a deposit of $750 and a pre-payment of $3,700 if the applicant is not a citizen of U.S. Territories or Canada. The $3,700 pre-payment will be applied to the student’s first semester’s expenses at SWAU and the $750 deposit will be retained as a reserve fund. The reserve fund will become available to the student upon graduation or permanent withdrawal from school, if the student’s account balance is zero. No interest is paid on the deposit held in reserve. Deposits and pre-payments will be returned to applicants who do not enroll, minus expenses for mailing I-20s.
7. Submit a letter of explanation and commitment if involved in any incident of suspension, probation, dismissal, criminal conduct, or substance use as indicated on the application. The Admission Committee will review the letter and make a determination regarding the applicant’s eligibility for admission.

The Admission Office will notify applicants by letter regarding acceptance status after application and transcripts have been received. When an academic acceptance is granted and a Certificate of Finance with acceptable documentation, a SWAU Personal Data form, a deposit and the pre-payment have been received SWAU will issue an I-20.
OTHER STUDENTS

Auditing Students
Students who plan only to audit classes must submit an application. They will be admitted as an auditing student.

High School Students
High school students currently enrolled in their junior or senior year may take classes at SWAU. They must submit an application and provide a letter from their principal giving permission to take these classes.

Returning Students
Former SWAU students wishing to return to SWAU must reapply for admission. Students must reapply if they have not been in attendance for one or more semesters.

Teacher Certification Students
All teacher certification students must submit an application and official transcript showing graduation from either an undergraduate or graduate institution before registering. Other transcripts may be submitted at the discretion of the student for credits they would like to have applied to the SWAU transcript. Students who have not earned an undergraduate degree must meet general admission requirements.

Transient Students
SWAU will accept a transient student, a student registering for not more than one semester, with either written recommendation from the student’s college registrar or an official transcript of college work already completed. A transient student planning to take a course with a prerequisite must provide evidence that he/she has the necessary background to take that course. Transient students are not eligible for Federal or state financial aid.

Adult Degree Program

The Adult Degree Program (ADP) meets the needs of those who cannot attend classes on campus on a regular basis. Students who are at least 22 years old, have been out of college for more than one year, and find it difficult to attend classes full-time because of family responsibilities or other obligations are eligible for this program. Requests for exceptions should be directed to the ADP Committee. For an application or to talk with the department, please call (800) 433-2240, ext. 204.

For admission to the Adult Degree Program, students must:
1. Complete the ADP application form and data sheet contained in the ADP brochure.
2. Submit an official report/transcript of one of the following:
   a. an SAT composite score of 800 or higher.
   b. an ACT composite score of 17 or higher.
   c. college transcript with passing grades in English and math classes.
   d. college transcript with grades of C or better in developmental English and math classes.
3. Submit official transcripts according to applicable criteria:
   a. Applicants with less than 12 hours of college credit
      1. an official high school transcript showing graduation OR an official certificate from a state recognized high school equivalency test.
      2. official transcripts from each college attended.
   b. Applicants with 12 or more credit hours must submit official transcripts of all undergraduate college work from each college attended.
Developmental/remedial classes cannot be taken through the Adult Degree Program. If needed by the student, these classes must be taken prior to admission to the program.

A student transferring experiential credit through a portfolio must submit the portfolio for review by SWAU faculty. If SWAU faculty agree that documentation is sufficient for credit, up to 32 credits may transfer in this manner. Courses and the number of credits must be identified on the transcript. Credit will be awarded only in the areas offered within the current curriculum of the institution. No letter grade is given or transferred for experiential credit.
English as a Second Language (ESL) Program

The ESL program is an Intensive English Program designed for students with limited English language proficiency. To be accepted into the program, applicants must:

1. Have graduated from high school and be at least 16 years old.

2. Submit an undergraduate application to the Admissions Office.

3. Submit official academic transcripts as required by new freshmen, transfer, or graduate admission procedures as appropriate. Degree-seeking students with previous college work must submit an official English translation before SWAU can give transfer credit.

4. Submit a SWAU Personal Data form.

5. Submit a letter of explanation and commitment if involved in any incident of suspension, probation, dismissal, criminal conduct, or substance use as indicated on the application. The Admissions Committee will review the letter and make a determination regarding the applicant’s eligibility for admission.

6. Submit a Certificate of Finance form and documentation to prove financial ability to meet the costs of tuition, lodging, food, medical insurance, and personal expenses while studying at SWAU if not a citizen of the United States or U.S. Territories.

7. Submit a deposit of $750 and a pre-payment of $3,700 if the applicant is not a citizen of the United States, U.S. Territories, or Canada. The $3,700 pre-payment will be applied to the student’s first semester’s expenses at SWAU and the $750 deposit will be retained as a reserve fund. The reserve fund will become available to the student upon graduation or permanent withdrawal from school, if the student’s account balance is zero. No interest is paid on the deposit held in reserve. Deposits and prepayments will be returned to applicants who do not enroll, minus expenses for mailing I-20s.

The Admissions Office will notify applicants by letter regarding acceptance status after application and transcripts have been received. When an academic acceptance is granted and a Certificate of Finance with acceptable documentation, a SWAU Personal Data form, a deposit and the pre-payment have been received SWAU will issue an I-20.

Students who successfully complete 12 hours of ESL, passing each class with a grade of C or better, and who pass the Michigan Test of English, are not required to submit ACT or SAT scores to continue in another academic area.
COST OF ATTENDANCE

Package Plan

<table>
<thead>
<tr>
<th>Dorm Student</th>
<th>Semester</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition (12-17 credit hours)</td>
<td>$4,940</td>
<td>$9,880</td>
</tr>
<tr>
<td>SA Fee</td>
<td>70</td>
<td>140</td>
</tr>
<tr>
<td>Dorm/Cafe 20</td>
<td>2,389</td>
<td>4,778</td>
</tr>
<tr>
<td>(20 meals weekly)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$7,399</td>
<td>$14,798</td>
</tr>
<tr>
<td>Dorm/Cafe 15 package</td>
<td>$7,295</td>
<td>$14,590</td>
</tr>
<tr>
<td>(15 meals weekly)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dorm/Cafe 10 package</td>
<td>7,191</td>
<td>14,382</td>
</tr>
<tr>
<td>(10 meals weekly)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please note these guidelines before choosing a meal plan
1. No change in meal plans after registration week.
2. Refunds are on pro-rata basis only when withdrawing from school or moving from dorm.
3. Meals do not accrue from week to week. Credit will be lost for any weekly meals not eaten that week.
4. Meals over the chosen plan are cash only, at walk-through price. No charges will be made to student accounts.

Non-Dorm Student

| Tuition (12-17 credit hours) | $4,940   | $9,880 |
| SA Fee                        | 70       | 140    |
|                              | $5,010   | $10,020|

Other miscellaneous charges may apply. See Other Expenses on this page and Special Financial Categories on page 12.

STUDENT HOUSING

All unmarried students under 21 years of age, taking nine or more hours, are required to live in one of the university’s residence halls. Residents are also required to select from one of three meal plans offered through the cafeteria. Residents who withdraw from school or fail to register, must move out within seven days.

Off-Campus Living: Must meet the following requirements and be approved by the Dean of Students
- Must be 21 years of age or a senior (90+ earned credits) or taking eight or less credits.
- Must be in good and regular standing.
- Must be the same gender, unless living with immediate family members.
- Any other exceptions may be made through the Dean of Students.

The Non-dormitory Student Package ($5,010 per semester) includes these items:
1. Tuition for a 12-17 hour class load
2. Library
3. PC laboratories
4. Science laboratories *
5. Gymnasium
6. Student Center
7. Nurse’s Health Service on campus
8. Use of a band instrument
9. Cap and gown for graduation
10. Diploma

In addition to the above items, the Dormitory Student Package ($7,399 per semester) includes:
1. A room in one of the dormitories
2. Meals at the cafeteria from the day before registration to the last day of exams (except scheduled vacations such as Thanksgiving, Christmas, and Spring Break)
3. Use of washers and dryers in the dormitories
4. A telephone in the dormitory room (campus and local calls)

* Laborator fees are required for certain science courses, e.g., Microbiology. Contact the department for specific fee amounts.

Other Expenses

Books
Books and class supplies will cost approximately $363 per semester.

Cafeteria
Meal credit may be purchased by non-dormitory students from the cafeteria or students may pay cash at the door.
Dormitory and non-dormitory students must pay for the meals of any guests they bring to the cafeteria.

Checks
Returned checks not honored by bank will carry a $15 charge.

Credit Hour Charge
Courses taken above or below the 12-17 hour package will be charged at $412 per credit hour.

Dorm Deposit/Private Room Fee
Dormitory students are required to pay a general deposit of $50. Rooms will not be reserved without this deposit.
Private room fees are an additional $490 per semester subject to space availability, dean approval, and financial clearance.

Examinations
Career, Aptitude, and Personality Tests — $5.
CLEP examinations — $48. The recording fee is $25 for the first 12 hours, and $1 for each additional hour.
Proficiency examinations — $70 each.
SAT examinations — approximately $23.
Special examinations, such as GRE, TASP, MCAT, and LSAT, carry a fee.

Fees
Nursing students’ tuition surcharge is $150 for each AD nursing class. A $300 surcharge is assessed baccalaureate nursing students when enrolled in courses NRSB 350 and 375.
A Student Association fee of $70 per semester is required of all students registered for 8 or more hours. This fee is nonrefundable.

Field Trip Costs
Students will need to pay for their own food and lodging on biology and scientific laboratory class trips.
Identification Card
An I.D. card is provided to the student for cafeteria, library, and gym use. The first card is provided free of charge and is valid as long as the student is enrolled. There will be a $5 replacement charge for a lost, stolen, or damaged card.

Insurance
Automobile insurance is the responsibility of the student. The University does not carry insurance covering theft, loss, or damage of any kind.
Medical insurance is required for all students registered for 8 or more credit hours. Medical insurance can be purchased at registration for approximately $100 per academic year if the student is not covered by another plan. No refunds will be made after the second week of classes.
Medical insurance coverage for International students will be charged at the following rate: Fall semester $270, Spring semester $378. (This is the INS required twelve-month coverage.)
Personal property insurance is the responsibility of the student. The University is not responsible for the loss of personal property by fire, theft, or other causes. It is recommended that students arrange for insurance coverage of their personal belongings with an insurance agency of their choice. Dormitory students are advised not to keep money in their rooms. Students may deposit money in the student bank at the Business Office. Students may withdraw this money any time during the regular office hours unless a parent or guardian specifies when and how much the student may withdraw.

Library Fines
There will be fines for overdue library materials and charges for lost items.

Medical Technology Majors
Students with this major must pay an administrative fee of $100 per semester during their clinical year. Check with the advisor regarding tuition and fees at the affiliated hospital.

Music Lessons
Music lessons are $150 per semester above the cost of tuition. No refunds after second week.

Nursing Application Fee
A $75 deposit is required with the application for admission to the nursing program. This fee is nonrefundable.

Property Damage
Tampering with the fire alarm system or fire extinguishers is a major offense which carries a penalty charge. If a student damages school property (furniture, light bulbs, windows, screens, dishes, etc.) he or she will be required to pay the replacement cost. A student may be expelled for damaging school property.

Refund of Fees
Unless requested, refunds of less than $5 will not be processed.

Senior Class Dues
These dues are a mandatory fee voted by the Senior class each year.

Transcripts
Next day transcripts are free; $15 overnight mail service; $5 same day office service; and $5.00 fax service. Transcripts should be requested at least one week in advance. If a check to pay off a student account or First State Bank balance accompanies a transcript request, the transcript will be held for two weeks until the check is cleared. Requests accompanied by a money order or a bank draft are processed more quickly. Accounts may be paid by credit card. Transcripts and diplomas are not released if a student’s account and/or bank note is not paid in full, or if government loans are not current in repayment or if the academic file is incomplete. (See also transcripts on page 9.)

Payment Plans
SWAU offers three payment plans to help students manage their university expenses.

Plan I — Cash in Advance
When the total charges for a semester are paid on registration day, a discount of 5% is allowed on the cash paid for tuition, room, and board. (Before this discount is figured, all scholarships, loans, grants, awards, other discounts, and university aid funds are subtracted.) Students using this plan must bring with them at registration time the full amount of the package plan, plus miscellaneous charges such as music lessons and private room fee. A cash discount is not given on ESL, ADP, graduate, PBS, or other discounted programs. This discount does not apply to payments made by credit card.

Plan II — Bank Financing
Students choosing Plan II will be required to have a minimum of 50% of the semester’s charges covered at registration. The 50% can include aid the student is receiving. The balance will be financed through First State Bank of Keene with a short-term loan. If the bank note (and any amount due the University) is paid by the maturity date, the University will give the student a 5% rebate on cash paid during the semester. This rebate is not given on fees, scholarships, loans, grants, awards, discounts, university aid funds, educational subsidy, or credit card payments.

This rebate on the note will be returned to the student in the form of a credit against the next semester’s charges. If the student does not enroll next semester, the rebate will be mailed with the January or May statements.

Bank notes paid after the maturity date (December 3 for fall semester, April 17 for spring semester) will not qualify for the rebate. Arrangements must be made for all unpaid Plan II balances before students take examinations. Seniors must pay in full before receiving their diplomas. This obligation to the bank is an obligation to the University.

This is a short-term loan payment plan, and is due in full on the date specified. When making payments on this loan please note that any balance owed at SWAU is deducted from the payment first. Any remaining credit will then be sent to FSB (around the 10th and 23rd of each month). Payments you specifically want paid on a FSB loan should be sent directly to First State Bank of Keene, P.O. Box 676, Keene, TX 76059. Always include the student’s full name, and social security number with the payment.
Plan III — Contract with SWAU

This plan is a two-payment contract with the University. One payment, of half the semester charges, is due at registration and one payment is due six weeks after registration. No rebate or cash discount will be given under this plan.

The second payment is due:
- Fall semester ... October 9
- Spring semester ... February 19

Special Financial Categories

Adult Degree Program

Adult Degree Program tuition must be covered at registration. There are no payment plans for this program. For further information contact the ADP office.

Audit Tuition

Audit tuition is $20 per credit hour. This does not apply to ADP, ESL, graduate or certain classes specified by the Records Office.

Family Discounts

When parents are supporting three or more students from the same family at SWAU, each of these students may receive a 10% discount on tuition, provided each student of this family is taking at least 12 hours of class work. A cash discount (under Plan I) may also be figured on the net cost after the family discount. When students marry, they are no longer eligible for this special discount, even if they had been entitled to it while members of their parents’ household. This discount does not apply to Adult Degree Program, ESL, PBS, or other discounted programs.

The spouse of a full-time student is eligible for free tuition up to $500 per semester. All admission procedures still apply. When both students are full-time, the couple may choose which one will receive the $500 scholarship. This scholarship does not apply to the Adult Degree Program, ESL, PBS, or other discounted programs.

Graduate Program

Graduate Program tuition is $310 per semester hour. Graduate hours are charged separately from the undergraduate tuition package. Students who teach for one of the University’s lab schools will receive a 50% tuition scholarship. For further information about the Graduate Program please refer to the Graduate Bulletin.

English as a Second Language (ESL)

The English as a Second Language Program is designed to assimilate the student into an English-speaking environment which includes not only classroom instruction, but also living in the dorm and eating in the cafeteria. The discounted package cost is $5,228 and includes tuition, room, board (20 meal plan) and SA fee. When a married student chooses to take this program and not stay in the dorm, the student will be charged the regular tuition package amount of $4,940 plus $70 SA fee. Students who are not enrolled in the ESL package will be charged the regular tuition rate.

ESL courses cannot be audited. All expenses must be covered at the time of registration. Only U.S. citizens or permanent residents who plan to continue in a degree program are eligible to receive Federal Student Aid.

Post-baccalaureate Student (PBS)

Post-baccalaureate students receive a 50% tuition discount for undergraduate courses. This does not include classes in nursing, student teaching, Adult Degree Program, ESL, Graduate Programs, independent study, private lessons, or laboratory charges. See page 32 for definition of PBS student.

Senior Citizens

The tuition rate for senior citizens (65+) is $20 per semester hour. This does not apply to the Adult Degree Program, nursing classes or other discounted programs.

SWAU Need-based Scholarships

If after applying for an SWAU need-based scholarship the student receives additional aid or resources that cause a credit on the student’s account, the SWAU portion of the scholarship may be forfeited. SWAU does not pay its scholarships in cash to the student.

Student Missionary/Task Force Program Charges

Students who are spending one year of their education as a student missionary or task force worker may choose one of the following options for up to two semesters:
- Six hours each semester of non-credit hours charged at $10 per semester.
- Six hours each semester of credit hours charged at 1/2 of the regular hourly tuition rate.
- Any combination of the above up to six hours per semester.

Summer Charges

A discount of 50% is applied to summer tuition. This does not apply to independent study, graduate classes, or the summer biology trip. Dorm is charged by the week and the cafeteria charges by the meal.

Veterans’ Benefits

Students with previous military experience may be eligible for certain benefits. It is best to contact the Department of Veterans Affairs (VA) records center and obtain a certificate of eligibility before school begins. After registration, notification of enrollment will be sent to the VA.

Wiring Money

Contact the Admissions Office, Business Office, or Student Finance Office for instructions on wiring money to a student’s account.
Refunds

Tuition, Room & Board

Institutional Refund

Tuition charges for students dropping classes will continue until the drop voucher is filed at the Records Office. Room and board charges will continue until the student’s personal belongings have been removed from the dormitory and clearance has been filed with the dormitory dean.

Refunds to students dropping all or some classes will be prorated on a weekly basis as shown in the chart below. The same is true for room and board refunds.

Refunds to students dropping all or some classes will be prorated on a weekly basis as shown in the chart below. The same is true for room and board refunds.

<table>
<thead>
<tr>
<th>WEEK</th>
<th>REFUND %</th>
<th>REFUND %</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>TUITION</td>
<td>ROOM &amp; BOARD</td>
</tr>
<tr>
<td>Registration</td>
<td>96%</td>
<td>93.75%</td>
</tr>
<tr>
<td>Second Week</td>
<td>84%</td>
<td>87.50%</td>
</tr>
<tr>
<td>Third Week</td>
<td>72%</td>
<td>81.25%</td>
</tr>
<tr>
<td>Fourth Week</td>
<td>60%</td>
<td>75.00%</td>
</tr>
<tr>
<td>Fifth Week</td>
<td>48%</td>
<td>68.75%</td>
</tr>
<tr>
<td>Sixth Week</td>
<td>36%</td>
<td>62.50%</td>
</tr>
<tr>
<td>Seventh Week</td>
<td>24%</td>
<td>56.25%</td>
</tr>
<tr>
<td>Eighth Week</td>
<td>12%</td>
<td>50.00%</td>
</tr>
<tr>
<td>Ninth Week</td>
<td></td>
<td>43.75%</td>
</tr>
<tr>
<td>Tenth Week</td>
<td></td>
<td>37.50%</td>
</tr>
<tr>
<td>Eleventh Week</td>
<td></td>
<td>31.25%</td>
</tr>
<tr>
<td>Twelfth Week</td>
<td></td>
<td>25.00%</td>
</tr>
<tr>
<td>Thirteenth Week</td>
<td></td>
<td>18.75%</td>
</tr>
<tr>
<td>Fourteenth Week</td>
<td></td>
<td>12.50%</td>
</tr>
<tr>
<td>Fifteenth Week</td>
<td></td>
<td>6.25%</td>
</tr>
</tbody>
</table>

Refunds are not made on these items:

— Absences
— Insurance
— Music Lessons after two weeks
— SA fee
— Vacations
— Weekend Leaves

Return of Federal/State Funds

When a student receives federal student aid funds and subsequently withdraws from college, some of these funds may have to be returned to the Federal Government. The return amount is based upon the percentage of assistance earned up to the date of withdrawal within the enrollment period. No return is required after the 60% point in time. Repayment to federal student aid funds will be made in the following order: Unsubsidized Federal Stafford Loan, Federal Stafford Loan, Federal Perkins Loan, Federal PLUS Loan, Federal Pell Grant, Federal SEOG. If it is determined that the student must return funds which they received directly, the student may set up a repayment plan through the Student Finance Office. The University will apply this policy to all federal student aid recipients.

Return of state aid funds is calculated independently of the federal funds, according to state guidelines.

Contact the Student Finance Office for information regarding this policy, including examples of the application of this policy.

General Deposits

The dormitory student’s general deposit of $50 will be held until the student graduates, moves out of the dorm, or withdraws from the university. The deposit will then be credited to the student’s account. Any student who moves out of the dormitory without filing clearance with the dormitory dean will automatically lose this deposit.

Should a student cancel an application for admission before the beginning of the semester, the general deposit will be refunded.

All general deposit refunds will be sent with the May statement.

Student Financial Aid

Federal Grant Programs

Eligibility for the following programs is based upon receipt and evaluation of the Institutional Student Information Record (ISIR), the results of the Free Application for Federal Student Aid (FAFSA). To be considered for all federal grants for the next academic year, the priority deadline for filing this application is March 15. Students are automatically considered for all grants for which they may be eligible.

Federal Pell Grant. This is a federally funded grant available to undergraduate students enrolled in a program leading to a degree. The actual award for each student is determined by the U.S. Department of Education through evaluation of the FAFSA application. The annual award ranges from $400 to $3,750.

Federal Supplemental Educational Opportunity Grant (FSEOG). This grant is funded through a combination of federal and university funds and is dependent on funding levels approved by the federal government. Annual awards at SWAU range from $100 to $1,200.

State Grant Programs

Eligibility for the following programs is based upon receipt and evaluation of the ISIR.

Tuition Equalization Grant (TEG). The State of Texas has established a program to help equalize tuition between state-sponsored institutions and independent universities. To qualify for this program a student must establish eligibility through the FAFSA, be a Texas resident, not be a recipient of an athletic scholarship, and not be enrolled in a theological or religious degree program. Annual awards at SWAU range from $200 to $2,850.

Leveraging Educational Assistance Partnership (LEAP). These funds match TEG awards and have the same eligibility requirements. Annual awards range from $100 to $1,300.

Texas Grant Program. The State of Texas has established a program for students who graduate from a Texas public or private accredited high school (NOT students who Home School or get their GED) and are bonafide Texas residents. Students must have completed the Recommended or Advanced Curriculum while in high school, establish eligibility through the FAFSA, and enroll in college within 16 months of high school graduation. An Associate Degree recipient from an eligible institution in May 2001 or later may be eligible to enter the TEXAS Grant Program. You must be a bonafide Texas resident, establish eligibility through the FAFSA, and enroll in a baccalaureate program no later than 12 months after receiving your Associate Degree.
Students may receive the TEXAS Grant in succeeding years of college provided they continue to meet Satisfactory Academic Progress, continue to be bonafied Texas resident, establish eligibility through the FAFSA, enroll at least on a 3/4 time basis, and NOT received a baccalaureate degree. The annual award for the TEXAS Grant is $2,650.

Employment Programs

Eligibility for the following programs is based upon the receipt and evaluation of the ISIR. These programs are designed to give students work opportunities to help with university expenses and obtain experience that will compliment each recipient's educational program or career goals. The student applies for these programs on the SWAU Financial Aid Application.

Federal Work-Study Program (FWS). This is a federal program. Students work on campus or in a community service job and are paid at least minimum wage. Students receive paychecks monthly through the Business Office.

Texas Work-Study Program (TWS). This is a state-sponsored program. Students receive monthly paychecks through the Business Office for their on-campus jobs.

Student Loan Programs

Eligibility for the following programs (with the exception of the PLUS Loan) is based upon receipt and evaluation of the ISIR. Loan programs require completion of an initial master promissory note. Students receiving any of the following loans (except the PLUS Loan) must complete entrance counseling before receiving the first disbursement of their loan and must have exit counseling before graduating or withdrawing from the University. Loans normally have a ten-year repayment period.

Federal Stafford Loan. This is a federally regulated loan program. A student may make this loan with any participating bank, savings and loan, or credit union. The Student Finance Office will provide a list of lenders if the student needs help in locating a lender. For new borrowers, the interest rate is a variable interest rate and caps at 8.25%. Undergraduate students may borrow up to $2,625 at the freshman level, $3,500 at the sophomore level, and $5,500 at the junior and senior levels. Interest on this loan is 5% and repayment does not begin until nine months after the student ceases to be enrolled on at least a half-time basis. Because of limited funding for this program, SWAU requires that a student first apply for the Stafford Loan. The student must sign a promissory note at the Student Finance Office during the first two weeks of the semester or the loan may be canceled.

Federal PLUS Loan. Parents of dependent students may borrow under this loan program. The parent may choose to make this loan with any participating lender, savings and loan, or credit union. A parent may borrow up to the cost of attendance minus any other aid the student is receiving. Repayment begins on the date of the last disbursement for that loan period. Interest is variable not to exceed 9%.

Applying for Federal/State Aid
(Priority Deadline: March 15)

1. Complete Free Application for Federal Student Aid (FAFSA)
   - Request paper application from Student Finance Office
   - Access new application on the Internet at: www.fafsa.ed.gov
   - Access renewal application by using your PIN # at: www.fafsa.ed.gov
   - New application or lost PIN # ? Request new PIN# at: www.pin.ed.gov

2. The following forms are required to complete your file:
   - Results of your FAFSA
   - SWAU Financial Aid Application
   - The Federal Processing Center flags some aid applications for additional verification. Copies of '00 tax returns and a Verification Worksheet will be requested.

Determining Financial Need

Financial need is calculated by subtracting the student's financial resources from the cost of attending the University:

\[
\text{Cost of Education} - \text{Family Contribution} = \text{Financial Need}
\]

Cost of Education includes tuition, fees, books, and supplies, room and board, transportation, and personal expenses.

Family Contribution is the amount a family can be expected to contribute to educational costs. The federal processing center arrives at this figure by evaluating the answers given by parents and students on the Free Application for Federal Student Aid (FAFSA).

Financial Need is the maximum amount of aid a student may receive from all sources when the student accepts any federal or state aid. Aid that is considered a part of the student's aid package includes: Federal loans, grants, and work-study; state loans, grants, and work-study; private scholarships, educational subsidy, and cash discounts. PLUS Loans and Unsubsidized Stafford Loans can be considered a part of the Family Contribution.
Financial Aid Availability

Federal Pell Grants, Federal Stafford Loans and Federal PLUS Loans are available to all students who have been determined eligible for these programs through the federal application process. SWAU receives limited allocations for the following programs:

- TEG (Tuition Equalization Grant)
- FSEOG (Federal Supplemental Educational Opportunity Grant)
- FWS (Federal Work-Study Program)
- TCWS (Texas College Work-Study Program)
- Federal Perkins Loan
- TEXAS Grant

Because of the limited allocations, some students who qualify for these programs may not be awarded these funds because they have not completed their financial aid file before the funds are depleted. Students are encouraged to complete their financial aid file early to receive the maximum in available grant money.

Financial aid commitments are made only after the student is accepted for admission to the University and the financial aid file is complete.

Adventist Colleges Abroad and Financial Aid

Enrollment in ACA is approved for credit by Southwestern Adventist University and may be considered as enrollment at SWAU for purposes of applying for federal student financial assistance.

Financial Aid Disbursement

Federal Pell Grant/FSEOG — award is divided over two semesters. The Business Office transfers funds directly to the student’s account.

TEG/LEAP/TEXAS Grant — award is divided over two semesters. The Business Office transfers funds directly to the student’s account.

Federal Stafford Loan, Unsubsidized Stafford Loan — two disbursements for each load period. The Business Office transfers funds directly to the student’s account.

Federal PLUS — two disbursements for each load period. Funds from the lender are electronically transferred to the student’s account or a check is mailed to the parent for endorsement.

Federal Perkins Loan — student signs promissory note. The Business Office transfers funds directly to the student account.

Federal and State Work Study — student receives a monthly paycheck through the Business Office.

Financial Aid Academic Progress Standards

SWAU’s Satisfactory Academic Progress (SAP) policy specifies the standards a student must maintain to be considered making progress in his/her course of study. The policy also establishes the criteria by which a student who has failed to maintain satisfactory progress may reestablish his/her eligibility for financial assistance.

SWAU’s satisfactory progress policy for undergraduate students contains a qualitative component which requires a cumulative grade point average of 2.0 at the end of each semester for undergraduate work. The quantitative satisfactory progress policy specifies a maximum time frame in which a student must complete his or her educational program measured in academic semesters. Nursing majors must maintain at least a 2.5 GPA in all nursing courses. Teacher Education Program students (includes Elementary Education majors and Secondary Certification students) must have a minimum GPA of 2.5.

Financial Aid Disbursement

For purposes of SAP, credit hours taken during the summer sessions are counted as one semester.

<table>
<thead>
<tr>
<th>Associate Degree</th>
<th>Bachelor's Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAP Semester</td>
<td>Minimum Credits Required</td>
</tr>
<tr>
<td>Number</td>
<td></td>
</tr>
<tr>
<td>1.5</td>
<td>6</td>
</tr>
<tr>
<td>1.0</td>
<td>8</td>
</tr>
<tr>
<td>1.5</td>
<td>12</td>
</tr>
<tr>
<td>2.0</td>
<td>16</td>
</tr>
<tr>
<td>2.5</td>
<td>21</td>
</tr>
<tr>
<td>3.0</td>
<td>26</td>
</tr>
<tr>
<td>3.5</td>
<td>31</td>
</tr>
<tr>
<td>4.0</td>
<td>36</td>
</tr>
<tr>
<td>4.5</td>
<td>43</td>
</tr>
<tr>
<td>5.0</td>
<td>50</td>
</tr>
<tr>
<td>5.5</td>
<td>57</td>
</tr>
<tr>
<td>6.0</td>
<td>64</td>
</tr>
<tr>
<td>6.5</td>
<td>62</td>
</tr>
<tr>
<td>7.0</td>
<td>68</td>
</tr>
<tr>
<td>7.5</td>
<td>74</td>
</tr>
<tr>
<td>8.0</td>
<td>80</td>
</tr>
<tr>
<td>8.5</td>
<td>86</td>
</tr>
<tr>
<td>9.0</td>
<td>92</td>
</tr>
<tr>
<td>9.5</td>
<td>98</td>
</tr>
<tr>
<td>10.0</td>
<td>104</td>
</tr>
<tr>
<td>10.5</td>
<td>110</td>
</tr>
<tr>
<td>11.0</td>
<td>116</td>
</tr>
<tr>
<td>11.5</td>
<td>122</td>
</tr>
<tr>
<td>12.0</td>
<td>128</td>
</tr>
</tbody>
</table>

Semester Number

- 1.0 for 12 or more attempted credit hours within a semester
- 0.5 for 6-11 attempted credit hours
- 0 for fewer than 6 attempted credit hours

For purposes of SAP, credit hours taken during the summer sessions are counted as one semester.

Transfer hours are considered in the qualitative and quantitative standards after the student has completed 12 credit hours at SWAU.

Progress will be reviewed at the end of each semester. Freshman students who do not meet these standards during their first semester will be given a probationary semester to get on track. All other students who do not meet the progress standards will be placed on financial aid suspension. This suspension will result in loss of federal and state aid until the student again attains the required standard according to the schedule.

A student who has not previously received aid must be making satisfactory progress to be considered for federal or state funds.

Financial Aid Appeal Process

A student may submit a written appeal to the Student Finance Committee describing the circumstances which attributed to his/her failure to make academic progress. A Financial Aid Suspension Appeal Form may be obtained at the Student Finance Office. Appeal may be made under these conditions:

1. The student has experienced serious illness (chronic, long-term, hospitalization, etc.).
2. The student has a degree plan change; individual schedule will be considered.
3. The student, out of financial necessity, carried an extremely heavy full-time workload over an extended period of time.
4. Upon recommendation of the Academic Vice President.
5. At the discretion of the Assistant Financial Vice President for Student Finance.

STUDENT EMPLOYMENT

SWAU is committed to providing a campus job to any student desiring work. Students apply for a job by going directly to the department for which they wish to work, or by contacting the Student Employment Office. Many campus jobs will require that the student arrange a class schedule that will allow them to work all morning or all afternoon each weekday. Departments that hire students include:

Administrative offices
The University Book Store
Building maintenance
Cafeteria
Custodial
Dormitories
Grounds
KJCR
Laboratories
Library
Media lab
Teachers
Security
Switchboard

The Student Employment Office is located next to The University Book Store. You may also reach this office by calling (817) 645-3921, ext. 290, during office hours.

Students who work for the University may pick up their earnings checks at the Business Office on the first day of each month. Students who have any unpaid charges on their school bill will have their institutional (not federal/state work-study) earnings automatically applied to their accounts. Students may only receive up to 20% of their earnings if a balance is owed at SWAU or FSB of Keene.

AWARDS

To give formal and public recognition for outstanding scholastic achievement, loyalty to University standards, and exemplary citizenship, the University conducts an Awards Convocation each spring. Described on pages 16-20 are some of the awards and scholarships given to students during the convocation.

Gold Award

Students who have completed 75+ hours of college credit with a GPA of 3.90+ will receive Gold Awards of $300. Recipients of this award must be currently enrolled in at least 12 hours for the spring semester and must have earned (in residence) a minimum of 12 hours of credit in the fall. Students who have been under citizenship probation any time during the school year automatically forfeit all eligibility for this award. This award is given to returning students during the following academic year. Graduating students may receive cash if their bill is paid.

Silver Award

Students who have completed 75+ hours of college credit with GPAs of 3.70 to 3.89 will receive Silver Awards of $200. The same enrollment, residency, and citizenship stipulations apply to the Silver Award as stated under the Gold Award. This award is given to returning students during the following academic year. Graduating students may receive cash if their bill is paid.

NEED-BASED SCHOLARSHIPS

3-Way Match Scholarship

A 3-Way Scholarship allows a student’s family, church or a concerned person, and Southwestern Adventist University scholarship funds to assist with payment of the SWAU student account. It is the responsibility of the student to obtain a commitment from two different sources. Thus, two contributions of $500 may be matched by $500 from the university. While $500 is the maximum award, smaller 3-Way donations can also be matched.

It is important to note that application for these funds does not mean automatic approval of the SWAU matching portion. This is a need-based scholarship, and the scholarship will not be awarded to create a credit on the student’s account. The following criteria must be met to receive SWAU’s match: 1) application for federal/state grants and loans, 2) contribution of student’s work earnings to the school account, 3) unmet need by the federal aid calculation and 4) unmet expenses after all other aid. A student who has a private dorm room or receives educational allowance is not eligible to receive a 3-Way Scholarship.

Pechero Scholarship

The Pechero Scholarship is need-based, and offered to residents of the following Texas counties: Bee, Bexar, Calhoun, Cameron, Galveston, Harris, Hidalgo, Jackson, Nueces and Willacy. A limited number of these scholarships are available, and applicants will be individually evaluated as to eligibility. Applicants must also be working, placing earnings on their accounts, have applied for federal grants and loans for which they are eligible, and have a minimum GPA of 2.0. Award amounts will vary, and SWAU will match the scholarship second semester for returning students.

FRESHMAN SCHOLARSHIPS

Southwestern Adventist University offers a number of scholarships to freshmen who have high academics and/or demonstrated leadership during their high school years in their school, community, or church. The scholarships listed here are applicable only to new SWAU freshmen who enroll during the 2001/2002 school year. These freshman scholarship awards will be divided between the first two semesters the student is enrolled at SWAU, provided the student is taking at least 12 credit hours each semester. Scholarships of $3,000 or more will be divided over three semesters and scholarships of $4,000 or more will be divided over four semesters. ESL students are not eligible for freshman scholarships. Academic awards for GPA are renewable for one year if the student has at least a 3.5 cumulative GPA at the end of his/her freshman year at SWAU.

If a student qualifies for any freshman scholarship, he/she should write out a list of his/her activities and achievements and send it with verification to: SWAU Enrollment Office, P. O. Box 567, Keene, TX 76059. Verification will be needed before scholarship awards can be applied to a student’s account. We accept any of the following as verification for school activities and achievements: a letter from a school counselor, registrar, teacher, sponsor, coach, or principal; photo copies of yearbook and newspaper listings; copies of award letters; and high school transcripts. For community and church activities a letter from a civic leader, pastor or church officer is sufficient documentation.
Academic & Leadership Scholarships

SWAU will give students awards for up to three things from the following list. Students who qualify for three or more of the awards listed in this section will receive the full amount of the largest award plus 1/2 of the next two highest awards. Only one academic award is given. GPA awards are renewable one year for students who have a cumulative GPA of 3.5 or better at the end of their freshman year at SWAU. Community and church activities are evaluated by the Enrollment Vice President for equivalency to school activities.

Valedictorian (a GPA award) ..........................................................$1,500
Salutatorian (a GPA award) .........................................................$1,350
GPA of 3.75 to 4.00 ........................................................................ $1,200
GPA of 3.50 to 3.74 ........................................................................ $900
President of Student Body or Class ............................................$1,200
President of Men’s or Women’s Club, NHS, etc ..................$900
Yearbook or Newspaper Editor-in-Chief ..................................$900
Vice-President of Student Association or Class .........................$600
Interscholastic Team Captain .....................................................$600
All other offices/activities .........................................................$500
Church/Community leadership up to .......................................$1,200

National Honor Society Scholarship (additional to above)

SWAU freshmen who were members of the National Honor Society in high school will receive a one time award of $200. Only one award is given for being in the National Honor Society, either as a member or as an officer.

SAT/ACT Scholarship — (additional to above)

<table>
<thead>
<tr>
<th>ACT scores</th>
<th>Recentered SAT After April 1995</th>
<th>Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>1,000 to 1,040</td>
<td>$100</td>
</tr>
<tr>
<td>23</td>
<td>1,050 to 1,080</td>
<td>$300</td>
</tr>
<tr>
<td>24</td>
<td>1,090 to 1,110</td>
<td>$500</td>
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<tr>
<td>25</td>
<td>1,120 to 1,150</td>
<td>$700</td>
</tr>
<tr>
<td>26</td>
<td>1,160 to 1,190</td>
<td>$900</td>
</tr>
<tr>
<td>27</td>
<td>1,200 to 1,220</td>
<td>$1,100</td>
</tr>
<tr>
<td>28</td>
<td>1,230 to 1,260</td>
<td>$1,300</td>
</tr>
<tr>
<td>29</td>
<td>1,270 to 1,300</td>
<td>$1,500</td>
</tr>
<tr>
<td>30</td>
<td>1,310 to 1,340</td>
<td>$1,700</td>
</tr>
<tr>
<td>31</td>
<td>1,350 to 1,380</td>
<td>$1,900</td>
</tr>
<tr>
<td>32</td>
<td>1,390 to 1,440</td>
<td>$2,100</td>
</tr>
<tr>
<td>33</td>
<td>1,450 to 1,500</td>
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<tr>
<td>34</td>
<td>1,510 to 1,560</td>
<td>$2,600</td>
</tr>
<tr>
<td>35</td>
<td>1,570 to 1,580</td>
<td>$2,800</td>
</tr>
<tr>
<td>36</td>
<td>1,590 to 1,600</td>
<td>$3,000</td>
</tr>
</tbody>
</table>

Who’s Who Scholarship Award — (additional to above)

SWAU freshmen named to Who’s Who in high school will receive a one-time award of $200.

Short-term Mission Scholarship — (additional to above)

SWAU freshmen who went on a short-term mission project in high school will receive a one-time award of $250. Participation in multiple mission programs does not result in more than one award.

Southwestern Scholars —

The Southwestern Scholarship Award is given to students who achieve the level of Finalist, Semi-Finalist, or Commended Scholar in the National Merit Qualifying Test. Students must take the Pre-SAT test their senior year and the SAT test their junior year to qualify. Selection is determined by SAT officials.

<table>
<thead>
<tr>
<th></th>
<th>Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finalist</td>
<td>100% tuition (renewable 3 years)</td>
</tr>
<tr>
<td>Semi-Finalist</td>
<td>50% tuition (renewable 3 years)</td>
</tr>
<tr>
<td>Commended</td>
<td>25% tuition (renewable 1 year)</td>
</tr>
</tbody>
</table>

This scholarship is renewable if the student maintains a 3.5 cumulative GPA and enrolls for 12 or more hours each semester. SWAU awards scholarships to students with a cumulative GPA of 3.5 or better who: apply for the SWAU/Southwestern Scholarship; have at least a 3.3 cumulative GPA; and who have at least a 3.75 SAT/ACT combined score.

GENERAL SCHOLARSHIPS

To receive the full amount of these scholarships, students must be enrolled for 12 credit hours or more each semester. Scholarships will be pro-rated for the semester if a student enrolls for less than 12 hours. The following general scholarships do not apply to students in the English as a Second Language and the Adult Degree Programs. These scholarships are non-transferable.

The combination of scholarships, grants, student work and SWAU discounts are not intended to create a credit on the student’s account. If this occurs, SWAU scholarships may be saved for another semester. SWAU does not pay its scholarships in cash to the student.

SWAU encourages students and parents to search for scholarships through local service clubs or employers. Scholarships sources can also be found by researching the Internet or scholarships books in libraries.

Student Missionary & Task Force Worker Scholarships —

SWAU awards scholarships to students who successfully complete a full term of service no shorter than 8 months in an approved student missionary or task force program. These scholarships are evenly divided over the two semesters of the school year immediately following the return of the student missionary or task force worker. These scholarships are non-transferable.

<table>
<thead>
<tr>
<th></th>
<th>Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Missionary</td>
<td>$1,200</td>
</tr>
<tr>
<td>Taskforce</td>
<td>$1,200</td>
</tr>
</tbody>
</table>

Summer Work Scholarships —

SWAU awards scholarships to students who work between school years in a summer ministry program (such as at a summer camp or as a literature evangelist) will receive a scholarship worth 100% of whatever portion of their net earnings they apply to their account, up to $2,000. SWAU will then match 25% of up to $4,000 additional net earnings applied to a student’s account. The maximum Summer Work Scholarship amount SWAU will apply as a match is $3,000. The student’s earnings are applied to the fall semester and the SWAU match is applied to the spring semester. The student must return for the second semester, this scholarship is forfeited. This scholarship does not include PBS students. The SWAU match plus other scholarships and grants cannot exceed charges.
Athletic Scholarships --

SWAU offers a limited number of scholarships to current SWAU students for sports played while attending college. Students seeking more information regarding these scholarships should contact SWAU’s Athletic Director.

ENDOWED AWARDS & SCHOLARSHIPS

Southwestern Adventist University is grateful to the donors who have made endowed scholarship funds possible. The funds have an accumulated principal greater than two years’ annual tuition at the time the scholarship was established. Anyone interested in establishing a named scholarship may contact the Advancement Vice President.

Students do not apply for these scholarships and awards, unless otherwise noted. The scholarships and awards are given to returning students and are awarded at a convocation in the spring for the following academic year. The recipients are chosen by department chairs, faculty, and administrative committees, based on one or more of the following criteria: academic achievement, citizenship, contribution to campus life, and financial need.

Frank H. Abel Student Aid Fund

This scholarship is given at the discretion of the administration to a student who faces the possibility of being unable to continue his studies without financial help, owing to a change in his financial situation.

Adventist Health System Healthcare Management Scholarship

This scholarship is given to graduate or undergraduate students pursuing careers in healthcare management, financial management or related academic disciplines supportive of healthcare-related professions. Department chairs in these disciplines make recommendations to the administration.

Alumni Homecoming Honoree Scholarship

Recipients of this award are chosen by the chairs in honor of each year’s Homecoming honorees.

S. Eric Anderson Scholarship

This scholarship is given to a student who has completed 36 semester hours, has a GPA of at least 2.75, works at least 10 hours a week, and is a full-time student in a four-year program. It is awarded on the basis of an application form reviewed by the administration and the donor.

Isaac Baker Scholarship

This scholarship fund is established specifically for ministerial students. The recipient is chosen by the Religion Department.

Nathan L. Beebe Scholarship

Based on academic achievement and financial need, this scholarship is given at the discretion of the administration.

Thelma Been Scholarship

This fund is established specifically for education students. Recipients of this award are chosen by the Education Department.

Jessie Casey Bels Scholarship

This scholarship fund is established specifically for senior ministerial students. Recipients are chosen by the Religion Department.

Irene Black Scholarship

This scholarship will be given at the discretion of the administration and is based on academic achievement and/or financial need.

Board of Trustees Scholarship

This scholarship will be awarded to a currently enrolled student or to an incoming freshman. The administration will select the recipient(s) based on academic achievement and leadership experiences.

Frances Draper Brennan Nursing Scholarship

This scholarship fund is given at the discretion of the administration on the basis of academic achievement and financial need. Priority is given to single parents who are studying for the A.S. degree in nursing. Recipients are recommended to the donor by the Nursing Department.

Edward and Sylvia Brickman Scholarship

This scholarship is given to students with academic achievement and financial need. The recipients are recommended by the Executive Advisory Committee.

Raleigh and Edith Burchfield Scholarship

This scholarship fund is given at the discretion of the administration on the basis of financial need and/or scholastic achievement.

John and Remy Cabansag Scholarship

This scholarship is given in alternate years to premed and accounting majors. The recipient is chosen by the premed advisor or the Business Administration Department chair, in cooperation with the donors and the administration. The recipient will be chosen based on academic achievement (evidenced by a GPA of 3.25 or above) and financial need.

Frances I. Clark Scholarship

This scholarship fund is given to an education major. Recipients are chosen by the donor and the education department faculty, based on an application form detailing academic achievement, financial need, and future plans for teaching.

Jimmie C. Culpepper Scholarship

This fund is based upon financial need and awarded to a student minister or church worker. The recipient of the award is chosen by the Religion Department.

John C. and Joan Curnow Student Missionary Scholarship

This scholarship fund is given at the discretion of the administration in consultation with the donors, to a student missionary returning from an assignment overseas.

Clarence Dortch Memorial Scholarship

This scholarship is given at the discretion of the administration to a musically talented student. Criteria also include academic achievement and financial need.
Edwards-Wiest Scholarship
This scholarship is based upon financial need and/or scholastic achievement. The scholarship is given at the discretion of the administration.

El Jean Scholarship
This scholarship fund is established to aid nursing students. Awards are based on character, academic achievement, leadership, and financial need. Recipients are chosen by the Nursing Department.

Entrepreneurship Scholarship
This award is given to promising students who have been members of the Profiles of Entrepreneurship class. It is given on the recommendation of the Business Administration Department.

R. T. and Grace Hadley Scholarship
This scholarship fund is established specifically for ministerial students and nursing students. It is based upon character, leadership, and academic achievement. Recipients are chosen by the Nursing and Religion Departments in cooperation with the donors.

Leslie Culpepper Hagen Scholarship
This scholarship is given to women pursuing degrees in English or business. Recipients are chosen by the English and Business Administration Departments.

Orville Lee and Laura Judge Hayes Scholarship
This scholarship is given to students from East Texas at the discretion of the administration and the donor.

Alvin C. Heinrich Memorial Scholarship
This scholarship is awarded to an elementary education major who is planning to teach in a Seventh-day Adventist school. It is given at the recommendation of the Education Department faculty.

Dale Heinrich Music Scholarship
This scholarship fund is established for musically talented students who share their talents with the University and community. The recipient is chosen by the Music Department in cooperation with the donors.

Kim and Jim Hopps Scholarship
Recipients of this scholarship are selected by the donors from candidates recommended by the departments and the administration, based on academic achievement, financial need, and potential for leadership and ministry. The recipient will have completed the freshman year.

Victorine Zaidan Kafrouni Scholarship
This scholarship is awarded to a nursing student with the potential of being compassionate and altruistic in providing nursing care. The student must excel in meeting the patient's physical and spiritual needs. The Nursing Department faculty will select the recipient based on academic achievement (evidenced by a GPA of 3.25 or above) and financial need.

George R. Leffler Theology Scholarship
This scholarship is awarded to theology majors entering their junior or senior year. The Religion Department will select the recipient based on academic achievement and financial need.

George Mathews Scholarship
This scholarship fund is established for education students. The recipient is chosen by the Education Department.

Daniel A. and Ruth M. McAdams Scholarship
This scholarship is given to a student planning a career in denominational work for the Seventh-day Adventist Church. The administration will select the recipient based on academic achievement and financial need.

Jason Mickley Scholarship
This scholarship fund is established specifically for nursing or premedical students. It is based upon financial need and/or academic achievement. Recipients of this award will be required to write a paper on cystic fibrosis from personal research at a CF center or hospital. The Nursing Department and premed advisor make recommendations to the administration.

Fred B. and Blanche Gilbert Moore Scholarship
This scholarship fund is given at the discretion of the administration on the basis of financial need and academic achievement.

Sheree Parris Nudd Communication Scholarship
This scholarship is awarded to a student who has "star" quality and outstanding potential for serving the church and impacting his/her community and the world. It is given on recommendation of the Communication Department.

Odyssey Harbor Scholarship
This scholarship is given to a social work major; the recipient is selected by the Social Work Department faculty.

Ruben and Norma Pechero Scholarship
This scholarship is given to graduates of private and public schools in the Rio Grande Valley of Texas. Each semester, the scholarship is awarded to five students selected by the Student Finance Office and the donors.

Charles Popejoy Scholarship
This scholarship is awarded by recommendation of the Religion Department to ministerial students based on academic achievement and/or financial need.

Bruce Prindle Scholarship
This scholarship is given to an education major, based on academic achievement and financial need. The administration chooses the recipient.

Vincent L. and Alga Bland Roberts Scholarship
Recipients of this scholarship will be selected by the Executive Advisory Committee, based on academic achievement and financial need.
Herbert and Irene Roth Scholarship
This scholarship will be awarded to a student entering the junior or senior year with a major or minor in English, based on academic achievement and/or financial need. The recipient will be recommended by the English department faculty and will be chosen by the donors in consultation with the Administration.

Alma Saylor Sandefur Business Scholarship
This is a scholarship for worthy business students based on financial need and/or academic achievement. It is awarded on the basis of an application form reviewed by the administration and the donor.

Cree and Mildred Sandefur Scholarship
This scholarship is awarded to theology majors based on academic achievement, financial need, and the recommendation of the Religion Department faculty.

School of the Prophets Scholarship
This scholarship is awarded to students who are service-oriented for ministry to the world church. It is given on the recommendation of the Religion Department faculty.

E. Frank and Joy Hargrove Sherrill Scholarship
This scholarship is given to theology majors, based on academic achievement and financial need. It is given on the recommendation of the Religion Department faculty.

Villa Gillis Sierk Scholarship
This scholarship is given to Johnson County residents based on academic achievement and financial need. The recipient is chosen by the administration.

Spells Family Scholarship
This scholarship is awarded to a science major and is based on academic achievement, employment, and the recommendations of the science department.

Wes Stoops Memorial Scholarship
The departments of mathematics and physical sciences and computer science nominate candidates for this scholarship -- well-rounded students with a love of learning and an imagination and innovation that extends into the areas of work, problem-solving and human relations. A committee of donors, in cooperation with the administration, chooses the recipient.

Student Association Presidents’ Scholarship for Leadership
The recipient of this scholarship is selected by a committee of administrators, current S.A. officers and former S.A. presidents, who consider the demonstration of leadership, as well as the participation in campus life, of the scholarship nominees.

Eugene V. Thomsen Memorial Scholarship
This scholarship will be given to students with junior class standing who have demonstrated academic excellence in the classroom, broad interests in the arts, humanities, and sciences, and a commitment to serving with their talents. Recipients will be chosen by the administration in consultation with the donor.
ACADEMIC PROGRAM INFORMATION AND COURSES OF STUDY

Academic Policies

The rules and regulations by which a university operates its program are called academic policies. At Southwestern Adventist University these policies are continually under review by the faculty to assure consistency with the curriculum and fairness to students. The Academic Policies Committee oversees the implementation of these policies.

DEFINITIONS

Academic Integrity

Students are expected to follow academic ethical standards in harmony with Christian concepts of honesty. Students who attempt to manipulate or disturb the academic evaluation process by cheating, plagiarizing or any other form of academic dishonesty will place their status as students in jeopardy.

Academic Semesters

The academic year is divided into semesters and modules:
- Fall Semester
- Spring Semester
- Summer Modules

The academic calendar is printed inside the front cover of the bulletin. It shows the registration dates and other deadlines for the fall, spring and summer sessions.

Attendance

Prompt attendance at classes, assemblies and worships is expected of all students. Class absences due to illness, family emergencies and unavoidable emergencies should not exceed the number of credit hours for which the class is listed. Absences beyond this number may subject the student to a lowered grade in the course. The student must make arrangements with the teacher for any makeup assignments.

Anticipated absences due to University sponsored activities must be prearranged with each instructor. The instructor may require class attendance rather than allowing participation in the activity. Faculty members will specify in the course syllabus at the beginning of the semester their policies regarding absences or irregular attendance.

Class Schedule

Class schedules are published in advance and are available from the Records Office and on-line at www.swau.edu. Although every effort is made to be accurate in listing course offerings, the University reserves the right to make essential course changes, to discontinue any course for which an insufficient number of students register, or to change the semester in which a course is offered.

Cognate

A required course from a discipline other than one’s major.

Course Load

<table>
<thead>
<tr>
<th>Part-time</th>
<th>1-5 credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Half-time</td>
<td>6-11 credit hours</td>
</tr>
<tr>
<td>Full-time</td>
<td>12-17 credit hours</td>
</tr>
<tr>
<td>Overload*</td>
<td>18 or more credit hours</td>
</tr>
</tbody>
</table>

Students on academic probation are not permitted to register for more than 13 credits. Students wishing to take an overload must obtain permission by petitioning the Academic Exceptions Committee.

*If enrollment in an honors class creates an overload of one hour, tuition will be waived for the one hour.

Electives

Those courses selected by the student to complete the total hours needed for graduation but not required by general education, the major or the minor. These are important options which the student may use to pursue interests beyond the major or minor.

Field Trips

All field trips must be approved by the Academic Policies Committee at least a week in advance of proposed trip.

Students participating in an approved class field trip should consult the teachers of his/her other classes in advance of the trip to make arrangements to make up the class work.

General Education

The courses required for every student, regardless of major. These courses provide a background of knowledge which allows students to place their chosen major in the context of the entire world.

Hour/Course Credit

A unit of credit for a course based on the number of clock hours a course meets each week.

Major

A group of courses clustered in an area of intellectual inquiry. Students in a major study a particular field of knowledge based on the student’s career objectives.

Minor

A series of linked courses and learning opportunities that allow students to explore a secondary field of study.

Prerequisite

Any requirement which must be met before enrollment in a course.

Transcript

An official document from the Records Office listing all academic work completed or attempted, and the official grades and grade point averages.
Academics

GENERAL ENROLLMENT POLICIES

Registration Process

Academic registration will take place with your advisor. Class schedules are available on-line and advisors will help students decide on a class schedule. A student who does not know who his/her advisor is, or has any questions concerning the registration process, should contact the Records Office. Dates are very important in the registration process. Please consult the Academic Calendar found on the front inside cover of the bulletin. Registration will not be finalized until all academic, financial, and student service blocks have been removed. Any class work missed during late registration days must be made up to the instructor’s satisfaction.

Pre-registration

Students may reserve classes during the time periods indicated in the Academic Calendar found on the front inside cover of the bulletin.

Registration

Registration will take place on the date indicated in the Academic Calendar. Registering on this day will insure enrollment in preregistered classes. Failure to register on registration day will cause the student to be dropped from preregistered classes. Students need to complete registration on registration day and be ready to attend classes on the first day of instruction.

Late Registration

Late registration begins the day after registration and continues for seven school days. Specific dates are listed in the Academic Calendar. During this time students may begin and finalize registration, add classes, and withdraw from classes without receiving a W. Students may not register for closed classes or courses where the professor has determined the student has missed too much course content.

Upper and Lower Division

All courses are either lower division or upper division classes. A lower division course is freshman/sophomore level and an upper division course is junior/senior level. Students must complete at least 30 semester hours of lower division courses before they can register for upper division work. Exceptions may be made at the discretion of the instructor.

Selected Topics

Most departments of the University list selected topics courses in the bulletin. These courses offer opportunities for the departments to schedule directed reading and research for credit. Students desiring to enroll in a selected topics course must have written approval of the instructor, department chair, and academic vice president. (This form is available in the Records Office).

Generally, students in selected topics take the course individually and are required to read widely, follow approved research methods, and present a paper or project showing competence in the area of study. Three clock hours of course work per week are required for one semester hour credit. When the number of students wishing to study in the same area is sufficient to have a class, then the selected topics course will be conducted as a one time class offering. Questions regarding selected topics studies in a particular area should be directed to the department chair.

Academic Advising

The office of the Academic Vice President is the central source of educational information and guidance for the University. The Records Office retains information on students, advisors, degree audits, requirements, and course credits. Academic advisors assist individual students and help them understand and meet academic requirements for a degree, but the students themselves are responsible for understanding and fulfilling them. If requirements are not satisfied, the degree will be withheld pending adequate fulfillment. Thus, it is essential that students become familiar with all requirements and remain currently informed throughout their college career. Freshmen and general studies students are assigned advisors to help choose classes to fulfill their academic goals.

Dropping and Adding Classes

During the registration period, students who want to add a class or withdraw from a class without receiving a W must obtain a form from the Records Office, have it signed by their academic advisor and the course professor and return it to the Records Office. The deadline for adding or withdrawing from a course is listed in the academic calendar. This policy also applies to audited courses and change from credit to audit.

Course Registration

Students may not attend a class unless they are properly enrolled and registered in accordance with the procedure set by the Records Office. Students are not officially dropped from a course unless they have completed and returned a drop form to the Records Office, unless administratively withdrawn by the instructor. If a student should drop out of a class without following this procedure, an F will be recorded in that class and tuition will be charged.

Withdrawal from a Course

To officially withdraw from a course, students must obtain a form from the Records Office, and have it signed by their academic advisor and the course professor. The signed form must then be returned to the Records Office. In order for the withdrawal to be "official" this process must be completed by the last day to withdraw from a class. Grades for "unofficial" course withdrawals will be recorded as an F on the academic transcripts. Please consult the Academic Calendar to determine the last day to withdraw from a course.

Withdrawal from the University

To officially withdraw from Southwestern Adventist University, students must obtain a withdrawal form from the Records Office. The withdrawal form must be signed by the following university personnel or their designees: the Academic Vice President, Dean of Students, Academic Advisor, Student Finance Advisor, and Registrar. The form should be returned to the Records Office after all signatures have been obtained. Refunds will be made where applicable. If a student should drop out of classes without following this procedure Fs will be recorded on the student’s transcript.

Students who officially withdraw from SWAU will not be permitted to charge for expenses on campus or live in the residence halls after their official withdrawal date.
Concurrent Enrollment
Any course taken at another institution while a student is enrolled at SWAU (correspondence or summer school, as examples) must have prior approval of the Registrar to ensure appropriate application to a SWAU degree program.

Auditing
In some instances, a student may want to audit a course. If space is available, the student may attend the class and listen to lectures and discussions for a fee of $20 per credit hour. No exams, quizzes, papers, or projects will be required of an auditing student except at the discretion of the teacher. No credit is given. No change from credit to audit may be made after the last day to withdraw from a course. Audited courses cannot be dropped. Full-time students do not pay a fee for auditing course.

Some courses may be audited only at the full tuition rate. These include laboratory-type classes, English as a Second Language and Adult Degree courses. The Records Office has a list of courses under this stipulation. Where a course has enrollment limits, students taking the course for credit will be given priority. Auditing students must understand the instructor is under no obligation to evaluate their work and/or performance. Audits will be recorded on transcripts. Proficiency exams may not be taken after a course is audited. Students desiring to audit courses must first be admitted to the University to establish an academic record. Students who only audit classes will not receive an I.D. card to use campus facilities.

Repeating a Course
A course in which a student has earned a C may be repeated only with permission of that department chair and the Exceptions Committee. A student who has earned a grade of D in a major or minor must repeat the course, or, with the consent of the major advisor, take another course in the same area. If a student takes a course and then repeats it, only the last grade earned will be used in calculating the GPA. Students may not receive credit for a course more than once with the exception of music performance, team sports and selected topics. A course may not be repeated for credit by correspondence study, but may be taken at another school.

Study Load
One semester hour equals one 50-minute class period per week (or two or three clock hours of academic work per week). For each semester hour of academic work earned, a student is expected to spend two clock hours a week in outside preparation (or three clock hours a week in supervised laboratory work). The number of hours the student works should be taken into consideration when planning the class load.

In order to graduate in 4 years a student's class load must average 16 hours per semester. A student may register for 18 semester hours with departmental approval if his/her GPA for the previous semester is a minimum of 3.00. The student must file a petition at the Records Office should he/she wish to register for more than 18 hours in one semester. A study load of 12 semester hours meets the minimum requirements for international students, financial aid, veterans and NAIA.

GRADING, RECORDING & QUALIFYING POLICIES
Grade Point
The number value assigned to the grade a student earns in each course.

Grade Point Average
Two grade point averages are maintained by SWAU: (1) a semester average based on courses taken at SWAU during a particular term, and (2) a cumulative average based on all work completed.

A student’s grade point average (GPA) is computed by dividing the number of grade points (grade points are earned per semester hour for the successful completion of academic work) by the number of hours (total credit hours attempted, excluding those attempted on a pass/no credit basis).

Grade Reports
Grade reports are given to students and advisors at mid-term, at the end of each semester, and at the end of each summer module. Students should check their grade reports carefully. If a student believes any part of the report is incorrect, the corrections must be taken care of by the first week of the next semester. Only the end-of-semester grades are recorded on the permanent grade transcript. Semester grade reports will only be released to students who have regular admission status. The system of grading used is:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
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<td>F</td>
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<tr>
<td>IP</td>
<td>0</td>
</tr>
<tr>
<td>NC</td>
<td>0</td>
</tr>
<tr>
<td>CR</td>
<td>0</td>
</tr>
</tbody>
</table>

Incomplete Grades
An incomplete grade I indicates the student was unable to complete class work because of illness or other unavoidable circumstances. Grades of I are not given because the class work was below passing or because the student neglected to complete scheduled assignments. When an I is received, the work necessary to complete the class must be finished within nine weeks of the end of the semester. If the makeup work is of such a nature that it may require additional time, the student must seek approval of the instructor and request permission from the Academic Exceptions Committee. (Forms for this request may be obtained in the Records Office.) An incomplete grade will become an F if the class work is not finished in the prescribed time.

Grade Changes
A grade may be changed only by the faculty member administering the course. Changes in a grade are permitted only when a computational error has been made. A student who feels that an
improper grade has been received must notify the faculty member immediately upon receipt of the grade. All grades are final three months after they are posted.

Transcript, Requesting
To request your current SWAU transcript, a written and signed request must be submitted to the Records Office preferably one week in advance of desired mailing. Facsimile requests are acceptable. Next day transcripts are free; $15 for overnight service; $5 for same day office service; and $5 for fax service. In order for a transcript to be released, student accounts must be cleared of admissions blocks and paid in full. (See transcript policy under Other Expenses in the Financial Section.)

Classification of Students
Class standing is determined at the beginning of each semester as follows:
- **Freshman** have completed 0-23 hours
- **Sophomores** have completed 24-55 hours
- **Juniors** have completed 56-89 hours
- **Seniors** have completed 90+ hours

Residency Requirement
A student in residence is someone who is regularly and continuously enrolled for classes at SWAU. One breaks residence by withdrawing from classes for two or more semesters, or by taking classes off campus without permission of the Exceptions Committee. A student who breaks residence must meet current Bulletin requirements.

A bachelor’s degree student is required to take at least 32 of the last 38 semester hours in residence. For the associate degree at least one-half of the upper division hours in the major and six of the upper division hours in the last 38 semester hours in residence. At least one-half of the upper division hours in the major and six of the upper division hours in the minor must be taken in residence. For the associate degree at least 24 semester hours must be taken in residence.

Residency Required for BBA, MBA Concurrent Degree
Transfer students with a BBA degree from a foreign country who wish to receive a BBA from the U.S. must take a minimum of 52 hours in residence. Sixteen upper division business hours including BUAD 472 must be taken from BBA courses. When a student completes the requirements for the MBA degree, he/she will also receive a BBA degree.

Double Major
Although students are encouraged to seek a broad educational experience at SWAU, the approval to earn a double major is not automatic. In some cases, receiving a double major may require actually earning two degrees. Because the requirements of double majors and two degrees are complex, students wishing to pursue more than one major should investigate major and degree requirements early in their career at SWAU. To pursue a double major or two degrees, written application must be filed with the Records Office. Classes fulfilling the requirements of one major may not be used to meet the requirements of another major and the requirements for each major must be fulfilled.

Concurrent Bachelor’s Degree
A SWAU student who wishes to pursue two bachelor’s degrees concurrently must (1) declare his/her intent and file all degree plans prior to completing the last 15 hours of the first degree; (2) fulfill all specific major, minor, and University degree requirements in force at the time of his/her initial enrollment, and successfully complete 30 hours on each bachelor’s degree that did not apply to the other bachelor degree. A minimum of 158 cumulative semester hours is required to earn two bachelor’s degrees.

Additional Bachelor’s Degree
An applicant holding a bachelor’s degree from an accredited institution must successfully fulfill all specific major, minor, and University degree requirements in force at the time of enrollment at SWAU. Courses from a previously earned bachelor’s degree will be evaluated on an individual basis to determine their applicability to University degree requirements. Additionally, a returning SWAU student must complete a minimum of 158 cumulative semester hours to earn an additional bachelor’s degree. A non-SWAU graduate must successfully complete a minimum of 32 semester hours in residence.

ACADEMIC SANCTION POLICIES
Students must have a minimum cumulative GPA of 2.00 in order to graduate. The University will notify students when their performance is not reaching that minimum level.

The status of every student, whether full or part-time, is determined after each semester grading period. Any student who is not making satisfactory progress may lose the right to continue academic course work, financial aid and athletic eligibility.

Academic Warning
If a student’s semester GPA falls below 2.00 while their cumulative GPA remains above 2.00 the student and the advisor will receive a letter indicating the student has been placed on academic warning. Upon admission, incoming freshmen and transfer students with a GPA lower than 2.00 will be placed on academic warning. There are no restrictions of activity but the student needs to be aware that the student has been placed on academic warning.

Academic Probation
If a student’s cumulative GPA falls below 2.00 at the end of a semester, the student and the advisor will receive a letter indicating the student has been placed on academic probation. The Academic Vice President will monitor the student’s progress during the probationary period. The student will be required to earn a semester GPA of at least 2.00 until reaching a minimum cumulative GPA of 2.00. Students on academic probation should be aware that their academic careers are in serious jeopardy and that some programs and activities, financial aid, and athletic eligibility may not be available. Students on academic probation will not be allowed to enroll for more than 13 credit hours.

Academic Suspension
Should a student not earn a semester GPA of at least 2.00 during any semester of academic probation, that student will be suspended for one or more semesters. In special circumstances, the academically suspended student may petition the Academic Vice President for a restricted enrollment. During the suspended semester, the student may be allowed to enroll only in classes in which grades of D or F were received. The suspended student is allowed to enroll in summer classes and may be reinstated by raising the cumulative GPA to 2.00.
Academics

Academic Dismissal
Suspended students who are readmitted and who fail to raise their cumulative GPA, or have a deficiency which makes it unreason-
able to anticipate eventual completion of degree requirements, will be permanently dismissed.

ACADEMIC HONORS POLICIES

Dean's List/Dean's Distinguished List

Special recognition is given at the end of each semester to students having high GPAs. Two lists of these names are posted. One is the Dean's Distinguished List, for which a student must have a semester GPA of 3.65 to 4.00 on at least 15 hours of class work. The other is the Dean's List, for which a student must have a semester GPA of 3.30 to 3.64 on at least 15 hours of class work. (On both lists, at least 12 of the 15+ hour class load must be graded courses, not pass/ fail or other such designations).

Gold Award
Students who have completed 75+ hours of credit with a GPA of 3.90+ will receive Gold Awards of $300. Recipients of this award must be currently enrolled in at least 12 hours for the spring semester and must have earned (in residence) a minimum of 12 hours of credit in the fall. Students who have been under citizenship probation any time during the school year automatically forfeit all eligibility for this award. This award is given to returning students during the following academic year. Graduating students may receive cash if their bill is paid.

Silver Award
Students who have completed 75+ hours of credit with GPAs of 3.70 to 3.89 will receive Silver Awards of $200. The same enrollment, residency, and citizenship stipulations apply to the Silver Award as stated under the Gold Award. This award is given to returning students during the following academic year. Graduating students may receive cash if their bill is paid.

Graduation Honors
Honors status will be calculated for Spring bachelor's degree graduates after the semester grades are issued. The following designations are given to graduates who have maintained high GPAs.

- GPA of 3.50 to 3.74 may graduate cum laude
- GPA of 3.75 to 3.89 may graduate magna cum laude
- GPA of 3.90 to 4.00 may graduate summa cum laude

The associate degree candidate who has maintained a cumulative GPA of at least 3.60 may graduate with distinction.

Upon recommendation of the major department, bachelor's degree candidates may be given departmental recognition if the GPA in the major area is at least 3.50 and the cumulative GPA is at least 3.00. The candidate must also have earned 64 hours in residence to qualify for this departmental recognition. Honors students may graduate with the designation of Honors Program Graduate by meeting the requirements outlined under Honors Program.

EXAMINATION/CREDIT POLICIES

Final Examinations
In order to complete the semester, each student must take final examinations as scheduled. The final examination is considered to be such an important part of each course that every class has its own final examination period. The final examination schedule is part of the class schedule which is published before the beginning of the Fall semester. It is the student's responsibility to arrange travel in a manner that will not interfere with the examination schedule. Requests for modification of a student's final examination schedule, because of unforeseen emergencies, must be arranged through the Exceptions Committee. A form may be obtained from the Records Office or the Academic Vice President's Office. A student whose account is overdue must make arrangements for payment of the account before taking final examinations.

Multiple Exams
Students having three or more final exams on the same day may make arrangements with the instructor and the Academic Vice President two weeks in advance to reschedule one exam at another time during exam week. Forms may be obtained in the Academic Vice President's Office or the internet under Academic Vice President.

CLEP Exams
The University will grant credit for the College Level Examination Program of the College Entrance Examination Board (CLEP), on the following basis.

1. The passing level for all examinations is a score of 50.
2. In order to obtain CLEP credit for ENGL 121 Freshman Composition, either the Freshman Composition or the English Composition test must be taken. If the student takes the essay section, it will either be included with the grade or sent to SWAU for grading. If the student does not take the essay section, he/she must take and pass an essay examination administered by the SWAU English Department.
3. All examinations may count toward a major or minor with the exception of Natural Sciences and Social Sciences and History.
4. The University records will indicate that credits accepted have been completed by examination.
5. In addition to the fee payable to the Educational Testing Service, the University charges a recording fee for credit earned on CLEP examinations.
6. CLEP examinations must be taken before the last semester of the senior year in order to be considered as a May graduate.
7. CLEP examinations may not be repeated.

Proficiency Exams
Qualified students who wish to challenge a course offered on campus may apply to take a proficiency examination. Forms for this purpose are available at the Records Office. A proficiency exam is given to evaluate learning from significant life experiences, not to measure textbook cramming skills. A fee is required for the proficiency examination. (If a CLEP exam exists for the subject in which the student desires a proficiency exam then the CLEP exam must be used.)

If the student passes the examination with a grade of C or better, then he/she will be allowed to receive course credit or have the requirement of the course waived by payment of a recording fee. All proficiency examinations must be taken before the last semester of
Academics

the senior year. Proficiency examinations may not be retaken. Students must be matriculated to be eligible to take a proficiency exam. Students who have audited a course may not take a proficiency exam for that course.

Advanced Placement Exams

College credit may be earned by successful completion of Advanced Placement courses and examinations taken during high school. Grades of 3, 4, or 5 will receive credit for equivalent courses at SWAU. Awards are as follows:

ARTS 111 Beginning Drawing
ARTS 212 Introduction to Painting

Students obtaining 3 or higher on the Advanced Placement Art Studio Art, Drawing Portfolio, or General Portfolio Examination will be awarded 3 semester hours credit for ART 111 or 212.

ARTS 221 History of Western Art

Students obtaining 3 or higher on the Advanced Placement Art History of Art Examination will be awarded 3 semester hours for ARTS 221.

BIOL 104 Human Biology

Students obtaining 3 or higher on the Advanced Placement Biology Examination will be awarded 4 semester hours for BIOL 104.

CHEM 111 General Chemistry
CHEM 112

Students obtaining 3 or higher on the Advanced Placement Chemistry Examination will be awarded 8 semester hours credit for CHEM 111,112.

CSIS 105 Introduction to Computing

Students obtaining 3 or higher on the Computer Science A Examination will be awarded 3 semester hours credit for CSIS 105.

CSIS 110 Principles of Computer Programming I
CSIS 111 Principles of Computer Programming II

Students obtaining 3 or higher on the Advanced Placement Computer Science A and B Examinations will be awarded 6 semester hours credit for CSIS 110 & 111.

ECON 211 Macroeconomics

Students obtaining 3 or higher on the Advanced Placement Macroeconomics Examination will be awarded 3 semester hours credit for ECON 211.

ECON 212 Microeconomics

Students obtaining 3 or higher on the Advanced Placement Microeconomics Examination will be awarded 3 semester hours credit for ECON 212.

ENGL 121 Freshman Composition

Students obtaining 4 or higher on the Advanced Placement English Language Examination and Composition Examination and passing an essay examination by the SWAU English Department will be awarded 3 semester hours of credit for ENGL 121.

FREN 211 Intermediate French

Students obtaining 3 or higher on the Advanced Placement French Language Examination will be awarded 6 semester hours credit for FREN 211, 212.

HIST 212 History of Western Civilization II

Students obtaining 3 or higher on the Advanced Placement European History Examination will be awarded 3 semester hours credit for HIST 212. A maximum of 6 hours of history credit will be allowed.

HIST 111 American History 1492-1865

Students obtaining 3 or higher on the Advanced Placement United States History Examination will be awarded 6 semester hours credit for HIST 111, 112. A maximum of 6 hours history credit will be allowed.

PHYS 101 Introductory Physics

Students obtaining 3 or higher on the Advanced Placement Physics B Examination will be awarded 3 semester hours credit for PHYS 101.

PHYS 121 General Physics

Students obtaining 3 or higher on the Advanced Placement Physics C (Mechanics) Examination will be awarded 4 semester hours credit for PHYS 121 and 1 semester hour for PHYS 221.

PHYS 122 General Physics

Students obtaining 3 or higher on the Advanced Placement Physics C (Electricity and Magnetism) Examination will be awarded 4 semester hours credit for PHYS 122 and 1 semester hour credit for PHYS 222.

PSYC 212 General Psychology

Students obtaining 3 or higher on the Advanced Placement Psychology Examination will be awarded 3 semester hours credit for PSYC 212.

SPAN 211 Intermediate Spanish

Students obtaining 3 or higher on the Advanced Placement Spanish Language Examination will be awarded 6 semester hours credit for SPAN 211,212.

MATH 241 Intro to Probability & Statistics

Students obtaining 3 or higher on the Advanced Placement Statistics Examination will receive 3 semester hours credit for MATH 241.
Correspondence Credit

Students who want to register for correspondence work while earning their degrees at SWAU must request permission from the Exceptions Committee. Special petition forms for this purpose are available at the Records Office.

A course taken at SWAU in which the student earned a D or F may not be repeated by correspondence. No correspondence credit will be entered on a transcript until the student has taken a minimum of 12 hours on campus with an average GPA of 2.00+. Correspondence courses with a grade of D are not acceptable.

With permission from the Exceptions Committee, a maximum of 12 semester hours of correspondence courses may apply toward a bachelor's degree; 9 hours toward an associate degree. Upper division correspondence courses may apply toward the major or minor at the discretion of the department. A maximum of 6 hours of correspondence work in the major field may be taken if departmental approval is granted.

Seniors are not permitted to register for correspondence courses during their last semester.

Transfer Credit

All credit taken at accredited colleges will be accepted as transfer credit. Because of differences in degree requirements and course content, all credits may not apply toward specific graduation requirements at SWAU. English as a Second Language (ESL) courses will not be accepted for transfer credit. Transfer students with a cumulative GPA of at least 2.0 can transfer grades of D or better. For students whose cumulative GPA is less than 2.0, only C grades or better will be transferred. Grades of F will not transfer. All transfer credit will be recorded only after the successful completion of 12 semester hours at SWAU.

Credit may be accepted from certain unaccredited institutions. Students transferring credit from an unaccredited post secondary institution must have a cumulative grade point average of at least 2.0. Validating examinations may be required for such transfer credits at the discretion of the Academic Vice President. No credit will be transferred until a minimum of 12 semester credits are earned at SWAU.

A student transferring experiential credit through a portfolio, must submit the portfolio for review by the SWAU Adult Degree Committee. If SWAU faculty agree that documentation is sufficient for credit, up to 32 credit hours may transfer in this manner. Credit received through experiential learning will be identified as such on the transcript. Credit will be awarded only in the areas offered within the current curriculum of SWAU. No letter grade is given or transferred for experiential credit.

College credit earned by Proficiency Exams may be transferred provided such credit meets the guidelines used by SWAU for granting credit. No courses transferred from a two-year college may be used to satisfy the SWAU upper division requirement.

Credit for Military Service

The University follows, with limitations, the recommendations of the American Council of Education as published in the Guide to the Evaluation of Educational Experiences in the Armed Forces in granting credit for military service schools. At a minimum, the following limitation applies.

Courses must be in the baccalaureate/associate degree category as defined by the ACE Guide. This precludes acceptance of vocational, technical or certificate category courses, or military occupational specialties or job experience.

For consideration of credit for military service schools, the applicant may submit the following military records:
1. A certified original of the DD Form 295, or
2. A copy of the DD Form 214, or
3. Course completion certificates.

The Assistant Registrar will assist persons eligible for veterans educational assistance benefits.

Outcome Assessment

In keeping with the University's commitment to program improvement, and in accordance with the criteria regarding institutional effectiveness established by the University's accrediting agencies, the University has established several measures to assess effectiveness in meeting its stated educational goals. Students will take tests or complete surveys designed to measure achievement in general education and/or selected major areas, academic support services, student and spiritual life, and administrative areas for the purpose of evaluating institutional effectiveness.

GRADUATION REQUIREMENT POLICIES

Baccalaureate Degree

Students must meet the following requirements:
1. Be recommended by the faculty and approved by the Board of Trustees.
2. Complete at least 128 semester hours, including 40 hours of upper division credit.
3. Satisfactorily complete specific requirements for prescribed classes in the major, minor, and general education and meet the residency requirements.
4. Earn a minimum cumulative GPA of 2.00*.
5. Earn a minimum GPA of 2.25 in upper division major course work. No course with a grade below C may apply toward a major or minor. (However, all class work taken in the major or minor will be included in computing the student’s GPA).
6. Take at least 12 hours in the major and 6 hours in the minor of upper division courses.
7. Take a Major Field Achievement Test as designated by the major department. This comprehensive examination will cover material the student is expected to know as a graduating senior in his/her major. (See the Academic Calendar inside the front cover for scheduled date.)
8. Take the Academic Profile Survey. A senior who does not score at least Level One in three areas will need to take the test again before graduation. (See Academic Calendar for the scheduled date.)

* Nursing and education majors must have a minimum cumulative GPA of 2.50. See Nursing and Education sections for special graduation requirements for these majors.
**Academics**

**Associate Degree**

Students must meet the following requirements:

1. Be recommended by the faculty and approved by the Board of Trustees.
2. Complete at least 64 hours of credit.
3. Satisfactorily complete specific requirements for prescribed classes in the major, general education (see General Education for requirement distribution of general education courses), and meet residency requirements.
4. Earn a minimum cumulative GPA of 2.00.
5. Earn a minimum overall GPA in their major courses of 2.00 (C)*.
6. No course with a grade below C may apply toward the major.
7. Take a Major Field Achievement Test as designated by the major department. This comprehensive examination will cover material the student is expected to know as a graduating senior in his or her major. (See the Academic Calendar inside the front cover of this bulletin for scheduled date.)

*Nursing majors must have a minimum cumulative GPA of 2.50.

A graduating student will complete all requirements published in the University Bulletin. The student may use the Bulletin published at the time of enrollment or any Bulletin issued during continuous enrollment. A student not in regular attendance for two or more consecutive semesters must meet the requirements of the current Bulletin upon resuming attendance.

An application for graduation should be completed and filed in the Records Office three semesters before the student expects to graduate.

A Senior Program form must be completed and returned to the Records Office no later than one week after the start of the senior year.

Any correspondence work must be completed and the official transcript of this work must be in the Records Office by April 1. Seniors should not register for correspondence courses during their last semester. All CLEP and Proficiency examinations must be taken before the last semester of the senior year.

The student must satisfactorily meet all financial obligations to the University, including payment of graduation dues. (The amount of dues is determined by the class with the approval of the president.) If graduation dues were paid as a two-year graduate, only half of the dues will be required of the four-year graduate.

All graduates are expected to participate in the commencement exercises unless given permission by the Academic Vice President to graduate in absentia.

**Graduation Ceremonies**

The annual baccalaureate and commencement ceremonies are held at the end of the spring semester each year. Students who complete their work at the end of the summer or fall semester are invited to participate in this ceremony with the spring graduates. The program for each commencement ceremony lists the names of all students who have completed the requirements for December and May graduation and also the names of candidates for August graduation.

Transcripts showing graduation may be obtained in August, December and May, depending on when work is completed.

**Deferred Graduation**

Students who lack two classes or less for a bachelor’s degree or one class for an associate degree may petition the Exceptions Committee to be allowed to participate in the graduation exercises.* A petition form is available at the Records Office. It must be submitted by March 15. The petition will include the courses yet required for completion of the degree and a plan for completion. Course deficiencies should be removed the summer following graduation. Should the petition be granted, the student will not receive a degree or diploma until all course work is completed. The student will be listed as a Prospective August Graduate in the graduation program. After April 15 of the following year, students will be expected to meet the graduation requirements of the new Bulletin.

*Graduating seniors registered in their last semester for all required hours, who maintain their registration but fail to complete all these hours, may still participate in the graduation exercises.

**SPECIAL PROGRAM POLICIES**

**Jump Start Program**

The Jump Start Program is designed to help freshmen with low SAT or ACT scores make a successful transition into a regular full-time academic program. The program is outlined below:

1. Entering freshmen with a composite SAT score between 600 and 790, or an ACT composite between 13 and 16, must be in this program the fall semester of their freshman year. Enrollment must be initiated on registration day. There will be no late registration.
2. The courses for first semester are Composition Review, Introduction to Algebra, Study Skills, Freshman Success, and one three-hour credit course. Additionally, a one-hour music or physical education class may be taken.
3. A Jump Start orientation is required during the first week of the semester.
4. There will be a monitored, tutored study hall. Attendance is required.
5. No off-campus activities that require classes to be missed will be allowed. These activities include: athletics, club sports, music trips, drama trips, recruitment trips, etc.

At the end of the first semester:

1. Students with 80% attendance at study hall, but who receive a F or W in either Composition Review or Introduction to Intermediate Algebra will be allowed to enroll in classes for the following semester.
2. Students with 80% attendance at study hall, but who receive a F or W in either Composition Review or Introduction to Intermediate Algebra will be allowed to enroll in classes for the following semester.
3. Students receiving a D in Composition Review or Introduction to Intermediate Algebra and at least a C in the other class, may continue the following semester. They must, however, repeat the course in which they received a D.
4. If at the end of the second semester the student has not passed both Composition Review and Intermediate Algebra with grades of at least a C, they may not enroll the following semester.
**Personalized Degree (Integrative Studies)**

A student who has a specific career goal not included in the list of majors and minors may counsel with the Academic Vice President about a personalized degree plan. Approval for this plan must be sought and granted before completion of 64 semester hours. A proposal must include all course work needed for the program and should include a minimum of 18 hours each from two or more disciplines and meet the general education, residency and upper division requirements. Courses should be grouped by general education, completed major courses, major courses in progress and major courses planned. The proposal should include a short essay which explains the program as well as an abstract which can be included with the student's transcript, if requested. The development of this major is done in consultation with a selected faculty advisor and with one or more selected faculty members from separate academic disciplines who comprise the faculty committee for the major. The approved program becomes the student's major. The Registrar will determine the student's readiness for graduation by checking compliance with all the components of the Personalized Degree Program.

**Adult Degree Program**

The Adult Degree Program (ADP) meets the needs of those who cannot attend classes on campus on a regular basis. Students who are at least 22 years old, have been out of college for more than one year, and find it difficult to attend classes full-time because of family responsibilities or other obligations are eligible for this program. Requests for exceptions should be directed to the ADP Committee. For an application or to talk with the department, please call (800) 433-2240, ext. 204.

For admission to the Adult Degree Program, students must:

1. Complete the ADP application form and data sheet contained in the ADP brochure.
2. Submit an official report/transcript of one of the following:
   a. an SAT composite score of 800 or higher.
   b. an ACT composite score of 17 or higher.
   c. college transcript with passing grades in English and math classes.
   d. college transcript with grades of C or better in developmental English and math classes.
3. Submit official transcripts according to applicable criteria:
   a. Applicants with less than 12 hours of college credit
      1. an official high school transcript showing graduation OR an official certificate from a state recognized high school equivalency test.
      2. official transcripts from each college attended.
   b. Applicants with 12 or more credit hours must submit official transcripts of all undergraduate college work from each college attended.

Developmental/remedial classes cannot be taken through the Adult Degree Program. If needed by the student, these classes must be taken prior to admission to the program.

A student transferring experiential credit through a portfolio must submit the portfolio for review by SWAU faculty. If SWAU faculty agree that documentation is sufficient for credit, up to 32 credits may transfer in this manner. Courses and the number of credits must be identified on the transcript. Credit will be awarded only in the areas offered within the current curriculum of the institution. No letter grade is given or transferred for experiential credit.

**Graduate Programs**

SWAU provides graduate programs in Education and Business. Call for a Graduate Bulletin at 18004332240 or stop by the Graduate Office.

**Adventist Colleges Abroad**

Through Adventist Colleges Abroad (ACA), qualifying students may elect to take a year out of their curriculum to become immersed in a foreign culture and learn a foreign language. Applicants for this program need not be language majors. The colleges affiliated with ACA are Colegio Adventista de Sagunto, Sagunto, Spain; Centre Universitaire et Pedagogique du Saleve, Collonges-sous-Saleve, France; Seminar Schloss Bogenhofen, St. Peter am Hart, Austria; Universidad Adventista del Plata, Entre Rios, Argentina; and University of Eastern Africa, Baraton, Eldoret, Kenya and Instituto Adventista Villa Aurora, Italy. Following are the requirements for a year of study abroad:

1. Admission to SWAU.
2. Complete and return the ACA application form, which is available at the SWAU Records Office. An application fee of $100 is also required. Financial application agreement forms need to be completed at the Student Finance Office before the ACA application is mailed. See Finances section for application procedures and types of aid available.
3. Be competent in the language. (The minimum requirement is one year of foreign language study in college or two years in high school.)
4. Have a grade point average of 3.00 in the foreign language and 2.50 overall.
5. Have a good citizenship record.
6. Meet the financial requirements. (These costs, including transportation, are comparable to those at Adventist colleges in the United States.)

A year of study is usually taken during the sophomore or junior year; however, freshmen who have competence in the language are not excluded.

**Summer Abroad Language Program**

Adventist Colleges Abroad operates summer language programs. These are primarily for students with no previous language instruction. This program is designed to provide students with elementary or intermediate language proficiency, therefore allowing them to enroll in the Year Abroad Program, should they be interested. Contact the Records Office for more information.
Student Missionary Program

Following the call of Matthew 28 to go into all the world, the Student Missionary Program is an opportunity for students to experience being a missionary for 9-12 months.

Student Missionaries teach English and Bible in Asia, Russia, Eastern Europe, Central and South America. There are positions to teach in elementary and secondary classrooms in Micronesia and the Marshall Islands. Pre-med and nursing students can receive experience in their fields working in many different countries as medical assistants or nurses. Religion majors can get experience in Australia and New Zealand as youth pastors and Bible workers. Assistant dean positions are available in Europe, Australia, and Africa. Students who prefer to stay in the United States may choose to serve as Taskforce for 9-12 months. Taskforce workers are assistant deans at academies, student chaplains, church youth pastors, kindergarten teachers, cooks, Bible and literature evangelists who serve in the United States and Canada.

These are just a few of the hundreds of calls available to students each year for places far and near. The benefits of going as a Student Missionary are: improving your Christian walk, travel, learning about a new culture and language, new friends, scholarships, and strengthening personal resumes. Check out sm.swau.edu or chaplain.swau.edu for more information.

STUDENT RIGHTS & APPEALS POLICIES

Student Academic Appeals Process

Students who believe they have an academic grievance should follow this procedure:

1. The student should discuss his/her grievance with the instructor involved no later than two weeks after the incident which prompts the grievance.
2. If the grievance is not resolved, he/she should submit a written statement to the department chairperson no later than one month after the occurrence. The chairperson will then speak with the instructor involved and reply in writing to the student within one week of receiving the student’s written statement.
3. If a resolution has not been reached, the student can request that all materials concerning the grievance, including the written statement to the department chairperson and that person’s reply, be given to the Academic Vice President. The Vice President will then review the grievance materials and return a written decision within two weeks of receipt.
4. In the event that the student wishes to appeal the Academic Vice President’s decision, he or she may submit a written formal request to the Academic Policies Committee. The decision of the Academic Policies Committee will be final.

Order of appeal procedure:
1. Instructor
2. Department Chair
3. Academic Vice President
4. Academic Policies Committee

For academic policy and procedure appeals:
1. Registrar
2. Academic Vice President
3. Academic Policies Committee

Student Records

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review their education records within 45 days of the day the University receives a request for access. Students should submit to the registrar, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. If the University decides not to amend the records as requested by the student, the University will notify the student of the decision and advise the student of his/her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without
consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility. Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U. S. Department of Education concerning the alleged failures by Southwestern Adventist University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office U.S. Department of Education 600 Independence Avenue, SW Washington, DC 20202-4605

The University may, at its discretion, publish or release the following information without prior consent unless the student requests in writing that certain information be withheld: Student name, address, telephone listing, major field of study, weight and height of athletes, most recent previous school attended, photographs, date and place of birth, participation in officially recognized activities and sports, e-mail address, dates of attendance, degrees and awards.

The Records Office is responsible for compliance with the provision of this Act. Questions concerning the Family Education Rights and Privacy Act may be referred to the Records Office.

ACADEMIC SUPPORT SERVICES

Information Services Center

The office of Information Services is responsible for providing computer resources, campus network infrastructure, digital and voice telecommunications, standard software licensing, and institutional research to support the academic and administrative functions of the university. The staff installs and maintains servers, off-campus connectivity, administrative computer systems, as well as providing help for faculty, staff, and administrators in addressing their computer-related problems. There is a continual program to upgrade connectivity, external access, hardware and software, and digital resources for classroom use.

The MicroGarden, located in the Chan Shun Library, contains computers for the use of SWAU students during library hours. The Computer Teaching Lab, located in Scales Hall, houses a number of computers that are available for general use when classes are not scheduled in that facility. Other clusters of systems include the English Writing Lab and the Evans Hall Lab.

Residence hall students can connect their personal systems directly to the campus network. Off campus students can connect via modem lines. Problems with computer resources may be reported to the Help Desk (ext. 411).

Library Instruction Program

The Chan Shun Library staff aim to serve the information needs of the SWAU community through acquiring, organizing and preserving books and serials, non-print and electronic resources, and providing guidance, consultation and instruction to assist users in effectively obtaining, evaluating and applying needed information. The library contains a growing collection of books, periodicals, audiovisual and multimedia resources selected to support student learning. Print and electronic reference tools point to a wealth of information resources that can be delivered to students through interlibrary loan or printed as full-text. Computer workstations provide network access to the on-line catalog, bibliographic databases, and the Internet. Through cooperative agreements, faculty and students have easy access to the resources of the Chan Shun Library.

Librarians participate with classroom instructors in helping students to develop information literacy, skills and concepts essential for functioning effectively in an information society. Information literacy includes the ability to locate, evaluate and use needed resources in a variety of formats. SWAU’s on-line catalog can be accessed at http://slic.swau.edu/. The library homepage can be accessed at http://library.swau.edu/.

Student Services

Students with personal and campus concerns and questions should contact the Dean of Students whose office is located in the Findley Administration Building. The Vice President for Student Services/Dean of Students staff practice a student-centered, student-first philosophy of service. The student code of conduct, which is in place for the safety and well being of our university campus community, is enforced by the Vice President for Student Services. The Student Services staff is further involved in student life by sponsoring numerous programs and activities, planning and coordinating new student orientation, providing leadership training and opportunities for student involvement in campus governance.

Counseling and Testing Center

The Counseling and Testing Center provides services which focus on helping students cope with personal concerns as they engage in their spiritual, academic, social and personal activities. Typical student needs and concerns include learning how to study more effectively, resolving interpersonal conflicts, managing stress reactions, coping with loneliness, and handling feelings of depression, anxiety and other emotional crises.

Career Planning: Several career and interest inventories are given by the Counseling Center to help students learn more about their aptitudes, achievements, interests, values, and personality. The College-Level Examination Program (CLEP), correspondence tests, and national tests for admission to graduate schools are administered by the Counseling Center.

Special Needs: The Counseling Center strives to assist students with qualifying disabilities which can include vision and hearing, medical conditions, and learning disabilities which substantially limit one or more of a person’s major life activities and may necessitate modifications to the facilities, programs, or services of the University. Information provided by the student will be used only in the coordination and facilitation of service and accommodations required to make
Academics

DEGREE REQUIREMENTS

A four-year degree is called a bachelor or baccalaureate degree. A two-year degree is called an associate degree.

Generally, degrees granted by SWAU follow these guidelines:

**Bachelor of Arts**
- 30 hour major
- 18 hour minor
- 53 general ed. hours
- 21 elective hours
- 6 hours intermediate level foreign language
- 128 hours (including 40 upper division hours)

**Bachelor of Science**
- 33 hour major*
- 18 hour minor
- 53 general ed. hours
- 24 elective hours
- 128 hours (including 40 upper division hours)

**Associate of Science**
- major courses
- +general ed. hours
- +elective hours
- 64 total hours

*Some Bachelor of Science majors are composite. (The major will include at least 48 semester hours and a minor is not required.)

**COURSE CODES**

**Course Numbering System**

All courses are prefixed with the subject, such as ENGL, MATH, CHEM, etc. This abbreviation is followed by a three position number.

Course numbers are intended to guide students and advisors in appropriate course selection.

**First Digit**
- 0 is reserved for college preparatory (non-college level) courses.
- The numeral 1 is reserved for freshman level courses, with 2, 3, and 4 reserved for sophomore, junior, and senior level courses respectively.

**Second Digit**
- The numerals 1-8 are used at the discretion of the department.
- The numeral 9 is reserved for independent study type courses.

**Third Digit**
- Numerals 0-9 are to be used at the discretion of the department.

Courses separated by a comma mean that course content is covered sequentially and that normally the courses are taken in sequence, but that they can be taken out of sequence.

**Explanation of Abbreviations**

- **Lec** - the number of 50-minute lecture periods per week.
- **Lab** - the number of clock hours in laboratory per week.
- **u.d.** - upper division. i.e., courses numbered in the 300 and 400 range.

**ADA Support**

SWAU is committed to policies which provide an equal opportunity for full participation of all qualified individuals with disabilities. The university prohibits discrimination on the basis of disability in admission or access to its educational programs and associated activities.

Appropriate aids and services to accommodate the needs of individuals with disabilities are coordinated through the Disability Services Office in the Counseling and Testing Center. Students with disabilities who require accommodations should contact the office as soon as possible. Students seeking accommodation are responsible for providing the university with documentation of this disability.

**Post-baccalaureate Student**

SWAU offers four-year graduates of any accredited U.S. college/university, including SWAU, the opportunity to take additional undergraduate classes or to complete another undergraduate degree at half the current tuition rate. The half-tuition rate applies only to full-tuition courses. Discounts do not apply to classes in nursing, student teaching, Adult Degree Program, ESL Program, Criminal Justice Program, independent study, private lesson fees or laboratory charges.

Any previous accounts must be paid in full. If graduation is anticipated, graduation clearance is the responsibility of the student.
Southwestern Adventist University offers the following academic programs:

**Master of Business Administration (MBA)**

**Master of Education in Elementary Education (MEd)** - English or Science Emphasis

**Bachelor of Arts (BA)**
- Biology
- Broadcasting
- Business Administration
- Chemistry
- Computer Information Systems
- English
- History
- International Affairs
- Journalism
- Mathematics
- Religion
- Social Science
- Speech
- Theology

**Bachelor of Business Administration (BBA)**
- Accounting (concentration)
- Business Administration (concentration)
- International Business (concentration)
- Long-term Health Care Administration (concentration)
- Management (concentration)
- Management Information Systems (concentration)
- Marketing and E-Commerce (concentration)
- Office Systems Administration (concentration)
- Small Business Management (concentration)

**Bachelor of Science (BS)**
- Biology
- Biostatistics
- Broadcasting
- Business Education
- Chemistry
- Computer Information Systems
- Computer Science
- Corporate Communication
- Criminal Justice
- Elementary Education
- Exercise Science
- Journalism
- Management
- Mathematical Physics
- Mathematics
- Medical Technology
- Nursing
- Office Systems Administration
- Physical Education
- Physics
- Psychology
- Security Management
- Social Science
- Social Studies
- Speech
- Wellness

**Bachelor of Social Work (BSW)**

**Associate of Science (AS)**
- Computer Information Systems
- Emergency Medical Systems
- Nursing
- Office Technology

Minors are available in the following areas:
- Accounting
- Biblical Languages
- Biology
- Broadcasting
- Business Administration
- Chemistry
- Computer Science
- Corporate Communication
- Criminal Justice
- English
- History
- Journalism
- Mathematics
- Music
- Office Systems Administration
- Physical Education
- Physics
- Political Science
- Psychology
- Religion
- Social Science
- Social Studies
- Sociology
- Spanish
- Speech
- Wellness

**Elementary Teaching Areas**
- Biology
- English
- History
- Mathematics
- Music
- Physical Education

**Secondary Teaching Areas**
- Biology
- Business
- Chemistry
- Computer Science
- English
- History
- Mathematics
- Physical Education
- Physics
- Social Studies


**General Education Purpose**

It is the purpose of the General Education Program at Southwestern Adventist University to bring balance to all the academic and professional programs, and to enrich the intellectual and cultural experiences of the student beyond the limits set by the specific major.

The General Education Program requirements are derived from the Statement of Purpose and thus contribute to its fulfillment. The courses designated by the requirements are drawn from the humanities/fine arts, the social/behavioral sciences, the natural and computer sciences/mathematics, and the health/physical education areas.

**General Education Objectives**

1. To expose the student to broad areas of knowledge.
2. To foster the continuing development of academic skills.
3. To strengthen the student’s spiritual dimension.
4. To encourage attitudes and practices of healthful living.

**General Education Requirements**

In addition to major and minor requirements, all students will need to complete the general education courses listed here. These courses have been chosen so that students successfully completing them will meet the objectives and will have the basic skills in oral and written communication, mathematics, computer science, and at least one physical activity.

Students with a bachelor’s degree from a United States regionally accredited post-secondary institution will be considered to have fulfilled, with the exception of the religion requirements, SWAU’s general education requirements. The religion requirement must be explicitly fulfilled.

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**Preprofessional Programs**

Members of the faculty serve as counselors in the following professional areas for which SWAU does not offer a degree:

- Anesthesiology: Dr. Dale Clayton
- Chiropractic: Dr. Dale Clayton
- Dentistry: Dr. Dale Clayton
- Dental Assisting: Dr. Dale Clayton
- Dental Hygiene: Dr. Dale Clayton
- Dietetics & Nutrition: Mr. Greg Sullivan
- Engineering: Dr. Roy Campbell
- Law: Dr. Erwin Sicher
- Medicine: Dr. Dale Clayton
- Occupational Therapy: Dr. Karl Konrad
- Optometry: Dr. Roy Campbell
- Osteopathy: Dr. Dale Clayton
- Pharmacy: Dr. Dale Clayton
- Physical Therapy: Dr. Karl Konrad
- Podiatry: Dr. Dale Clayton
- Public Health: Dr. Robert McChesney

**General Education — Bachelor’s Degree**

| A. Freshman Success* ** | 1 |
| B. English | 12 |
| 1. Composition | 6 |
| 2. Literature (taught in English) | 3 |
| 3. Speech (COMM 111, 113, 115, or 233) | 3 |
| 4. All entering freshmen are expected to complete, in sequence, the following courses. Each course may be taken during the first or second semester of the year. |
| Freshman year — ENGL 121 |
| Sophomore year — ENGL 220 |
| Junior year — Literature course taken in English |
| Senior year — A required upper division course, with a writing component, in the student’s major or minor area of specialization. |
| C. Health and Physical Education | 4-5 |
| 1. Mathematics | 3 |
| 2. Lab Science | 6-8 |
| 3. Computer Science | 3 |
| D. Math/Natural and Computer Sciences | 12-14 |
| 1. Mathematics | 3 |
| 2. Lab Science | 6-8 |
| 3. Computer Science | 3 |
| E. Religion | 12 |
| 1. History | 6-12 |
| (Must include 3 hours in non-American history) |
| 2. Choose from these | 0-6 |
| Economics, Fine Arts, Geography, Modern Language, Political Science, Psychology, Sociology, Survey of Music |
| G. Foreign Language | 0-6 |
| The Bachelor of Arts degree, and some other degrees, require six hours of an intermediate-level foreign language. |

Students seeking teaching certification must see the Education section of the bulletin for specific general education requirements.

**All freshmen who have taken less than twelve previous college hours must enroll in the Freshman Success course.**
### COURSES OF INSTRUCTION

**UNIV 101 Freshman Success**
1 hour
An orientation guide to campus, academic, social and devotional life; required of all first-time freshmen during their first semester at SWAU. Entering freshmen with 12 college hours or more are exempt.

**UNIV 102 Study Skills**
2 hours
This course is designed to improve the study skills of university students. It will emphasize specific ways to upgrade and refresh the skills that are utilized by students who have successfully completed high school and have entered the University.

**STUDENT MISSIONARY PROGRAM**
Student missionaries may earn up to six hours of credit per semester. The campus chaplain monitors student missionary credit. Students must make arrangements for their courses before leaving campus.

**UNIV 103 Experiential Program**
6 hours
This course is designed to allow the student missionary or taskforce worker to serve in the field and maintain enrollment. By this the University recognizes the legitimate educational value of this experience.

**UNIV 211 Field Experience**
0-6 hours
While in the mission field, students will keep a weekly journal. A paper will be written which is suitable for publication in the *Insight* or other church periodical. The grade for this course is pass/fail.

### ADULT DEGREE PROGRAM

**ADPS 130 Portfolio Development**
3 hours
Prerequisite: Admission to ADP and attendance at a seminar.
An intensive study of portfolio development and orientation to re-entering college level study. This includes an autobiographical, competency statements, and goals. The most important section is a documentation of experiential learning.

### General Education — Associate Degree

<table>
<thead>
<tr>
<th>Section</th>
<th>Hours</th>
</tr>
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<tbody>
<tr>
<td><strong>A. Freshman Success</strong></td>
<td></td>
</tr>
<tr>
<td>1. Freshman Composition (ENGL 121)</td>
<td>3</td>
</tr>
<tr>
<td>2. Technical Writing and Research (ENGL 220)**</td>
<td></td>
</tr>
<tr>
<td>or a Speech elective (COMM 111, 113, 115, 233)</td>
<td></td>
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<tr>
<td><strong>B. English</strong></td>
<td>6</td>
</tr>
<tr>
<td>1. Health &amp; Wellness (HLED 111)</td>
<td>3</td>
</tr>
<tr>
<td>2. Nutrition (HLED 216) and PEAC 111</td>
<td>3</td>
</tr>
<tr>
<td>3. PEAC 111 and one PE Activity course</td>
<td>2</td>
</tr>
<tr>
<td><strong>C. Health/Physical Education</strong></td>
<td>2-3</td>
</tr>
<tr>
<td><strong>D. Math/Natural and Computer Sciences</strong></td>
<td>12-14</td>
</tr>
<tr>
<td>1. Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>2. Lab Science</td>
<td>6-8</td>
</tr>
<tr>
<td>3. Computer Science</td>
<td>3</td>
</tr>
<tr>
<td><strong>E. Religion</strong></td>
<td>6</td>
</tr>
<tr>
<td><strong>F. Social and Behavioral Sciences</strong></td>
<td>3</td>
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</tbody>
</table>

* All freshmen who have taken less than twelve previous college hours must enroll in the Freshman Success course.

**ENGL 220** is required by some departments.

### Major Studies Advisors

In the back pages of this bulletin is a list of the faculty members in departments. The chair of the department is the main advisor for that department.

### General Studies Advisors

- Watson Chin
- Judy Miles
- Roy Campbell
- Steve Jones
Biology

Arthur V. Chadwick, Chair; Dale L. Clayton, Richard L. McCluskey, Dan Petr

AIMS OF THE DEPARTMENT
The objectives of the department are:
• to encourage the study of living organisms,
• to prepare biology majors in basic and advanced courses that provide a foundation for graduate study, teaching, and research in biology,
• to prepare pre-professional students in courses that satisfy entrance requirements for medical, dental, and veterinary medical school, and other professional programs,
• to prepare students anticipating careers in nursing and allied health fields,
• to prepare students seeking to fulfill general education lab science requirements, and
• to prepare students to respond intelligently to Creation/Evolution issues.

The department offers a Bachelor of Arts and a Bachelor of Science degree in biology. The B.A. degree requires 36 semester hours in biology and includes a foreign language component. The B.S. degree requires 44 semester hours in biology and emphasizes course work in biology and the sciences. Required cognate courses are specified for each degree. The program has flexibility to allow students the choice of elective biology courses of special interest beyond the basic requirements listed below.

PROGRAMS

Biology, B.A. degree

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 111, 112</td>
<td>8</td>
</tr>
<tr>
<td>BIOL 230</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 320</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 419</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 470</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 380</td>
<td>2</td>
</tr>
<tr>
<td>BIOL 340</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL Elective from Group I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL Elective from Group II or III</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL Electives</td>
<td>4-3</td>
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<tr>
<td>TOTAL</td>
<td>36</td>
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</tbody>
</table>

Required Cognates: CHEM 111, 112; MATH 121.
Recommended Cognates: CHEM 331, 332.

Biology, B.S. degree

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 111, 112</td>
<td>8</td>
</tr>
<tr>
<td>BIOL 230</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 320</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 419</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 470</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 380</td>
<td>2</td>
</tr>
<tr>
<td>BIOL Elective from Group I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL Elective from Group II</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL Elective from Group III</td>
<td>4</td>
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<tr>
<td>BIOL Elective</td>
<td>4-3</td>
</tr>
<tr>
<td>TOTAL</td>
<td>44</td>
</tr>
</tbody>
</table>

Required Cognates: CHEM 111*, 112*, 331*, 332*; PHYS 121*, 122*; MATH 121*.

* The standard courses required for MCAT (Medical College Admission Test) & DAT (Dental Admission Test) preparation and for medical, dental and veterinary medical school entrance requirements.

Group I  Biology of Plants
- BIOL 314  Systematic Botany
- BIOL 360  Plant Dynamics

Group II  Biology of a Taxon
- BIOL 310  Invertebrate Zoology
- BIOL 312  Field Ornithology
- BIOL 430  Entomology
- BIOL 440  Mammalogy

Group III  Organismic Biology
- BIOL 220  Microbiology
- BIOL 350  Developmental Biology
- BIOL 420  Animal Behavior
- BIOL 443  Comparative Anatomy
- BIOL 450  Histology
- BIOL 460  Animal Physiology

Biology Minor

18 hours (6 u.d.) of biology, including: BIOL 111, 112.

PRE-PROFESSIONAL REQUIREMENTS

The entrance requirements for most medical, dental and veterinary medical schools are satisfied by the Biology B.S. degree and its cognate requirements of Chemistry, Physics and Math. Medical schools may require additional math and schools of veterinary medicine often have unique entrance requirements. The pre-professional student must choose a major from the list on page 34 and should consult with his/her pre-professional advisor to develop the best degree plan to satisfy specific pre-professional requirements.

TEACHING CERTIFICATION PROGRAM

Teaching certification requirements for specialization in Biology can be met by the following biology options:

Elementary Education -- see Education section.

Biology B.A. or B.S. - Secondary Teaching Area

Option I

The student must meet the requirements for a B.A. or B.S. degree in Biology.

Option II

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 111, 112</td>
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<tr>
<td>BIOL 230</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 320</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 419</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 470</td>
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<tr>
<td>BIOL Elective</td>
<td>5</td>
</tr>
<tr>
<td>TOTAL</td>
<td>24</td>
</tr>
</tbody>
</table>

Required Cognates: CHEM 111*, 112*, 331*, 332*; PHYS 121*, 122*; MATH 121*.
**BIOLOGY COURSES**

**BIOL 101, 102  Anatomy & Physiology  4, 4 hours**
An integrated study of the anatomy and physiology of human organ systems as well as cellular biology and fluid, electrolyte and acid-base balance. 3 Lec 3 Lab. Does not apply toward a biology major nor minor.

**BIOL 104, 105  Human Biology  3, 3 hours**
A two-semester survey-study of the human body including structure and function, life-span from conception to death, impact of disease processes and injury on the human body, and the interaction of humans with each other and with the environment. Discussion of the impact of healthful living on human physiology is a very important part of this course. This course is designed to meet the General Education Science requirement and does not apply toward a Biology major nor minor. 2 Lec 3 Lab.

**BIOL 111, 112  General Biology  4, 4 hours**
A two-semester course covering the basic disciplines of life science. General concepts in genetics, taxonomy, behavior, ecology, morphology, physiology and speciation of living organisms are taught. High school chemistry highly recommended. 3 Lec 3 Lab.

**BIOL 220  Microbiology  4 hours**
Prerequisite: BIOL 111, 112 or BIOL 101, 102.
Introduction to the structure, function and control of microorganisms in the environment with special emphasis on those organisms of medical importance. Introduction to immune responses and mechanisms including antibody and host-antigen interactions, bursal and thymic influences on the lymphoid system, and humoral and cellular immunological response mechanisms. 3 Lec 3 Lab. Lab fee.

**BIOL 230  General Ecology  4 hours**
Prerequisite: BIOL 111, 112.
A general course including study of plant and animal distribution, ecological interrelationships, and observations of the delicate balance in nature. The laboratory includes a four-day field trip. 3 Lec 3 Lab. Field trip fee.

**BIOL 291  Selected Topics  1 hour**
Prerequisite: BIOL 111, 112, and approval of instructor.
A study in an area of student interest under the direction of a staff member. This study may involve data collection, or library work and will involve a written report. Content and method of study must be arranged prior to registration.

**BIOL 310  Invertebrate Zoology  4 hours**
Prerequisite: BIOL 111, 112.
A taxonomic and ecological study of invertebrates from marine, freshwater, and terrestrial environments. Considerable attention is focused on the direct role of invertebrates on human life. Laboratory includes a four-day field trip. 3 Lec 3 Lab. Offered on alternate years. Field trip fee.

**BIOL 312  Field Ornithology  3 hours**
Prerequisite: BIOL 111, 112 or permission of instructor.
A field study of native American birds, with emphasis on avian identification, geographical distribution, migration, habits and conservation. Laboratory includes a four-day field trip. 2 Lec 3 Lab. Field trip fee.

**BIOL 314  Systematic Botany  4 hours**
Prerequisite: BIOL 111, 112.
A taxonomic study of the flowering plants of Texas. Includes methods for identification and preservation of plant specimens. Laboratory includes a four-day field trip. 3 Lec 3 Lab. Offered alternate years. Field trip fee.

**BIOL 320  Genetics  4 hours**
Prerequisite: BIOL 111, 112.
The study of inheritance as it relates to man, animals and plants, including a detailed study of molecular genetics. Experimental work in laboratory involves both lower and higher organisms. 3 Lec 3 Lab.

**BIOL 340  Cellular and Molecular Biology  4 hours**
Prerequisite: BIOL 111, 112; CHEM 112.
A study of the internal workings of the cell. The molecular basis of various cell activities is emphasized. Particular attention is paid to energetics, replication and synthesis, molecular transport, and excitability of cells. Methods of molecular biology, including biomolecular engineering will be studied in the laboratory. 3 Lec 3 Lab.

**BIOL 350  Developmental Biology  4 hours**
Prerequisite: BIOL 111, 112.
A study of vertebrate embryonic development from the formation of germ cells to the development of major organs and parturition. Reference is made to human developmental anatomy throughout the course. Laboratory includes microscopic study and experiments with sea urchin, frog, and chick embryos. 3 Lec 3 Lab. Offered alternate years.

**BIOL 360  Plant Dynamics  4 hours**
Prerequisite: BIOL 111, 112.
A broad course emphasizing the biological importance of plants in the world ecosystem as well as their direct vital role in human life. This is an applied botany course in which plant physiology, plant structure, ecology, and systematics are studied. Methods in experimental horticulture are examined. Laboratory includes a four-day field trip. 3 Lec 3 Lab. Offered alternate years. Field trip fee.

**BIOL 380  Research Methods  2 hour**
Prerequisite: BIOL 111, 112, or any entry level science sequence.
A general introduction to the techniques and methodologies of scientific literature and presentations based upon library and on-line research. Each student will select a specific topic for research, prepare a paper, and make an oral presentation based on that work. The student will learn scientific methodology, basic statistical skills, and critical data analysis.
Biology

BIOL 419  Philosophy of Science  3 hours
A study of the philosophies and methodologies of science. Includes a review of the history of scientific and religious thought and the role each has played in the development of modern theories of origin.

BIOL 420  Animal Behavior  4 hours
Prerequisite: BIOL 112.
A comparative study of behavioral patterns seen in animals and the forces behind them. This course draws from biological fields such as physiology, ecology and genetics, and interfaces with disciplines such as psychology and sociology. Offered alternate years.

BIOL 430  Entomology  4 hours
A study of the basic morphology, physiology, ethology and classification of insects and related arthropods. The topics include a discussion of development and insect metamorphosis, insect ecology, a treatment of applied entomology, and introduction to insects of medical and veterinary significance. Laboratory includes collecting techniques, preparatory techniques of museum specimens, and insect microscopy. 3 Lec 3 Lab. Offered alternate years.

BIOL 440  Mammalogy  4 hours
Prerequisite: BIOL 111, 112.
A systematic study of mammals with emphasis on natural history and ecology. 3 Lec 3 Lab. Offered periodically.

BIOL 443  Comparative Vertebrate Anatomy  4 hours
Prerequisite: BIOL 111, 112.
An introduction to the classification and diversity of chordates and a comparison of the different vertebrate organ systems. Special consideration will be given to taxonomic comparisons of the skeletal and muscular systems. 3 Lec 3 Lab. Offered periodically.

BIOL 450  Histology  4 hours
Prerequisite: BIOL 111, 112.
An investigation of the structure and function of the tissues of the human body. The course is lab intensive and is intended to acquaint the student with the microscopic characteristics of tissues. 2 Lec 6 Lab. Offered alternate years.

BIOL 460  Animal Physiology  4 hours
Prerequisite: BIOL 111, 112; CHEM 111, 112.
Emphasis will be placed on mammalian organ systems, but comparative aspects of each system and the interaction of environment and physiology will be discussed. 3 Lec 3 Lab. Offered alternate years.

BIOL 470  Field Natural History  4 hours
Prerequisite: BIOL 111, 112.
An intensive advanced level course for students majoring in biology providing the opportunity for first-hand study of life forms in their natural setting. Includes field work in a region of high biological interest. Subjects include ornithology, mammalogy, entomology, systematic botany, herpetology, paleontology, ecology, and marine biology. Offered summers. Travel fee.

BIOL 480  Research in Biology  1-3 hours
Prerequisite: BIOL 380 and approval of instructor.
A supervised research experience involving the development of a research proposal, data collection, and a written paper. Research proposal may be developed in BIOL 380. May be repeated for up to 5 hours.

BIOL 481  Senior Thesis  1 hour
Prerequisite: BIOL 480.
This course is designed to permit the student to develop a publishable-quality research paper. Instruction consists of writing techniques and guidance in the completion of the project. Students will give several oral progress-reports, a final presentation at the Biology Research Symposium, and a completed Senior Thesis.

BIOL 491  Selected Topics  1 hour
Prerequisite: BIOL 111, 112; two upper division courses; and permission of the instructor.
Special study may be pursued beyond completed course work under the direction of a staff member. This study may involve data collection or library work and will involve a written report. Content and method of study must be arranged prior to registration.
Business Administration

Robert L. McChesney, Chair; Jerry L. Chi, Janeric A. Gustavsson, Kristen B. Harrington, Judith F. Miles
Adjunct: Eric Anderson, Fred Harder, Rahdhames Lizardo, L. Jerome McGill, Ruben Moses, Rodney Dyke

MISSION
The department offers contemporary business/management education to inspire and to prepare students for excellence and service in their Christian experience and professional careers. This mission is pursued by offering undergraduate and graduate programs using current technology within the business environment.

AIMS OF THE UNDERGRADUATE PROGRAM
1. Maintain a curriculum that provides students with the necessary knowledge for successful work experiences in today’s business environment and preparation for graduate studies.
2. Provide students with meaningful, practical experience to help them develop managerial and entrepreneurial skills.
3. Assist students in understanding the value of attitudes, integrity, responsibility, and related characteristics in pursuing a successful professional and meaningful spiritual experience.
4. Enrich the learning-teaching experience by fostering access to and utilization of appropriate learning resources.

GRADUATE PROGRAM, MBA
See Graduate Bulletin.

PROGRAMS OFFERED
Bachelor of Business Administration (BBA)

Bachelor of Science (BS)
With major in: Business (Secondary Certification) Management, Office Systems Administration

The above BBA and BS degrees are composite majors and do not require a minor.

Bachelor of Arts (BA)
With major in Business Administration

Associate of Science (AS)
With major in Office Technology

Minors
Accounting, Business Administration, Office Systems Administration

DEGREE REQUIREMENTS

Business Core Courses
Required of all BBA and BS in Management students.

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 211, 212</td>
<td>Accounting Principles I, II</td>
<td>8</td>
</tr>
<tr>
<td>BUAD 211</td>
<td>Profiles of Entrepreneurship</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 301</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 302</td>
<td>Advanced Business Applications</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 311, 312</td>
<td>Business Law I, II</td>
<td>6</td>
</tr>
<tr>
<td>BUAD 321</td>
<td>Business Finance</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 496</td>
<td>Senior Business Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECON 211</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 212</td>
<td>Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>MKGT 343</td>
<td>Principles of Marketing</td>
<td>2</td>
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</tbody>
</table>

TOTAL Business Core: 36

BBA Cognate Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 236</td>
<td>Applied Mathematics for Business</td>
<td>3</td>
</tr>
<tr>
<td>MATH 241</td>
<td>Intro. to Probability and Statistics</td>
<td>3</td>
</tr>
<tr>
<td>OFIS 100</td>
<td>Micro Keyboarding *</td>
<td>1</td>
</tr>
</tbody>
</table>

TOTAL: 7

*Students who took keyboarding in high school or who can otherwise present documentation attesting that they possess required skills will be exempted.

Area of Concentration or Major
See following pages.

General Education Requirements
All business administration students will take CSIS 102 and COMM 115 while completing their general education requirements.
PURPOSES/REQUIREMENTS BY CONCENTRATION

ACCOUNTING
Numerous career choices are available to accounting graduates, including working in not-for-profit accounting (for the Seventh-day Adventist denomination or other not-for-profit entities), public accounting, industry (ranging from small businesses to large corporations), and governmental accounting. To accommodate the different requirements of these and other possible accounting careers, the accounting curriculum has two separate tracks.

Four-Year Track
The four-year track is designed for students who do not intend to take the national Certified Public Accounting (CPA) examination for CPA certification. Students graduating with this degree would have the ability to pursue different accounting careers, except public accounting. National certifications include Certified Managerial Accountant (CMA), Certified Internal Auditor (CIA), and Certified Fraud Examiner (CFA). Program requirements include the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 315, 316 Intermediate Accounting</td>
<td>8</td>
</tr>
<tr>
<td>ACCT 412 Auditing</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 415 Advanced Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 421 Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 492 Accounting Internship</td>
<td>3</td>
</tr>
<tr>
<td>ACCT Electives*</td>
<td>15</td>
</tr>
<tr>
<td>TOTAL</td>
<td>23</td>
</tr>
</tbody>
</table>

*Electives to be selected from the following courses:
- ACCT 317 Cost Accounting
- ACCT 318 Federal Income Taxes
- ACCT 319 Fund Accounting
- ACCT 412 Auditing
- ACCT 421 Managerial Accounting
- ACCT 492 Accounting Internship

Five-Year Track
The five-year track is designed for students who intend to take the national Certified Public Accounting (CPA) examination for CPA certification. The five-year track will flow seamlessly into the MBA program; therefore, at the end of the fifth year, the student will graduate with both a BBA with a concentration in accounting and the MBA. (For additional information, see Graduate Bulletin.) Program requirements include the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 315, 316 Intermediate Accounting</td>
<td>8</td>
</tr>
<tr>
<td>ACCT 317 Cost Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 318 Federal Income Taxes</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 319 Fund Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 412 Auditing</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 415 Advanced Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 417 Accounting Information Systems</td>
<td>2</td>
</tr>
<tr>
<td>ACCT Electives*</td>
<td>15</td>
</tr>
<tr>
<td>TOTAL</td>
<td>28</td>
</tr>
</tbody>
</table>

BUSINESS ADMINISTRATION
The business administration degree assists the individual needing a college degree for continual personal growth and professional promotions. Basic business skills are mastered and additional courses are selected to assist with career growth, development, and advancement.

Business Administration Concentration:
- ACCT, BUAD, or MKTG electives
- BUAD 472 Business Policy and Strategy

INTERNATIONAL BUSINESS
International business is the current growth area for most organizations: large and small firms, not-for-profit organizations, and the public sector. Students wishing to maximize both their career options and their promotional opportunities in management, marketing, and finance while enjoying the opportunities of travel and cross-cultural activities will find that the more familiar they are with the international arena of business the more likely they will find career satisfaction.

International Business Concentration:
- BUAD 451 International Business
- BUAD 452 International Finance
- BUAD 453 Cross-Cultural Organizational Communication
- BUAD 472 Business Policies & Strategies
- BUAD 492 Business Internship
- SPAN/FREN Intermediate-Level Language
- GEOG 311 Regional Geography

LONG-TERM HEALTH CARE ADMINISTRATION
This field of study provides students with an overall knowledge and understanding of the elderly and the necessary skills, abilities, and attitudes for careers in nursing homes, retirement centers, housing for the elderly, and adult day care centers. A student completing this program should be prepared to take and pass the State Board Exam to be licensed as a Nursing Home Administrator.
## Business Administration

### Long-term Health Care Administration Concentration:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCAD</td>
<td>General Administration of the Nursing Facility</td>
<td>4</td>
</tr>
<tr>
<td>HCAD</td>
<td>Nursing Facility Technology</td>
<td>4</td>
</tr>
<tr>
<td>HCAD</td>
<td>Personal and Auxiliary Relationships of the Nursing Facility</td>
<td>3</td>
</tr>
<tr>
<td>HCAD</td>
<td>Financial Management of the Nursing Facility</td>
<td>3</td>
</tr>
<tr>
<td>HCAD</td>
<td>Healthcare Internship</td>
<td>12</td>
</tr>
<tr>
<td>Electives (ACCT, BUAD)</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

*Long-term Health Care Administration students should include the following courses as part of their general education requirements:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLED</td>
<td>Nutrition</td>
<td>2</td>
</tr>
<tr>
<td>PSYC</td>
<td>Psychology of Adulthood and Aging</td>
<td>3</td>
</tr>
</tbody>
</table>

### MANAGEMENT

This concentration provides education and training in theoretical and applied management principles and functions for students desiring a management career in for-profit, not-for-profit, and governmental entities.

#### Management Concentration:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUAD</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Production and Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Business Policies &amp; Strategies</td>
<td>3</td>
</tr>
<tr>
<td>Electives*</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>24</td>
</tr>
</tbody>
</table>

*Electives to be selected from the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT</td>
<td>Cost Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT</td>
<td>Federal Income Taxes</td>
<td>4</td>
</tr>
<tr>
<td>MKTG</td>
<td>Advertising</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>International Business</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Cross-Cultural Organizational Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Project Management</td>
<td>3</td>
</tr>
</tbody>
</table>

### MARKETING AND E-COMMERCE

The marketing and e-commerce concentration within the BBA prepares students for the marketing challenges of the new millennium. Computer technology is revolutionizing the traditional strategies used by organizations to market and sell their products and services. Students completing this academic option will be prepared for job opportunities in sales, retailing, advertising, and marketing with organizations integrating electronic technology to serve their customers.

#### Marketing and E-Commerce Concentration:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MKTG</td>
<td>E-Commerce &amp; Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>MKTG</td>
<td>Advertising</td>
<td>3</td>
</tr>
<tr>
<td>MKTG</td>
<td>E-Commerce Environment</td>
<td>3</td>
</tr>
<tr>
<td>MKTG</td>
<td>Marketing Research</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Business Policies &amp; Strategies</td>
<td>3</td>
</tr>
<tr>
<td>Electives*</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>24</td>
</tr>
</tbody>
</table>

*Electives to be selected from the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUAD</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>International Business</td>
<td>3</td>
</tr>
<tr>
<td>BUAD</td>
<td>Cross-cultural Org. Communication</td>
<td>3</td>
</tr>
<tr>
<td>MKTG</td>
<td>Global Marketing Logistics</td>
<td>3</td>
</tr>
<tr>
<td>MKTG</td>
<td>Marketing Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

### MANAGEMENT INFORMATION SYSTEMS (MIS)

This option prepares students for positions of responsibility in the design, development, and implementation of computer based information systems in a business environment.

MIS students will not take the following business core courses:

1. BUAD 312 Business Law II
2. MKTG 343 Principles of Marketing
3. ECON 212 Microeconomics

Instead, they will take:

1. ACCT 315 Intermediate Accounting I
2. ACCT 317 Cost Accounting
OFFICE SYSTEMS ADMINISTRATION

This concentration is designed to prepare business students with a fundamental and technical link to business and office information systems. It will also provide the essential foundation for the graduate to progress on an information management career path.

Office Systems Administration concentration:
- BUAD 303 E-Commerce & Web Site Design .................................. 3
- BUAD 317 Business Communication ........................................ 3
- OFIS 123 Document Production .............................................. 4
- OFIS 385 Office Systems Technology ......................................... 4
- OFIS 388 Office Systems Training and Management .................... 4
- OFIS 490 Seminar in Office Technology ................................... 1
- OFIS Electives ........................................................................... 3
- TOTAL 22

SMALL BUSINESS MANAGEMENT

This concentration within the BBA provides students with entrepreneurial aspirations the business tools to operate their own businesses, if they so desire, and to perform with the entrepreneurial spirit, abilities, and attitudes currently expected by many medium- and large-size organizations.

Small Business Management Concentration:
- ACCT 318 Federal Income Taxes ............................................ 4
- BUAD 372 Human Resource Management .................................. 3
- BUAD 381 Small Business Management ................................... 3
- BUAD 450 Project Management ............................................... 3
- BUAD 472 Business Policies and Strategies .......................... 3
- Electives .................................................................................. 2
- TOTAL 22

*Electives should be chosen from the following courses:
- ACCT 417 Accounting Information Systems .......................... 3
- MKTG 303 E-Commerce and Web Site Design ...................... 3
- MKTG 351 Advertising .............................................................. 3
- BUAD 451 International Business ............................................. 3
- BUAD 452 International Finance .............................................. 3
- BUAD 492 Business Internship ................................................. 3

TEACHING CERTIFICATION PROGRAM

The following business major is for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

Business BS - Secondary Teaching Area

Option III

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 211</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 212</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>BUAD 201</td>
<td>Personal Finance</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 301</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 302</td>
<td>Advanced Business Applications</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 311</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 317</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 496</td>
<td>Senior Business Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CSIS 102</td>
<td>Microcomputer Literacy and Application</td>
<td>3</td>
</tr>
<tr>
<td>ECON 211</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>MATH 236</td>
<td>Applied Mathematics for Business</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 303</td>
<td>E-Commerce and Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 343</td>
<td>Marketing</td>
<td>3</td>
</tr>
<tr>
<td>OFIS 123</td>
<td>Seminar in Office Technology</td>
<td>4</td>
</tr>
<tr>
<td>OFIS 272</td>
<td>Administrative Records and Procedures</td>
<td>4</td>
</tr>
<tr>
<td>OFIS 385</td>
<td>Office Systems Technology</td>
<td>4</td>
</tr>
<tr>
<td>OFIS 388</td>
<td>Office Systems Training and Management</td>
<td>4</td>
</tr>
<tr>
<td>OFIS 479</td>
<td>Methods of Teaching Business Ed.</td>
<td>3</td>
</tr>
<tr>
<td>OFIS 490</td>
<td>Seminar in Office Technology</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
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<td><strong>59</strong></td>
</tr>
</tbody>
</table>

BACHELOR OF SCIENCE (BS) in MANAGEMENT

This degree provides students some flexibility for enriching their managerial training. It prepares graduates for managerial careers in for-profit, not-for-profit, and governmental entities, as well as for entrepreneurial endeavors.

Major Courses:
- BUAD 317 Business Communications ................................ 3
- BUAD 372 Human Resource Management ................................. 3
- BUAD 423 Organizational Behavior ...................................... 3
- BUAD 472 Business Policies ............................................. 3
- ACCT or BUAD Elective ....................................................... 3
- **TOTAL** 15

Cognate Courses:
- MATH 241 Intro. to Prob. and Stats. .................................... 3
- OFIS 100 Micro Keyboarding* ............................................. 1

*Students who took keyboarding in high school or who can otherwise present documentation attesting that they possess required skills will be exempted.
Business Administration

BACHELOR OF SCIENCE (BS) in OFFICE SYSTEMS ADMINISTRATION

This degree is designed to prepare competent office personnel for careers as office managers or administrative assistants in business, industry, and government. Graduates will be prepared to assume major administrative and supervisory duties in the electronic office and to function as part of an effective office team.

Major Courses:
- ACCT 211 Accounting Principles I .......................... 4
- ACCT 212 Accounting Principles II .......................... 4
- BUAD 301 Principles of Management .................. 3
- BUAD 302 Advanced Business Applications .......... 4
- BUAD 311 Business Law I .................................. 3
- BUAD 317 Business Communications .................. 3
- BUAD 496 Senior Business Seminar ..................... 1
- ECON 211 Macroeconomics .................................. 3
- MKTG 303 E-Commerce and Web Site Design .......... 3
- OFIS 100 Micro Keyboarding ................................. 1
- OFIS 123 Document Production ............................. 4
- OFIS 272 Administrative Records and Procedures .... 4
- OFIS 385 Office Systems Technology .................... 4
- OFIS 388 Office Systems Training and Management .... 4
- OFIS 490 Seminar in Office Technology ................. 1
- OFIS Electives .............................................. 2
- TOTAL ...................................................... 48

BACHELOR OF ARTS (BA) in BUSINESS ADMINISTRATION

This option is available to students who wish a broad liberal arts education. This program prepares students for careers in business administration and graduate work. A minor is required for the BA degree.

Major Courses:
- ACCT 211, 212 Accounting Principles I, II .................... 8
- BUAD 301 Principles of Management .................. 3
- BUAD 302 Advanced Software Applications .......... 3
- BUAD 311, 312 Business Law I, II .................... 6
- ECON 211 Macroeconomics .................................. 3
- ECON 212 Microeconomics .................................. 3
- MKTG 343 Principles of Marketing ...................... 3
- TOTAL ...................................................... 36

BA Cognate Courses:
- MATH 241 Intro. to Probabilities & Statistics .......... 3
- OFIS 100 Micro Keyboarding* .............................. 1
- TOTAL ...................................................... 4

*Students who took keyboarding in high school or who can otherwise present documentation attesting that they possess required skills will be exempted.

ASSOCIATE OF SCIENCE (AS) in OFFICE TECHNOLOGY

This degree provides the student with an in-depth background in the software aspect of computer and office systems and an understanding of how to apply this knowledge in the automated office environment.

Core Courses:
- ACCT 211 Accounting Principles ............................ 4
- BUAD 301 Principles of Management .................. 3
- BUAD 302 Advanced Software Applications .......... 4
- BUAD 311 Business Law I .................................. 3
- BUAD 312 Business Law II .................................. 3
- BUAD 317 Business Communications .................. 3
- BUAD 496 Senior Business Seminar ..................... 1
- ECON 211 Macroeconomics .................................. 3
- ECON 212 Microeconomics .................................. 3
- MKTG 343 Principles of Marketing ...................... 3
- OFIS 100 Micro Keyboarding ................................. 1
- OFIS 101 Office Systems Technology .................... 4
- TOTAL ...................................................... 48

Option I — Administration
- BUAD 311 Profiles of Entrepreneurship ............... 3
- OFIS 123 Document Production ............................. 4
- OFIS 272 Administrative Records and Procedures .... 4
- OFIS 388 Office Systems Training and Management .... 4
- OFIS Electives .............................................. 2
- TOTAL ...................................................... 17

Option II — Bilingual
- OFIS 123 Document Production ............................. 4
- SPAN 212 Intermediate Spanish ............................ 3
- SPAN 311 Spanish Composition and Conversation .... 3
- TOTAL ...................................................... 17

Option III — Legal
- BUAD 311 Business Law ....................................... 3
- OFIS 123 Document Production ............................. 4
- OFIS 272 Administrative Records and Procedures .... 4
- OFIS 388 Office Systems Training and Management .... 4
- OFIS Electives .............................................. 2
- TOTAL ...................................................... 17

Option IV — Medical
- BIOL 101 Anatomy .............................................. 4
- OFIS 123 Document Production ............................. 4
- OFIS 272 Administrative Records and Procedures .... 4
- OFIS 388 Office Systems Training and Management .... 4
- OFIS Elective ................................................ 1
- TOTAL ...................................................... 17
ACCOUNTING COURSES

ACCT 211 Accounting Principles I  4 hours
Nature of accounting data and its use in business, fundamental procedures and records, operating cycle, preparation of financial statements, measurement of income and assets. 4 Lec 1 Lab

ACCT 212 Accounting Principles II  4 hours
Prerequisite: ACCT 211.
Accounting procedures and practices in partnerships and corporations, development of accounting data for use in management decisions, financial statement analysis, cash flow, income tax. 4 Lec 1 Lab

ACCT 315 Intermediate Accounting I  4 hours
Prerequisite: ACCT 212.
An in-depth study of the theory and techniques of financial accounting, including an accounting conceptual framework, a review of the accounting process and financial statement presentation, liabilities, and accounting concerns and standards relating to both current and noncurrent assets.

ACCT 316 Intermediate Accounting II  4 hours
Prerequisite: ACCT 315.
A continuation of ACCT 315 emphasizing the application of accounting theory and standards to liabilities, equity, revenue recognition, leases, post-retirement benefits, income taxes, financial analysis, and changing prices.

ACCT 317 Cost Accounting  3 hours
Prerequisite: ACCT 212.
An in-depth study of the technical aspects of cost accounting systems including cost allocations; joint product and by-product accounting; actual, standard, and direct cost methods. Process cost is emphasized.

ACCT 318 Federal Income Taxes  4 hours
Prerequisite: ACCT 212.
A study of the provisions of federal income tax laws as they apply to individuals, corporations, and other taxpayers. Emphasis is on personal income taxes, the various types of income, and the deductibility of costs and expenses in the determination of tax liability.

ACCT 319 Fund Accounting  3 hours
Prerequisite: ACCT 212.
Special accounting procedures for units of government and other not-for-profit organizations.

ACCT 412 Auditing  4 hours
Prerequisite: ACCT 212; MATH 241
A study of the theory and professional standards and their application to financial and compliance auditing and the auditor's attest function.

ACCT 415 Advanced Accounting  3 hours
Prerequisite: ACCT 316.
A study of advanced accounting and financial reporting topics including business combinations and consolidated financial statements, partnerships and branches, bankruptcy, multinational enterprises, and segments.

ACCT 417 Accounting Information Systems  3 hours
Prerequisite: ACCT 212.
Conceptual foundation of accounting information systems in computerized and manual settings; contrast between file-based and data base approaches to data processing with emphasis on data base; system development and documentation techniques; system controls and security; information systems for business cycles.

ACCT 421 Managerial Accounting  3 hours
Prerequisite: ACCT 212.
A study of cost accounting fundamentals with emphasis on accounting as a managerial tool. Special attention is given to cost-volume-profit relationships, job-order costing, budgeting, standard costing, capital budgeting, cost behavior patterns, transfer pricing, and divisional performance measurement.

ACCT 491 Selected Topic  1 hour
Prerequisite: Permission of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

ACCT 492 Accounting Internship  3-8 hours
This course is an on-the-job, career-oriented internship program for training in accounting. Variable credit of 3-8 semester hours is available. Admission to internship is limited to students who have completed 40 semester hours in the business core and concentration and have maintained a GPA of at least 2.50 in the major. Prior approval of the business internship coordinator and department chair are required before the internship is started. The internship may count as one three-hour elective course in the accounting major. Note: A student may not exceed a total of 8 hours for ACCT 492, BUAD 492, MKTG 492 and OFIS 492 combined.
BUSINESS COURSES

BUAD 201 Personal Finance 3 hours
A course in consumer finance that is concerned with the earnings of individuals and the many ways in which these funds are allocated in day-to-day living: earning, spending, and saving. Topics include financial planning, establishing credit, purchase of a house, and insurance. Taught on an as-needed basis.

BUAD 211 Profiles of Entrepreneurship 3 hours
A business course offering a survey of major topics and issues in the contemporary business world and in business career planning. A team-teaching approach utilizing faculty and practicing professionals will be used to acquaint the students with both the theoretical concepts and the practical applications of these concepts in the real world.

BUAD 241 Public Relations 3 hours
(See description of COMM 241 under Communication courses.)

BUAD 250 Project Management and Leadership 3 hours
Course open to business and non-business students who desire to learn and practice the intricacies of project management and leadership. Subjects include project planning, budgeting, scheduling, implementing, evaluating and reporting. Students will work as part of entrepreneurial teams to design, develop and implement projects. Each team will work independently, with the guidance of industry mentors and faculty coaches, to develop and implement specific projects. Students in Free Enterprise (SIFE) may be used as a means for accomplishing the practical aspects of the course. This course has a two-semester duration. Lec & Lab.

BUAD 301 Principles of Management 3 hours
Overview of work performed by management. Emphasis is placed on the functions of planning, organizing, directing, and controlling.

Prerequisite: CSIS 102.

BUAD 302 Advanced Software Applications 3 hours
Information systems, components of the Office suite, and integration of the individual software packages with one another and the Internet. Projects will challenge students to apply advanced software functions to real-life business scenarios.

BUAD 311 Business Law I 3 hours
A study of the legal issues confronted in business operations. A general overview of the legal environment is presented, followed by an in-depth examination of contract law and the law of agency.

BUAD 312 Business Law II 3 hours
A continuation of BUAD 311 given consideration to the provisions of the Uniform Commercial Code, laws relating to business organizations, and other selected legal topics pertaining to business operations.

BUAD 317 Business Communications 3 hours
Prerequisite: ENGL 121.
This course is designed to survey the principles and forms of communication frequently found in business and the professions. Emphasis on oral and written communication theory and practice.

BUAD 321 Business Finance 3 hours
Prerequisite: ACCT 212; ECON 212.
A survey of the field of finance, both private and public. Emphasis is placed on current problems in the field. Financial institutions are discussed, and loans and investment practices are analyzed.

BUAD 372 Human Resources Management 3 hours
Prerequisite: BUAD 301.
A course designed to provide a working knowledge of personnel functions, with emphasis on recruitment, selection, placement, and wage/salary administration.

BUAD 381 Small Business Management 3 hours
An in-depth analysis of entrepreneurship and the function of the entrepreneur in new venture creation. A framework is developed which incorporates marketing feasibility studies and financial analysis into a comprehensive business plan. The business venture is examined with respect to financial planning, marketing, management and tax decisions at the various stages of the business cycle.

BUAD 423 Organizational Behavior 3 hours
Prerequisite: BUAD 301
A study of the understanding, prediction, and control of human behavior within organizations. Topics include motivation, learning, leadership, diversity, communication, interpersonal behavior, group dynamics, decision-making and change.

BUAD 441 Corporate Communication
(See description of COMM 441 under Communication courses.)

BUAD 450 Project Management 3 hours
Prerequisite: Permission of department chair.
Course open to business majors to practice the intricacies of project management and leadership. Under the direction of a faculty member, a student will identify, plan, and implement a project that is congruent with his/her professional training and goals.

BUAD 451 International Business 3 hours
Prerequisites: BUAD 301, MKTG 343.
An analysis of how culture and social values influence management and marketing practices throughout the world. Problems and perspectives encountered in operating business across boundaries are considered.

BUAD 452 International Finance 3 hours
Prerequisites: BUAD 321; ECON 211, 212.
Financial management and economic theory in the international environment. The impact of regulation, taxation, capital and money markets, working capital management, capital budgeting, risk, and exchange rates on decision-making, are considered. Consideration is also given to the development and application of economic principles within the world economy.

BUAD 453 Cross-Cultural Organizational Communication 3 hours
Variables and effects of both verbal and non-verbal communication in international business. Practical applications are made for cultural differences, management expectations, and marketing practices.
Business Administration

BUAD 466 Production and Operations Management 3 hours
Prerequisite: BUAD 301; MATH 241.
A study and analysis of the planning, design, direction, and control of physical and human resources used in the production of goods and services. Emphasis is placed on solutions to operational problems in the physical, locational, storage, and general service subsystems.

BUAD 472 Business Policies & Strategies 3 hours
Prerequisite: Open only to seniors majoring in the department. Subject to prior permission of department chair.
An integrative capstone course that explains what policies are, how they related to strategies, and how a manager builds a strategic dimension into his or her actions. Any problem or opportunity … accounting, management, marketing, finance, production, organizational, personnel or other organizational dimensions … if it materially affects a firm’s performance, is of strategic concern.

BUAD 491 Selected Topics 1 hour
Prerequisite: Permission from the department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

BUAD 492 Business Internship 3-8 hours
An on-the-job, career-oriented internship program for training in business management. Variable credit of 3-8 semester hours is available. Admission to internship is limited to students who have completed 40 semester hours in the business core and concentration and have maintained a GPA of at least 2.50 in the major. Prior approval of the business internship coordinator and department chair are required before the internship is started. The internship may count as one three-hour elective course in the management major. Note: A student may not exceed a total of 8 hours for BUAD 492, ACCT 492, MKTG 492 and OFIS 492 combined.

BUAD 496 Senior Business Seminar 1 hour
Preparation for meeting the demands of the work and academic worlds after graduation. Topics include current trends, issues, challenges, and opportunities in business and in graduate education.

ECONOMICS COURSES
ECON 211 Macroeconomics 3 hours
A basic study of macroeconomics which includes national problems such as supply and demand, growth, output and productivity, inflation, employment, interest rates, trade balance, and fiscal and monetary policies.

ECON 212 Microeconomics 3 hours
A basic study of microeconomics which includes supply and demand theory, production and operation cost theory, consumer theory, price theory, competition, market structures, economics of the firm, and the role of government.

HEALTH CARE ADMINISTRATION
HCAD 311 General Administration of the Nursing Facility 4 hours
Prerequisite: BUAD 301.
A study of management tools and techniques including planning, organizing, staffing, directing, evaluating, and controlling, discussion of insurance liability, business law, in-service training, human relations, group dynamics and conference leadership in nursing facility administration. The course also emphasizes licensing standards for certification of Long-Term Care Facility, nursing facility licensure, application process, admission, transfer and discharge, and requirements for Medicaid-certified facilities, administration, inspection, surveys, visits and enforcements, and PASARR.

HCAD 312 Nursing Facility Technology 4 hours
Detailed study of the technical aspects of nursing facility administration, including a review of the history and philosophy of nursing facilities, life safety codes, construction of safe facilities, physical plant and environment, and different government agencies that are affiliated with nursing facilities.

HCAD 315 Personal and Auxiliary Relationships of the Nursing Facility 3 hours
Prerequisite: BUAD 301.
Study of how the resident’s quality of life is enhanced by the stability of employee-employer relationships and labor relations.

HCAD 316 Financial Management of the Nursing Facility 3 hours
Prerequisite: ACCT 212.
A review of financial management techniques and the interpretation of financial information for management decision-making in the nursing facilities, with emphasis on the classification of revenue and expense, and preparation of the financial statements.

HCAD 492, 493, 494, 495 Healthcare Internship 12 hours
Prerequisites: HCAD 311, 312, 315, 316, ACCT 212, BUAD 301.
This course contains all the elements of the domains of practice structured as an administrator-in-training internship program of 1,000 actual hours spent in the nursing facility under the direct supervision of the facility staff. Admission to program limited to students with a concentration in long-term health care administration and subject to prior approval of department chair. The 12 hours are divided as follows:

HCAD 492 - Part I (250 actual hours) 3 hours
Student will plan, implement, and evaluate programs relating to the following departments of the nursing facility: Housekeeping & Laundry, Environmental Management & Maintenance, Activities, and Social Services.

HCAD 493 - Part II (250 actual hours) 3 hours
Student will plan, implement, and evaluate programs relating to the following departments of the nursing facility: Dietary, Rehabilitation, and Medical Records.
MKTG 443  Marketing Research  3 hours
Prerequisite: BUAD 343.
An overview of research theories, concepts, and methodologies as applied to marketing problems. Attention is directed toward the application of sampling, sample design, data analysis of marketing problems, and how findings are used in formulating marketing policies.

MKTG 492  Marketing Internship  3-8 hours
This course is an on-the-job, career-oriented internship program for training in marketing and e-commerce. Variable credit of 3-8 hours is available. Admission to internship is limited to students who have completed 40 semester hours in the business core and concentration and have maintained a GPA of at least 2.50 in the major. Prior approval of both the business internship coordinator and the department chair is required before the internship is started. The internship may count as one three-hour elective course in the marketing concentration. Note: A student may not exceed a total of 8 hours for MKTG 492, ACCT 492, BUAD 492, and OFIS 492.
OFFICE SYSTEMS ADMINISTRATION COURSES

OFIS 100 Micro Keyboarding 1 hour
A course designed to introduce students to the microcomputer keyboard and 10-key pad. Emphasis is on developing basic keyboarding skills, and formatting of basic documents. Not open to challenge examination.

OFIS 123 Document Production 4 hours
A lecture/laboratory class providing advanced skill development and mastery of word processing, computer 10-key pad, and machine transcription. Includes a review of punctuation, spelling, editing, and proofreading skills. Emphasis is placed on speed, accuracy, and formatting skills used in most softwares. 3 Lec 3 Lab

OFIS 181 Internet—Web Publishing 1 hour
An introduction to the structure of HTML language used to create web pages on the World Wide Web. Emphasis is placed on adding text, tables, graphics and defining links to other web sites or specific sections of a homepage. Lecture/Lab

OFIS 272 Administrative Records and Procedures 4 hours
A study of records procedures and theories used in present systems of filing. Includes practice in alphabetic, geographic, numeric and subject filing systems. Additional emphasis placed on the study of administrative procedures with study in organizing, prioritizing, ethical decision-making and problem-solving in the office environment. Lab activities include projects directed toward the medical, legal, corporate and international offices. 3 Lec 3 Lab

OFIS 291 Selected Topics 1 hour
Prerequisite: Approval by department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

OFIS 383 Word Processing 1 hour
An in-depth user-oriented course designed for those who anticipate using a microcomputer on the job with advanced WordPerfect applications.

OFIS 385 Office Systems Technology 4 hours
Prerequisite: CSIS 102 or permission of instructor.
A study of office systems — technology, people, and procedures within an organizational and environmental context. Technologies that support improved productivity through information creation, storage, retrieval, manipulation, and distribution are discussed. Emphasis is placed on the evaluation of office systems concepts through the utilization of problem-solving skills and critical thinking cases.

OFIS 388 Office Systems Training and Management 4 hours
A study of management and learning theories used to supervise and train employees in an office systems setting. Topics include supervisory styles; leadership techniques; instructional design; and implementation, evaluation, and management of a training program. Attention given to training professionals who work in environments with automated information systems.

OFIS 477 CPS: Examination Review 3 hours
Prerequisite: OFIS 388 and permission of instructor.
A course designed for office administration and office information systems students who wish to prepare for the CPS examination that by passing will give them the Certified Professional Secretary (CPS) designation.

OFIS 479 Methods of Teaching Business Education 3 hours
An introduction to the history of philosophy of business education and study of the problem areas in teaching skill subjects.

OFIS 490 Seminar in Office Technology 1 hour
An advanced class that covers the trends and future developments in Office Information Systems. A capstone course that ties together the latest office and computer concepts.

OFIS 491 Selected Topics 1 hour
Prerequisite: Approval by department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

OFIS 492 Office Administration Internship 3-8 hours
This course is an on-the-job, career-oriented internship program for training in office administration. Variable credit of 3-8 semester hours is available. Admission to internship is limited to students who have completed 40 semester hours in the business core and concentration and have maintained a GPA of at least 2.50 in the major. Prior approval of the business internship coordinator and department chair are required before the internship is started. Note: A student may not exceed a total of 8 hours in OFIS 492, ACCT 492, BUAD 492 and MKTG 492 combined.
Karl Konrad, Chair; Mitchell Menzmer

AIMS OF THE CHEMISTRY PROGRAM

The aim of the chemistry program is to develop in students the ability to think critically and creatively. The chemistry curriculum is designed to provide the student with a strong background in the areas of organic, biological and physical chemistry. The major will serve as a solid foundation upon which the candidate can build a professional career or a more specialized graduate program.

PROGRAMS

Bachelor of Arts
Bachelor of Science
Teaching Area — Secondary
Minor

BA Major requirements:

The chemistry BA major includes the following courses or their equivalents.

CHEM 111, 112 General Chemistry .................. 8
CHEM 221 Modern Analytical Chemistry .......... 4
CHEM 331, 332 Organic Chemistry .................. 8
CHEM 341 Physical Chemistry ....................... 4
CHEM 451 Biochemistry ............................... 3
CHEM 462 Inorganic Chemistry ........................ 3
CHEM 491 Selected Topics ............................ 1
CHEM 471, 472 Seminar in Chemistry

or

B I O L 3 8 0 Research Methods ...................... 2
Electives CHEM 342 or CHEM 454 .................. 4

TOTAL 37

Required Cognates: MATH 181; PHYS 121, 122.
Recommended Cognates: MATH 282, 283; CSIS 110.

BS Major requirements:

The chemistry BS major includes the following courses or their equivalents.

CHEM 111, 112 General Chemistry .................. 8
CHEM 221 Modern Analytical Chemistry .......... 4
CHEM 331, 332 Organic Chemistry .................. 8
CHEM 341, 342 Physical Chemistry .................. 8
CHEM 451 Biochemistry ............................... 3
CHEM 454 Methods of Physical Biochemistry .... 4
CHEM 462 Inorganic Chemistry ........................ 3
CHEM 491 Selected Topics ............................ 1
CHEM 471, 472 Seminar in Chemistry

or

B I O L 3 8 0 Research Methods ...................... 2
Electives CHEM 342 or CHEM 454 ................. 4

TOTAL 41

Required Cognates: CSIS 110; MATH 181, 282, 283; PHYS 121, 122.
Recommended Cognates: MATH 321; an intermediate foreign language.

Chemistry Minor:

18 hours including CHEM 111, 112 and 10 hours chosen from courses listed for the major.

TEACHING CERTIFICATION PROGRAM

The following chemistry major is for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

Chemistry BS - Secondary Teaching Area

Option I

CHEM 111, 112 General Chemistry .................. 8
CHEM 221 Modern Analytical Chemistry .......... 4
CHEM 331, 332 Organic Chemistry .................. 8
CHEM 341 Physical Chemistry ....................... 4
CHEM 451 Biochemistry ............................... 3
CHEM 462 Inorganic Chemistry ........................ 3
CHEM 471, 472 Seminar in Chemistry ............. 2
Choose one of these courses:
CHEM 342 Physical Chemistry ....................... 4
CHEM 454 Methods of Physical Biochemistry .... 4

TOTAL 36

COURSES

CHEM 101 Introductory Chemistry:

General Chemistry 3 hours
Prerequisite: High school algebra or Corequisite: MATH 110.

The course is designed as an introduction to the fundamental principles of chemistry. In addition to a wide range of topics from inorganic chemistry, nuclear chemistry and the chemistry of carbohydrates and proteins are also addressed. Not applicable to major, minor or teaching sequence. 3 Lec.

CHEM 102 Introductory Chemistry Laboratory 1 hour
Prerequisite: High school algebra or Corequisite: MATH 110.

A laboratory course to accompany CHEM 101. Experiments cover topics from inorganic chemistry, organic, and biochemistry. 3 Lab.

CHEM 103 Introductory Chemistry:

Organic and Biochemistry 3 hours
Prerequisite: CHEM 101 with grade of C or above.

Additional introductory topics from organic and biochemistry with emphasis on human metabolism. Not applicable to major, minor or teaching sequence. 3 Lec.

CHEM 104 Introductory Chemistry Laboratory 1 hour
Prerequisite or corequisite: CHEM 103.

A laboratory course to accompany CHEM 103. Experiments cover basic concepts from organic and biochemistry. 3 Lab.

CHEM 111 General Chemistry 4 hours
Prerequisite: MATH 110 or equivalent; or Corequisite: MATH 121.

This course develops basic topics such as atomic structure, periodicity, chemical equations, chemical bonding, and structure and states of matter. 3 Lec 3 Lab.
Chemistry

CHEM 112 General Chemistry  4 hours
Prerequisite: CHEM 111 with a grade of C or above.
   A continuation of CHEM 111. Included are discussions of solutions, acids and bases, equilibrium, and electrochemistry. 3 Lec 3 Lab.

CHEM 221 Modern Analytical Chemistry  4 hours
Prerequisite: CHEM 112 with a grade of C or above.
   A course in which quantitative and instrumental techniques of chemical analysis are combined. Emphasis will be on developing analytical skills. 3 Lec 3 Lab.

CHEM 291 Selected Topics  1 hour
Prerequisite: Permission of the department chair.
   This course offers the lower division student opportunity for independent study under the direction of a staff member. This study may involve research, laboratory, or library work. Content and methods of study must be arranged prior to registration. May be repeated once for credit.

CHEM 331 Organic Chemistry  4 hours
Prerequisite: CHEM 112 with grade of C or above, and/or permission of instructor.
   The course deals with the theory and applications of basic organic chemistry. Included is the study of alkanes, alkenes, alkynes, simple aromatics, alkyl halides, alcohols, ethers and spectroscopic methods. 3 Lec 3 Lab.

CHEM 332 Organic Chemistry  4 hours
Prerequisite: CHEM 331 with a grade of C or above.
   A continuation of the study of basic organic chemistry. Includes carboxylic acids, aldehydes, ketones, amines, heterocyclics, unsaturated carbonyl compounds, carbohydrates, phenols, glycols and epoxides. 3 Lec 3 Lab.

CHEM 341 Physical Chemistry  4 hours
Prerequisite: CHEM 112 or equivalent with a grade of C or above; MATH 181.
   Concepts chosen from elementary quantum mechanics, classical and molecular thermodynamics. 3 Lec 3 Lab.

CHEM 342 Physical Chemistry  4 hours
Prerequisite: CHEM 341 with a grade of C or above, MATH 282 or 283 concurrently.
   Continuation of CHEM 341 with emphasis on rates and mechanisms of reactions. 3 Lec 3 Lab.

CHEM 451 Biochemistry  3 hours
Prerequisite: CHEM 332 with a grade of C or above, and/or permission of instructor. (CHEM 221 recommended)
   The course is designed to expose the students to the fundamental aspects of biochemistry, including protein and nucleic acid chemistry, lipids, carbohydrates, and an introduction to enzymatic and metabolic processes. Quantitative understanding will be emphasized. 3 Lec.

CHEM 454 Methods of Physical Biochemistry  4 hours
Prerequisite: CHEM 451 with a grade of C or above, MATH 181, and/or permission of instructor. (CHEM 342, MATH 282 or higher level calculus recommended.)
   This course will introduce the students to specialized areas of physical biochemistry including: kinetics of steroids in acidic media, thermodynamics and mechanism of abiogenic processes, and non-linear chemical dynamics. Instrumentation and computer modeling will be emphasized. 3 Lec 3 Lab.

CHEM 462 Inorganic Chemistry  3 hours
Prerequisite: CHEM 341 or permission of instructor.
   A continuation of the study of basic organic chemistry. Includes carboxylic acids, aldehydes, ketones, amines, heterocyclics, unsaturated carbonyl compounds, carbohydrates, phenols, glycols and epoxides. 3 Lec 3 Lab.

CHEM 471 Seminar in Chemistry  1 hour
   An introduction to the use of the chemical literature as a source of information. While focusing on the reading and study of selected scientific papers, the course can include oral and written reports, attendance at local scientific meetings and guest lecturers. Can be started in junior year.

CHEM 472 Seminar in Chemistry  1 hour
   A continuation of CHEM 471. Includes a thorough literature search and bibliography with a comprehensive report on an agreed-upon topic.

CHEM 491 Selected Topics  1-3 hours
Prerequisite: Selected Topics
   The subject of study is selected by conference between the student and the chemistry faculty, and will consist mainly of independent study and/or laboratory work summarized by a comprehensive report. Content and method of study must be arranged prior to registration. May be repeated once for credit.
AIMS OF THE DEPARTMENT

There is a great demand both in the United States and around the world for men and women skilled in creating and managing the elements of communication. It is the aim of this department to strengthen students' personal, public, and professional communication skills.

Communication students at Southwestern Adventist University choose one of the department's three major areas of concentration: broadcasting, corporate communication or journalism. The department also offers a minor in speech.

Many communication students acquire valuable training and experience at one or more of the following facilities on or adjoining the campus:

- KJCR, the University-owned FM station
- KGSW, the University's broadcast TV station
- Roberts Recording Studio, the Department's digital audio production facility
- Cable TV Channel 49

The department encourages all upper division majors to complete an off-campus internship in radio, television, journalism, or corporate communication. Even before graduation, and sometimes as a direct result of internship positions, many of our majors are hired into a variety of communication positions.

Communication alumni from Southwestern who have continued their education through graduate school have done so very successfully. Experience has clearly indicated a need for Christian communication professionals both within and outside the Seventh-day Adventist denomination. This department prepares men and women to meet those challenges and opportunities.

Withdrawing from or Repeating Courses

Students may withdraw from or repeat a course in their communication major or minor only one time.

Communication Competencies

Competence in both oral and written communication is required for progress in each of the three majors offered by the department (broadcasting, corporate communication, and journalism). Competence in oral communication is considered to be the completion of speech courses required in the major with a grade of C or above.

ENGL 220 -- Writing is a major component of upper division communication courses. All communication majors are expected to pass ENGL 220 Technical Writing and Research or its equivalent during their first 60 semester hours. Students who have not fulfilled this requirement may register for an upper division communication course only with permission of the instructor.

Broadcasting, BA

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<tr>
<th>Course</th>
<th>Title</th>
<th>Major</th>
<th>Minor</th>
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<tr>
<td>COMM 110</td>
<td>Mass Communication</td>
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<tr>
<td>COMM 111</td>
<td>Fundamentals of Speech</td>
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<tr>
<td>COMM 112</td>
<td>Radio/TV Announcing</td>
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<tr>
<td>COMM 222</td>
<td>Media Writing</td>
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<tr>
<td>COMM 226</td>
<td>Digital Audio Production I</td>
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<tr>
<td>COMM 230</td>
<td>Broadcast Journalism</td>
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<td>COMM 313</td>
<td>Broadcasting in America</td>
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<tr>
<td>COMM 325</td>
<td>Video Production</td>
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<td>COMM 332</td>
<td>Broadcast Management</td>
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<td>COMM 351</td>
<td>Advertising</td>
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<td>COMM 431</td>
<td>Media Law and Ethics</td>
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<tr>
<td>COMM 451</td>
<td>Communication Theory</td>
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Broadcasting, BS

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<td>COMM 113</td>
<td>Oral Interpretation</td>
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<td>COMM 211</td>
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<td>COMM 222</td>
<td>Media Writing</td>
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<tr>
<td>COMM 226</td>
<td>Digital Audio Production I</td>
<td>3</td>
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<td>COMM 230</td>
<td>Broadcast Journalism</td>
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<tr>
<td>COMM 255</td>
<td>Understanding Film</td>
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<td>COMM 313</td>
<td>Broadcasting in America</td>
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<td>COMM 325</td>
<td>Video Production</td>
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<tr>
<td>COMM 326</td>
<td>Digital Audio Production II or</td>
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<td>COMM 425</td>
<td>Documentary Production</td>
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<td>COMM 332</td>
<td>Broadcast Management</td>
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<td>COMM 351</td>
<td>Advertising</td>
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<td>COMM 411</td>
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This major does not require a minor.
## Corporate Communication, BS

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<td>BUAD 211</td>
<td>Profiles of Entrepreneurship</td>
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<td>COMM 163</td>
<td>Photography</td>
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<td>COMM 222</td>
<td>Media Writing</td>
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<td>BUAD 301</td>
<td>Principles of Management</td>
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<td>COMM 342</td>
<td>Publication Design</td>
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<td>MKTG 343</td>
<td>Principles of Marketing</td>
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<td>COMM 451</td>
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**TOTAL** 42 18

## Journalism, BA

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## Journalism, BS

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This major does not require a minor.

## Speech, BA or BS

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**TOTAL** 33 18

### COURSES

#### COMM 110 Mass Communication (3 hours)

A critical survey of the role played by mass communication in shaping culture. Individual media institutions are examined in terms of the information they distribute, the entertainment they provide, and the influence they bring. Special attention is given to the audience/medium relationship and to improving students' media literacy.

#### COMM 111 Fundamentals of Speech (3 hours)

Theoretical and practical instruction in the principles of effective oral communication, with a concern for its importance in a democratic society. Emphasis is placed on content, organization, speaker attitudes, critical listening, audience analysis, and delivery.

#### COMM 112 Radio/TV Announcing (3 hours)

Introduces the student to current radio and television announcing techniques. Attention is given to the responsibilities of the announcer as well as to the phonetics of writing and delivery of standard types of script, the uses of specific broadcast equipment, and interviewing.

#### COMM 113 Oral Interpretation (3 hours)

Introduction to and experience in discovering the meaning in literature and effectively sharing this meaning through oral presentations. A variety of readings will be selected from scripture, poetry, prose, and drama.

#### COMM 115 Discussion Techniques (3 hours)

A study of the democratic methods used to solve problems and conduct business in various kinds of group organizations. Includes a number of traditional face-to-face group activities as well as group discussion via electronic mail and web conferencing and individual presentations.

#### COMM 163 Photography (3 hours)

Prerequisite: Permission of instructor.

Introduces the basic tools, materials, and techniques of black and white photography. Assignments are designed to develop skill in camera operation, darkroom processes, and finishing the photograph. Student must furnish 35mm single-lens reflex (SLR) camera and film as assigned. Evening lab and supplies fee.
COMM 211 Radio/TV News Production 1 hour
A laboratory class providing practical training in the production of broadcast news. Emphasis is placed on equipment operation in both studio and location environments. May be repeated once for credit.

COMM 222 Media Writing 3 hours
Prerequisites: ENGL 121 and word-processing skills.
An introduction to news, public relations, advertising, and other writing styles for communicating effectively. This course examines the writing process, including appropriate use of grammar, spelling, and punctuation, and shows students how to accomplish a variety of writing tasks in a mass media context. Extensive practice in writing.

COMM 226 Digital Audio Production I 3 hours
In this course the student receives practical hands-on experience with digital audio equipment. Attention is given to mixing, recording, and editing. Includes segments on air shifts, news production, and commercial production. Supplies fee. 3 Lec 2 Lab.

COMM 230 Broadcast Journalism 3 hours
Includes segments on broadcast news reporting, writing, and production. While emphasis is given throughout to writing style, other elements include ethics and law, news programming for various formats and markets, and careers in broadcast journalism. Offered alternate years.

COMM 233 Interpersonal Communication 3 hours
Cognitive and experiential learning about interpersonal relationships. Students acquire insights about themselves and how they relate to others. Offered alternate years.

COMM 241 Public Relations 3 hours
A course dealing with definitions, basic objectives, and concepts of public relations. Attention is given to the role of public relations, research for public relations, publics and target audiences, communication concepts and channels, campaigns, and the legal and ethical environment of public relations.

COMM 255 Understanding Film 3 hours
A study of film, including the medium’s history and the development of cinema structure within social and cultural contexts. Viewing and analysis of significant films in cinema history. 2 Lec 3 Lab.

COMM 263 Photojournalism 3 hours
Prerequisite: COMM 163 or permission of instructor.
A study of the visual image as it is used to document social conditions. Emphasis is given to the news photograph, the feature photograph, assignment and selection of photographs, cropping, and legal and ethical considerations. Student must furnish 35mm single-lens reflex (SLR) camera and film as assigned. Digital photo editing and finishing skills are emphasized. Supplies fee. Offered alternate years.

COMM 291 Selected Topics 1 hour
Prerequisite: Approval of the department chair.
This course offers the lower-division student opportunity to pursue investigations in fields of special interest under the direction of the departmental staff. Content and method of study must be arranged prior to registration. May be repeated once for credit.

COMM 313 Broadcasting in America 3 hours
An advanced study of broadcasting in the United States, this course includes elements on the origins and growth of broadcasting and cable; the physical bases of radio, television, and cable; programming, ratings, and effects; regulatory and constitutional matters; and current issues, including an international perspective. Offered alternate years.

COMM 322 News Writing and Reporting 3 hours
Prerequisites: COMM 222; ENGL 220, and word-processing skills.
A continuation of COMM 222, with emphasis on the principles, practices, and ethics of news reporting, interviewing, and writing. Extensive writing. Offered alternate years.

COMM 325 Video Production 3 hours
Prerequisites: COMM 226 or permission of instructor.
This course includes segments on lighting, the video camera, the production switcher, equipment interconnection, the video tape recorder, linear and nonlinear editing, and program production for low power television and cable. Emphasis is given to multiple camera techniques for both studio and location productions. Supplies fee. 3 Lec 3 Lab.

COMM 326 Digital Audio Production II 3 hours
Prerequisite: COMM 226 or permission of instructor.
An advanced study in the production of major digital audio projects. Emphasis is placed on multitrack production for commercials, news, documentaries, and music recording. Supplies fee. 3 Lec 2 Lab. Offered alternate years.

COMM 332 Broadcast Management 3 hours
Emphasis on station management, including segments on financial and human resource management, promotion and marketing, sales, broadcast regulations, and cable television systems. Offered alternate years.

COMM 335 Persuasion 3 hours
Prerequisite: COMM 111.
A study and practice of the principles and techniques involved in persuasion and persuasive speaking. Other subjects covered include the psychology of persuasion; the relation of persuasion to imaging, advertising, and propaganda; and the role of persuasion in a free society. Offered alternate years.

COMM 342 Publication Design 3 hours
A study of the elements and organization of both written and visual materials used in publications. Emphasis is given to learning design software, copy preparation, editing, and layout design as they relate to newspaper, magazine, public relations, and advertising practice today.

53
Communication

COMM 351 Advertising  3 hours
This course studies the role of advertising in society, its impact on the economy, its function in business and marketing, and its communication aspects, including media applications. Attention is given to social, legal, and ethical considerations, the business of advertising, consumer behavior, and creative strategies and processes.

COMM 381 Development  3 hours
A study of fund-raising and the philanthropic tradition and its role in the successful operation of nonprofit organizations. Attention is given to the techniques of producing fund-raising proposals and campaigns directed to individuals, foundations, corporations, and other philanthropic organizations. Offered alternate years.

COMM 383 Editorial Techniques  3 hours
Prerequisite: COMM 222 and word-processing skills.
The principles and practices of copy preparation and editorial decision making. Emphasis is on working with writers, a production staff, and deadlines, as well as headline writing, picture editing, writing photo captions, and editing copy for accuracy, newsworthiness, language effectiveness, legality, and good taste. Offered alternate years.

COMM 411 Radio/TV News Reporting  1 hour
Prerequisite: Permission of instructor.
A laboratory course in broadcast news reporting. Emphasis is placed on story selection and development for a local audience, studio and field production techniques, and reporter announcing skills. May be repeated once for credit.

COMM 422 Feature Writing  3 hours
Prerequisites: COMM 223; ENGL 220, and word-processing skills.
A course dealing with newspaper and magazine features. Emphasis is placed on publishing articles in on- and off-campus publications. Extensive practice in writing various types of feature stories and in dealing with editors and deadlines. Offered alternate years.

COMM 425 Documentary Production  3 hours
Prerequisite: COMM 325 or permission of instructor.
Advanced study in the production of information, educational and social commentary films. Emphasis placed on the historical development of the documentary and the application of present-day film and video technology. Film and video projects required. Supplies fee. Offered alternate years.

COMM 431 Media Law and Ethics  3 hours
A study of the major principles of media law and media-related ethical concerns. Emphasis is given to the most important court decisions and statutory enactments in communication law, including prior restraint, libel and slander, fair trial/free press conflicts, and the First Amendment. Attention is given to building a personal approach to ethics within the context of the individual's relationships both with supervisors and with the public. Offered alternate years.

COMM 438 Rhetorical Theory and Criticism  3 hours
Prerequisite: COMM 111.
A study of the forms and uses of communication artifacts as they relate to significant national and international issues. Subjects covered include the history of rhetorical theory, forms and characteristics of discourse, methodologies to define how and why we communicate, and the role public persuasion plays in creating, exacerbating, and resolving conflicts. Offered alternate years.

COMM 441 Corporate Communication  3 hours
A course designed to synthesize current knowledge and understanding of the role and function of corporate communication in the business environment. Emphasis is also given to the role of research in corporate communication. Attention is also given to leadership skills and the application of communication theory in business practice today. Offered alternate years.

COMM 451 Communication Theory  3 hours
This course presents the theoretical bases of both interpersonal and mass communication. Attention is given to the nature of inquiry and theory as well as several topics in communication theory, including system theory, signs and language, discourse, message production, social and cultural reality, experience and interpretation, and critical theories. Elements also include communication in relationships, group decision-making, organizational networks, and the media. Offered alternate years.

COMM 471 Radio Internship  1-3 hours
COMM 472 Television Internship  1-3 hours
COMM 473 Journalism Internship  1-3 hours
COMM 474 Corporate Internship  1-3 hours
Prerequisite: Permission of department chair.
These courses offer the advanced student college credit for on-the-job, off-campus work in radio, television, journalism, or the corporate setting under the joint direction of the departmental staff and a supervisor at the medium or business selected.

COMM 491 Selected Topics  1 hour
Prerequisite: Approval of the department chair.
This course offers the advanced student opportunity to pursue investigations in fields of special interest under the direction of the departmental staff. Content and method of study must be arranged prior to registration. May be repeated once for credit.
AIMS OF THE PROGRAM

The Department of Computer Science offers degrees in both computer science and information systems. The Bachelor of Science in Computer Science is designed to prepare students for careers in industry as well as graduate study in computer science. The Bachelor of Science in Information Systems is designed to prepare students for careers in areas applying the systematic study of the storage, retrieval, and manipulation of data using computers.

The Bachelor of Arts in Computer Information Systems is offered for the student with a general interest in data processing. The bachelor of arts degree is intended as a second major, and should therefore be coordinated with another discipline in which information systems can be applied.

In addition to the degree programs listed here, the Department of Computer Science collaborates with the Department of Business Administration in offering a BBA in Management Information Systems. For details, see the section entitled Business Administration.

An Associate of Science degree in Computer Information Systems and a minor in Computer Science are also offered.

Bachelor of Science in Computer Science

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<td>Assembler Programming &amp; Machine Organization ......</td>
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Required Cognates: PHYS 121, 122; MATH 181, 241; COMM 115.

The Bachelor of Science in Computer Science is a composite major. It therefore does not require a minor.

We strongly suggest that students seeking a Bachelor of Science in Computer Science plan to take the above courses in the following sequence:

Freshman Year - Fall Semester: CSIS 110
Spring Semester: CSIS 111, CSIS 205

Sophomore Year - Fall Semester: CSIS 215, CSIS 245
Spring Semester: CSIS 315

Junior Year - Fall Semester: CSIS 310, CSIS 320, PHYS 305, CSIS 360
Spring Semester: CSIS upper division elective

Bachelor of Science in Information Systems

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Bachelor of Arts in Computer Information Systems

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Associate of Science in Computer Information Systems

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Minor in Computer Science

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## Computer Science

### TEACHER CERTIFICATION PROGRAM

The following Computer Information Systems major is for teaching certification only. Requirements for elementary certification are listed in the Education section of this bulletin.

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<tr>
<td>CSIS 315</td>
<td>Application Development for Event-Driven GUI</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 320</td>
<td>Data Structures &amp; Algorithms</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 360</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 445</td>
<td>Internetwork Architectures</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 450</td>
<td>Principles of Database Design</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 490</td>
<td>Software Engineering</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>C.S. Electives (upper division)</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>40</td>
</tr>
</tbody>
</table>

Required Cognate: MATH 241.

### COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 105</td>
<td>Introduction to Computing</td>
<td>3</td>
</tr>
</tbody>
</table>

An overview of computing as a human activity emphasizing the use of computers as tools to meet the needs of individuals and groups. Topics for study and discussion will include the history and development of computers, the impact of computers on the quality of life, information processing using computers, and ethical issues with respect to the use of information. Students will be introduced to the use of the Internet.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>CSIS 110</td>
<td>Principles of Computer Programming I</td>
<td>3</td>
</tr>
</tbody>
</table>

Introduction to problem solving using computers. Topics include top-down design, algorithm development, information representation, and programming using the Java language. Assumes a basic knowledge of PC operation.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 111</td>
<td>Principles of Computer Programming II</td>
<td>3</td>
</tr>
</tbody>
</table>

A continuation of CSIS 110 with emphasis on elementary data structures and advanced techniques. Students will be introduced to C++.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 205</td>
<td>Discrete Structures</td>
<td>3</td>
</tr>
</tbody>
</table>

Prerequisites: CSIS 110, MATH 110. A course in problem solving which emphasizes the systematic analysis of different possibilities, the exploration of the logical structure of a problem, and ingenuity. Topics include logic, methods of proof, induction, counting methods, recurrence relations, graph theory and trees.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 215</td>
<td>Object-Oriented Programming in C++</td>
<td>3</td>
</tr>
</tbody>
</table>

Prerequisite: CSIS 111 or Instructor's approval. A development of a strategic object-oriented approach to problem solving — analysis, design and coding — using the C++ language. There will be a focus on the use of classes to implement abstract data types, thus supporting the modern approach to loosely linked, modular code. The overloading of functions and operators, inheritance, and polymorphism will be studied as abstraction tools.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 245</td>
<td>Introduction to Local Area Network Technology</td>
<td>4</td>
</tr>
</tbody>
</table>

Prerequisite: CSIS 111. A practical introduction to current LAN network technologies including Ethernet, Token-Ring, and others. Topics include integration/configuration/operation of hardware, cabling, and LAN operating systems.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 291</td>
<td>Selected Topics</td>
<td>1-3</td>
</tr>
</tbody>
</table>

Prerequisite: Permission of department chair. Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 301</td>
<td>Issues and Practices in Information Security</td>
<td>3</td>
</tr>
</tbody>
</table>

Prerequisite: CSIS 105 or permission of instructor. An examination of the issues to be considered and practices typically employed when implementing security measures to protect computing resources and data. Topics to be considered include basics of computation and networking, as well as securing communications channels, computer systems, and information resources.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 303</td>
<td>E-Commerce &amp; Web Site Design</td>
<td>3</td>
</tr>
</tbody>
</table>

An examination of the ground rules for competitive survival in the new market space of electronic commerce, including the electronic channels of well-designed Web sites and their impact on small and large business entities. Emphasis will be placed on analyzing information and applying graphic design techniques to develop effective Web pages for online business. Topics include e-commerce, navigation, security issues, networks, business models, and an overview of Web design and development tools.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 310</td>
<td>Assembler Programming and Machine Organization</td>
<td>3 hours</td>
<td>CSIS 111, CSIS 205</td>
<td>An introduction to assembler language programming and computer organization and architecture.</td>
</tr>
<tr>
<td>CSIS 315</td>
<td>Application Development for Event-Driven GUI Applications</td>
<td>3 hours</td>
<td></td>
<td>An introduction to the event-driven programming model using a windowed graphical user interface. An emphasis will be on using available tools and libraries to speed the development of significant applications.</td>
</tr>
<tr>
<td>CSIS 320</td>
<td>Data Structures and Algorithms</td>
<td>3 hours</td>
<td>CSIS 205, CSIS 215</td>
<td>A continuation of CSIS 111’s study of data structures, and a study of the time-complexity of algorithms. There will be an emphasis on choosing the appropriate storage arrangement and the appropriate algorithms to manipulate data, both in high speed memory, on mass storage devices, or using a combination of the two.</td>
</tr>
<tr>
<td>CSIS 360</td>
<td>Operating Systems</td>
<td>3 hours</td>
<td>CSIS 215, CSIS 310, CSIS 320</td>
<td>A study of operating system organization, job control, I/O, and resource management and the UNIX o/s.</td>
</tr>
<tr>
<td>CSIS 370</td>
<td>Programming Languages</td>
<td>3 hours</td>
<td>CSIS 215</td>
<td>Comparative study of programming languages with emphasis on formal language specification and analysis, run-time behavior, and implementation.</td>
</tr>
<tr>
<td>CSIS 405</td>
<td>Formal Languages and Automata</td>
<td>3 hours</td>
<td>CSIS 205</td>
<td>An introduction to formal language theory, with emphasis on regular and context-free grammars. Topics include: language properties, the Chomsky Hierarchy, Finite State Machines, uncomputability, and computational complexity.</td>
</tr>
<tr>
<td>CSIS 445</td>
<td>Internetwork Architectures</td>
<td>3 hours</td>
<td>CSIS 245, 360</td>
<td>An in-depth study of internetwork architectures. Topics include: protocols, switching, WAN routing, interconnectivity, virtual circuits, Client/Server based distributed applications, and distributed processing.</td>
</tr>
<tr>
<td>CSIS 450</td>
<td>Principles of Database Design</td>
<td>3 hours</td>
<td>CSIS 320</td>
<td>Course covers design and implementation of databases with emphasis on structures and schemas, information retrieval, SQL, security and integrity.</td>
</tr>
<tr>
<td>CSIS 490</td>
<td>Software Engineering</td>
<td>3 hours</td>
<td>CSIS 215</td>
<td>Study of the management and implementation of programming projects. Includes project management, scheduling and control, programming assignments and specifications, testing and documentation, system implementation, and evaluation.</td>
</tr>
<tr>
<td>CSIS 491</td>
<td>Selected Topics</td>
<td>1-3 hours</td>
<td>Approval by department chair</td>
<td>Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.</td>
</tr>
<tr>
<td>CSIS 492</td>
<td>Computer Internship</td>
<td>1-3 hours</td>
<td>Permission of department chair</td>
<td>On-the-job supervised experience in systems development and programming. Limited to senior majors.</td>
</tr>
<tr>
<td>CSIS 495</td>
<td>Special Topics Seminar</td>
<td>1-3 hours</td>
<td>Approval by department chair</td>
<td>Covers topics of special interest such as new developments in the field of computer science, as well as occasional specialized topics such as artificial intelligence, computer graphics, etc. May be repeated for credit.</td>
</tr>
</tbody>
</table>
AIMS OF THE DEPARTMENT

Within the broad purpose and mission of Southwestern Adventist University, the Teacher Education Program seeks to select bright and promising students and to train them as competent and effective teachers for public and private schools.

Objectives of the Teacher Education Program

To assure that each teacher education student:
1. Receives a good liberal arts education.
2. Acquires an understanding of the nature of man and the universe.
3. Masters his teaching field(s).
4. Writes and speaks the English language clearly and correctly.
5. Masters the basic college mathematical skills.
6. Understands the importance of reading problems.
7. Gains a knowledge of the history, philosophy, organization and function of American education and the place it occupies as an institution in our society.
8. Acquires an understanding of human growth and development and the relevant learning theories.
9. Familiarizes himself with the various educational resources and supply services.
10. Develops good communication and interpersonal relations skills.
11. Comprehends the legal and multicultural dimensions of education.
12. Develops emotional maturity and stability.
13. Demonstrates an understanding of the principles and techniques of effective teaching, including an awareness of special education methodology.
14. Participates in sufficient field experience to observe, analyze and apply the knowledge gained.
15. Develops behavior that is ethically and morally responsible.
16. Acquires an understanding of the principles of measurement, evaluation, and classroom management.
17. Develops an interest in lifelong professional growth.

THE TEACHER EDUCATION PROGRAM

The Teacher Education Program at Southwestern Adventist University provides teacher training in elementary education, including the intermediate school, and at the secondary level.

Certification in the state of Texas requires the completion of an approved four-year degree program, comprehensive examination(s), and United States citizenship, or indication of intention to become a naturalized citizen as evidenced by filing a Statement of Intention to Become a United States Citizen with the Division of Teacher Certification.

Upon the completion of the bachelor’s degree, the approved teacher education program and all the requirements, the student receives a provisional certificate which is valid for life, unless cancelled by lawful authority. To be recommended for certification by Southwestern Adventist University, a minimum of 12 semester hours in residence is required.

Seventh-day Adventist teacher certification may be acquired simultaneously with the addition of two requirements, as outlined in the North American Division Office of Education, “Certification Requirements, K-12,” as revised in 1999.

Students desiring denominational certification in religion (without state certification) must pursue the regular secondary level teacher education program with a major in religion and a second teaching field, as outlined in the North American Division Certification Requirements.

According to Article 6252-13c, Texas Civil Statutes, the Commissioner of Education may refuse to certify a teacher education graduate who has been convicted of a felony or misdemeanor for a crime with a direct bearing on his duty as a teacher. It is therefore imperative for any student who is considering teaching as a career and who has been convicted of a felony or misdemeanor to contact immediately the University certification officers for clarification of his certification status.

GENERAL PROVISION

At the point of initial registration, or during the first year and a half in the University, students who plan to enter a teacher education program are requested to file an application for admission with the director of teacher education. This statement will make up the beginning of each student’s information file, which will be augmented as he progresses through his chosen program.

During the freshman and sophomore years, all potential teacher education candidates take a common program of general education as outlined below. They also work in one or more fields of specialization.

Throughout the undergraduate program, students will depend upon the major department, as well as the teacher education staff, for planning and counseling.

ADMISSION TO THE TEACHER EDUCATION PROGRAM

To be admitted to the Teacher Education Program, students must:
1. Complete all general admission requirements and be accepted to the University.
2. Apply for admission to the office of teacher education by the sophomore year. Formal admission to the Teacher Education Program shall be a prerequisite before taking more than six hours for certification.
3. Submit two recommendations, one from the major and one from the minor academic specialization departments.
4. Have a minimum grade point average of 2.5 on all work completed prior to admissions to the Teacher Education Program.
5. Successfully complete an admissions interview with the director of teacher education.
6. Pass the required state proficiency Texas Academic Skills Program (TASP) in mathematics, reading and writing/composition. Persons who fail the test may retake it after a four-month interval for as many times as needed to pass.
7. Be mentally, emotionally, and physically able to function effectively as a teacher.

The teacher education staff will review the application of each student and make a decision. Any decision may be appealed to the Teacher Education Council.
RETENTION IN THE TEACHER EDUCATION PROGRAM
To be retained in the Teacher Education Program, students must:
1. Be unconditionally admitted to the Teacher Education Program.
2. Maintain an overall grade point average of not less than 2.5.
3. Maintain a grade of C or better in courses in the teaching field(s), or academic specialization area, with an overall grade point average of not less than 2.5.
4. Maintain a grade of C or better in the courses in professional education, with an overall grade point average of not less than 2.5.
5. Complete 45 clock hours of satisfactory work in the field experience component of the professional education courses.
6. Have senior standing.
7. Demonstrate sound physical and mental health and acceptable moral character. (The Teacher Education Council may request a student to take a physical examination and/or selected psychological tests or inventories.)
8. File an application for student teaching by April 1 for a fall student teaching assignment, and by October 1 for a spring assignment.
9. Submit four recommendations for approval to student teaching: one from the major department (or academic specialization area); another from the minor department, (if applicable, otherwise a teacher who has taught the candidate in two or more classes); one from the director of field experiences; and one from the certification officer.

RECOMMENDATION FOR CERTIFICATES
To receive the recommendation for the teaching certificate, the student must have demonstrated knowledge, skills, and attitudes indicative of competent teaching.
Furthermore, the student must have successfully completed the following:
1. All required courses in academic foundations (general education) with a minimum grade point average of 2.5.
2. All requirements for the teaching field(s) or academic specialization with a minimum grade point average of 2.5. No grade below C will count toward certification.
3. All professional education coursework required for the certificate sought, with a minimum grade point average of 2.5. No grade below C will count toward certification.
4. All other requirements toward the baccalaureate degree.
5. Achieve a passing score on the EXCET, an examination prescribed by the State Board of Education. A departmental EXCET Practice Test must be passed before the eligibility bar code can be obtained from the Certification Officer to register for the State EXCET Exam.
6. Submission of all necessary documentation to the certification officer of the Teacher Education Program, including final transcript, application for certification and $75 certification fee.

FIELD EXPERIENCE AND STUDENT TEACHING
Field experience in accredited schools and the community is required in connection with many professional education courses and is provided by SWAU to students working toward a teaching certificate. The field experience allows prospective teachers to observe, analyze and work with children and youth in typical home, community, playground and classroom situations before they begin formal student teaching, which will vary according to the option chosen. During the semester of student teaching a student cannot register for more than 12 semester hours including student teaching.

DEGREE PLAN
After the student has been admitted to the Teacher Education Program, he should develop a degree plan with his major adviser and the department of education. The plan will show the declared major or teaching fields, the work completed and the remaining requirements for the degree. Copies of the degree plan will be filed with the registrar’s office, teacher education department and the major advisor.

BACHELOR OF SCIENCE — Elementary Education
Students may choose from interdisciplinary option II, III or IV approved by the State Board for Educator Certification (SBEC).

BACHELOR OF SCIENCE OR ARTS
Major in an approved academic specialization with secondary teaching certification. For additional information see the section regarding the Major in Academic Specialization with Secondary Certification in this bulletin. Consult the education department for additional information and to coordinate the certification requirements with the teaching fields.
Education

PROGRAMS

The Teacher Education Program consists of three major components: academic foundations (general education), academic specialization and professional development.

MAJOR IN ELEMENTARY EDUCATION

(INTERDISCIPLINARY)

CURRICULA - Must complete A, B and C

A. GENERAL EDUCATION CURRICULA MINIMUM REQUIREMENTS *

ENGLISH ................................................................. 3
   Freshman Composition ........................................... 3
   Technical Writing & Research ................................. 3
   American Literature ............................................ 3
   English Elective ................................................... 3

SPEECH .................................................................. 3
   (Must emphasize oral language proficiency)

SOCIAL SCIENCE .................................................... 9
   American History ................................................ 6
   Texas & National Constitutions .............................. 3

MATH/NATURAL AND COMPUTER SCIENCE ................. 12-14
   Two classes of lab science .................................. 6-8
   Math (College Algebra or above) ............................ 3
   Computer Literacy .............................................. 3

BEHAVIORAL SCIENCE AND HUMANITIES ..................... 9
   To be selected from at least two areas:
   Fine Arts (Required)
   Psychology

HEALTH AND PHYSICAL EDUCATION .......................... 4
   Health & Wellness ................................................ 3
   P.E. Activity Elective ............................................ 1

RELIGION** .......................................................... 12
   Christian Beliefs ................................................ 3
   History of the SDA Church ................................... 3
   Life and Teachings ............................................. 3
   Old Testament, New Testament, or other Bible content class .................................................. 3

FRESHMAN SUCCESS*** ......................................... 1
   62-64

* Students who qualify for honors classes may substitute where appropriate.

** Transfer students from non SDA schools must take one religion course for each year in residence at SWAU with a minimum of six hours.

*** All freshmen who have taken less than 12 previous college hours must enroll in the Freshman Success course.

B. ACADEMIC SPECIALIZATION AREA

Students may choose either Option II, III, or IV. Each academic specialization and delivery system (Early Childhood) shall comply with one of the following options.

Option II (Grades 1 - 8)

a. Must take one of the following academic specializations (9 semester hours must be upper division): biology, English, history, mathematics, music or physical education; and

b. Must take the following combination of courses taught in the elementary grades. Nine semester hours of upper division reading courses must be included. (May not include courses in general education.)

   ARTS 223  Arts & Crafts ........................................... 3
   EDUC 375  Children’s Literature and the Teaching of Reading ................................................. 3
   MUED 253  Music in the Elementary School ....................... 3
   GEOG 311  Geography ................................................. 3
   PETH 243  P.E./Health in the Elementary School .................. 3
   EDUC 382  Reading and Language Arts in the Elementary School ........................................... 3
   EDUC 384  Reading in the Content Areas .............................. 3
   EDUC 386  Mathematics in the Elementary School ............. 3
   EDUC 413  Science in the Elementary School ..................... 3
   EDUC 419  Social Studies in the Elementary School ............ 3

Option III (Grades 1 - 8)

a. Must take the following courses for a specialization in:
   Social Studies

   HIST 111, 112 ....................................................... 6
   HIST 211 or 212 ................................................... 3
   GEOG electives .................................................. 6
   GOVT electives .................................................. 6
   ECON electives .................................................. 6

b. Twelve semester hours in a combination of subjects taught in the elementary grades and 9 hours of upper division courses in reading. This requirement will be met by taking the following courses:

   ARTS 223  Arts & Crafts ........................................... 3
   EDUC 375  Children’s Literature and the
   EDUC 382  Reading & Language Arts in the
   EDUC 384  Reading in the Content Areas .............................. 3
   EDUC 386  Mathematics in the Elementary School ............. 3
   EDUC 413  Science in the Elementary School ..................... 3
   EDUC 419  Social Studies in the Elementary School ............ 3
Option IV (Pre-kindergarten - Grade 6)

Early Childhood Option

a. Twenty-four semester hours with 12 semester hours upper division courses in a delivery system emphasizing instructional areas designed for early childhood education.

- PETH 243 P.E./Health in the Elementary School ............. 3
- EDUC 364 Kindergarten Materials & Methods .................... 3
- EDUC 366 Educational Programs for Young Children .......... 3
- EDUC 386 Mathematics in the Elementary School ............. 3
- EDUC 413 Science in the Elementary School .................... 3
- EDUC 419 Social Studies in the Elementary School .......... 3
- EDUC 465 Directed Teaching-Kindergarten ..................... 3
- MUED 253 Music in the Elementary School ..................... 3

b. Twelve semester hours in a combination of subjects taught in the elementary grades. Nine semester hours of upper division courses in reading must be included in the professional development sequence.

- ARTS 223 Arts and Crafts .................................................. 3
- EDUC 375 Children's Literature and the Teaching of Reading .... 3
- EDUC 382 Reading and Language Arts in the Elementary School 3
- EDUC 384 Reading in the Content Areas ......................... 3

C. PROFESSIONAL DEVELOPMENT

- PSYC 311 Human Growth and Development ....................... 3
- EDUC 312 Educational Psychology ...................................... 3
- EDUC 316 Legal, Philosophical, and Ethical Foundations of Education 3
- EDUC 326 Exceptional Children ........................................... 3
- EDUC 334 Principles of Testing, Assessment, and Classroom Management 3
- EDUC 350 Educational Technology .................................... 3
- EDUC 354 Educational Foundations with Multicultural Perspectives 3
- EDUC 475 Directed Teaching in the Elementary School .......... 6
- RLGN 263 Religion in the SDA School* ............................... 2

*for SDA certification only

KINDERGARTEN ENDORSEMENT

This endorsement may be added to valid SDA denominational certification in elementary education. The professional development sequence for the kindergarten endorsement shall consist of 9 semester hours of kindergarten education:

- EDUC 364 Kindergarten Materials and Methods .................. 3
- EDUC 366 Education Programs for Young Children ............ 3
- EDUC 465 Directed Teaching in Kindergarten .................. 3

Option II -- Elementary Teaching Areas

Biology Minor
- BIOL 111, 112 General Biology .......................................... 8
- BIOL 230 General Ecology ................................................. 4
- BIOL 419 Philosophy of Science ......................................... 3
- BIOL Electives u.d. ....................................................... 6
  TOTAL ...................................................... 21

English Minor
- ENGL 221 World Masterpieces I or ........................................
- ENGL 222 World Masterpieces II ......................................... 3
- ENGL 224 Survey of English Literature .............................. 3
- ENGL 231 American Literature I ......................................... 3
- ENGL 464 Advanced Grammar ............................................ 3
And a minimum of 6 hours from:
- ENGL 451 Studies in Renaissance Literature (3)
- ENGL 452 Studies in 17th Century Literature (3)
- ENGL 453 Studies in 18th Century Literature (3)
- ENGL 455 Studies in Romantic Literature (3)
- ENGL 456 Studies in Victorian Literature (3)
- ENGL 457 Studies in 20th Century Literature (3) ............... 6
  TOTAL ...................................................... 18

History Minor
- HIST 211, 212 History of Western Civilization .................. 6
- HIST Electives u.d. (3 hrs. European History) ................. 12
  TOTAL ...................................................... 18

Mathematics Minor
- MATH 181 Calculus I ......................................................... 4
- MATH 241 Intro to Probability & Statistics ....................... 3
- MATH 282 Calculus II ....................................................... 4
- MATH 341 Geometry ......................................................... 3
- MATH 361 Introduction to Linear Algebra ......................... 3
- MATH 431 Modern Algebra ................................................. 3
  TOTAL ...................................................... 20
MAJOR IN ACADEMIC SPECIALIZATION WITH SECONDARY CERTIFICATION

CURRICULA - Must complete A, B and C

A. GENERAL EDUCATION CURRICULA MINIMUM REQUIREMENTS

| ENGLISH | ................................................................. 12 |
| Freshman Composition ........................................... 3 |
| Technical Writing & Research ................................ 3 |
| American Literature .............................................. 3 |
| English Elective ................................................... 3 |
| SPEECH | ........................................................................................................ 3 |
| (Must emphasize oral language proficiency) |
| SOCIAL SCIENCE | ........................................................................................................... 9 |
| American History ................................................... 6 |
| Texas & National Constitutions ................................... 3 |
| MATH/NATURAL AND COMPUTER SCIENCE | 12-14 |
| Two classes of lab science ....................................... 6-8 |
| Math (College Algebra or above) ................................. 3 |
| Computer Literacy .................................................... 3 |
| BEHAVIORAL SCIENCE AND HUMANITIES | 9 |
| To be selected from at least two areas: |
| Fine Arts (Required) |
| Psychology |
| HEALTH AND PHYSICAL EDUCATION | 4 |
| Health & Wellness .................................................. 3 |
| P.E. Activity Elective ................................................ 1 |
| RELIGION | ........................................................................................................ 12 |
| Christian Beliefs ...................................................... 3 |
| History of the SDA Church ......................................... 3 |
| Life and Teachings ................................................... 3 |
| Old Testament, New Testament ..................................... 3 |
| FRESHMAN SUCCESS | ........................................................................................................ 1 |
| 62-64 |

* Students who qualify for honors classes may substitute where appropriate.
** Transfer students from non SDA schools must take one religion course for each year in residence at SWAU with a minimum of six hours.
*** All freshmen who have taken less than 12 previous college hours must enroll in the Freshman Success course.

B. OPTIONS

A secondary education teaching certificate shall be based on completion of a teacher education program and an academic specialization in one of the following options.

Option I
Option I shall prepare the individual to teach in grades 6-12 and shall require completion of a major teaching field with 21 semester hours of upper division courses. May include the following areas:

- Biology
- Chemistry
- Computer Information Systems
- English
- History
- Mathematics
- Physical Education
- Physics

Other courses in English, History, Mathematics, Music, Physical Education, Speech, and the Social Sciences are also permissible.
A minimum of 6 semester hours must be completed in each area. May include the following areas:

- Biology
- English
- History
- Mathematics
- Physical Education
- Physics

* One of the two teaching fields chosen must include an academic major. The hours must be increased from 24 to the number of hours required for the chosen teaching area major.

Option II

Option II shall prepare the individual to teach in grades 6-12 and shall require completion of two 24 semester hour teaching fields, with 12 semester hours of upper division courses in each area. May include the following areas:

Business

Option III

Option III shall prepare the individual to teach in grades 6-12 and shall require the completion of a broad teaching field with 24 semester hours of upper division courses. May include the following area:

Social Studies

C. PROFESSIONAL DEVELOPMENT

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 311</td>
<td>Human Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 312</td>
<td>Educational Psychology</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 316</td>
<td>Legal, Philosophical and Ethical Foundations of Education</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 326</td>
<td>Exceptional Children</td>
<td>3</td>
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<tr>
<td>EDUC 334</td>
<td>Principles of Testing, Assessment and Classroom Management</td>
<td>3</td>
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<tr>
<td>EDUC 350</td>
<td>Educational Technology</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 354</td>
<td>Educational Foundations with Multicultural Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 384</td>
<td>Reading in the Content Areas</td>
<td>3</td>
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<tr>
<td>EDUC 450</td>
<td>Teaching in the Secondary School</td>
<td>3</td>
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<tr>
<td>EDUC 485</td>
<td>Directed Teaching in the Secondary School</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 263</td>
<td>Religion in the SDA School*</td>
<td>2</td>
</tr>
</tbody>
</table>

* for SDA certification only

Elective as needed.

EDUC 322 Adolescent Psychology

EDUCATION COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>EDUC 101</td>
<td>College Reading</td>
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</table>

This course is open to those who wish to increase their reading speed and comprehension. Individual laboratory practice emphasizes expanding the vocabulary, reading speed and retention.

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>EDUC 291</td>
<td>Selected Topics</td>
<td>1</td>
</tr>
</tbody>
</table>

Prerequisite: Admission to teacher education, and approval of department chair.

A study in an area of interest under the direction of a staff member. This study may involve research, laboratory, or library work. Content and method of study must be arranged prior to registration. It may be repeated once for credit.

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>EDUC 312</td>
<td>Educational Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Prerequisite: PSYC 212.

A study of psychology as it relates to the learning processes and teaching methods. Principles and theories of learning are reviewed and individual differences and psychological concepts examined. Attention is given to exceptional learners. Includes field experience.

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<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>EDUC 316</td>
<td>Legal, Philosophical, and Ethical Foundations of Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Prerequisite: Admission to teacher education.

A study of the legal aspects of education, with emphasis on the responsibilities, duties, and existing constitutional statutory rights of agencies and individuals, including the handicapped, and those from minority groups. This course also surveys the philosophic enterprise, from the Christian viewpoint, as it relates to the understanding and evaluation of contemporary movements in educational thinking.

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<th>Course</th>
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<tbody>
<tr>
<td>EDUC 322</td>
<td>Adolescent Psychology</td>
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(See description of PSYC 322 under Psychology courses.)

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>EDUC 326</td>
<td>Exceptional Children</td>
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Prerequisite: Admission to teacher education.

A study in understanding educational and psychological problems in all areas of exceptionality. Study will include the characteristics, assessment, admission, review, and dismissal processes for special students requiring individualized or specialized programs. Includes field experience.

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<th>Course</th>
<th>Title</th>
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<tr>
<td>EDUC 334</td>
<td>Principles of Testing, Assessment, and Classroom Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Prerequisite: Admission to teacher education.

Consideration is given to the construction and use of standardized evaluation instruments and performance-based assessment procedures, including the development of a professional portfolio. Attention is given to methods of grading and reporting that enhance teaching and learning. Focus will also be on classroom management techniques that create an environment where students feel valued and respected.
EDUC 350 Educational Technology 3 hours
Prerequisite: Admission to teacher education.
Examination of technology as it relates to student learning. Multiple intelligences, perceptual strengths, information processing habits, and motivational factors are integrated into media selection. Exploration of educational software/hardware, Internet resources, the development of lesson plans, and field trips are utilized.

EDUC 354 Educational Foundations with Multicultural Perspectives 3 hours
An analysis of education as a social system with emphasis upon the structure and organization of schools in the United States, the roles and processes in a school system, and the impact of cultural, ethnic, language, and social differences upon instructional processes. Includes field experience.

EDUC 364 Kindergarten Materials and Methods 3 hours
Prerequisite: Admission to teacher education.
A course designed to acquaint the student with current and past literature for children and in using children's literature to teach and aid in reading instruction. Study will be given to developing skill in selecting and evaluating children's literature, developing strategies and techniques for motivating children to read, and developing skill in determining readability levels of reading materials using the various readability formulas. A review of research of strategies used with children's literature to teach and aid in reading instruction. Includes field experience.

EDUC 366 Educational Programs for Young Children 3 hours
Prerequisite: Admission to teacher education.
A study of educational programs for young children as related to their social and emotional development and to the current educational trends. The interrelatedness of relationships to parents, community, and school are reviewed. Includes field experience.

EDUC 375 Children's Literature and the Teaching of Reading 3 hours
A course designed to acquaint the student with current and past literature for children and in using children's literature to teach and aid in reading instruction. Analysis and diagnosis of reading disorders including dyslexia will be included. Creative development of materials and lessons are emphasized. (This course does not apply to English requirements.) Includes field experience.

EDUC 382 Reading and Language Arts in the Elementary School 3 hours
Prerequisite: Admission to teacher education.
A course designed to acquaint the student with the concepts, teaching strategies, materials, and resources for teaching reading and language arts in the elementary school. Analysis and diagnosis of reading disorders including dyslexia will be included. Creative development of materials and lessons are emphasized. (This course does not apply to English requirements.) Requires field experience.

EDUC 384 Reading in the Content Areas 3 hours
Prerequisite: Admission to teacher education.
A study of the basic principles of teaching reading in the content areas and in the secondary school. Study will include concepts, methods, materials, and organizational skills for reading instruction. Includes field experience.

EDUC 386 Mathematics in the Elementary School 3 hours
Prerequisite: Admission to teacher education.
A course designed to acquaint the student with concepts, methods, and available materials for effective mathematics instruction in the elementary school. Creative development of materials and lesson plans are emphasized. (This course does not apply to mathematics requirements.) Includes field experience.

EDUC 413 Science in the Elementary School 3 hours
Prerequisite: Admission to teacher education.
A course designed to prepare students with practical, classroom-tested activities and ideas that are presented on planning, organizing, managing, and assessing an effective guided discovery science program. (This course does not apply to science requirements.) Includes field experience.

EDUC 419 Social Studies in the Elementary School 3 hours
Prerequisite: Admission to teacher education.
An overview of the multicultural elementary school social studies program which incorporates proven teaching strategies such as models of teaching, cooperative learning, learning styles, and dimensions of learning. Students will have opportunity to develop thematic lesson plans in an active-learning environment. (This course does not apply to social studies requirements.) Includes field experience.

EDUC 450 Teaching in the Secondary School 3 hours
Prerequisite: Admission to student teaching.
A study of the teacher’s role, teaching techniques, classroom management and evaluation of learning experiences in the secondary school as these affect all students, including the handicapped and minorities. Includes field experience.

EDUC 465 Directed Teaching in Kindergarten 3 hours
Prerequisite: Two-thirds of the professional education classes, academic specialization(s) and academic foundations, senior standing, and admission to student teaching.
This course is open only to students seeking Kindergarten Endorsement. Requires full-day observations and student teaching in an approved kindergarten for six weeks under the direction of supervising teachers.

EDUC 475 Directed Teaching in Elementary School 6 hours
Prerequisite: Two-thirds of the professional education classes, academic specialization(s) and academic foundations, senior standing, and admission to student teaching.
This course is open only to students seeking certification in Elementary Education. It requires full-day observations and student teaching in an approved elementary school for twelve weeks under the direction of supervising teachers.

EDUC 485 Directed Teaching in Secondary School 6 hours
Prerequisite: Two-thirds of the professional education classes, academic specialization(s) and academic foundations, senior standing, and admission to student teaching.
This course is open only to students seeking certification in Secondary Education. It requires full-day observations and student teaching in an approved secondary school for twelve weeks under the direction of supervising teachers.
EDUC 491 Selected Topics  1 hour
Prerequisite: Admission to teacher education, and approval of department chair.

A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory, or library work. Content and method of study must be arranged prior to registration. It may be repeated once for credit.

OTHER COURSES REQUIRED

ARTS 223 Arts and Crafts  3 hours
A course of exploratory activities in a variety of two-and three-dimensional arts and crafts media and methods of Discipline-Based Art Education for children.

PETH 243 Physical Education/Health in the Elementary School  3 hours
Prerequisite: Admission to teacher education.

The course provides the teacher with an extensive repertoire of teaching techniques in the elementary physical education program. Emphasis is placed on health-related fitness, skill development, special events and game development. Students will have the opportunity to develop lesson plans. Includes field experience.

MUED 253 Music in the Elementary School  2 hours
A course designed to prepare teachers to direct the music activities of children. The contents include fundamentals, appreciation, singing and rhythm activities.

RLGN 263 Religion in the SDA School  2 hours
Prerequisite: Admission to teacher education.

A study of a variety of strategies in teaching the Bible creatively. Students will discover an approach to learning that Jesus perfected—totally involving people through active experiences, creating learning environments, adjusting emphasis from teaching to learning, and developing lessons using a model of teaching repertoire. (This course does not apply to religion requirements but is required for Seventh-day Adventist Denominational Certification.) Includes field experience.
Engineering

Roy Campbell, Engineering Advisor

PROGRAM

Southwestern Adventist University, in conjunction with Walla Walla College, offers an engineering program with major emphasis in mechanical, civil or electrical engineering and bioengineering.

English (3 units), history (1 unit), chemistry (1 unit), physics (1 unit), mathematics (3 units: Algebra I, geometry and trigonometry) on the secondary level are required for entrance into the engineering program. The freshman year is taken on the campus of Southwestern Adventist University, while the sophomore, junior and senior years are taken on the campus of Walla Walla College.

FRESHMAN YEAR

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<tr>
<th>Fall</th>
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</table>
Judy Myers Laue, Chair; Renard K. Doneskey, Andrew Woolley III
Adjunct: Bettye Cook, Patricia Davis, Donna Guerrero, Herbert Roth

AIMS OF THE DEPARTMENT

The English Department provides classes and support for English majors, English minors, and general studies students. In Freshman Composition and Technical Writing all students at the university learn how to write coherent, well-organized essays. In the junior year students take a literature class which requires writing on literary topics. The department helps English majors and minors understand and appreciate American, English, and world literature, as well as linguistics and advanced composition.

Students may elect courses which prepare them for careers as secondary English teachers or for graduate study in English. A major in English is also an important asset to any student who wishes to specialize in several professional areas: law, medicine, business, public relations, or federal service. Since many employers recognize the value of a liberal education, students are encouraged to consider the possibility of a double major and thus increase their opportunities for employment.

General Information

ENGL 121 and 220 must be completed in sequence during the freshman and sophomore years before any other course in English can be taken.

BACHELOR OF ARTS—ENGLISH

ENGL 221 World Masterpieces I or
ENGL 222 World Masterpieces II ................................. 3
ENGL 224 Survey of English Literature .......................... 3
ENGL 231 American Literature I ................................. 3
ENGL 232 American Literature II ................................. 3
ENGL 414 History of the English Language .................... 3
ENGL 415 Advanced Composition ................................. 3
ENGL 458 Literary Analysis ......................................... 3
ENGL 464 Advanced Grammar* .................................... 3

And a minimum of 12 hours from:
ENGL 451 Studies in Renaissance Literature (3)
ENGL 452 Studies in 17th Century Literature (3)
ENGL 453 Studies in 18th Century Literature (3)
ENGL 455 Studies in Romantic Literature (3)
ENGL 456 Studies in Victorian Literature (3)
ENGL 457 Studies in 20th Century Literature (3) .......... 12
TOTAL 36

The English Minor

ENGL 221 World Masterpieces I or
ENGL 222 World Masterpieces II ................................. 3
ENGL 224 Survey of English Literature .......................... 3
ENGL 231 American Literature I ................................. 3
ENGL 232 American Literature II ................................. 3
ENGL 451 Studies in Renaissance Literature (3)
ENGL 452 Studies in 17th Century Literature (3)
ENGL 453 Studies in 18th Century Literature (3)
ENGL 455 Studies in Romantic Literature (3)
ENGL 456 Studies in Victorian Literature (3)
ENGL 457 Studies in 20th Century Literature (3) .......... 12
TOTAL 18

TEACHING CERTIFICATION PROGRAM

The following English major and minors are for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

Elementary Education -- see Education section.

English BA - Secondary Teaching Area
Option I - see Bachelor of Arts—English.

English Minor - Secondary Teaching Area
Option II

ENGL 221 World Masterpieces I or
ENGL 222 World Masterpieces II ................................. 3
ENGL 224 Survey of English Literature .......................... 3
ENGL 231 American Literature I ................................. 3
ENGL 232 American Literature II ................................. 3
ENGL 464 Advanced Grammar* .................................... 3

And a minimum of 12 hours from:
ENGL 451 Studies in Renaissance Literature (3)
ENGL 452 Studies in 17th Century Literature (3)
ENGL 453 Studies in 18th Century Literature (3)
ENGL 455 Studies in Romantic Literature (3)
ENGL 456 Studies in Victorian Literature (3)
ENGL 457 Studies in 20th Century Literature (3) .......... 12
TOTAL 24

*ENGL 464 is prerequisite to EDUC 485.
COMPOSITION COURSES

ENGL 021 Composition Review 3 hours
This class is required of students whose SAT verbal score is below 400 or whose ACT composite score is below 17. Those students who enroll in ENGL 121 and demonstrate in their introductory essay that they need reinforcement in basic mechanics, usage, and structure will be advised to enroll in this class. Credit will not apply toward graduation.

A basic review of spelling, punctuation, and grammar. Special emphasis will be given to the construction of a coherent paragraph.

ENGL 121 Freshman Composition 3 hours
Prerequisite: Minimum SAT verbal score of 400, a minimum ACT composite of 17, or a minimum grade of C in ENGL 021, or successful completion of the ESL program with a satisfactory score on the Michigan Test of Language Proficiency.

The principles and practice of expository composition in the major strategies of writing: description, illustration, definition, cause and effect, argument, and classification.

ENGL 220 Technical Writing and Research 3 hours
Prerequisite: ENGL 121 and sophomore status.

This course is designed to teach students the basic principles behind all on-the-job technical writing. Structured for students from a variety of academic disciplines, the course emphasizes three fundamental principles: writing in terms of audience and purpose, writing to emphasize important information, and writing clearly and concisely. A major requirement of this course will be the construction of a research paper in which the student is given the opportunity to choose a topic from his/her major area of specialization and to demonstrate his ability to evaluate scholarship critically and to synthesize it in a research paper.

ENGL 415 Advanced Composition 3 hours
Prerequisite: ENGL 121, 220.

An advanced course in the art of rhetoric. Students will study the components of the rhetorical context in which all communication exists. The writing process will be reviewed in detail. Special attention will be devoted to style. Students will develop the ability to make appropriate rhetorical choices.

LITERATURE COURSES

ENGL 221 World Masterpieces: Ancient to Enlightenment 3 hours
Prerequisite: ENGL 121, 220.

A basic course with emphasis on an understanding of and an appreciation for the various types of literature including poetry, drama, and prose. Selections will be chosen from English and World literature.

ENGL 222 World Masterpieces: Enlightenment to Contemporary 3 hours
Prerequisite: ENGL 121, 220.

A continuation of the study of world masterpieces from the Enlightenment to modern literature.

ENGL 224 Survey of English Literature 3 hours
Prerequisite: ENGL 121, 220.

A survey of major figures and trends in British literature from the Anglo-Saxon period into the 20th century.

ENGL 231 American Literature I 3 hours
Prerequisite: ENGL 121, 220.

A comprehensive study of the major writers and literary movements from 1620-1860. Special emphasis will be given to the more important writers including Bradford, Taylor, Franklin, Bryant, Poe, Emerson, Thoreau, Hawthorne, and Melville.

ENGL 232 American Literature II 3 hours
Prerequisite: ENGL 121, 220.

A continuation of the study of American literature from 1860-1920, with emphasis on the Local Colorists, Clemens (Mark Twain), H. James, Dickinson, Robinson, Frost, and Eliot.

ENGL 451 Studies in Renaissance Literature 3 hours
Prerequisite: ENGL 121, 220.

The historical and literary background of the English Renaissance from 1485-1616, with emphasis on the most significant writers of the period, including Shakespeare. Offered alternate years.

ENGL 452 Studies in 17th Century Literature 3 hours
Prerequisite: ENGL 121, 220.

English prose and poetry from 1603-1660, with particular attention to the poetry of Jonson, Donne, and Herbert; and a more detailed study of John Milton and his major poems. Offered alternate years.

ENGL 453 Studies in 18th Century Literature 3 hours
Prerequisite: ENGL 121, 220.

English poetry and prose from 1660-1800 with special attention to the major works of Dryden, Swift, Pope, Goldsmith, Johnson, Boswell, and others. Offered alternate years.

ENGL 455 Studies in Romantic Literature 3 hours
Prerequisite: ENGL 121, 220.

Representative English Romantic poetry and prose with special emphasis on Wordsworth, Coleridge, Shelley, Keats, and Byron. Offered alternate years.

ENGL 456 Studies in Victorian Literature 3 hours
Prerequisite: ENGL 121, 220.

Representative English Victorian poetry and prose with special emphasis on Tennyson, Browning, Newman, and Arnold. Offered alternate years.

ENGL 457 Studies in 20th Century Literature 3 hours
Prerequisite: ENGL 121, 220.

A study of the major trends and writers in English and American literature since 1900. Offered alternate years.
ENGL 458 Literary Analysis  
3 hours
Prerequisite: Completion of all lower-division English requirements.
An examination of literary theories and genres and their application to selected works of literature. Designed as a capstone to the English major, this class will be taken during the student’s senior year.

OTHER COURSES

ENGL 271 Play Production  
1 hour
Prerequisite: Permission of instructor.
Through analysis, rehearsal, and performance of the play, the student learns voice control, stage presence, and character creation. (Elective credit only; does not apply toward the general education requirement.)

ENGL 291 Selected Topics  
1 hour
Prerequisite: Approval by department chair.
This course offers the student opportunity to pursue investigations in fields of special interest under the direction of the departmental staff. Content and method of study must be arranged prior to registration. May be repeated once for credit.

ENGL 414 History of the English Language  
3 hours
Prerequisite: ENGL 121, 220.
A linguistic study of the history of the English language through modern English. Also, study will be given to American English and how it relates to our present culture.

ENGL 464 Advanced Grammar  
3 hours
Prerequisite: ENGL 121, 220.
This course is primarily designed for prospective elementary and secondary teachers who will need the knowledge and methods for teaching basic English grammar. Also, study will be given to current theories and rules of grammar.

ENGL 491 Selected Topics  
1 hour
Prerequisite: Approval by department chair.
This course offers the advanced student opportunity to pursue investigations in fields of special interest under the direction of the departmental staff. Content and method of study must be arranged prior to registration. May be repeated once for credit.
ENGLISH AS A SECOND LANGUAGE

This is an Intensive English Language Program that is designed to immerse limited English proficient (LEP) students in the English language. ESL classes will help the student develop the language and language-related skills necessary to succeed in a university program conducted in English. These classes will cover phonetics, syntax, aural comprehension, and speech, reading, and writing skills. Classes and laboratories are taught in English for five to eight hours a day, according to the individual student’s needs. Formal classes will be supplemented by informal discussion groups, modern language lab, interactions with native-English speaking tutors, role-playing and field trips.

ADMISSION

Students must meet all admission requirements for enrollment at Southwestern Adventist University.

Students entering the ESL program will take the Michigan Placement Test to determine the level of ESL classes suited to the level of English proficiency. Students will then be advised on the courses they should take: Level 1, 2, or 3. Students may also take university courses along with Level 3 ESL courses if they have taken the Michigan Test of English Language Proficiency and the results show that they have the proficiency necessary to succeed in selected courses.

At the end of the semester, students will retake the Placement Test to determine the progress made. Students will also take the Michigan Test of English Language Proficiency to determine ability to enter mainstream university courses.

ESOL 110 Oral Composition 3 hours
A basic course that introduces language used in everyday life on the university campus and in society. Emphasis is placed on the development of vocabulary, phrases necessary to function in all social interactions, clear pronunciation, and fluent speech. The class meets five times a week and four hours of lab are required.

ESOL 112 Advanced Oral Composition 3 hours
This course includes an introduction to the phonology of the English language. Specific listening skills are developed. Class time is given to practical exercises developing extemporaneous and prepared speech. Fluency and accuracy are encouraged. This class meets five times a week and four hours of lab are required.

ESOL 120 Grammar 3 hours
Introduction to the basics of English spelling, handwriting, parts of speech, punctuation, and sentence patterns. The class meets five times a week.

ESOL 125 Advanced Grammar 3 hours
Study of the structure of English sentence patterns, parts of speech, all verb tenses and forms, idioms, and spelling. The class meets five times a week.

ESOL 130 Reading I 3 hours
An introduction to reading in the English language with emphasis on developing vocabulary, and phonetic comprehension skills. This course meets five days a week.

ESOL 135 Reading II 3 hours
This course is designed to develop phonetic skills as well as emphasize the understanding of vocabulary in context, reading for the main idea, reading for facts and details, and making inferences and judgments. This course meets five days a week.

ESOL 140 Writing 3 hours
This course is designed to develop the creation of original sentences and paragraphs using the four rhetorical modes. The class meets five times a week.

ESOL 145 Advanced Writing 3 hours
Development of the five paragraph essay in the four rhetorical patterns. Emphasis is on fluency and speed of production. The class meets five times a week.

ESOL 200 University Experience Studies 3 hours
This course is designed to expose non-native English speakers to a variety of teachers in a variety of fields. This is to enable students to evaluate their own ability to cope with different usage of English and teaching styles.

ESOL 210 English Composition Skills 3 hours
This course is designed to aid those students for whom English is a second language, and whose writing skills are not yet up to college entrance standards to develop the writing skills necessary for college entrance. The course includes intensive writing practice and vocabulary development.

ESOL 215 Speech Composition and Comprehension 3 hours
A study of the phonology of the English language, with in-class practice of the sounds, stress, intonation, and inflection of words, phrases, and sentences. This class emphasizes listening skills necessary for taking notes in mainstream classes. Emphasis is give to correct pronunciation and fluent speech. The class meets five times a week and three hours of lab are required.

ESOL 230 English Structure and Usage 3 hours
Review of all English grammar structures with concentration on preparation for the TOEFL test. Emphasis is given to the understanding and use of structural patterns.

ESOL 240 Reading III 3 hours
This course is designed to bring the reading skills of LEP students up to college entry standards. This course includes intensive exercises in reading: comprehension, vocabulary, and reading rate.
The aim of the art program is to cultivate an appreciation of the various forms of visual experience and to provide opportunity for self-expression. (The following classes may be taught with sufficient student demand.)

**COURSES**

**ARTS 111 Drawing 3 hours**
An introduction to the media and techniques of drawing. Development of perceptual skills and application of the elements and principles of two-dimensional design.

**ARTS 212 Introduction to Painting 3 hours**
A course in the basics of painting with transparent water color including color mixing, manipulative skills, observational skills, design and composition.

**ARTS 223 Arts and Crafts 3 hours**
(See description of ARTS 223 under Education courses.)

**ARTS 312 Advanced Painting 3 hours**
Prerequisite: ARTS 212
Application of "Introduction to Painting" skills as students develop their personal expressive style with their preferred subject matter.

**ARTS 221 History of Western Art 3 hours**
A survey of the fine arts and how they have related to the various cultures throughout western civilization. The class will deal with the arts from the Renaissance to the present time.

**ARTS 291/491 Selected Topics 1 hour**
Prerequisite: Approval by department chair.
Designed for the student who wishes to do independent study or research. Content and methods of study must be arranged prior to registration. May be repeated once for credit.
AIMS OF THE MUSIC DEPARTMENT

Music classes are offered to provide an atmosphere in which students can learn to be proficient performers and music leaders in their home communities, schools, and churches.

The music program offers classes which provide experience in solo performance, ensemble playing, and choral singing as well as keyboard and instrumental instruction.

Since music is an important, creative outlet for emotion and a means of spiritual expression, a high priority is placed on individual involvement by many students in all academic disciplines.

The music program is positioned to serve in a variety of ways and several of the following programs indicate the underlying philosophy that music is all inclusive, an important activity for all people, and an art that can be combined with other academic offerings.

PROGRAMS

Music minor
Teaching certification program

GENERAL REQUIREMENTS

1. A senior recital is required of all minors.
2. Each minor will perform in at least one recital per semester.
3. A student is expected to practice a minimum of four hours per week for each hour of lesson credit.

Music Minor

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<td>MUCT 111</td>
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<td>Instrumental Conducting</td>
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<td>MUPF</td>
<td>Applied Music</td>
<td>3</td>
</tr>
<tr>
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</table>

TEACHING CERTIFICATION PROGRAM

The following minor is for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

Elementary Education -- see Education section

Music Minor - Secondary Teaching Area

Option II

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>MUHL 211</td>
<td>Survey of Music</td>
<td>3</td>
</tr>
<tr>
<td>MUCT 111</td>
<td>Music Theory I</td>
<td>3</td>
</tr>
<tr>
<td>MUCT 112</td>
<td>Music Theory II</td>
<td>3</td>
</tr>
<tr>
<td>MUED 355</td>
<td>Music in the School: K-12</td>
<td>2</td>
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<tr>
<td>MUED 380</td>
<td>Choral Conducting</td>
<td>2</td>
</tr>
<tr>
<td>MUED 381</td>
<td>Instrumental Conducting</td>
<td>2</td>
</tr>
<tr>
<td>MUEN</td>
<td>Ensemble (lower division)</td>
<td>2</td>
</tr>
<tr>
<td>MUEN</td>
<td>Ensemble (upper division)</td>
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<tr>
<td>MUPF</td>
<td>Pedagogy</td>
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<tr>
<td>MUPF</td>
<td>Applied Music (lower division)</td>
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COURSES

<table>
<thead>
<tr>
<th>MUEN</th>
<th>Ensembles</th>
<th>1 hour</th>
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<tbody>
<tr>
<td></td>
<td>Practical experience in the performance of selected ensemble works.</td>
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</tr>
<tr>
<td>MUEU</td>
<td>311</td>
<td>Choraliers</td>
</tr>
<tr>
<td>MUEU</td>
<td>361-1</td>
<td>Piano Ensemble</td>
</tr>
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<td>MUEU</td>
<td>361-2</td>
<td>Camerata</td>
</tr>
<tr>
<td>MUEU</td>
<td>361-3</td>
<td>University Singers</td>
</tr>
<tr>
<td>MUEU</td>
<td>361-4</td>
<td>Southwestern Brass</td>
</tr>
<tr>
<td>MUEU</td>
<td>381</td>
<td>Wind Symphony</td>
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MUSIC PERFORMANCE

<table>
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<tr>
<th>MUPF</th>
<th>Applied Music</th>
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<tbody>
<tr>
<td></td>
<td>Weekly private instruction with major teacher in piano, voice, organ, brass woodwinds, percussion, and strings.</td>
<td></td>
</tr>
<tr>
<td>MUPF</td>
<td>102</td>
<td>Class Guitar</td>
</tr>
<tr>
<td>MUPF</td>
<td>111</td>
<td>MUPF 311 Strings</td>
</tr>
<tr>
<td>MUPF</td>
<td>131</td>
<td>MUPF 331 Voice</td>
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<tr>
<td>MUPF</td>
<td>141</td>
<td>MUPF 341 Brass</td>
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<tr>
<td>MUPF</td>
<td>151</td>
<td>MUPF 351 Piano</td>
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<tr>
<td>MUPF</td>
<td>161</td>
<td>MUPF 361 Organ</td>
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<tr>
<td>MUPF</td>
<td>171</td>
<td>MUPF 371 Woodwinds</td>
</tr>
<tr>
<td>MUPF</td>
<td>182</td>
<td>MUPF 382 Percussion</td>
</tr>
<tr>
<td>MUPF</td>
<td>191</td>
<td>MUPF 391 Guitar</td>
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MUPF 467 Music Minor Senior Recital 1 hour

The final semester of applied music lessons for the music minor, culminating in the senior recital with involvement of at least 15 to 20 minutes.

MUSIC HISTORY & LITERATURE

<table>
<thead>
<tr>
<th>MUHL 221</th>
<th>Survey of Music</th>
<th>3 hours</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Music in western civilization including music fundamentals and a brief history from antiquity to the present. Presented by recordings, visuals, and lectures.</td>
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</table>
MUSIC EDUCATION
MUED 253 Music in the Elementary School 3 hours
Music in the education of children six to twelve years of age. Students develop their philosophy of music education as they practice methods for guiding children in musical experiences of listening, performing, and creating to foster aesthetic and cognitive growth.

MUED 355 Music in the School: K-12 2 hours
Music in the school from kindergarten through high school. Covers objectives, organization of subject matter, teaching techniques, and materials for general music classes. Will involve observation in the classroom.

MUED 380 Choral Conducting 2 hours
The study and drill of basic conducting techniques. Coordination of hand techniques, breath control, sound control, articulation, dynamics, and baton techniques.

MUED 381 Instrumental Conducting 2 hours
Prerequisite: MUED 380.
Conducting patterns applied to elements of interpretation. Emphasis on score reading, rehearsal techniques, and conducting problems. Practical application in active musical organizations.

MUED 451 Voice Technique & Pedagogy 2 hours
Proper voice development and methods of vocal production. Emphasizes pedagogical techniques.

MUED 452 Piano Technique & Pedagogy 2 hours
Introduction to teaching and performing piano through intermediate level. Performance techniques, pedagogical methods and materials, maintenance and practical teaching experience.

MUSIC THEORY
MUCT 111 Music Theory I 3 hours
An integrated study of harmony, keyboard harmony, counterpoint, form, and style at a comparatively elementary level.

MUCT 112 Music Theory II 3 hours
Prerequisite: MUCT 111.
An integrated study of harmony, keyboard harmony, counterpoint, form, and style with basic concepts of music in more complex musical situations.

MUCT 416 Composition 3 hours
Prerequisite: MUCT 111.
Composing in the smaller forms of music for a variety of vocal and instrumental combinations.

SELECTED TOPICS
MUSC 291/491 Selected Topics 1, 1 hour
Prerequisite: Approval by department chair.
Designed for the student who wishes to do independent study or research. Content and methods of study must be arranged prior to registration. May be repeated once for credit.
AIMS OF THE ART PROGRAM

Southwestern Adventist University, in conjunction with Loma Linda University, offers a geology program with major emphasis in sedimentology, stratigraphy and paleontology. The freshman and sophomore years are taken on the campus of Southwestern Adventist University, while the junior and senior years are taken on the campus of Loma Linda University.

FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>GEOL 111</td>
<td>Physical Geology</td>
<td>4</td>
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<tr>
<td>BIOL 111, 112</td>
<td>General Biology</td>
<td>8</td>
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<tr>
<td>CHEM 111, 112</td>
<td>General Chemistry</td>
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<tr>
<td>RLGN</td>
<td>Elective</td>
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<tr>
<td>MATH 121</td>
<td>Precalculus</td>
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<tr>
<td>ENGL 121</td>
<td>Freshman Composition</td>
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<tr>
<td>Elective</td>
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SUMMER

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<th>Hours</th>
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<tbody>
<tr>
<td>GEOL 211</td>
<td>Field Methods in Vertebrate Paleontology</td>
<td>4</td>
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SOPHOMORE YEAR

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<td>GEOL 112</td>
<td>Historical Geology</td>
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<tr>
<td>PHYS 111, 112</td>
<td>General Physics</td>
<td>8</td>
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<tr>
<td>ENGL 220</td>
<td>Technical Writing</td>
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<tr>
<td>PEAC</td>
<td>Elective</td>
<td>1</td>
</tr>
<tr>
<td>RLGN</td>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td>HIST</td>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
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<td>2</td>
</tr>
<tr>
<td>TOTAL</td>
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GEOLOGY COURSES

GEOL 111 Physical Geology 4 hours
A study of the earth, its composition, and the forces that control and change it. Laboratory includes recognition of common rocks and minerals and training in use of geologic maps and interpreting the physical processes recorded in the earth’s surface. Laboratory includes a four-day field trip. 3 Lec 3 Lab. Offered on alternate years. Field trip fee.

GEOL 112 Principles of Historical Geology and Paleontology 4 hours
A study of the disciplines of historical geology and invertebrate paleontology. Emphasis will be on the tools of historical interpretation. Laboratory will cover the invertebrate and vertebrate fossil groups systematically. May apply toward biology major by petition. Laboratory includes a four-day field trip. 3 Lec 3 Lab. Offered on alternate years. Field trip fee.

GEOL 210 Field Methods in Vertebrate Paleontology 4 hours
An introduction to the techniques and methods of data collection in vertebrate paleontology. Topics covered include introductions to biostratigraphy, taphonomy, excavation technique, and specimen preservation. Laboratory will include practical experience in excavation of fossil vertebrates. Meets the General Education Laboratory Science requirement and may apply toward biology major by petition. 3 Lec 3 Lab. Offered summers. Travel fee.
History, Social Science, & Criminal Justice

Erwin Sicher, Chair; Randall R. Butler, R. Steven Jones
Adjunct: Jerry Benjamin, Ted Phillips, Gary Reeves, Sheryl Harrison,
Bobby Whitmire

AIMS OF THE DEPARTMENT

The department’s offerings in history are designed to help the student to understand the present more fully by guiding him in a study of the past and by helping him to reason from cause to effect. The study of history is approached from the biblical viewpoint. “In the annals of human history the growth of nations, the rise and fall of empires, appear as dependent on the will and prowess of man. The shaping of events seems, to a large degree, to be determined by his power, ambition, or caprice. But in the Word of God the curtain is drawn aside, and we behold, behind, above, and through all the play and counter-play of human interests and power and passions, the agencies of the all-merciful One, silently, patiently working out the counsel of His own will.” E. G. White, EDUCATION, p. 173.

In political science the student traces the development, functions, and operation of national, local, and foreign governments.

In sociology, the student is provided with a better understanding of how societies, communities, and groups are organized and maintained, and how the behavior of the individual is related to that of a group. It also seeks to introduce the student to the concepts and methods used in sociological research.

The Criminal Justice Program offers an interdisciplinary major leading to a BS degree. The Program provides an appreciation of the full complexity of American criminal justice. The core courses provide a basic understanding of the nature of crime and society’s reaction to crime, as well as an in-depth explanation of the various components within the Criminal Justice System.

Southwestern Adventist University and Hill College (a fully accredited community college) have established an agreement to facilitate concurrent enrollment of students at both institutions pursuing a Bachelor of Science degree in Criminal Justice or Security Management. Under the agreement the lower (1000 or 2000) level criminal justice courses which are preparatory to taking the Basic Peace Officer Licensing Examination are offered only by Hill College. These courses are, however, transferable to SWAU and form part of the core requirements for the Criminal Justice major.

The department offers an interdisciplinary Security Management major leading to a BS degree. The program involves a comprehensive examination of the role of private security in the United States. The student will learn the relationship between private and public protective services, and the role of private security in all aspects of American society (including hotel/motel security, security and loss prevention in industry, contract security services, private investigations, executive protection, and general crime prevention). In addition, the student will receive an overview of the basic management and operational skills necessary within the private security field. The program prepares students for careers as managers and consultants.

MAJOR IN HISTORY

All BA majors in history are required to take 36 semester hours of history (18 hours u.d.) including HIST 111, 112, 211, 212, 250 and nine hours of European history, see note on next page. One cognate course in government and an intermediate year of foreign language will be required.

MINOR IN HISTORY

All history minors are required to take 18 semester hours of history (9 hours u.d.) which must include HIST 111, 112 and 211 or 212.

MINOR IN SOCIOLOGY

A minor in sociology will require 18 hours including SOCI 111.

MAJOR IN SOCIAL SCIENCE

A major in social science will require 48 semester hours. Included are 24 semester hours in history (with 12 hours upper division and HIST 111, 112 and 211, 212, and HIST 250), 6 hours of government, 6 hours of geography, 6 hours of economics and 6 hours of social science/history electives.

An intermediate language is required for the BA degree; no language is required for the BS degree.

The BS in Social Science is a composite major, therefore no minor is required.

MINOR IN SOCIAL SCIENCE

The minor in social science requires 24 semester hours (9 hours u.d.) which must include HIST 112 and 212. The remaining hours must include 6 hours of geography, 6 hours of government and 6 hours of economics.

INTERNATIONAL AFFAIRS MAJOR

(See Modern Languages section for course listing.)

PROGRAMS

BA History
BA Social Science
BS Social Science
Teaching Areas -- Elementary -- Social Studies Minor
Teaching Areas -- Secondary -- B.S. Social Studies
BS Criminal Justice
BS Security Management
Minors in History, Sociology, Social Science, Political Science and Criminal Justice

75
### CRIMINAL JUSTICE MAJOR

**BS degree in Criminal Justice**

No minor is required.

*Hill College Courses* *

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
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<tbody>
<tr>
<td>CRIJ 1301</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1306</td>
<td>The Courts and Criminal Procedures</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1307</td>
<td>Crime in America</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1310</td>
<td>Fundamentals of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2314</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2323</td>
<td>Legal Aspects of Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2328</td>
<td>Police Systems and Practices</td>
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**SWAU Courses:**

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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CJLE 325</td>
<td>Criminology Theory</td>
<td>3</td>
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<tr>
<td>CJLE 331</td>
<td>Correctional Systems and Practices</td>
<td>3</td>
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<tr>
<td>CJLE 332</td>
<td>Constitutional Rights of the Accused</td>
<td>3</td>
</tr>
<tr>
<td>CJLE 334</td>
<td>Criminal Law and Justice</td>
<td>3</td>
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<tr>
<td>CJLE 430</td>
<td>Ethics in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CJLE 434</td>
<td>Criminal Justice Administration</td>
<td>3</td>
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<tr>
<td>CJLE 460</td>
<td>Applied Social Research Methods (may also be taken as either SOCI 460, SOWK 460 or PSYC 460)</td>
<td>3</td>
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</tbody>
</table>

Recommended electives include BUAD 301, BUAD 372, PSYC 340, PSYC 435, PSYC 445, SOCI 223, SOCI 331, SOCI 334, SOCI 440, SOWK 331 and SOWK 334.

*These seven courses are offered only by Hill College.*

### MINOR IN POLITICAL SCIENCE

All political science minor are required to take 18 semester hours in political science (9 hours u.d.) which must include POLS 211.

### MINOR IN CRIMINAL JUSTICE

The minor in Criminal Justice requires 18 semester hours with a minimum of 9 semester hours upper division including CJLE 325.

### SECURITY MANAGEMENT MAJOR

No minor is required.

Requirements for the BS degree in Security Management:

1. Complete a minimum of 128 semester hours, including at least 40 hours at the advanced (300 or 400) level.
2. Fulfill the general education major requirements for the Bachelor of Science degree.
3. Complete 88 semester hours as follows:

*Hill College Courses* *

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tr>
<td>CJS 1302</td>
<td>Private Security Officer Course</td>
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<td>CJS 1312</td>
<td>Crime in America</td>
<td>3</td>
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<td>CJS 1322</td>
<td>Introduction to Criminal Justice</td>
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<td>CJS 1307</td>
<td>Fundamentals of Criminal Law</td>
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<td>CJS 1342</td>
<td>Criminal Investigation</td>
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<td>Ethics in Criminal Justice</td>
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<td>CJS 1371</td>
<td>Introduction to Security</td>
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<td>CJS 1372</td>
<td>Emergency Planning</td>
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<td>CJS 1373</td>
<td>Personal Protection</td>
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<td>CJS 2300</td>
<td>Legal Aspects of Law Enforcement</td>
<td>3</td>
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<td>CJS 2371</td>
<td>Security Management</td>
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<td>CJS 2372</td>
<td>Methods of Security</td>
<td>3</td>
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<td>CJS 2373</td>
<td>Private Investigations</td>
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<td>CJS 2374</td>
<td>Security of Computer Data</td>
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<td>CJS/ACCT</td>
<td>Elective</td>
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<tr>
<td>SIRT 1447</td>
<td>Industrial Fire Protection</td>
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**SWAU Courses:**

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<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>CJSM 333</td>
<td>Constitutional Rights of the Accused</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 336</td>
<td>Law for Security Personnel</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 350</td>
<td>Corporate and White Collar Crime</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 420</td>
<td>Security and Loss Prevention</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 430</td>
<td>Ethics in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 434</td>
<td>Criminal Justice Administration</td>
<td>3</td>
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<tr>
<td>BUAD 301</td>
<td>Principles of Management</td>
<td>3</td>
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<tr>
<td>BUAD 423</td>
<td>Organizational Behavior OR</td>
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<td>BUAD 372</td>
<td>Human Resource Mngnt</td>
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<td>CSIS 301</td>
<td>Issues &amp; Practices in Information Security</td>
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<td>PSYC 445</td>
<td>Deviant Behavior</td>
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<td>SOCI 331</td>
<td>Strength in Diversity</td>
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<tr>
<td>COMM 441</td>
<td>Corporate Communication</td>
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TOTAL: 88

* These 17 courses are offered only by Hill College.*

### TEACHING CERTIFICATION PROGRAM

The following history and social studies majors and minors are for teaching certification only. Requirements for certification are listed in the Education section of the bulletin.

#### History BA - Secondary Teaching Area

**Option 1**

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>HIST 111, 112</td>
<td>American History</td>
<td>6</td>
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<tr>
<td>HIST 211, 212</td>
<td>History of Western Civilization</td>
<td>6</td>
</tr>
<tr>
<td>HIST 250</td>
<td>The Historian’s Craft</td>
<td>3</td>
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<td>HIST *</td>
<td>Electives (including 9 hrs. European History)</td>
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TOTAL: 21 hrs. must be u.d.) 36

---

76
History, Social Science, & Criminal Justice

History Minor - Secondary Teaching Area
Option II

<table>
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<th>Course</th>
<th>Title</th>
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<tr>
<td>HIST 111, 112</td>
<td>American History</td>
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</tr>
<tr>
<td>HIST 211, 212</td>
<td>History of Western Civilization</td>
<td>6</td>
</tr>
<tr>
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Social Studies BS - Secondary Teaching Area
Option IV

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<td>HIST 111, 112</td>
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<tr>
<td>HIST 211, 212</td>
<td>History of Western Civilization</td>
<td>6</td>
</tr>
<tr>
<td>HIST *</td>
<td>European History (as specified below)</td>
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<tr>
<td>HIST 250</td>
<td>The Historian's Craft</td>
<td>3</td>
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<tr>
<td>HIST 415</td>
<td>Texas and the West</td>
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<tr>
<td>GEOG</td>
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*The following are European History courses:

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<td>HIST 331</td>
<td>History of Christianity</td>
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<tr>
<td>HIST 364</td>
<td>Ancient Culture</td>
<td>3</td>
</tr>
<tr>
<td>HIST 414</td>
<td>Europe from 1250-1789</td>
<td>3</td>
</tr>
<tr>
<td>HIST 424</td>
<td>Europe from 1789 to the Present</td>
<td>3</td>
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</tbody>
</table>

HISTORY COURSES

HIST 111 American History, 1492-1865 3 hours
A brief account of the discoveries, colonization, and the struggle for independence; growth of federal government, expansion of territory, and the Civil War.

HIST 112 American History, 1866 to Present 3 hours
A survey of U.S. history beginning with Reconstruction and big business, through two major world wars, to the present time of cold and hot wars.

HIST/HNRS 204 Advanced American History, 1866-Present 3 hours
This course provides a detailed study of American history from Reconstruction to the present, charting the United States' rise from a frontier nation to a world power. This course covers the turbulent days of post-Civil War Reconstruction and the settlement of the west, booming industrialism, Populism and Progressivism, the United States in World Wars I & II, the Cold War, and the distrust of the post-Watergate era. Students will become acquainted with trends in American historiography and practice the skills of historical interpretation and writing. The class, satisfies general education requirements for history. It is required for history/social science majors. Students taking this course should not take HIST 112, American History, 1866-present.

HIST/HNRS 205 Advanced Western Civilization, 1648-Present 3 hours
This course covers the revolutionary transformation of Western Civilization from the seventeenth century to the present including the scientific, industrial and political revolutions, communism, imperialism, and world wars as well as the major intellectual and cultural develop-
History, Social Science, & Criminal Justice

HIST 364 Ancient Culture 3 hours
This is a study of man from his beginning through the empires of Assyria, Babylon, Egypt, Persia, Israel, Greece, and Rome to the end of the Roman Republic.

HIST 365 Global Power: America from 1933-Present 3 hours
A study of the American rise to global power. This class will focus on the Great Depression, the New Deal, World War II, the Cold War, the Civil Rights struggle, Vietnam, Watergate, the contemporary conservative and liberal political struggle and more.

HIST 375 Social and Cultural History of the United States 3 hours
An overview of social movements in the United States, including Puritanism, the Enlightenment, the Great Awakenings, Transcendentalism, American Socialism, Populism, the various Women’s Rights campaigns, Civil Rights, and the Peace movement of the 1960s and 1970s. The class will also explore cultural trends in American art and entertainment.

HIST 414 Europe from 1250-1789: Prologue to Modernity 3 hours
A survey of the Renaissance, Reformation, counter-Reformation, Absolutism, competition for empire, the Scientific Revolution, the Enlightenment, and the coming of Revolutions.

HIST 415 Texas and the West 3 hours
A study of the multi-cultural heritage of Texas and the West with special emphasis on the pre-Columbian Native American cultures; Spanish, Mexican, and Anglo-American colonization; the annexation of the region to the US; and social, political, and industrial developments up to the present.

HIST 424 Europe from 1789 to the Present: the Age of Controversy and Conflict 3 hours
A study of the Intellectual and Industrial Revolution, the New Imperialism, the intensification of Nationalism, World War I, the Depression, the development and spread of Fascism and Communism, World War II, the Cold War, Decolonization and the emergence of a multipolar world.

HIST 491 Selected Topics 1 hour
Prerequisite: Approval of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

POLS 291 Selected Topics 1 hour
Prerequisite: Approval of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

POLS 310 American Political Institutions 3 hours
A study of the development, influence, and evolution of the American presidency, Congress, and Supreme Court as the three components of the United States governmental structure.

POLS 320 American International Relations 3 hours
Details American foreign policies and diplomatic relations toward Europe, Latin America, and Asia, from the revolutionary era to the present. Will detail major foreign policy decisions and initiatives and the results of each.

POLS 364 American Constitutional Development 3 hours
An historical and institutional study of the origin, growth, and interpretation of the United States Constitution, with emphasis on the leading decisions of the Supreme Court.

POLS 410 American Political Process 3 hours
An examination of the organization, history, and activities of political parties and interest groups, with emphasis on the functions they serve in national, state and local politics in the United States.

POLS 420 Modern Political Theory 3 hours
Details developments in western political theory from the Renaissance to the present. Students will learn about major political philosophies, including Classical Liberalism, Democracy, and Marxism, and major political philosophers from Machiavelli to Mill.

POLS 491 Selected Topics 1 hour
Prerequisite: Approval of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

GEOGRAPHY COURSES
GEOG 291 Selected Topics 1 hour
Prerequisite: Approval of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

GEOG 311 Regional Geography 3 hours
The relationship of geographic factors to current political and economic issues in the major regions of the world with particular emphasis on various countries within each culture region. Exercises and map work.

GEOG 411 Physical Geography 3 hours
Study of the physical environment, including earth-sun relations, weather and climate, soils, vegetation and landforms; interrelationships, distribution, and distributional controls. Exercises and map work.
Methods of dealing with them. The book covers various perspectives, including feminist, psychological, and sociological theories and focuses on understanding the causes, cost, extent, history, law, and social impact of crimes. It also examines the methods of correctional treatment, and prevention programs.

SOCI 222 Problems of Modern Society 3 hours

Society is faced with seemingly insurmountable problems, such as poverty, crime, drugs, population problems, environmental pollution, family problems, racial discrimination, social and economic discrimination, and inequality. These problems — their causes and possible methods of dealing with them — will be the focus of this course.

SOCI 291 Selected Topics 1 hour

A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. Content and method of study must be arranged prior to registration. May be repeated once for credit.

SOCI 331 Strength in Diversity 3 hours

A study of racial and ethnic groups in American society featuring an examination of their history, cultural heritage, contributions, struggles, and hopes for the future. Emphasis will be placed on a strengths-based analysis of diverse groups.

SOCI 334 Juvenile Delinquency 3 hours

The delinquent as a person and delinquency as a social phenomenon, theories of delinquency, the law and the juvenile justice system, the methods of correctional treatment, and prevention programs.

SOCI 410 Urban Development 3 hours

Review and analysis of recent research on urban areas, including their social organization, culture and subcultures, institution, and contemporary problems.

SOCI 440 Domestic Violence and Abuse 3 hours

An exploration of the incidence, scope, and contributing factors in domestic violence. Various perspectives (feminist, psychological, sociological, historical and legal) are examined. Topical issues include patriarchy, marital rape, domestic assault, and child sexual abuse. Coverage includes theories of violence, alternatives to violent interactions, and criminal justice systems response.

SOCI 460 Applied Social Research Methods 3 hours

Prerequisite: MATH 241.

An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection.

SOCI 491 Selected Topics 1 hour

Prerequisite: Approval of department chair.

A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. Content and method of study must be arranged prior to registration. May be repeated once for credit.

SECURITY MANAGEMENT COURSES

CJSM 332 Constitutional Rights of the Accused 3 hours

A study of white collar, corporate, and occupational crime from a historical, sociological, and legal perspective. An examination of the causes, cost, extent, history, law, and social impact of these crimes.

CJSM 336 Law and Security Personnel 3 hours

A study of the law of arrest, search, and seizure applications in the private sector. Analysis of civil and criminal liability of security personnel. Regulation and licensing are also analyzed. Comparison of public and private law enforcement.

CJSM 350 Corporate and White Collar Crime 3 hours

A study of white collar, corporate, and occupational crime from a historical, sociological, and legal perspective. An examination of the causes, cost, extent, history, law, and social impact of these crimes.

CJSM 420 Security and Loss Prevention 3 hours

Management of asset protection and loss prevention programs in business, industry, and government. Emphasis on the methods and techniques, including risk analysis, security surveys, and audits to prevent and reduce losses due to theft and casualty.

CJSM 430 Ethics in Criminal Justice 3 hours

Focus on ethical decisions and dilemmas with an emphasis on the application of ethical theory to problems confronting criminal justice. Critical analysis of traditional and recent theories of justice, rights, responsibilities, punishments, freedom, equality, goodness, duty, happiness, and other key concepts.

CJSM 434 Criminal Justice Administration and Management 3 hours

Management philosophies for administration of criminal justice agencies; focus on organizational behavior, theories of management, planning and budgeting, administrative legal issues, and administrative problems unique to the criminal justice systems.

CJSM 491 Selected Topics 1-2 hours

Prerequisite: Approval of Criminal Justice program director.

An individualized approach to guided reading and critical evaluation. Content and method of study must be arranged prior to registration. May be repeated once for credit.
CRIMINAL JUSTICE COURSES

CJLE 325 Criminology Theory  3 hours
Prerequisite: SOCI 111 or permission of instructor.
An overview of the major causal theories of criminal behavior and examination of the social, political, economic, and intellectual milieu within which each arose. Beginning with early 18th century theories, the course focuses on the sociological constructs of criminality.

CJLE 331 Correctional Systems and Practices  3 hours
Prerequisite: SOCI 111 or permission of instructor.
The role of corrections in the criminal justice system. History, development and functions of correctional practices with emphasis on institutional operations, community-based corrections, rehabilitation and treatment, and the impact of incarceration on inmates.

CJLE 332 Constitutional Rights of the Accused  3 hours
In-depth study of processes of the criminal justice system governed by guarantees and protections of the U.S. and state constitutions, with emphasis on recent developments.

CJLE 334 Criminal Law and Justice  3 hours
An intensive study of the role of criminal laws in the democratic society. Inquiry is focused on the relationship between the accused and the actors in the criminal justice system.

CJLE 350 Corporate and White Collar Crime  3 hours
A study of white collar, corporate, and occupational crime from a historical, sociological, and legal perspective. An examination of the causes, cost, extent, history, law, and social impact of these crimes.

CJLE 385 Studies in Criminal Justice  3-6 hours
Prerequisite: Sophomore status and CJLE 325.
Examines selected topics or contemporary issues in crime and criminal justice. May be repeated once for credit when course topics differ.

CJLE 430 Ethics in Criminal Justice  3 hours
Focus on ethical decisions and dilemmas with an emphasis on the application of ethical theory to problems confronting criminal justice. Critical analysis of traditional and recent theories of justice, rights, responsibilities, punishments, freedom, equality, goodness, duty, happiness, and other key concepts.

CJLE 434 Criminal Justice Administration and Management  3 hours
Management philosophies for administration of criminal justice agencies; focus on organizational behavior, theories of management, planning and budgeting, administrative legal issues, and administrative problems unique to the criminal justice system.

CJLE 436 Internship  3-6 hours
Prerequisite: Senior status, a minimum cumulative grade point average of 2.5, and permission of Criminal Justice program director.
This course is designed to provide the student with an opportunity to apply academic training in practical situations. A total of 150 hours is required at a selected site suitable to the student’s goals, abilities, chosen discipline, and interests. Students cannot use their regular place of employment as the agency setting for their internship. Besides working at an agency, the internship requires a written assignment every two weeks in order to obtain the necessary credit hours. Pass/fail grade. May be repeated once for credit.

CJLE 460 Applied Social Research Methods  3 hours
Prerequisite: MATH 241.
An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection.

CJLE 491 Selected Topics  1-2 hours
Prerequisite: Approval of Criminal Justice program director.
An individualized approach to guided reading and critical evaluation. Content and method of study must be arranged prior to registration. May be repeated once for credit.
Renard Doneskey, Director of Honors Program

The Honors Program at Southwestern Adventist University is designed to foster an intellectually challenging environment and provide a richer educational experience for qualified students. This curriculum will explore the human search for an understanding of one’s relationship to self, society, nature, and God.

**Admission and Retention**

Entering freshmen with a cumulative high school GPA of at least 3.4 or an SAT score of at least 1050 (or an ACT score of 24 plus) are invited to apply for admission to the Honors Program. Currently enrolled SWAU students and transfer students with a GPA of at least 3.4 on all their college courses may apply for admission to the Honors Program. Upon acceptance into the Honors Program a student will be designated an Honors Student. In order to remain in the Honors Program as an Honors Student, a student must maintain an overall GPA of at least 3.4.

**Requirements and Procedures**

In order to earn the designation Honors Graduate upon completing a bachelor’s degree, an Honors Student must fulfill the following requirements:

A. File an application form with the Honors Committee.

B. Complete 9 units from the following:
   - HNRS 104, HNRS 204 or 205, HNRS 304, HNRS 404

C. Complete 3 units of HNRS 250 and/or 450.

D. Complete 3 units of HNRS 480.

E. Complete 1 unit of HNRS 481

F. The Honors Committee will vote the student an Honors Graduate upon satisfactory completion of all the requirements.

**Honors Courses**

**HNRS 104 Human Communication** 3 Hours

This course emphasizes the theory and technique of effective oral communication through public speaking, group discussion, and oral interpretation. The class satisfies general education requirements for communication. Students taking this course should not take COMM 111, Fundamentals of Speech.

**HNRS 204 Advanced American History 1966-Present** 3 Hours

This course provides a detailed study of American history from Reconstruction to the present, charting the United States’ rise from a frontier nation to a world power. The course covers the turbulent days of post-Civil War Reconstruction and the settlement of the west, booming industrialism, Populism and Progressivism, the United States in World Wars I & II, the Cold War, and the distrust of the post-Watergate era. Students will become acquainted with trends in American historiography and practice the skills of historical interpretation and writing. The class satisfies general education requirements for history. It is required for history/social science majors. Students taking this course should not take HIST 112, American History, 1866-present.

**HNRS 205 Advanced Western Civilization, 1648-Present** 3 hours

This course covers the revolutionary transformation of Western Civilization from the seventeenth century to the present including the scientific, industrial and political revolutions, communism, imperialism, and world wars as well as the major intellectual and cultural developments. The class satisfies general education requirements for history. It is required for history/social science majors. Students taking this course should not take HIST 212, History of Western Civilization.

**HNRS 250, 450 Honors Seminar** 1 hour

Prerequisite: Permission of the Honors Committee.

Courses specifically designed for the Honors Program covering a wide range of interests depending on the faculty member in charge.

**HNRS 304 Discovering the Universe** 3 hours

This course presents a study of modern and historical astronomy, what we know about the universe and how we know it. Topics include planets and the solar system, stellar evolution, galaxies and cosmology. The class satisfies general education requirements for a lab science. Students taking this course should not take PHYS 112, Introductory Astronomy. 2 hours lecture, 3 hours lab.

**HNRS 404 The Bible and Human Understanding** 3 hours

This course explores Biblical approaches to the human search for our relationship to self, society, nature, and God. The class satisfies general education requirements for a Bible-content class.

**HNRS 480 Honors Thesis** 1-3 hours

Prerequisite: Permission of the Honors Committee and an acceptable thesis proposal.

The student will work with a faculty advisor on a scholarly work of mutual interest. This course is open to Honors Students only. The course may be repeated up to 5 hours; 3 hours are required for Honors graduation.

**HNRS 481 Honors Thesis Forum** 1 hour

Co-requisite: HNRS 480.

The student will submit the Honors thesis in publishable form and present it in an open forum.
AIMS OF THE PROGRAM

First, we aim to give each student an understanding of basic mathematics and its application to solving problems expressible by algebraic equations and inequalities. Second, we aim to train students to understand the fundamental concepts of mathematics so that they can teach the subject on the elementary or secondary level. Third, we aim to give a solid foundation in the area of mathematics which will prepare students to pursue further studies in mathematics, the physical sciences, economics, and the engineering sciences. Fourth, we aim to train students with marketable skills in biostatistics for the competitive job market in our technological society.

PROGRAMES

Bachelor of Arts — Mathematics Major: 30 hours (18 u.d.)
Bachelor of Science — Mathematics Major: 36 hours (24 u.d.)
Bachelor of Science — Mathematical Physics Major: 52 hours (30 u.d.)
Bachelor of Science — Biostatistics Major: 56 hours (22 u.d.)
Mathematics Minor: 18 hours (6 u.d.)
Teaching Areas — Elementary
Teaching Areas — Secondary

Major in Mathematics, BA

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<thead>
<tr>
<th>Course</th>
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<th>Hours</th>
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<td>MATH 282</td>
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<td>MATH 283</td>
<td>Calculus III</td>
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<tr>
<td>MATH 321</td>
<td>Differential Equations</td>
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<tr>
<td>MATH 361</td>
<td>Introduction to Linear Algebra</td>
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Major in Mathematics, BS

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Required cognate: CSIS 110 or equivalent.

Major in Mathematical Physics, BS

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<td>Introduction to Linear Algebra</td>
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The BS in Mathematical Physics is a composite major, therefore no minor is required.

Major in Biostatistics, BS

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<td>CSIS 110</td>
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<td>BIOL 111, 112</td>
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<td>BIOL 320</td>
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<td>CHEM 111, 112</td>
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<td>PHYS 121, 122</td>
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</table>

The BS in Biostatistics is a composite major, therefore no minor is required. Students majoring in biostatistics, and planning to enter medical school after graduation, must take general chemistry, general physics, and organic chemistry.

Minor in Mathematics

<table>
<thead>
<tr>
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</table>
Mathematics

TEACHING CERTIFICATION PROGRAM

The following mathematics major and minors are for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

Elementary Education - see Education section

Mathematics BS - Secondary Teaching Area

Option I

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
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<td>MATH 321</td>
<td>Differential Equations</td>
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<tr>
<td>MATH 341</td>
<td>Geometry</td>
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<td>MATH 361</td>
<td>Introduction to Linear Algebra</td>
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<tr>
<td>MATH 451</td>
<td>Statistical Analysis</td>
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Choose one from the following:

- MATH 381 Complex Variables (3)
- MATH 471 Advanced Calculus (3)

TOTAL 36

Mathematics Minor - Secondary Teaching Area

Option II

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<td>MATH 361</td>
<td>Introduction to Linear Algebra</td>
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</table>

Choose two from the following:

- MATH 381 Complex Variables (3)
- MATH 431 Modern Algebra (3)
- MATH 451 Statistical Analysis (3)

TOTAL 26

COURSES

MATH 011 Introduction to Algebra 3 hours

The course reviews algebra of the real number system, concepts of elementary set theory, rules of exponents with integer exponents, roots of real numbers, arithmetic of rational numbers and rational expressions, factorizing whole numbers into prime factors, factoring polynomials in one variable with integer coefficients into irreducible factors relative to the set of integers, solve linear equations and linear inequalities, solve applied problems which can be modeled by linear equations or linear inequalities.

A student must take this course if he or she needs a review of elementary algebra, or scored less than the passing score on the math placement test. Each class meets three times a week with the instructor and twice a week in recitations. This course does not apply toward general education or graduation requirements.

MATH 012 Intermediate Algebra 3 hours

The course reviews algebra of the real number system, rules of exponents with rational exponents, factoring polynomials in one variable with integer coefficients into irreducible factors relative to the set of integers, solve linear and quadratic equations and inequalities, graph functions, solve applied problems which can be modeled by linear or quadratic equations or linear inequalities.

A student must take this course if he or she needs a review of algebra, or scored less than the passing score on the math placement test. Each class meets three times a week with the instructor and twice a week in recitations. This course does not apply toward general education or graduation requirements.

MATH 101 Mathematics for Liberal Arts 3 hours

Prerequisite: Acceptable score on math placement test or at least a C in MATH 012.

Introduction to sets, Venn diagrams, truth tables, applications of Venn diagrams to logic, logical arguments, probability, sample spaces, permutations, combinations, statistics, averages, normal distributions, the metric system, measurement, consumer interest, and loans.

MATH 110 College Algebra 3 hours

Prerequisite: Acceptable score on math placement test or at least a C in MATH 012.

College Algebra is a study of equations, inequalities, certain classes of functions (polynomial, rational, exponential, and logarithmic), and their graphs and systems of equations.

MATH 121 Precalculus 3 hours

Prerequisite: Two years of high school algebra and an acceptable score on placement test or MATH 110.

A study of polynomials, rational, exponential, logarithmic, and trigonometric functions and their graphs and conic sections.
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MATH 181 Calculus I</strong></td>
<td>4 hours</td>
<td>MATH 121 or its equivalent.</td>
<td>A study of functions of one variable, continuity, inequalities, differentiation, and integration. Offered spring semester.</td>
</tr>
<tr>
<td><strong>MATH 236 Applied Mathematics for Business</strong></td>
<td>3 hours</td>
<td>MATH 110 or 121.</td>
<td>The study of mathematical tools necessary to make effective business decisions. Areas of study include: linear equations, linear programming, probabilities, optimization, and functions.</td>
</tr>
<tr>
<td><strong>MATH 241 Intro. to Probability &amp; Statistics</strong></td>
<td>3 hours</td>
<td>High school Algebra II or MATH 110.</td>
<td>This course introduces elementary probability, statistical inference, and applications to business and science. Offered each semester.</td>
</tr>
<tr>
<td><strong>MATH 282 Calculus II</strong></td>
<td>4 hours</td>
<td>MATH 181.</td>
<td>A study of exponential, logarithmic, and trigonometric functions, series and more techniques of integration. Offered fall semester.</td>
</tr>
<tr>
<td><strong>MATH 283 Calculus III</strong></td>
<td>4 hours</td>
<td>MATH 282.</td>
<td>A study of the calculus of functions of several variables and elements of infinite series. Offered spring semester.</td>
</tr>
<tr>
<td><strong>MATH 281 Complex Variables</strong></td>
<td>3 hours</td>
<td>MATH 283.</td>
<td>This course is a study of analytic functions, power series, calculus of residues, and conformal mappings.</td>
</tr>
<tr>
<td><strong>MATH 291 Selected Topics</strong></td>
<td>1 hour</td>
<td>Approval by department chair.</td>
<td>Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.</td>
</tr>
<tr>
<td><strong>MATH 321 Differential Equations</strong></td>
<td>3 hours</td>
<td>MATH 283.</td>
<td>This is a study of ordinary differential equations with emphasis on the analytic methods for solving them.</td>
</tr>
<tr>
<td><strong>MATH 341 Geometry</strong></td>
<td>3 hours</td>
<td>MATH 282.</td>
<td>This course is a study of Euclidean and non-Euclidean geometry.</td>
</tr>
<tr>
<td><strong>MATH 361 Introduction to Linear Algebra</strong></td>
<td>3 hours</td>
<td>MATH 283.</td>
<td>An introduction to vector spaces and matrix theory over the field of real numbers.</td>
</tr>
<tr>
<td><strong>MATH 381 Complex Variables</strong></td>
<td>3 hours</td>
<td>MATH 283.</td>
<td>This course is a study of analytic functions, power series, calculus of residues, and conformal mappings.</td>
</tr>
<tr>
<td><strong>MATH 411 Numerical Analysis with Application</strong></td>
<td>3 hours</td>
<td>MATH 283, 321; knowledge of some computer programming language.</td>
<td>This is a course in numerical methods for solving mathematical problems. The writing of computer programs for solving problems is a part of the course.</td>
</tr>
<tr>
<td><strong>MATH 431 Modern Algebra</strong></td>
<td>3 hours</td>
<td>MATH 361.</td>
<td>A study of the abstract systems: groups, rings, fields, and integral domains.</td>
</tr>
<tr>
<td><strong>MATH 451 Statistical Analysis</strong></td>
<td>3 hours</td>
<td>MATH 282.</td>
<td>A study of the basic ideas of probability theory, discrete and continuous random variables, and their distributions, with application to statistics.</td>
</tr>
<tr>
<td><strong>MATH 471 Advanced Calculus</strong></td>
<td>3 hours</td>
<td>MATH 283.</td>
<td>This is a study of functions of one real variable, and the conditions for differentiability and for integrability of these functions. Emphasis is placed on proving theorems.</td>
</tr>
</tbody>
</table>
| **MATH 491 Selected Topics** | 1-3 hours | Approval by department chair. | Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.
AIMS OF THE PROGRAM

The Medical Technology program prepares students to be certified clinical laboratory technologists in hospitals and other clinical laboratory settings.

PROGRAM

Southwestern Adventist University offers a Bachelor of Science degree (128-134 semester hours) in medical technology. This degree is offered in affiliation with (a) Tarleton State University in Fort Worth, Texas; (b) Andrews University in Berrien Springs, Michigan; (c) Florida Hospital, Orlando, Florida. The first three years are completed at the SWAU campus. The fourth year (12 months) of the program consists of clinical training to be completed at one of the affiliated hospital-based programs. Tarleton State University starts classes in July and January, Andrews University and Florida Hospital classes start in August. The program is accredited by the Council on Allied Health Education and Accreditation in conjunction with the National Accrediting Agency for Clinical Laboratory Sciences.

Each student must apply to the hospital training program of his/her choice, preferably early in the junior year. Acceptance into the Southwestern Adventist University program and declaration as a medical technology major does not imply that the student will be accepted for the senior clinical year by an affiliated hospital program. The student is encouraged to maintain a science and an overall grade point average of 3.0 (on a four-point scale) or higher. The criteria for student selection by an affiliated hospital institution include scholastic ability, completed application materials, letters of reference, and a personal interview. At least 32 of the last 38 semester hours of academic work taken prior to the senior clinical year must be taken in residence at Southwestern Adventist University. Sixteen of the 32 hours must be science courses. English as a Second Language courses are not applicable toward residency.

**Required Courses for SWAU Medical Technology Curriculum**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 111, 112</td>
<td>8</td>
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<tr>
<td>BIOL 101, 102</td>
<td>8</td>
</tr>
<tr>
<td>BIOL 220</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 320</td>
<td>4</td>
</tr>
<tr>
<td>MATH 121</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 111, 112</td>
<td>8</td>
</tr>
<tr>
<td>CHEM 331, 332</td>
<td>8</td>
</tr>
<tr>
<td>CHEM 451</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 417</td>
<td>3</td>
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<tr>
<td>TOTAL</td>
<td>41</td>
</tr>
</tbody>
</table>

**Recommended Courses for Medical Technology**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>PHYS 121, 122</td>
<td>8</td>
</tr>
<tr>
<td>CHEM 221</td>
<td>4</td>
</tr>
<tr>
<td>TOTAL</td>
<td>12</td>
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</table>

**Suggested Curriculum for Medical Technology Majors**

**FRESHMAN YEAR**

**Fall**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>COLL 101</td>
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<tr>
<td>BIOL 111</td>
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<tr>
<td>ENGL 121</td>
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</tr>
<tr>
<td>CHEM 111</td>
<td>4</td>
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<td>TOTAL</td>
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**Spring**

<table>
<thead>
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</thead>
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<tr>
<td>BIOL 112</td>
<td>4</td>
</tr>
<tr>
<td>RLGN</td>
<td>3</td>
</tr>
<tr>
<td>HIST</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 112</td>
<td>4</td>
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<td>TOTAL</td>
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</table>

**SOPHOMORE YEAR**

**Fall**

<table>
<thead>
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<th>Course</th>
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<tbody>
<tr>
<td>BIOL 220</td>
<td>4</td>
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<tr>
<td>ENGL 220</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 331</td>
<td>4</td>
</tr>
<tr>
<td>HIST</td>
<td>3</td>
</tr>
<tr>
<td>HLED 111</td>
<td>2</td>
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<tr>
<td>TOTAL</td>
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</tr>
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</table>

**Spring**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM</td>
<td>3</td>
</tr>
<tr>
<td>RLGN</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 332</td>
<td>4</td>
</tr>
<tr>
<td>HIST</td>
<td>3</td>
</tr>
<tr>
<td>HLED 111</td>
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<td>TOTAL</td>
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</table>

**JUNIOR YEAR**

**Fall**

<table>
<thead>
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<th>Course</th>
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<tbody>
<tr>
<td>CHEM 451</td>
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</tr>
<tr>
<td>RLGN</td>
<td>3</td>
</tr>
<tr>
<td>HIST</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 417</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 221</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 121</td>
<td>4</td>
</tr>
<tr>
<td>TOTAL</td>
<td>16</td>
</tr>
</tbody>
</table>

**Spring**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 320</td>
<td>4</td>
</tr>
<tr>
<td>CSIS 417</td>
<td>3</td>
</tr>
<tr>
<td>PEAC</td>
<td>1</td>
</tr>
<tr>
<td>RLGN</td>
<td>2</td>
</tr>
<tr>
<td>TOTAL</td>
<td>11</td>
</tr>
</tbody>
</table>
Medical Technology

SENIOR YEAR - Clinical training at an affiliated hospital institution.

Courses as listed by the Florida Hospital Program:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MDTC 400</td>
<td>Phlebotomy</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 401</td>
<td>Principles of Education</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 402</td>
<td>Laboratory Management</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 403</td>
<td>Comparative Technical Procedure</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 410</td>
<td>Body Fluids</td>
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<tr>
<td>MDTC 411</td>
<td>Body Fluids Practicum</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 420</td>
<td>Clinical Mycology</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 421</td>
<td>Clinical Mycology Practicum</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 430</td>
<td>Clinical Parasitology</td>
<td>2</td>
</tr>
<tr>
<td>MDTC 431</td>
<td>Clinical Parasitology Practicum</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 440</td>
<td>Coagulation/Hemostasis</td>
<td>2</td>
</tr>
<tr>
<td>MDTC 443</td>
<td>Coagulation/Hemostasis Practicum</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 450</td>
<td>Immunology and Serology</td>
<td>2</td>
</tr>
<tr>
<td>MDTC 451</td>
<td>Immunology and Serology Practicum</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 460</td>
<td>Clinical Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>MDTC 461</td>
<td>Clinical Chemistry Practicum</td>
<td>2</td>
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<tr>
<td>MDTC 470</td>
<td>Hematology</td>
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<td>MDTC 471</td>
<td>Hematology Practicum</td>
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<td>MDTC 480</td>
<td>Immunohematology</td>
<td>4</td>
</tr>
<tr>
<td>MDTC 481</td>
<td>Immunohematology Practicum</td>
<td>2</td>
</tr>
<tr>
<td>MDTC 490</td>
<td>Clinical Pathogenic Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>MDTC 491</td>
<td>Clin. Path. Microbiology Practicum</td>
<td>2</td>
</tr>
</tbody>
</table>

TOTAL                                                              42

(Tarleton State University clinical year experience .................. 48)

TOTAL hours for graduation                                         128-134
AIMS OF THE DEPARTMENT

The languages of the nations in which English is not spoken have assumed increased importance to Americans as technology has brought men into closer contact. Nationalistic jealousies have caused men to reject the idealistic dream of a universal language, while Christ’s commission to carry the gospel to all the world has greatly increased the need of having the means to communicate His Word to people of other tongues.

The extensive Spanish-speaking population of the American Southwest and of the countries south of our borders represents opportunities and challenges for persons entering the ministry, social work, education, business, or medical service. The department aims to prepare its enrollees to meet these challenges, and students entering these or related fields would be well-advised to consider the study of Spanish as an adjunct to their majors. Those planning for degrees in the arts are required to include intermediate foreign language in their academic programs. Persons seeking bachelor of science degrees should consult their respective departments for specific language requirements.

PROGRAMS

BA in International Affairs
Minors in Spanish and International Affairs

Waiving of Requirements

Students who wish to have the modern languages requirement waived by passing a proficiency examination should apply at the time of registration.

MINOR IN SPANISH

A minor consists of 18 hours, exclusive of the elementary course or its equivalent, 12 hours of which must be upper division and includes 3 hours of literary analysis.

MAJOR IN INTERNATIONAL AFFAIRS

SWAU’s International Affairs major is dedicated to educating students on global issues and preparing them for service in the multicultural and international arena. The major combines perspectives from many academic fields into a multidisciplinary awareness of cross-border relations.

The major is administered by the Social Science/Modern Languages Department and draws most of its courses from different liberal arts departments. It requires students to take more social science, history, and foreign language courses than the general liberal arts graduate.

Students receive a thorough liberal arts education, not vocational training for a specific career in International Affairs. It provides students with communication and critical-thinking skills which they can apply to a wide variety of careers, including those in International Affairs.

These courses provide a basis for further studies or work-related training in many international careers, including foreign service, international law, international education, governmental and non-governmental organizations, and in international business.

BA in International Affairs Major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 211</td>
<td>Economics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 212</td>
<td>Economics II</td>
<td>3</td>
</tr>
<tr>
<td>POLS 211</td>
<td>National &amp; Texas Constitutions</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 311</td>
<td>Regional Geography</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 222</td>
<td>Problems of Modern Society or</td>
<td></td>
</tr>
<tr>
<td>SOCI 111</td>
<td>Introduction to Sociology or</td>
<td></td>
</tr>
<tr>
<td>SOCI 331</td>
<td>Strength in Diversity</td>
<td>3</td>
</tr>
<tr>
<td>POLS 364</td>
<td>American Constitutional Development</td>
<td>3</td>
</tr>
<tr>
<td>HIST 365</td>
<td>Global Power: America from 1933-Present</td>
<td>3</td>
</tr>
<tr>
<td>HIST 414</td>
<td>Europe from 1250-1789 or</td>
<td></td>
</tr>
<tr>
<td>HIST 212</td>
<td>History of Western Civilization II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 424</td>
<td>Europe from 1789 to the Present</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 317</td>
<td>Spanish American Civilizations</td>
<td>3</td>
</tr>
<tr>
<td>POLS 320</td>
<td>American International Relations</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>33</td>
</tr>
</tbody>
</table>

Required minor in a foreign language: 18 hours.

ADVENTIST COLLEGES ABROAD

The Modern Languages Department offers to both the student majoring in languages and the general University student body the privilege of studying in Europe without losing credit or lengthening the course of study. SWAU is a member of a consortium known as Adventist Colleges Abroad, and through this consortium the student is able to study languages in the actual homeland of that particular language.

COURSES

SPAN 111, 112 Elementary Spanish 4, 4 hours

The sound and sentence patterns of Spanish are learned through drills, dialogues, readings and models, both live and recorded. 4 Lec 1 Lab.

SPAN 211, 212 Intermediate Spanish 3, 3 hours

Prerequisite: SPAN 112 or demonstrated equivalent.

A thorough review of Spanish grammar through oral and written composition as well as cultural and literary readings. Attention is given to the history, customs, and traditions of the Spanish-speaking people. 3 Lec 1 Lab.

SPAN 291 Selected Topics 1 hour

Prerequisite: Approval by department chair.

Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

ALL COURSES NUMBERED ABOVE 300 are conducted in Spanish. The instructor may require a demonstrated ability in the language before granting permission to enroll.
### Modern Languages

#### COURSES TAUGHT AT SAGUNTO, SPAIN

**SPAN 311  Spanish Composition and Conversation**  
Prerequisite: SPAN 212 or equivalent.  
The development of confidence in accepted oral and written expression, based on topics of current interest and cultural significance.

**SPAN 314 Advanced Spanish Grammar--Morphology and Syntax**  
Prerequisite: SPAN 311  
A detailed survey of Spanish grammar as it pertains to the parts of speech, sentence construction, syntax, and punctuation. Especially helpful for prospective teachers, writers, and those who wish to strengthen their skills in grammar analysis.

**SPAN 315 Spanish Civilization and Culture**  
Prerequisite: SPAN 311 or equivalent.  
A presentation of some of the dominant themes, personalities, and creative achievements in Hispanic history, civilization and culture.

**SPAN 317 Spanish American Civilization**  
Prerequisite: SPAN 311 or equivalent.  
A presentation of some of the dominant themes, personalities, and creative achievements in Latin-American history, civilization, and culture.

**SPAN 411 Masterpieces of Spanish-American Literature I**  
Prerequisite: Three years of college Spanish, including SPAN 311, or permission of the instructor.  
A presentation of the history of Spanish-American literature from the discovery of America to Romanticism.

**SPAN 412 Masterpieces of Spanish-American Literature II**  
Prerequisite: Three years of college Spanish, including SPAN 311, or permission of instructor.  
A presentation of the history of Spanish-American literature from Modernism to contemporary literature.

**SPAN 413 Masterpieces of Spanish Literature I**  
Prerequisite: Three years of college Spanish, including SPAN 311, or permission of the instructor.  
A survey of peninsular Spanish literature with selections from the Middle Ages to Neoclassicism.

**SPAN 414 Masterpieces of Spanish Literature II**  
Prerequisite: Three years of college Spanish, including SPAN 311, or permission of the instructor.  
A survey of peninsular Spanish literature with selections from the Romanticism to contemporary literature.

**SPAN 491 Selected Topics**  
Prerequisite: Approval of department chair.  
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

**SPAN 495 Independent Study**  
1 hour

---

**FREN 111, 112 Elementary French**  
4, 4 hours
An introduction to French through class and laboratory models. To be taken in sequence. 4 Lec 1 Lab.

**FREN 211, 212 Intermediate French**  
3, 3 hours
A review of French grammar, with selected readings and oral work. To be taken in sequence. 3 Lec 1 Lab.

### ADVENTIST COLLEGES ABROAD

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<table>
<thead>
<tr>
<th>COURSE</th>
<th>PREREQUISITE(S)</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 201, 202, 203</td>
<td>Spanish Folklore</td>
<td>2,2,2, qr hrs.</td>
</tr>
<tr>
<td>SPAN 251, 252, 253</td>
<td>Advanced Spanish Grammar</td>
<td>4,4,4, qr hrs.</td>
</tr>
<tr>
<td>SPAN 261, 262, 263</td>
<td>Intermediate Spanish Composition</td>
<td>3,3,3 qr hrs.</td>
</tr>
<tr>
<td>SPAN 271, 272, 273</td>
<td>Intermediate Spanish Conversation</td>
<td>2,2,2, qr hrs.</td>
</tr>
<tr>
<td>SPAN 281, 282, 283</td>
<td>Current Events in Spain</td>
<td>1,1,1, qt hr.</td>
</tr>
<tr>
<td>SPAN 301, 302, 303</td>
<td>History of Spain</td>
<td>3,3,3, qr hrs.</td>
</tr>
<tr>
<td>SPAN 312, 313</td>
<td>Spain and Its Culture</td>
<td>2,2, qt hrs.</td>
</tr>
<tr>
<td>SPAN 331, 332, 333</td>
<td>History of Spanish Literature</td>
<td>3,3,3, qr hrs.</td>
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<tr>
<td>SPAN 351, 352, 353</td>
<td>Advanced Spanish Grammar I</td>
<td>4,4,4, qr hrs.</td>
</tr>
<tr>
<td>SPAN 361, 362, 363</td>
<td>Advanced Spanish Composition</td>
<td>3,3,3 qr hrs.</td>
</tr>
<tr>
<td>SPAN 371, 372, 373</td>
<td>Advanced Spanish Conversation</td>
<td>2,2,2, qr hrs.</td>
</tr>
<tr>
<td>SPAN 422, 423</td>
<td>Translation and Interpretation</td>
<td>2,2 qt hrs.</td>
</tr>
<tr>
<td>SPAN 451, 452, 453</td>
<td>Advanced Spanish Grammar II</td>
<td>4,4,4, qr hrs.</td>
</tr>
<tr>
<td>SPAN 461, 462, 463</td>
<td>Advanced Spanish Composition II</td>
<td>3,3,3 qr hrs.</td>
</tr>
<tr>
<td>SPAN 471, 472, 473</td>
<td>Advanced Spanish Conversation II</td>
<td>2,2,2, ar hrs.</td>
</tr>
<tr>
<td>SPAN 495</td>
<td>Independent Study</td>
<td>1-4 qr hrs.</td>
</tr>
</tbody>
</table>
Modern Languages

COURSES TAUGHT AT
COLLONGES-SOUS-SALÈVE, FRANCE

FREN 011 Phonetics....................0 qt hrs.
FREN 101 Beginning French .......... 12 qt hrs.
FREN 111 Phonetics.................... 1 qt hr.
FREN 151, 152, 153 Elementary Oral
  Expression.......................... 3,3,3, qt hrs.
FREN 191 Intensive French Review I .... 12 qt hrs.
FREN 201, 202 Intermediate French .......... 9, 5 qt hrs.
FREN 221, 222 Intermediate Composition ... 3, 2 qt hrs.
FREN 251, 252 Intermediate Oral
  Expression.......................... 3, 3 qt hrs.
FREN 291 Intensive French Review II ......9 qt hrs.
FREN 321, 322 Advanced Composition .... 3, 2 qt hrs.
FREN 331, 332 Orthography ................ 2, 1 qt hrs.
FREN 341 Advanced Grammar ............ 6 qt hrs.
FREN 351, 352 Advanced Oral
  Expression.......................... 2, 2 qt hrs.
FREN 361, 362 Text Analysis ............... 2, 2, qt hrs.
FREN 479 French Culture and
  Civilization.......................... 2 qt hrs.
FREN 499 Independent Study .......... 1-4 qt hrs.
Advanced Language Study (Upper Division)
FREN 421 French Composition ............ 3 qt hrs.
FREN 431 Advanced Orthography I........ 2 qt hrs.
FREN 432 Advanced Orthography II ....... 2 qt hrs.
FREN 441 Morphology/Syntax of
  the Simple Sentence ................ 3 qt hrs.
FREN 442 Morphology/Syntax of
  the Complex Sentence .............. 3 qt hrs.

COURSES TAUGHT AT
UNIVERSIDAD ADVENTISTA DEL PLATA, ARGENTINA

SPAN 251, 252, 253 Intermediate Spanish
  Grammar ........................................ 4,4,4 qt hrs.
SPAN 261, 262, 263 Intermediate Spanish
  Composition .............................. 2,2,2 qt hrs.
SPAN 271, 272, 273 Intermediate Spanish
  Conversation ............................ 2,2,2 qt hrs.
SPAN 351, 352, 353 Advanced Spanish
  Grammar ................................. 2,2,2 qt hrs.
SPAN 361, 362, 363 Advanced Spanish
  Composition I ......................... 2,2,2 qt hrs.
SPAN 371, 372, 373 Advanced Spanish
  Conversation I ......................... 2,2,2, qt hrs.
SPAN 451, 452, 453 Advanced Spanish
  Grammar II .............................. 4,4,4 qt hrs.
SPAN 461, 462, 463 Advanced Spanish
  Composition II ....................... 2,2,2 qt hrs.
SPAN 471, 472, 473 Advanced Spanish
  Conversation II ....................... 2,2,2 qt hrs.
Nursing

Catherine Turner, Chair; Lavonne Adams, Jean Alway, 
Carol Dorough, Meriam Fabriga, Bonnie Gnadt, 
Joyce Melius, Penny Moore, Lolita Valdez

Bob Hadley, Director of Health Services

MISSION STATEMENT

The purpose of the SWAU Department of Nursing is to prepare a generalist in the profession of nursing with a Christian background in liberal arts, applied theology and natural, behavioral, and nursing sciences. The department seeks to provide a Christian environment which facilitates growth of the student as a whole person, as a contributing member of society, and as a member of the nursing profession. The program seeks to meet society's needs for health care leaders by providing a nursing foundation, educational and career mobility and lifelong learning.

GOAL

The goal of the nursing program is to graduate competent, employable, safe practitioners who are prepared to participate in the delivery of health care, who have the knowledge base on which to build advanced study, and who are contributing members of society. The curriculum prepares the student for graduation with an Associate of Science degree. The graduate of the A.S. program is eligible for licensure as a registered nurse (RN). The graduate of the B.S. completion program has advanced as an RN and is also prepared for graduate school.

ACCREDITATION

The program is accredited by the Board of Nurse Examiners for the State of Texas, by the National League for Nursing’s Accrediting Commission. The address is: 61 Broadway, New York, New York 10006. Phone number: #212/363-5555 x 153.

APPLICATION PROCESS

1. File an application form with Southwestern Adventist University.
2. File a nursing application form with the nursing department. Processing of applications will begin in March. Applications should be received prior to May 31 for consideration of acceptance into the fall semester. A $75 nonrefundable deposit must be paid upon acceptance into the nursing program.
3. Submit all high school and college/university transcripts. NOTE: No credits will be accepted for AS cognate courses (see listing under AS requirements) which were earned more than 7 years prior to enrollment in the AS nursing program at SWAU without written permission from the nursing department.
4. Provide three letters of recommendation from employers and/or teachers, which attest to professional competence or scholastic ability, emotional stability and physical health.
5. Provide proof of current CPR certification, physical examination, immunizations and TB testing.
6. An applicant whose first language is not English must have a score of at least 550 on the Test of English as a Foreign Language (TOEFL) or 80th percentile on the University of Michigan English Language Institute Test.
7. Applicants who have taken all their academic courses at Southwestern Adventist University will be given preferential consideration for admission to the nursing program.

*In compliance with the Texas State Board of Nurse Examiner's policy, completion of the nursing program does not guarantee eligibility for the registered nurse licensure examination. An individual who may be ineligible for licensure due to physical/emotional disabilities or past criminal convictions which are likely to affect professional practice and/or behavior should seek departmental/legal advising prior to enrolling in any professional nursing program in Texas.

ADMISSION CRITERIA

Associate Degree (2-year and 3-year options)

1. Meet all admission requirements for enrollment at Southwestern Adventist University.
2. Present a minimum SAT verbal score of 470 and a minimum math score of 430, or ACT composite of at least 19. (Requirement waived for applicants with 12 credit of college work.)
3. High School
   a. The following are required high school level courses:
      i. Math (2 years including 1 year of algebra and excluding consumer math)
      ii. Biology (1 year) *
      iii. Chemistry (1 year) *
   b. Two-year option: High school graduates with a GPA of 3.25 and B grades or better in the required courses and who meet other admission criteria are eligible for acceptance into clinical nursing courses their first year in the University.
   c. Three-year option: High school graduates with a GPA less than 3.25 and/or C grades in any or all of the required high school level courses, must register as pre-nursing students and take required general education and nursing cognate courses. NOTE: Admission to clinical nursing courses the following year is dependent on maintaining a minimum cumulative GPA of 2.75, with no cognate course grade lower than a C, and on meeting other admission criteria.
   d. Students entering the University with a GED certificate, and those who do not meet the above requirements (a,b,c) must register as pre-nursing majors and complete:
      i. One semester of College Algebra (MATH 110)
      ii. One semester of Introduction to Chemistry (CHEM 101)*
      iii. One semester of Anatomy and Physiology (BIOL 101)*
4. College/University
   a. Cumulative GPA of at least 2.75
   b. Required cognate courses with a grade not lower than C.
5. Proof of current CPR certification as a Health Care Provider.
6. Proof of current immunizations as required by the State of Texas.
7. Pre-admission nursing examination.

*Must be taken not more than seven years prior to admission to nursing program.
The graduate nurse with an Associate of Science degree or a diploma in nursing may enter the nursing program at SWAU at the junior level and will usually be prepared to graduate with a Bachelor of Science degree in two academic years. After having met all general education requirements and cognate courses designated for the nursing curriculum, students may be able to earn the Bachelor of Science degree in one academic year. The BS in Nursing is also provided through the Adult Degree Program.

Admission requirements include the following:
1. An Associate of Science degree in nursing from an NLN accredited associate degree program with requirements in nursing and cognate/general education courses comparable to those at SWAU.
2. A minimum cumulative GPA of 2.5 for lower division courses and a minimum 2.5 GPA for Nursing courses.
3. Eligibility for junior standing in the University, having completed a minimum of 58 semester units (87 quarter units).
5. Graduates of diploma programs must take proficiency examinations to validate college credit for nursing courses.
6. Proof of current CPR completion as a Health Care Provider.
7. Proof of current immunizations as required by the State of Texas.
8. Applicants may be granted provisional admission under the following circumstances:
   a. Having a marginal academic record but excellent references in work experience;
   b. Graduated from a non-NLN accredited nursing program.
9. Students may be allowed to enroll in selected non-clinical courses under the following circumstances:
   a. AS level students who receive the permission of the Progression, Evaluation and Testing Committee (PET).
   b. Unlicensed AS graduates.

LICENSED VOCATIONAL NURSE APPLICANTS
The licensed vocational nurse who wishes placement with advanced standing to earn an Associate of Science degree in nursing must:
1. Fulfill the admission criteria for the Associate Degree Nursing program, except that no ACT or SAT scores are required.
2. Be currently licensed as an LVN/LPN.
3. Cognate grades cannot be lower than a C.
4. Successfully complete NRSA 110 Life Span - LVN.

Upon successful completion of NRSA 110, the LVN student may progress into NRSA 125 with the traditional Associate Degree students. (Credits for NRSA 115 and 118 are awarded as credit by exam or by transfer of LVN coursework. General Education, science, and cognate requirements are met through transfer of credit or completion of courses in residence.) NRSA 110 is offered spring semester only.

SPECIAL STUDENT
An applicant who wishes to enroll in nursing courses without pursuing a degree at SWAU should apply for enrollment as a special student. Consent for enrollment as a special student is subject to fulfillment of course prerequisites, instructor’s consent, and space availability.

To be admitted later as a degree-seeking student, the special student must meet all the prescribed requirements and follow the usual admission procedure.

PART-TIME STUDENT
Any qualified student may enroll on a part-time basis. Required general education or cognate courses may be taken before any or all nursing courses.

TRANSFER STUDENT
Students wishing to transfer into the nursing program are required to have a minimum college GPA of 2.75. A minimum grade point of C (2.0) is required for any course accepted for transfer credit. Course descriptions or outlines will be required when necessary to determine the acceptability of a course or the amount of transfer credit to be granted for clinical nursing courses. The department reserves the right to require the transfer applicant to pass written and/or practical examinations in any course for which transfer credit is requested. Admission as a transfer student is subject to available space.
Nursing

GENERAL CONTINUATION AND PROGRESSION
POLICIES
1. The department of nursing reserves the right to require withdrawal of a nursing student who fails to demonstrate competency and/or displays inappropriate/unprofessional behavior. Additional criteria for continuation in the program are physical health and stamina necessary to withstand the demands of nursing and emotional stability sufficient to cope with the stresses inherent in learning and practicing nursing.
2. Students must maintain a cumulative GPA of 2.5 in nursing. No grade lower than C will be accepted in nursing and nursing cognate courses.*
   2.1 Students accepted into nursing on probation must achieve a minimum GPA of 2.5 in their first semester of nursing coursework in order to continue into the following semester.
   2.2 All first-year nursing students must achieve a minimum nursing GPA of 2.5 by the end of NRSA 119 to continue into NRSA 125.
   2.3 Students whose nursing GPA falls below 2.5 at any time during the program other than previously mentioned, may continue in nursing coursework on a probationary basis for one semester, after which time the GPA must be 2.5 in order to continue further in nursing at that time.
   2.4 All students who have had one semester of probation and who fail to achieve the minimum 2.5 GPA will be placed on suspension from nursing courses for the following semester, after which they may re-enter nursing courses as space permits and with the permission of the PET Committee.
   2.5 A total of two long semesters of academic probation are allowed during the AD or BS programs (one prior to suspension, one after suspension).
3. No grade lower than C will be accepted in nursing and nursing cognate courses.*
4. Students must complete their nursing courses at SWAU unless special permission is granted.
5. Students may withdraw from or repeat a nursing course only one time.
6. Proof of current Health Care Provider CPR certification and proof of current immunizations are required of all nursing students.
7. Registered Nurse students must provide the nursing department with proof of current Texas licensure.

* Nursing cognate courses:
   AS Nursing:
   BIOL 101, 102, 220
   CHEM 101
   PSYC 212, 311
   SOCI 111

BS Nursing:
   CHEM 101, 103

TRANSPORTATION POLICIES
Students are expected to provide their own transportation to and from off-campus clinical labs. Faculty will not provide transportation. Students are advised not to transport clients in their own vehicles under any circumstances. This policy protects both the student and the client. Texas law requires proof of automobile liability insurance.

RESIDENCY REQUIREMENT
Transfer students must complete at least 15 semester hours of nursing courses at SWAU and must fulfill the University residence requirements as stated elsewhere in this bulletin to graduate with an Associate of Science degree in Nursing. The candidate for a bachelor’s degree in nursing must take 28 semester hours of upper division nursing courses in residence at SWAU and must fulfill the University residency requirements as stated elsewhere in this bulletin.

GRADUATION REQUIREMENTS
Baccalaureate Degree
1. Satisfactory completion of 130 semester hours including 65 semester hours of nursing courses and 65 semester hours of general education and cognate courses for nursing. Not fewer than seven hours of the electives must be upper division, of which three must be in religion.
2. Fulfillment of the general education requirements for a BS degree. (Students of nursing fulfill the writing component of the English requirements with NRSB 316, NRSB 435 and the speech component with NRSB 455.)
3. A minimum nursing GPA of 2.5.
4. Successful completion of NLN exams at or above the 30th percentile.
5. Recommendation by the faculty for graduation.

Associate Degree
1. Satisfactory completion of a minimum of 72 semester hours to include 32 semester hours of nursing and 40 semester hours of general education and cognates for nursing.
2. A minimum nursing GPA of 2.50.
3. Successful completion of NLN exams at or above the 30th percentile.
4. Upon successful completion of the comprehensive examination, the faculty will recommend the student as a candidate to write NCLEX examinations for licensure as a registered nurse. Students failing the comprehensive examination twice must show evidence of satisfactory completion of a review course before retaking the examination the third time.
## ASSOCIATE OF SCIENCE MAJOR REQUIREMENTS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>NRSA 115</td>
<td>Fundamentals of Nursing</td>
<td>5</td>
</tr>
<tr>
<td>NRSA 118</td>
<td>Nursing Across the Life Span</td>
<td>8</td>
</tr>
<tr>
<td>NRSA 125</td>
<td>Child Health Nursing</td>
<td>3</td>
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<tr>
<td>NRSA 235</td>
<td>Mental Health Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NRSA 236</td>
<td>Parent/Infant Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NRSA 245</td>
<td>Adult Health Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NRSA 255</td>
<td>Adult Nursing Role Transition</td>
<td>3</td>
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<tr>
<td>NRSA 260</td>
<td>Nursing Seminar</td>
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### Required Cognate Courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>BIOL 101</td>
<td>Anatomy and Physiology</td>
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<tr>
<td>BIOL 102</td>
<td>Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 220</td>
<td>Microbiology</td>
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<tr>
<td>HLED 216</td>
<td>Nutrition</td>
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<tr>
<td>PSYC 212</td>
<td>General Psychology</td>
<td>3</td>
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<tr>
<td>PSYC 311</td>
<td>Human Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 111</td>
<td>Introduction to Sociology</td>
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### General Education:

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>COLL 101</td>
<td>Freshman Success</td>
<td>1</td>
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<tr>
<td>ENGL 121</td>
<td>Freshman Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 220</td>
<td>Technical Writing and Research</td>
<td>3</td>
</tr>
<tr>
<td>PEAC</td>
<td>P.E. Elective</td>
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<tr>
<td>RLGN</td>
<td>Religion Elective</td>
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## BACHELOR OF SCIENCE MAJOR REQUIREMENTS

In addition to the Associate of Science curriculum, the Bachelor of Science includes the following requirements:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>NRSB 310</td>
<td>Human Pathophysiology</td>
<td>3</td>
</tr>
<tr>
<td>NRSB 316</td>
<td>Issues and Trends in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NRSB 326</td>
<td>Assessment: Birth to Senescence</td>
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<tr>
<td>NRSB 350</td>
<td>Community Health Nursing I</td>
<td>4</td>
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<tr>
<td>NRSB 375</td>
<td>Critical Care Nursing</td>
<td>5</td>
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<tr>
<td>NRSB 435</td>
<td>Management/Leadership</td>
<td>3</td>
</tr>
<tr>
<td>NRSB 436</td>
<td>Nursing Research</td>
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</tr>
<tr>
<td>NRSB 450</td>
<td>Community Health Nursing II</td>
<td>4</td>
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<tr>
<td>NRSB 455</td>
<td>Advanced Nursing Seminar/Practicum</td>
<td>3</td>
</tr>
<tr>
<td>NRSB 491</td>
<td>Selected Topics in Professional Nursing</td>
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### Required Cognate Courses:

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<tbody>
<tr>
<td>CHEM 101</td>
<td>Introduction to Chemistry</td>
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<tr>
<td>CHEM 103</td>
<td>Introduction to Chemistry</td>
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### General Education:

<table>
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<tr>
<td>ENGL</td>
<td>Literature Elective</td>
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<tr>
<td>HIST</td>
<td>History Elective</td>
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<tr>
<td>MATH 241</td>
<td>Intro. to Probability &amp; Statistics</td>
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<tr>
<td>RLGN</td>
<td>Religion Electives (3-6 hours upper division)</td>
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A total of 7 upper division credits is required in addition to the nursing credits.

## CURRICULUM — SEQUENCE OF COURSES

### First Year

<table>
<thead>
<tr>
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<th>1st Hours</th>
<th>2nd Course</th>
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<td>NRSB 125</td>
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<td>Spring</td>
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<tr>
<td>Spring</td>
<td>NRSB 310</td>
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### Second Year

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<td>NRSB 316</td>
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<td>Spring</td>
<td>NRSB 435</td>
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### Third Year

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<td>NRSB 436</td>
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<tr>
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<td>MATH 241</td>
<td>3</td>
<td>NRSB 450</td>
<td>4</td>
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<tr>
<td>Spring</td>
<td>NRSB 455</td>
<td>4</td>
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### Fourth Year

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<td>PEAC</td>
<td>1</td>
</tr>
<tr>
<td>Fall</td>
<td>MATH 241</td>
<td>3</td>
<td>NRSB 455</td>
<td>4</td>
</tr>
<tr>
<td>Spring</td>
<td>NRSB 491</td>
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<td>NRSB 455</td>
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### TOTAL

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93
# Nursing

## Sample Four-Year Degree Plan with One Year of Pre-Nursing

**Pre-Nursing**

### Fall
- **COLL 101** Freshman Success ................................................ 1
- **CHEM 101** Intro to Chemistry ............................................... 3
- **RLGN** Religion Elective ................................................... 3
- **PSYC 212** General Psychology .............................................. 3
- **ENGL 121** Freshman Composition ....................................... 3
- **PEAC** PE Elective ............................................................ 1
  - **TOTAL** 14

### Spring
- **CHEM 103** Intro to Chemistry ............................................... 3
- **PSYC 311** Human Growth & Development ................................ 3
- **RLGN** Religion Elective ................................................... 3
- **HIST** History Elective .................................................... 3
- **ENGL** Technical Writing & Research ................................... 2
  - **TOTAL** 15

**Associate Degree**

### Fall
- **NRSA 115** Fundamentals of Nursing .................................... 5
- **HLED 216** Nutrition ............................................................... 2
- **BIOL 101** Anatomy & Physiology ........................................ 4
- **CSIS or OFIS** Computer Option ................................................ 3
  - **TOTAL** 14

### Spring
- **NRSA 118** Nsg - Life Span ..................................................... 8
- **BIOL 102** Anatomy & Physiology ........................................ 4
- **RLGN** Religion Elective ................................................... 3
  - **TOTAL** 15

### Summer
- **NRSA 125** Child Health Nursing .......................................... 3
  - **TOTAL** 3

### Fall
- **NRSA 235** Mental Health Nursing (or) ................................... 4
- **NRSA 236** Parent/Infant Nursing ........................................... (4)
- **NRSA 245** Adult Health Nursing ........................................... 4
- **BIOL 220** Microbiology ......................................................... 4
- **ENGL** Literature Elective ................................................... 3
- **PEAC** PE Elective ............................................................ 1
  - **TOTAL** 16

### Spring
- **NRSA 235** Mental Health Nursing (or) ................................... 4
- **NRSA 236** Parent/Infant Nursing ........................................... (4)
- **NRSA 255** Adult Role Trans .................................................. 3
- **NRSA 260** Nsg Seminar .......................................................... 1
- **SOCI 111** Intro to Sociology .................................................. 3
- **MATH 241** Intro to Prob/Stat .................................................. 3
- **RLGN** Religion Elective (UD) ................................................... 2
  - **TOTAL** 17

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**Bachelors Degree**

### Summer
- **NRSA 310** Pathophysiology (or) .......................................... 3
- **NRSA 326** Assessment: Birth-Sens ........................................... (3)
  - **TOTAL** 3

### Fall
- **NRSA 310** Pathophysiology (or) .......................................... 3
- **NRSA 326** Assessment: Birth-Sens ......................................... (3)
- **NRSA 350** Community Health I ............................................. 4
- **NRSA 435** Manage/Leadership ................................................ 3
- **NRSA 436** Nursing Research ................................................ 3
- **HIST** Non-American Hist Elective .......................................... 3
  - **TOTAL** 16

### Spring
- **NRSA 316** Issues & Trends .................................................. 2
- **NRSA 375** Critical Care ....................................................... 5
- **NRSA 450** Community Health II ............................................. 4
- **NRSA 455** Adv Nursing Seminar ............................................. 3
- **NRSA 491** Selected Topics in Professional Nursing .................... 2
  - **TOTAL** 17

Many of the General Education Requirements as well as some of the Cognates can be changed in sequence to meet specific needs of students.

---

94
Nursing

COURSES

NRSA 115  **Fundamentals of Nursing  5 hours**
Prerequisite or corequisite: BIOL 101 and acceptance into the nursing program.
Introduces the student to fundamental concepts of nursing and beginning skills necessary to implement the nursing process. Physical, mental, sociocultural, and spiritual needs are discussed in relation to adaptation, developmental stage, environment, and health status. 2 Lec. 6 Lab. Basic Pharmacologic concepts are incorporated.

NRSA 118  **Nursing Across the Life Span  8 hours**
Prerequisites: NRSA 113, 115; BIOL 101.
Prerequisites or corequisites: BIOL 102; HLED 216.
Expands general concepts of nursing practice introduced in NRSA 115. The student applies principles of health promotion and the nursing process as a provider of care for individuals and families across the life span. Common conditions of adults and aging requiring medical and surgical interventions are emphasized. Common pediatric conditions are also included. Concepts of nutrition, communication, cultural perspectives, spirituality, and pharmacology are integrated. Also included are basic principles and applications of pharmacology, dosage calculation, administration of medicines and drug classification. 4 Lec. 12 Lab.

NRSA 110  **Life Span - LVN  4 hours**
Prerequisites: BIOL 101; ENGL 121; PSYC 212.
Prerequisites or corequisites: BIOL 101; HLED 216, PSYC 212.
The student applies principles of health promotion and the nursing process as a provider of care for individuals and families across the life span. Common conditions of adults and aging requiring medical and surgical interventions are emphasized. Concepts of nutrition, communication, cultural perspectives, spirituality, and pharmacology are covered. 4 Lec.

NRSA 125  **Child Health Nursing  3 hours**
Prerequisites: NRSA 115, 118, 119; PSYC 311 or NRSA 110.
Builds on beginning knowledge of child health problems developed in NRSA 118/119. Applies the nursing process to the nursing of children and their families with continued emphasis on growth and development, prevention, and treatment of illness in the hospital and community. Selected more complex health problems of children are examined including congenital and acquired conditions. 1.5 Lec. 4.5 Lab.

NRSA 235  **Mental Health Nursing  4 hours**
Prerequisites: NRSA 125; PSYC 212.
Involves the study of thoughts, emotions, and behavior and the application of mental health principles. The student applies the nursing process to clients with maladaptive behaviors in psychiatric settings. Emphasis is on the promotion of mental health. 2 Lec. 6 Lab.

NRSA 236  **Parent/Infant Nursing  4 hours**
Prerequisite: NRSA 125.
Prerequisite or corequisite: BIOL 220.
Introduces the maternity cycle as a normal process, followed by obstetrical complications. The student applies the nursing process to the care of parents and infants during prenatal, natal and postnatal periods. Attention is given to the human reproductive system as well as sexually transmitted diseases. 2 Lec. 6 Lab.

NRSA 245  **Adult Health Nursing  4 hours**
Prerequisites: NRSA 125; HLED 216.
Prerequisite or corequisite: BIOL 220.
Builds on selected concepts introduced in first-year courses while focusing primarily on the adult and elderly. The student applies the nursing process to clients with increasingly complex needs across the life span. Concepts of nutrition, communication, cultural perspectives, spirituality and pharmacology are integrated into this course. 2 Lec. 6 Lab.

NRSA 255  **Adult Nursing Role Transition  3 hours**
Prerequisites: NRSA 245; BIOL 220.
Prerequisites or corequisites: NRSA 235 and 236; SOCI 111.
Additional complex medical-surgical nursing content, management and leadership concepts, skills, and professional issues for the associate degree nurse are discussed. Clinical experiences focus on care of groups of clients, collaborative management activities and care of acutely ill clients in emergency or critical care environments. Experiences in both the classroom and clinical settings are designed to assist the student in making the transition from nursing student to graduate. 1.5 Lec. 4.5 Lab.

NRSA 260  **Nursing Seminar  1 hour**
Prerequisite: NRSA 245
Corequisites: NRSA 255 and 235 or 236
A capstone course designed to provide structure and guidance in preparation for the NCLEX-RN. A passing grade on the final exam is required. 1 hour of theory per week.

NRSA 291  **Selected Topics in Nursing  1-3 hours**
Prerequisite: Approval of PET Committee.
Subject of study is selected in conference between student and advisor and will consist mainly of guided study and/or preceptored clinical experience. Content and behavioral objectives must be approved by Curriculum Committee. May be repeated once for credit.
## Nursing

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<tr>
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<tbody>
<tr>
<td>NRSB 310</td>
<td>Pathophysiology</td>
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</table>
| Prerequisite: Admission to junior standing in nursing or permission of PET Committee.  
Prerequisites or corequisites: CHEM 101.

Physiological changes that result from pathological processes are examined within the framework of systems theory. Students are assisted in integrating their knowledge with professional nursing care. 3 Lec.

| NRSB 316 | Issues and Trends in Health Care | 2     |
| Prerequisite: Admission to junior standing in nursing or permission of PET Committee.  
Focus is on recent trends, issues and concerns within professional nursing. The student has the opportunity to explore relevant topics related to clients, professional nursing, and the health care delivery system. 2 Lec. |

| NRSB 326 | Assessment: Birth to Senescence | 3     |
| Prerequisite: Admission to junior standing in nursing or permission of PET Committee.  
Provided structured learning experiences to enable the student to perform complete nursing assessment, including systematic collection of data, history taking, physical examination and appropriate reporting of findings from infancy through senescence. The course will also include concepts of aging, chronic diseases and aspects of rehabilitation. Teaching/learning approaches include lecture, demonstration, skills laboratory practice and performing assessments for ambulatory clients and for residents of geriatric care facilities. 3 Lec. |

| NRSB 350 | Community Health Nursing I | 4     |
| Prerequisites or corequisites: NRSB 310, 326; RN licensure.  
Introduction to the practice of nursing in community settings. Emphasis is placed on care of families at risk for physical, social, mental and spiritual dysfunction. Interventions for vulnerable individuals, families and groups across the life span are examined and practiced in a variety of community settings. 2.5 Lec. 4.5 Lab. |

| NRSB 375 | Critical Care Nursing | 5     |
| Prerequisites: NRSB 310, 326; RN licensure.  
Prerequisites or corequisites: CHEM 103.  
Content is selected to increase breadth and depth in medical/surgical nursing with integration of mental health and community health concepts. Students apply the professional roles in the provision of care in progressively complex situations. 2 Lec. 9 Lab. |

| NRSB 435 | Management and Leadership | 3     |
| Prerequisite: RN licensure.  
Management and leadership merges theory and research and provides practical applications in today’s health-care settings. The student examines concepts related to building teams, problem solving, decision making, effective communication, managing change and conflict, and more. 2 Lec. 3 Lab. |

| NRSB 436 | Nursing Research | 3     |
| Prerequisite: Admission to junior standing in nursing or permission of PET Committee.  
Prerequisite or corequisite: MATH 241.  
Focus is on understanding research concepts and the methodology involved in conducting needed research in nursing and health fields. Students learn how to evaluate research reports and how to utilize and conduct research. 3 Lec. |

| NRSB 450 | Community Health Nursing II | 4     |
| Prerequisite: NRSB 350 or permission of instructor.  
Theory and application of comprehensive and complex community-based nursing services to individuals, families and high-risk groups across the life span. Focus is on health promotion, primary disease prevention and management of chronic health problems in home and community settings. 2.5 Lec. 4.5 Lab. |

| NRSB 455 | Advanced Nursing Seminar/Practicum | 3     |
| Prerequisites: RN licensure and permission of instructor.  
Theory and clinical course, under the guidance of faculty and preceptors, in which the student selects an area of interest for in-depth study. Synthesis and application of the professional roles in the provision of nursing care is emphasized. 1.5 Lec. 4.5 Lab. |

| NRSB 491 | Selected Topics in Professional Nursing | 1-3   |
| Subject of study is selected in conference between student and advisor and will consist mainly of independent study, preceptored clinical experiences and/or research. Content and behavioral objectives must be approved by Curriculum Committee of the Department of Nursing prior to implementation. May be repeated. |

96
Nursing

AS in Emergency Medical Systems

Prerequisites

**Fall**

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<td>CHEM 101</td>
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**First Year - First Semester**

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<td>NRSB 310</td>
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**First Year - Second Semester**

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<td>BUAD 301</td>
<td>Principles of Management</td>
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<td>BUAD 317</td>
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**Second Year - First Semester**

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<td>BUAD 372</td>
<td>Human Resource Management</td>
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<td>HCAD 311</td>
<td>Gen. Admin. of a Nursing Facility</td>
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**Second Year - Second Semester**

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<td>ENGL 220</td>
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<td>SOCI 111</td>
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**TOTAL** 78

**COURSES**

**EMSP 100 Emergency Medical Procedures I 6 hours**

Pre-hospital management of medical and trauma related emergencies at the EMT-Basic level. After completion, students are eligible to sit for the state EMT-Basic certification exam. Clinicals include: ER and ambulance rotations (60 hours total).

**EMSP 200 Emergency Medical Procedures II 6 hours**

Advanced airway management, shock management, IV fluid therapy, and patient assessment in the pre-hospital environment. After completion, students are eligible to sit for the state EMT-Intermediate certification exam. Clinicals include: ER, trauma surgery, and ambulance rotations (164 hours total).

**EMSP 250 Emergency Medical Procedures III 6 hours**

Advanced pre-hospital management including, ECG interpretations, ACLS, emergency pharmacology, and trauma management. After completion, students are eligible to sit for the state EMT-Paramedic exam. Clinicals include: 216 hours of ER, ICU, trauma surgery, labor and delivery, behavioral, and ambulance rotations (216 hours total).
Physical Education, Wellness

Brian Sather, Chair; Barbara R. Harsany, Krystal Hauff, Vance Sather
Michael England, Samuel Davi Abrantes
Adjunct: Myra Barber, Terry Emery, Jane Erickson, Kent Tucker

AIMS OF THE DEPARTMENT

The Department of Physical Education and Wellness primarily exists to help students draw closer to Christ through physical activity and healthy lifestyles. As a secondary purpose, department employees attempt to prepare individuals to encourage and teach others how to benefit from physical activity, sport, and healthful living.

"True education means more than the pursual of a certain course of study... It has to do with the whole period of existence possible to man. It is the harmonious development of the physical, the mental, and the spiritual powers." — Ellen G. White

Education, P. 13

Physical Education and Wellness Department employees will fulfill the mission by
1. Graduating Physical Education majors with outstanding Christian ethics, teaching competency, coaching ability, and PE administration skills.
2. Graduating Wellness majors to enter the wellness industry in government, hospital, private, or corporate settings.
3. Developing majors in Physical Education, Exercise Science, and Wellness with the research skills and knowledge necessary to enter graduate school.
4. Encouraging all Southwestern Adventist University students, through the general education requirements, to learn sports and activities they can continue to participate in throughout life.
5. Scheduling facilities and equipment usage to provide optimal exercise and recreation opportunity for the majority of students regardless of skill level, size, sex, or activity interest.
6. Providing an atmosphere that encourages Christian conduct, respect for others, service, and appreciation for the human body as God created it.

PROGRAMS

BS in Physical Education - Secondary Teaching Certification, Option I
Minor in Physical Education - Secondary Teaching Certification, Option II
Minor in Physical Education - Elementary Teaching Certification, Option II
BS in Exercise Science
BS in Wellness
AS in Wellness
Physical Education Minor
Minor in Wellness

Departmental Assessment

In the spring semester of the calendar year in which they wish to graduate, physical education and wellness majors are required to take a Major Field Achievement Test. This comprehensive examination will cover material the student is expected to know as a graduating senior in his or her major.

TEACHING CERTIFICATION PROGRAM

This program is designed to prepare the students for both Texas state certification and Seventh-day Adventist denomination certification for secondary school teaching. Following the sophomore year, the student is eligible to apply for the Professional Development phase of the education certification process (see Education section of this bulletin). In addition, the student must fulfill special general education requirements as outlined in the Education section of this bulletin.

Physical Education, BS - Secondary Teaching Certification, Option I

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<td>PEAC 221</td>
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<td>PEAC 222</td>
<td>Soccer Teaching &amp; Officiating</td>
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<td>PEAC 225</td>
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<td>PEAC 230</td>
<td>Baseball/Softball Teaching &amp; Officiating</td>
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<td>PETH 110</td>
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<td>PETH 241</td>
<td>Care and Prevention of Athletic Injuries</td>
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<td>PETH 243</td>
<td>Health &amp; PE in the Elementary School</td>
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<td>PETH 250</td>
<td>History and Philosophy of Sport</td>
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<td>PETH 310</td>
<td>Motor Learning</td>
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<td>PETH 351</td>
<td>Coaching</td>
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<td>PETH 450</td>
<td>Administration of PE &amp; Athletics</td>
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<td>PETH 490</td>
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Choose three hours from the following: _______________________________ 3

Choose two hours from the following: _______________________________ 2

PEAC 112 or 312 Aerobics or Advanced Aerobics
PEAC 131 or 133 Swimming or Intermediate Swimming
PEAC 142 or 342 Tennis or Intermediate Tennis

PEAC 143 Racquetball
PEAC 334 Lifeguard Training*
PEAC 344 Golf*
PEAC 429 Gymnastics Team

TOTAL 48-49

Required cognates:

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<tr>
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<tr>
<td>BIOL 102</td>
<td>Anatomy and Physiology</td>
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</table>

* Lifeguard Training and Golf are offered in the summer.
Physical Education, Wellness

Physical Education Minor - Secondary Teaching Certification, Option II

Choose two different courses from the following: ........................................ 4
PEAC 221 Flag Football Teaching & Officiating
PEAC 222 Soccer Teaching & Officiating
PEAC 223 Basketball Teaching & Officiating
PEAC 225 Volleyball Teaching & Officiating
PEAC 230 Baseball/Softball Teaching & Officiating

Choose three hours from the following: ................................................. 3
PEAC 112 or 312 Aerobics or Advanced Aerobics
PEAC 131 or 133 Swimming or Intermediate Swimming
PEAC 142 or 342 Tennis or Intermediate Tennis
PEAC 143 Racquetball
PEAC 334 Lifeguard Training*
PEAC 344 Golf*
PEAC 429 Gymnastics Team

TOTAL 24-25

Required cognates:
BIOL 101 Anatomy & Physiology ................................................. 4
HLED 111 Health & Wellness ................................................ 3

Exercise Science, BS

This major is intended for students interested in studying the science of exercise, particularly those who will continue their education in graduate school. The course requirements have been designed to meet some pre-professional requirements for schools specializing in physical therapy or medicine. Students should request guidance from their advisor about prerequisite courses for various professional schools.

HLED 111 Health and Wellness ................................................ 3
HLED 216 Nutrition .............................................................. 2
PEAC 115 Strength Training .................................................... 1
PETH 241 Care and Prevention of Athletic Injuries .................. 3
PETH 310 Motor Learning ..................................................... 3
PETH 321 Exercise Physiology ............................................... 3
PETH 331 Human Kinesiology ............................................... 3
PETH 352 ACSM Certification* ............................................. 3
PETH 354 Strength and Conditioning Cert* .......................... 3
PETH 460 Applied Social Research Methods
PETH 480 Exercise Science Internship ................................ 6
PEAC Electives .................................................................... 2

TOTAL 36

Required Cognates:
BIOL 101 Anatomy & Physiology ................................................. 4
BIOL 102 Anatomy & Physiology ............................................. 4
CHEM 111 General Chemistry ................................................. 4
CHEM 112 General Chemistry ................................................ 4
MATH 241 Introduction to Statistics ....................................... 3
PHYS 121 General Physics ...................................................... 4
PSYC 212 General Psychology .............................................. 3
PSYC 311 Human Growth & Development ......................... 3

BS in Wellness

HLED 111 Health and Wellness ................................................ 3
HLED 151 Introduction to Fitness Management ...................... 3
HLED 216 Nutrition .............................................................. 2
HLED 280 Health Fitness Internship ....................................... 2-4
HLED 330 Healthful Living Programs .................................. 2-4
PEAC 111 Physical Fitness .................................................... 1
PEAC 112 or 312 Aerobics or Advanced Aerobics .................. 1
PEAC 115 Strength Training .................................................... 1
PEAC 116 Fitness Walking ..................................................... 1
PEAC 333 Water Aerobics ..................................................... 1
or PEAC 334 Lifeguard Training
PEAC 415 Advanced Strength Training ................................ 1
PETH 241 Care and Prevention of Athletic Injuries ............. 3
PETH 321 Exercise Physiology ............................................... 3
PETH 331 Human Kinesiology ............................................... 3
PETH 352 ACSM Certification* ............................................. 3
PETH 354 Strength and Conditioning Cert* .......................... 3

TOTAL 33-37

Required Cognates:
ACCT 211 Accounting Principles I ....................................... 4
BIOL 101 Anatomy and Physiology ....................................... 4
COMM 111 Fundamentals of Speech .................................... 3
COMM 223 Media Writing .................................................... 3
PSYC 311 Human Growth and Development ...................... 3

Physical Education Minor - Elementary Teaching Area, Option II

See Education section.
## Physical Education, Wellness

### Wellness, AS

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<td>HLED 151</td>
<td>Introduction to Fitness Management</td>
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**TOTAL** 21-23

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### Physical Education Minor

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<td>PETH 241</td>
<td>Care and Prevention of Athletic Injuries</td>
<td>3</td>
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<tr>
<td>PETH 321</td>
<td>Exercise Physiology</td>
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<td>Coaching</td>
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Choose two different courses from the following: 4

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>PEAC 221</td>
<td>Flag Football Teaching &amp; Officiating</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 222</td>
<td>Soccer Teaching &amp; Officiating</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 223</td>
<td>Basketball Teaching &amp; Officiating</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 225</td>
<td>Volleyball Teaching &amp; Officiating</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 230</td>
<td>Baseball/Softball Teaching &amp; Officiating</td>
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Choose two hours from the following: 2

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<tr>
<td>PEAC 112 or 312</td>
<td>Aerobics or Advanced Aerobics</td>
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<tr>
<td>PEAC 131 or 133</td>
<td>Swimming or Intermediate Swimming</td>
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</tr>
<tr>
<td>PEAC 142 or 342</td>
<td>Tennis or Intermediate Tennis</td>
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<tr>
<td>PEAC 143</td>
<td>Racquetball</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 334</td>
<td>Lifeguard Training*</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 344</td>
<td>Golf*</td>
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<tr>
<td>PEAC 429</td>
<td>Gymnastics Team</td>
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**TOTAL** 18

### Required Cognates:

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</thead>
<tbody>
<tr>
<td>BIOL 101</td>
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<td>4</td>
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</tbody>
</table>

*Requires additional fee*
Physical Education, Wellness

HEALTH EDUCATION COURSES

HLED 111 Health and Wellness 3 hours
A study of wellness as it relates to personal fitness, nutrition, stress management, substance abuse, communicable diseases, cancer, heart disease, environmental health, and SDA health heritage. Each student participates in a 15 week personal fitness program in which they track their body composition strength and oxygen uptake.

HLED 151 Introduction to Fitness Management 3 hours
An introduction to the fitness marketplace with emphasis in administration. Laboratory experience includes selected aspects of fitness including fitness screening, weight management programs, and fitness assessments. Visitation to hospitals, private clubs, and corporate clubs are part of the class.

HLED 216 Nutrition 2 hours
A study of the nutrients now known to be required in the human diet and how to best obtain these nutrients. The student will learn to correlate dietary practice with physiological consequences and understand basic physiological functions of the nutrients in food.

HLED 251 Emergency Medical Procedure 3 hours
Basic procedure and development of skills in emergency medical care in classroom and clinical sessions. Students will also be required to make a minimum number of ambulance runs. Laboratory fee charged.

HLED 280 Health Fitness Internship 2-4 hours
Prerequisite: Approval by department chair.
This course offers the student on-the-job training at an approved fitness center. Rotation of duties is planned so the student will be exposed to a variety of experiences. Admission is limited to seniors with a GPA of 2.5 in health fitness. Forty-five hours of experience is required for each hour of credit earned.

HLED 291 Selected Topics 1 hour
Prerequisite: Approval by department chair.
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory, or library work. Content and method of study must be arranged prior to registration. May be repeated once for credit.

HLED 330 Healthful Living Programs 2-4 hours
There are two options available to the students in this course. Option I involves an internship with an approved wellness facility. Forty hours of work are required for each hour of earned credit. Option II involves organizing and running wellness programs for the community, under the direction of the Physical Education & Wellness Department.

HLED 491 Selected Topics 1 hour
Prerequisite: Approval by department chair.
Open to Wellness majors for research or special projects. Content and methods of study must be arranged prior to registration. May be repeated once for credit.

PHYSICAL EDUCATION ACTIVITY COURSES

PEAC 111 Physical Fitness 1 hour
An introduction to personal fitness and application of training principles. Nutrition, weight management, and stress management are also monitored throughout the semester. This course also gives students an opportunity to explore our church heritage as it relates to healthful living.

PEAC 112 Aerobics 1 hour
An introduction to basic floor movements, calisthenics, and step aerobics. Students are also introduced to choreography.

PEAC 115 Strength Training 1 hour
An introduction to the development of muscular strength through the use of weighted resistance. Safety procedures are stressed.

PEAC 116 Fitness Walking 1 hour
An introduction to cardiovascular fitness through walking.

PEAC 121 Flag Football 1 hour
This course develops fundamental skills, knowledge of rules, and implementation of strategy in flag football.

PEAC 122 Soccer 1 hour
Students are taught the basic skills in kicking, passing, tackling and goal keeping. Offensive and defensive strategies are introduced.

PEAC 125 Volleyball 1 hour
Students are taught basic skills in passing, setting, serving, and spiking. Offensive and defensive strategies are introduced.

PEAC 130 Baseball/Softball 1 hour
This course develops fundamental skills, knowledge of rules, and implementation of strategy in baseball and softball.

PEAC 131 Beginning Swimming 1 hour
Students are introduced to basic aquatic safety, floating, freestyle, and elementary back stroke.

PEAC 133 Intermediate Swimming 1 hour
Students are taught elementary rescue and intermediate skills in freestyle, back crawl, and side stroke. The butterfly stroke is introduced.

PEAC 142 Tennis 1 hour
Students develop skill in the basic strokes (forehand, backhand, serve, volley, and lob). They are also introduced to strategy of play.

PEAC 143 Racquetball 1 hour
An introduction to the basic strokes, rules, and sportsmanship of the game.

PEAC 221 Flag Football Teaching & Officiating 2 hours
This course develops fundamental skills, knowledge of rules, implementation of strategy, and teaching experience in flag football. Students will assume leadership roles during drills, skill tests, and games and will teach lessons. In addition, students will participate in refereeing intramural flag football games.

PEAC 222 Soccer Teaching & Officiating 2 hours
This course develops fundamental skills, knowledge of rules, implementation of strategy, and teaching experience in soccer. Students will assume leadership roles during drills, skill tests, and games and will teach lessons. In addition, students will participate in refereeing intramural soccer games.
Physical Education, Wellness

PEAC 223 Basketball Teaching & Officiating 2 hours
This course develops fundamental skills, knowledge of rules, implementation of strategy, and teaching experience in basketball. Students will assume leadership roles during drills, skill tests, and games and will teach lessons. In addition, students will participate in refereeing intramural basketball games.

PEAC 225 Volleyball Teaching & Officiating 2 hours
This course develops fundamental skills, knowledge of rules, implementation of strategy, and teaching experience in volleyball. Students will assume leadership roles during drills, skill tests, and games and will teach lessons. In addition, students will participate in refereeing intramural volleyball games.

PEAC 230 Baseball/Softball Teaching & Officiating 2 hours
This course develops fundamental skills, knowledge of rules, implementation of strategy, and teaching experience in soccer. Students will assume leadership roles during drills, skill tests, and games and will teach lessons. In addition, students will participate in refereeing intramural baseball and softball games.

PEAC 237 Canoeing 1 hour
An introduction to basic skills and safety procedures of recreational canoeing.

PEAC 243 Snow Boarding 1 hour
An introduction to basic skills of snow boarding. Ski trip during spring break. Requires additional fee.

PEAC 245 Snow Skiing 1 hour
An introduction to basic skills of downhill snow skiing. Ski trip during spring break. Requires additional fee.

PEAC 291 Selected Topics 1 hour
Prerequisite: Introductory course or approval of instructor. A course designed for students who must complete a class independently.

PEAC 312 Advanced Aerobics 1 hour
High intensity aerobic class. May include step aerobics, kickboxing, or other popular routines.

PEAC 315 Intermediate Basketball 1 hour
Development of skills in shooting, passing, executing plays and understanding offensive and defensive strategy.

PEAC 316 Individual Conditioning 1 hour
Designed for special students who, because of physical limitations, cannot mainstream in other physical education classes.

PEAC 320 SCUBA 1 hour
Development of skills necessary for PADI scuba certification. Check-off dives at Lake Travis. Requires additional fee.

PEAC 333 Water Aerobics 1 hour
An introduction to basic water movements for strength and flexibility.

PEAC 334 Lifeguard Training 1 hour
Leads to Red Cross certification. Advanced swimming skills required. Requires additional fee.

PEAC 335 Advanced Swimming 1 hour
Prerequisite: Approval by department chair. Opportunity is given for students to progress to advanced levels of swimming in backstroke, freestyle, breaststroke, and butterfly stroke.

PEAC 342 Intermediate Tennis 1 hour
Prerequisite: Introductory course or approval of instructor. For the student who wants to develop advanced skills.

PEAC 343 Intermediate Racquetball 1 hour
Students have the opportunity to develop advanced skills and play in school or community tournaments.

PEAC 344 Golf 1 hour
An introduction to the basic strokes in golf (driving, chipping, and putting). Scoring terminology and golf etiquette are also taught. Students play on community golf courses. Requires additional fee.

PEAC 415 Advanced Strength Training 1 hour
Students enhance their strength training routines with advanced methods of resistance training. Students are introduced to new training techniques and sport-specific routines.

PEAC 422 Softball Team (Women) 1 hour
Students must participate as a team member. Pass/fail course.

PEAC 423 Basketball Team (Men or Women) 1 hour
Students must participate as a team member. Pass/fail course.

PEAC 425 Volleyball Team (Women) 1 hour
Students must participate as a team member. Pass/fail course.

PEAC 427 Baseball Team (Men) 1 hour
Students must participate as a team member. Pass/fail course.

PEAC 428 Soccer Team (Men) 1 hour
Students must participate as a team member. Pass/fail course.

PEAC 429 Gymnastics Team 1 hour
Students must participate as a team member. Pass/fail course.

PEAC 430 Golf Team 1 hour
Students must participate as a team member. Pass/fail course.

PEAC 432 Intermediate Racquetball 1 hour
Students have the opportunity to develop advanced skills and play in school or community tournaments.

PEAC 435 Advanced Swimming 1 hour
Prerequisite: Approval by department chair. Opportunity is given for students to progress to advanced levels of swimming in backstroke, freestyle, breaststroke, and butterfly stroke.

PEAC 439 Selected Topics 1 hour
Prerequisite: Approval by department chair. A course designed for students with intermediate skill level, who must complete a class independently.

PHYSICAL EDUCATION THEORY COURSES

PETH 110 Fundamentals of Physical Education 3 hours
General introduction to physical education teaching and careers. Includes aspects of teaching physical education such as class management, presentation of information, using appropriate drills, feedback to students, lesson planning, and various instructional techniques. Students are introduced to resources such as internet sites, professional organizations, periodicals, and books.

PETH 241 Care and Prevention of Athletic Injuries 3 hours
Prerequisite: BIOL 101
An introduction to prevention and management of injuries resulting from athletic activities. Treatment options include: support methods, conditioning exercises, and therapeutic aids. Laboratory work includes bandaging and taping various athletic injuries.
Physical Education, Wellness

PETH 250 History and Philosophy of Sport 3 hours
Lecture and discussion in this course focuses on the history and philosophy of sport with special attention to religion in sport, Seventh-day Adventist interscholastic sports, Ellen White’s writings, and SDA physical educators’ writings. Students redevelop their philosophy of sport and competition with information from selected readings, opinions of other students, and news in the sporting world. Students examine both ancient and modern philosophies and practices relating to sport.

PETH 243 Health and Physical Education in the Elementary School 3 hours
Prerequisite: Admission to teacher education.
This course provides the student with an extensive repertoire of teaching techniques in the elementary physical education program. Emphasis is placed on health-related fitness, skill development, special events, and game development. Students will have the opportunity to develop lesson plans. Includes field experience.

PETH 253 AFAA Primary 2 hours
Prerequisite: CPR
Provides an overview of both theoretical and practical subject areas of exercise physiology, kinesiology, injury prevention, nutrition, body alignment, and exercise selection.

PETH 291 Selected Topics 1 hour
Prerequisite: Approval by department chair
A study in an area of student interest under the direction of a faculty member. This study may involve research, laboratory, or library work. Content and method of study must be arranged prior to registration. May be repeated once for credit.

PETH 310 Motor Learning 3 hours
Prerequisite: BIOL 101
Students will develop the ability to analyze motor behavior in a physical education setting, create solutions to motor problems, and coach athletes and students to better performance. Class includes laboratory activities, critical readings and a research study.

PETH 321 Exercise Physiology 3 hours
Prerequisite: BIOL 101
Emphasizes physiological response and adaptation to exercise with regard to human performance limitations, training effects, and health-related benefits. Class includes laboratory activities and fitness assessments.

PETH 331 Human Kinesiology 3 hours
Prerequisite: BIOL 101
This course teaches students to analyze, describe, and understand motion principles of the body that relate to sport and teaching movement skills. Class includes laboratory activities and quantitative research.

PETH 351 Coaching 3 hours
Prerequisites: PETH 231, 232.
This course is designed to introduce the student to coaching sports. It will consist of several types of learning activities: reading, lecture, discussion, videotape, and writing.

PETH 352 ACSM Health & Fitness Instructor 3 hours
Prerequisite: BIOL 101.
Covers an in-depth knowledge of exercise physiology, health appraisal techniques, risk factor identification, sub-maximal exercise testing and exercise prescriptions for various populations. Class includes laboratory activities. Testing requires additional fee.

PETH 354 Certified Strength and Conditioning Specialist 3 hours
Prerequisites: PETH 321, 331.
The study of safe and effective strength training, lifting, and spotting techniques. In depth study of anatomy and kinesiology affecting muscle strength and endurance. Testing requires an additional fee.

PETH 355 Coaching Practicum 1-2 hours
Prerequisite or Corequisite: PETH 351 and approval by department chair.
The Physical Education Department coordinates placement of students with a sports team. During the practicum, the student works as an assistant with a team during practices and games. Credit earned depends on hours of work. May be repeated for credit. Pass/fail course.

PETH 450 Administration of Physical Education and Athletics 3 hours
Students develop basic skills and knowledge necessary to administer daily activities of a physical education department or athletic program. Topics include facility management, intramural activities, adapted physical education, fiscal management, leadership, and legal issues related to physical education.

PETH 460 Applied Social Research Methods 3 hours
Prerequisite: MATH 241, ENGL 220
An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Physical Education, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection.

PETH 480 Exercise Science Internship 3-6 hours
Prerequisite: Approval by department chair.
The Physical Education Department coordinates placement of students. The nature of the work depends on the student’s interest. Possibilities include medical clinic, sports team, athletic training, or physical therapy. Credit earned depends on hours of work. May be repeated for credit. Pass/fail course.

PETH 490 Senior Seminar 1 hour
This is a capstone course where students will study and discuss current issues and concepts within the Physical Education profession. In addition, the students will prepare for employment in the profession. The class also prepares students for the major exit exam.

PETH 491 Selected Topics 1 hour
Prerequisite: Approval by department chair.
Open to advanced physical education students for research or special project. Content and method of study must be arranged prior to registration. May be repeated once for credit.
## Physics

Karl Konrad, Chair; Roy K. Campbell, Lawrence E. Turner, Jr.

### AIMS OF THE PROGRAM

Majoring in physics can be a valuable part of a broad education. Students who combine mastery of the basic principles and methods of physics with the outlook and adaptability provided by a liberal Christian education will find themselves well-prepared for a variety of careers. Recent physics graduates have gone into top graduate and professional schools and have successfully entered careers in industry.

The objectives of the physics program are to prepare majors for a professional career or graduate study, provide the training required by other programs and professional schools, and support the general education program of the University by providing courses of instruction for non-science students.

### PROGRAMS

- Bachelor of Science in Mathematical Physics (52 hours, 30 u.d.)
- Bachelor of Science in Physics (36 hours, 25 u.d.)
- Minor in Physics (18 hours, 6 u.d.)

### B.S. in Mathematical Physics, Major Requirements

<table>
<thead>
<tr>
<th>COURSE</th>
<th>REQUIREMENTS</th>
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<tr>
<td>MATH 181</td>
<td>Calculus I</td>
</tr>
<tr>
<td>MATH 282</td>
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<td>MATH 283</td>
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<td>MATH 321</td>
<td>Differential Equations</td>
</tr>
<tr>
<td>MATH 361</td>
<td>Introduction to Linear Algebra</td>
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<td>MATH 381</td>
<td>Complex Variables</td>
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<tr>
<td>MATH 411</td>
<td>Numerical Analysis</td>
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<tr>
<td>MATH 431</td>
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<td>MATH 471</td>
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<td>MATH 451</td>
<td>Statistical Analysis</td>
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<td>PHYS 121, 122</td>
<td>General Physics</td>
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<tr>
<td>PHYS 221, 222</td>
<td>General Physics with Calculus</td>
</tr>
<tr>
<td>PHYS 311</td>
<td>Modern Physics</td>
</tr>
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<td>PHYS 322</td>
<td>Classical Mechanics</td>
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<tr>
<td>PHYS 351</td>
<td>Electromagnetic Fields</td>
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<td>PHYS 411</td>
<td>Quantum Mechanics</td>
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TOTAL (25 u.d.) 52

#### Minor in Physics

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<td>PHYS 352</td>
<td>Electromagnetic Radiation</td>
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<td>PHYS 411</td>
<td>Quantum Mechanics</td>
</tr>
<tr>
<td>PHYS 412</td>
<td>Advanced Modern Physics</td>
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TOTAL (6 u.d.) 18

### THE TEACHING CERTIFICATION PROGRAM

The following physics major and minor are for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

#### Physics BS - Secondary Teaching Area

**Option I**

<table>
<thead>
<tr>
<th>COURSE</th>
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<tbody>
<tr>
<td>PHYS 112</td>
<td>Introductory Astronomy</td>
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<tr>
<td>PHYS 121, 122</td>
<td>General Physics</td>
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<td>General Physics with Calculus</td>
</tr>
<tr>
<td>PHYS 291</td>
<td>Selected Topics</td>
</tr>
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<td>PHYS 311</td>
<td>Modern Physics</td>
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<td>PHYS 411</td>
<td>Quantum Mechanics</td>
</tr>
<tr>
<td>PHYS 491</td>
<td>Selected Topics</td>
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TOTAL (21 u.d.) 36

#### Physics Minor - Secondary Teaching Area

**Option II**

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<td>PHYS 411</td>
<td>Quantum Mechanics</td>
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</table>

TOTAL (12 u.d.) 24

### COURSES

#### PHYS 101 Introductory Physics 3 hours

A laboratory science course for the student with no previous background in physics. A conceptual, rather than mathematical, approach is emphasized. Topics include mechanics, heat, sound, electromagnetism, light, and modern physics. 2 Lec 3 Lab.

#### PHYS 112 Introductory Astronomy 3 hours

An introductory study of the solar system; stellar structure and evolution; star clusters, galaxies, quasars, the large scale structure of the universe, and cosmology. A conceptual, rather than mathematical, approach is emphasized, though some arithmetic calculations are required. 3 Lec 3 Lab.

Required cognates:

MATH 181, 282, 283, 321; CSIS 110; CHEM 111, 112

**104**
PHYS 121, 122  General Physics  4, 4 hours
Prerequisite: MATH 121 or equivalent.
An introduction to mechanics, heat, sound, light, electromagnetism, special relativity, quantum theory; and atomic, nuclear and particle physics using algebra and trigonometry.  3 Lec 3 Lab.

PHYS 221, 222  General Physics with Calculus  1, 1 hour
Prerequisite: MATH 181.
Corequisite: PHYS 121.
A calculus based course designed to supplement PHYS 121, 122.  A student completing PHYS 121, 122 and PHYS 221, 222 will have taken the equivalent of a General Physics course with calculus.

PHYS 291  Selected Topics  1 hour
Prerequisite: Approval of department chair.
Study in areas of interest beyond those listed in the bulletin.  May include lectures, lab or readings under the direction of staff member.  Content and method of study to be arranged prior to registration.  May be repeated once for credit.

PHYS 305  Digital Electronics  4 hours
Prerequisite: Permission of instructor.
An introduction to the theory and application of digital logic circuits.  Combinatorial and sequential logic design principles and practices. Microcomputer interfacing: I/O programming, system bus structures and I/O interfaces.  3 Lec 3 Lab.

PHYS 311  Modern Physics  3 hours
Prerequisite: PHYS 122, PHYS 222.
Corequisite: MATH 282.
Special relativity and quantum theory applied to atoms, molecules, solids, nuclei and elementary particles.

PHYS 322  Classical Mechanics  3 hours
Prerequisite: PHYS 122, 222.
Corequisite: MATH 282.
The Newtonian dynamics of particles and rigid bodies; central forces, harmonic motion, many particle systems, and an introduction to the formulisms of Lagrange and Hamilton.

PHYS 331  Thermodynamics  3 hours
Prerequisite: PHYS 122, 222.
The laws and application of thermodynamics, kinetic theory, transport theory and statistical mechanics.

PHYS 351  Electromagnetic Fields  3 hours
Prerequisite: MATH 283.
Electric and magnetic fields in the presence of matter, scalar, and vector potentials, multipole expansions, Poisson’s and LaPlace’s equations, and an introduction to Maxwell’s equations.

PHYS 352  Electromagnetic Radiation  3 hours
Prerequisite: PHYS 351.
Maxwell’s equations and electromagnetic waves; plane waves in infinite media, reflection and refraction, guided waves, and multipole radiation.

PHYS 411  Quantum Mechanics  3 hours
Prerequisite: PHYS 311; MATH 283.
The Schrödinger equation, operators, angular momentum, perturbation theory, scattering theory, and may particle systems.  Techniques from the theory of partial differential equations and linear algebra will be introduced as needed.

PHYS 412  Advanced Modern Physics  3 hours
Prerequisite: PHYS 411.
Applications of quantum mechanics to atoms, molecules, solids, nuclei and elementary particles.

PHYS 491  Selected Topics  1-3 hours
Prerequisite: Approval of department chair.
Study in areas of interest beyond those listed in the bulletin.  May include lectures, lab or readings under the direction of staff member.  Content and methods of study to be arranged prior to registration.  May be repeated once for credit.
Psychology

Dee Anderson, Chair; Bonnie Gnadt, Steve Stafford
Adjunct: Ellen McCrady, W. Rob Sheppard

AIMS OF THE DEPARTMENT

The goals of the department are to serve those who are interested in majoring in psychology and those who wish to pursue advanced degrees in the areas of psychology and counseling. This degree is designed as a basis for graduate work which provides a basic understanding of Christian psychological principles and to provide a background for a wide variety of careers that involve working with people.

PROGRAMS

Psychology, B.S.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 212</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 311</td>
<td>Human Growth &amp; Development</td>
<td>3</td>
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<tr>
<td>PSYC 312</td>
<td>Educational Psychology</td>
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<tr>
<td>PSYC 322</td>
<td>Adolescent Psychology</td>
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<tr>
<td>PSYC 326</td>
<td>Exceptional Children</td>
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<tr>
<td>PSYC 340</td>
<td>Abnormal Psychology</td>
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<tr>
<td>PSYC 344</td>
<td>Courtship, Marriage, and Family</td>
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<tr>
<td>PSYC 360</td>
<td>Personality Theory &amp; Development</td>
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<tr>
<td>PSYC 450</td>
<td>Psychology of Adulthood and Aging</td>
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<tr>
<td>PSYC 460</td>
<td>Applied Social Research Methods</td>
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</tr>
<tr>
<td>PSYC 470</td>
<td>Counseling Theories &amp; Techniques</td>
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Psychology Minor

18 semester hours (9 hours upper division), which must include PSYC 212, 311, and 340.

COURSES

<table>
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<td>PSYC 311</td>
<td>Human Growth and Development</td>
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<tr>
<td>PSYC 312</td>
<td>Educational Psychology</td>
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<td>PSYC 322</td>
<td>Adolescent Psychology</td>
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<tr>
<td>PSYC 326</td>
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<td>PSYC 340</td>
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<td>Courtship, Marriage, and Family</td>
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<td>PSYC 360</td>
<td>Personality Theory &amp; Development</td>
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<td>PSYC 450</td>
<td>Psychology of Adulthood and Aging</td>
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<td>PSYC 460</td>
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<td>PSYC 470</td>
<td>Counseling Theories &amp; Techniques</td>
<td>3</td>
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PSYC 212 General Psychology 3 hours
A beginning course in the basic principles and concepts of psychology. Attention given to the concepts of Christian psychology. Recommended as a preliminary to other courses in the field.

PSYC 291 Selected Topics 1 hour
Prerequisite: Approval of department chair.
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. Content and method of study must be arranged prior to registration. May be repeated once for credit.

PSYC 311 Human Growth and Development 3 hours
A study of the basic principles of human growth and development. The environmental and psychological functions of human development are examined. Includes case studies.

PSYC 312 Educational Psychology 3 hours
A study of psychology as it relates to the learning processes and teaching methods. Principles and theories of learning are reviewed, and individual differences and psychological concepts examined. Attention is given to exceptional learners. Includes field experience.

PSYC 320 Parenting Skills 3 hours
A study of the care and guidance of the young child. Strategies for handling problems and behaviors are discussed.

PSYC 322 Adolescent Psychology 3 hours
An overview of the physical, mental and emotional phases of human development during the adolescent years. A study of the environmental and educational problems of the teenager.

PSYC 326 Exceptional Children 3 hours
A study in understanding educational and psychological problems in all areas of exceptionality. Study will include the characteristics, assessment, admission, review, and dismissal processes for special students requiring individualized or specialized programs. Includes field experience.

PSYC 334 Principles of Testing, Assessment, and Classroom Management 3 hours
The psychological basis for the construction and use of standardized testing procedures and teacher-made evaluation techniques. Consideration is given to selection, demonstration, scoring, and interpretation of standardized evaluation instruments; construction of various teacher-made tests; and the problems of validation and grading. This course includes also competencies related to effective classroom management, the use of existing research and models, and application of classroom controls.
### PSYC 340 Abnormal Psychology  3 hours
Prerequisite: PSYC 212.
A study of maladaptive and disorganized behavior patterns within a personal and social context, including their development, symptoms, and treatment. Focus on the various etiologies of mental illness and treatment modalities.

### PSYC 344 Courtship, Marriage, and Family  3 hours
Emphasis on dating, engagement, marriage, and successful family lifestyles. Good communication and relationship skills are studied.

### PSYC 360 Personality Theory & Development  3 hours
A study of major theories and the development of personality.

### PSYC 344 Deviant Behavior  3 hours
An examination of what deviant behavior is (including specific examples of behavior which is so labeled) and social explanations for its existence.

### PSYC 450 Psychology of Adulthood and Aging  3 hours
A study of adult development covering the full range of adult years from 18 to 100 or more. Consideration is also given to death and dying. Biological, social, and psychological forces that govern the process of development are the focus of the course and how adult differences affect the process and pattern of development.

### PSYC 445 Deviant Behavior  3 hours
An examination of what deviant behavior is (including specific examples of behavior which is so labeled) and social explanations for its existence.

### PSYC 470 Counseling Theory & Techniques  3 hours
A study of various theories and techniques used in the counseling process. Study will also include techniques for interviews, administration and interpretation of tests, questionnaires, and records used in guidance work by teachers, ministers, counselors, and psychologists. Study will include the ethics and principles involved in the counseling process as they related to the counselor, as well as the situation.

### PSYC 480 Psychology Internship  1-6 hours
Prerequisite: Senior status, cumulative GPA 3.0, and approval of department chair.
This course is designed to provide the student with the opportunity for training in practical work situations and areas of interest dealing in the area of psychology. There are 45 clock hours required for each credit hour. Admission is limited to students who have completed at least 24 hours in psychology. Pass/fail grade.

### PSYC 491 Selected Topics  1 hour
Prerequisite: Approval of the department chair.
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. Content and method of study must be arranged prior to registration. May be repeated once for credit.
AIMS OF THE DEPARTMENT

This department seeks to introduce the student to a personal, vital and living experience with Jesus Christ, and to foster the growth of that experience. By careful examination and analysis of the written Word and its implications, every effort is made to determine the purposes and will of God, as well as His universal truths and ideals. Instruction is designed to provide students with a concept of service as well as to supply the methods which will enable them to share their experience, either in the ministry, or in effective lay witnessing in the church and the world at large, with the objective of advancing the proclamation of God’s final message to the world.

PROGRAMS

Besides providing courses designed to develop religious insights and skills in all students of the University, the department offers several programs to meet specific needs:

- BA in Theology (Professional - for Pastoral Work and Seminary)
- BA in Religion (for General Study Purposes)
- Minor in Religion
- Minor in Biblical Languages

BA IN RELIGION

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<tr>
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<td>Life and Teachings of Jesus</td>
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<td>RLGN 313</td>
<td>Prophetic Studies</td>
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<td>RLGN 410 or 411</td>
<td>Biblical Studies Seminar</td>
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<td>RLGN 315, 316</td>
<td>Old Testament I, II</td>
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9 hours from the following:

- RLGN 317, 318 New Testament I, II

Total: 30

BA IN THEOLOGY

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<td>Ellen White Writings</td>
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<td>History of Christianity I</td>
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<td>RLGN 405</td>
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<td>RLGN 424</td>
<td>Intro to Pastoral Ministry II</td>
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9 hours from the following:

- RLGN 315, 316 Old Testament I, II
- RLGN 317, 318 New Testament I, II

Total: 49

Required Cognate: HIST 332.

** A Biblical Languages Minor is required to complete the Theology Program and for Seminar entrance.

108
Ministerial Profile and Progression

A call to the pastoral ministry, or any related form of ministry, is very personal. The faculty of the Religion Department recognizes that students who come to the department will either have a sense of divine calling, or will be currently wrestling with this issue. The choice of ministry implies a high level of spiritual commitment and an exemplary life style.

Since graduates from the department will desire and need recommendation from the Religion Department in order to be seriously considered for ministerial work, and for admission to the Theological Seminary, a progressive procedure for guidance of prospective ministerial candidates has been set up. At the end of the first semester of the sophomore year, a personality profile inventory test is administered to all those pursuing the theology program. A small fee, in advance, is met by the student. After the test is processed, the department faculty sets up an appointment with each individual student for the purpose of analyzing the results and of providing the student with an opportunity for self-evaluation.

Continuation in the theology program is at all times contingent upon the student’s maintaining satisfactory academic progress, exemplary social and cultural development, and dedication to the principles of the Christian faith and practice as taught by the Seventh-day Adventist Church.

In fulfillment of the requirements for the class, RLGN 423 & 424 Introduction to Pastoral Ministry, senior theology students prepare a paper describing their personal call and philosophy of ministry. Each paper is reviewed by the members of the Religion faculty, and followed by a personal exit interview with the combined Religion faculty. The composite results of this paper and interview constitute the basis for departmental recommendation for both ministerial work and the Theological Seminary. Subsequently, arrangements are made for senior theology majors to be interviewed by conference presidents on the University campus.

**COURSES**

**BIBLICAL STUDIES AND THEOLOGY**

**RLGN 101 Christian Beliefs** 3 hours
A study of the basic concepts of Christian faith and practice with emphasis upon fundamental doctrines held by Seventh-day Adventists.

**RLGN 201 Bible Study Methods** 1 hour
This course will teach the student a variety of methods for studying the Bible in order to gain a greater understanding of its message. It will contribute to both skill and confidence in the Bible student.

**RLGN 211 Life and Teachings of Jesus** 3 hours
A survey study of the life and teachings of Jesus as outlined in the Gospels. His principles, methods, and teachings are studied in light of their application to modern life.

**RLGN 212 Basic Christian Ethics** 3 hours
An introduction to the theory and practice of Christian morality; its Biblical origins, norms, and sources of authority, including Christian approaches to basic issues such as decision-making, church-world relations, war and peace, morality in economics, marriage and divorce, and methods of social change.

**RLGN 291 Selected Topics** 1 hour
Prerequisite: Approval of department chair.
A study in an area of interest under the direction of a staff member. This study may involve research laboratory or library work. May be repeated once for credit.

**RLGN 311 Prophetic Studies** 3 hours
An introduction to and survey of the books of Daniel and Revelation. The prophetic themes of Daniel and Revelation important to Seventh-day Adventist theology will be a major focal point.

**RLGN 314 Origin and Development of the Bible** 3 hours
A careful study of the history and development of the written material and canon of Scripture, covering Old Testament, intertestamental literature and New Testament. It also reviews the development of the English Bible and seeks to assist in the evaluation of modern versions.

**RLGN 315, 316 Old Testament I, II** 3, 3 hours
An introduction to the history, literature, and thought of the Old Testament. Study is given to the contemporary objectives of each book and application to life in modern times. Fall topics: Background, Pentateuch, The Writings. Spring topics: Prophets, Historical Books.

**RLGN 317, 318 New Testament I, II** 3, 3 hours
Religion

RLGN 320 Ellen White Writings 3 hours
Prerequisite: RLGN 230
A course designed to give experience and guidelines in the study of the writings of Ellen G. White. The four major foci of the course are the historical context of the life of Ellen White, the development of her major literary works, the themes that tie her writings together across time, and principles for sound interpretation and current application of her writings. Recommended for theology majors.

RLGN 405 Biblical Theology 3 hours
Prerequisite: RLGN 101 and a RLGN 300 level course.
This course in Biblical Theology consists of the study of several selected topics approached from a biblical perspective. Topics for study will be selected from the following: biblical inspiration and interpretation, the doctrine of God, the doctrine of Christ, the doctrine of Salvation, the doctrine of the Church, eschatology, and the doctrine of Man. These studies will focus upon the contributions of several biblical writers to each doctrinal issue. Some attention will also be given to the way in which selected recent writers have handled the biblical material.

RLGN 410, 411 Biblical Studies Seminar 3, 3 hours
Prerequisites: 3 hours from RLGN 315, 316, 317 or 318, with an additional prerequisite of RELL 240 for RLGN 411 only.
A seminar on a biblical topic, book, or body of literature designed to encourage careful, responsible investigation and interpretation. May be repeated for credit. Fall semester: O.T. topic. Spring semester: N.T. topic.

RLGN 419 Philosophy of Science 3 hours
(See description of BIOL 419 under Biology courses.)

RLGN 491 Selected Topics 1 hour
Prerequisite: Approval of department chair.
Intensive study of a single approved topic in the field of religion. The course takes the form of a seminar, preparation of a research report, or other guided study as arranged with the department. Content and method of study must be arranged prior to registration.

APPLIED RELIGION

RLGN 210 Introduction to Missions 1-2 hours
Required for all student missionaries prior to service abroad. An introduction to issues and ideas in missions. Examines cultures and religions from the perspective of the national and the student missionary.

RLGN 220 Christian Witnessing 3 hours
A study of the biblical principles of the art and technique of personal evangelism. The student is taught to use the Scriptures effectively, to give specific Bible studies, to meet objections, and to gain decisions for Christ.

RLGN 263 Religion in the SDA School 2 hours
A course designed to acquaint the student with the objectives, methods, and available materials for effective teaching of religion in the elementary school. The student will have opportunity for creative development of materials and lesson planning.

RLGN 323, 324 Homiletics 3, 3 hours
Prerequisite: COMM 111.
A study of the basic concepts of biblical preaching and sermon preparation, including persuasion, human responses, the art of illustration and effective structure. The second semester features actual practice in preparation and delivery.

RLGN 420 Pastoral Practicum 1 hour
Prerequisite: RLGN 323, 324 completed or taken concurrently.
Supervised field work in area churches as assigned by the department. Designed to give practical experience in a wide variety of pastoral situations. May be repeated once for credit upon approval of the religion faculty.

RLGN 427 Hospital Ministry 1 hour
This course will acquaint the student with the variety of worship structures, musical styles and instruments available for the worship service. Students will be instructed in the purpose and design of worship services, in hymnology, in conducting and in rudimentary part-singing and choral conducting.

APPLIED RELIGION

RLGN 230 History of the Seventh-day Adventist Church 3 hours
A historical study of the Adventist awakening of the 19th century and the subsequent rise, growth, and world-wide expansion of the Seventh-day Adventist Church. Special attention is given to the role of Ellen G. White in the growing church.

RLGN 233 Introduction to Biblical Archaeology 3 hours
A study of the history of archaeology, recent achievements, and archaeological method.
**Religion**

**RLGN 331, 332 History of Christianity** 3, 3 hours

A study of the rise and impact of Christianity in the Roman world and western culture. Attention is given to theological and social movements, the influence of Islam, the crusades, expansionism, and religious adaptation to modern life. The second semester traces development from the Reformation through the growth of American religion.

**RELL 491 Selected Topics** 1 hour

Prerequisite: Approval of department chair.

A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. May be repeated once for credit.

**BIBLICAL LANGUAGES**

**RELL 240, 241 Elements of New Testament Greek** 5, 4 hours

An introductory study of the elements of New Testament Greek. Emphasis upon the fundamentals of grammar and vocabulary. Translation from the first epistle of John and portions of John's Gospel. One semester may be applied toward general education religion requirements.

**RELL 340 Intermediate New Testament Greek** 3 hours

Continued reading in the Greek New Testament with emphasis on grammar and syntax, with interpretive translation of selected portions of the New Testament. This class is taught only in the summer (first module) each year.

**RELL 343, 344 Elements of Biblical Hebrew I, II** 3, 3 hours

An introductory course in the elements of Biblical Hebrew with emphasis on basic grammar and a working vocabulary. Translation from passages in the Old Testament. The second semester will include grammar review, but will focus upon translation from selected Old Testament passages.
Social Work

Phil Hieger, Chair; Nancy Rodriguez

SOCIAL WORK PROGRAM OBJECTIVES

The objectives of the Social Work Program are:

1. To prepare students for professional entry-level generalist social work practice on various levels with sensitivity to the needs of diverse populations;
2. To promote a foundation for future learning including graduate social work education;
3. To provide students with the basic knowledge, values and professional skills for social work, while integrating a liberal arts base consistent with the mission of Southwestern Adventist University.

ACCREDITATION

The Social Work program is accredited by the Council on Social Work Education, a specialized accrediting body recognized by the Council on Postsecondary Accreditation.

ADMISSION

Students seeking admission into the Social Work Program must:

1. Have completed all general admission requirements and be accepted to the University.
2. Have completed SOWK 112, Introduction to the Field of Social Work, SOWK 221, History and Policy of Social Institutions, and SOCI 331, Strength in Diversity with a GPA of 2.5;
3. Submit an application to the Social Work Department. Application forms are available in the Social Work office;
4. Have an overall GPA of 2.0;
5. Submit three reference forms by employers, educators or professional colleagues which attest to the professional competence or scholastic ability, emotional stability and physical health of the student;
6. Have successfully completed the following liberal arts courses: BIOL 100, ENGL 220, HIST 111 or 112, PSYC 212 and SOCI 111.

For currently enrolled students, these materials must be submitted no later than April 15, the year of admission. The Social Work faculty meets during the last week in April to review all applications to the program.

Transfer students may apply to the program after their enrollment at Southwestern Adventist University during their first semester at the University.

The Admissions Committee uses the following criteria as a basis for acceptance into the Social Work program: a completed application form, transcripts indicating adherence to the GPA standards and completion of prerequisites, and three letters of reference. These forms are available in the Social Work office. Additionally, input from agency supervisors with whom students completed volunteer hours will be solicited.

Students expecting to enroll in field practicum must apply at least one semester prior to enrollment. The Social Work Program requires completion of 500 clock hours of field practicum at an approved agency. Transportation for field practicum is the responsibility of the student. Enrollment in field practicum, seminar, and methods courses are restricted to social work majors.

Further details and information regarding the social work curriculum are available from the Social Work Department.

RETENTION POLICY

Students admitted to the Southwestern Adventist University Social Work Program are retained in the major, subject to the following "Criteria for Retention."

1. Maintaining an overall GPA of 2.0, 2.5 in Social Work courses.
2. Adherence to the National Association of Social Worker’s Code of Ethics.
3. Maintenance of social functioning that allows for effective beginning level professional social work practice. (Social functioning refers to the students’ ability to cope with the demands generated by their interaction with their environment including areas such as school, work, family, and personal relationships.)
4. Demonstration of effective verbal and written communication skills.
5. Continued enrollment as a student in good standing at SWAU.

Students who do not conform to the Criteria for Retention may be terminated from the program.

BACHELOR OF SOCIAL WORK DEGREE

General Education Requirements

See page 34 for a description of regular General Education requirements. The mathematics, one science course requirement, and two of the social science and humanities requirements are met through the cognate requirements.

MAJOR REQUIREMENTS

Social Welfare Policies and Services:

SOWK 112 Introduction to the Field of Social Work ............ 3
SOWK 221 History and Policy of Social Institutions ............ 3
SOWK 334 Policy, Planning and Administration ............... 3

Human Behavior and the Social Environment:

SOWK 331 Strength in Diversity .................................. 3
SOWK 332 Human Behavior and Social Environment I ..... 3
SOWK 333 Human Behavior and Social Environment II .... 3

Social Research:

SOWK 460 Applied Social Research Methods ................. 3

Social Work Practice:

SOWK 336 Social Work Intervention I ...................... 3
SOWK 337 Social Work Intervention II ..................... 3
SOWK 438 Social Work Intervention III .................. 3

Field Practicum:

SOWK 470 Integrative Field Seminar I .................... 2
SOWK 474 Field Practicum I .................................. 5
SOWK 471 Integrative Field Seminar II .................. 2
SOWK 475 Field Practicum II .................................. 5

Departmentally Approved Electives .......................... 6

TOTAL 50

Social Work is a composite major and does not require a minor.
### Social Work

#### Required Cognates:
- **Biol 104** Human Biology ........................................ 3
- **Econ 211** Economics I ........................................... 3
- **Govt 211** National and Texas Constitution .................... 3
- **Hist 111** or **Hist 112** American History .................... 3
- **Math 241** Intro to Probability & Statistics .................... 3
- **Psych 212** General Psychology ................................ 3
- **Soci 111** Introduction to Sociology ............................ 3

#### Departmentally Approved Electives:
- **Psych 311** Human Growth and Development .................. 3
- **Psych 320** Parenting Skills ..................................... 3
- **Psych 322** Adolescent Psychology ............................. 3
- **Psych 326** Exceptional Children ............................... 3
- **Psych 340** Abnormal Psychology ................................ 3
- **Psych 344** Courtship, Marriage, and Family ................. 3
- **Psych 360** Personality Theory and Development ............. 3
- **Psych 450** Psychology of Adulthood and Aging .......... 3
- **Psych 470** Counseling Theory and Techniques ............... 3
- **Soci 334** Juvenile Delinquency ................................ 3
- **Baud 261** Principles of Management ........................... 3
- **Baud 372** Human Resources Management ..................... 3
- **Baud 423** Organizational Behavior ............................ 3

### CURRICULUM - SEQUENCE OF COURSES

#### First Year

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Total Semester Hours: 16

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Total Semester Hours: 16

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Total Semester Hours: 16

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Total Semester Hours: 16

#### Courses

**Sowk 112** **Introduction to the Field of Social Work**

- 3 hours

An introduction to the development of the social work profession, intervention services and values. This course introduces the student to the field of generalist social work. Open to non-majors.

**Sowk 221** **History and Policy of Social Institutions**

- 3 hours

A study of the historical development of social welfare programs, practices, and policies. Open to non-majors.

**Sowk 291** **Selected Topics**

- 1 hour

Prerequisite: Approval of department chair.

Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.

**Sowk 331** **Strength in Diversity**

- 3 hours

A study of racial and ethnic groups in American society featuring an examination of their history, cultural heritage, contributions, struggles, and hopes for the future. Emphasis will be placed on a strengths-based analysis of diverse groups.
## Social Work

### SOWK 332 Human Behavior and Social Environment I

**3 hours**

Prerequisite: BIOL 100; PSYC 212; SOCI 111 & 331; SOWK 112.

A study of the biological, psychological, social, cultural, and spiritual foundations of human development; their interrelatedness for normal and abnormal behavior from infancy through adolescence. The lifespan is examined using a systems approach and focuses on social and family systems, groups, and communities.

### SOWK 333 Human Behavior and Social Environment II

**3 hours**

Prerequisite: SOWK 332.

A continuation of SOWK 332. A study of biological, psychological, social, cultural, and spiritual foundations of development; their interrelationship for normal and abnormal behavior from young adulthood through old age, and social functioning in social environments.

### SOWK 334 Policy, Planning and Administration

**3 hours**

Prerequisite: SOWK 112, 221; HIST 111 or 112; ECON 211, GOVT 211.

An analysis of the formation and administration of federal, state, and local social welfare policies. Emphasis will be upon understanding both the processes by which social welfare policies are designed as well as the organizational contexts in which they are administered. Students will examine the effects of legislation on minorities and populations-at-risk.

### SOWK 336 Social Work Intervention I

**3 hours**

Prerequisite: SOWK 112.

Corequisite: SOWK 332.

An introduction to generalist social work practice with emphasis on individuals and families. Social work with groups, communities, and organizations will also be discussed. This is the first practice course in the Social Work Practice Sequence. It introduces the student to beginning intervention methods of the generalist Social Worker. The student is introduced to the process engagement, data collection, assessment, intervention, evaluation and termination. Basic interviewing and communication skills are emphasized.

### SOWK 337 Social Work Intervention II

**3 hours**

Prerequisite: SOWK 336.

Corequisite: SOWK 333.

A continuation of generalist social work intervention methods, with an in-depth study of the problem-solving directed toward groups. The group process is stressed.

### SOWK 338 Social Work Intervention III

**3 hours**

Prerequisite: SOWK 337.

Corequisites: SOWK 470, 474.

This is the final course within the practice sequence. Intervention III assists the student in developing a more in-depth knowledge, value, and skill base when working with communities and institutions. Students will be exposed to the impact of these systems on persons most at risk of oppression as preparation for entry into generalist social work practice. Students will interface with Agency/Community/Institutional Personnel through in-class participation and assigned projects.

### SOWK 460 Applied Social Research Methods

**3 hours**

Prerequisite: MATH 241, ENGL 220.

An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Physical Education, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection.

### SOWK 470 Integrative Field Seminar I

**2 hours**

Prerequisites: SOWK 333, 334, 337.

Corequisite: SOWK 474.

A continuation of SOWK 470, in the same agency. Students assist students in strengthening and integrating their various field experiences. Examines the dynamics of actual practice while utilizing classroom knowledge.

### SOWK 471 Integrative Field Seminar II

**2 hours**

Prerequisite: SOWK 470.

Corequisite: SOWK 474.

A continuation of SOWK 470 with emphasis on future professional career planning.

### SOWK 474 Field Practicum I

**5 hours**

Prerequisite: SOWK 333, 334, 337.

Corequisite: SOWK 470.

A laboratory course designed to provide the student with supervised field practice in an approved agency selected by the University.

### SOWK 475 Field Practicum II

**5 hours**

Prerequisite: SOWK 474.

Corequisite: SOWK 471 (seminar).

A continuation of SOWK 474, in the same agency. Students demonstrate use of the general problem-solving method with more depth and independence.

### SOWK 491 Selected Topics

**1 hour**

Prerequisite: Approval by department chair.

Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated once for credit.
Board of Trustees

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Douglas Walker — 2001 .................................................................... Burleson, Texas
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Billy Wright — 2001 .............................................................................. Dallas, Texas
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Ronald Macomber, B.S. ........................................ Director of Network Services
Teresa Macomber, M.S.W. ........................ Student Accounts Advisor
Beverly Mendenhall, B.S. ................................... Alumni Relations Director
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Marsha Rasmussen, A.M.L.S. .................................. Associate Librarian
Brenda Schnell, B.S. ........................................... Director of Admissions
Shannon Truitt, B.S. ........................................... Director of Enrollment
Lawrence Turner, Ph.D. ........................................ Director of Institutional Effectiveness

Sharon Wicker, B.B.A. ........................................... Accountant
Sharon Wion, M.L.S. ........................................ Assistant Librarian

CAMPUS SERVICES

Randell Chastain, B.S. ......................... Bookstore and Media Services
Bob Hadley, B.S. ................................. Student Health Services
Dale Hainey ............................................. Physical Plant Director
Ellis Hainey ............................................. Plant Engineering
Merritt Hines, B.A., B.S. ................................. Grounds
Kimberly McClain, B.S. ........................................ Assistant Dean of Women
Donna Morrison ........................................... Custodial
Jonathan Seitz ............................................. Assistant Dean of Men
Brian Sather, M.A. ........................................ Athletics Director
Vance Sather ........................................... Assistant Athletic Director

......................................................................... Dean of Men
Greg Sullivan, B.S. ........................................... Director of Food Services
Janelle Williams, B.S. ........................................ Dean of Women
Robby Psencik ........................................... Director of Housing, Student Employment and Transportation, Security
EMERITI FACULTY/ADMINISTRATION

Harold T. Burr, M.A. ......................................................... Religion
B.A., Union College; M.A., Andrews University.

Robert Cooper, M.S. ......................................................... Librarian
B.S., Columbia Union College; M.S., in Library Science, University of Southern California.

Laurice Durrant, Ed.D. ......................................... Nursing
B.S., Nursing Union College; Masters, Health Ed., Stanford University; Ed.D., Stanford University.

Lewis J. Larson, Ed.D. ........................................ Dean, Education and English
B.S., Madison College; M.A., George Peabody College for Teachers of Vanderbilt University; Ed.S., George Peabody College for Teachers of Vanderbilt University; Ed.D., George Peabody College for Teachers of Vanderbilt University.

Morris Lowry, M.A. ...................................................... History
B.A., Pacific Union College; M.A., Texas Christian University; M.A., Seventh-day Adventist Theological Seminary; Additional graduate study at University of Colorado, Texas Christian University.

Frances S. Mosley, Ph.D. .......................................... Education and History
B.A., University of the Americas, Mexico; M.A., Sam Houston State University; Ph.D., Texas A&M University.

Ruth A. Nelson Foll, M.A. ....................................... Secretarial Science

Richard Norman, M.A. ................................................ Communication
B.A., La Sierra University; M.A., University of Redlands.

Carl Pinterich, Ed.D. ................................................ Education
B.S., Columbia Union College; M.A., Andrews; Ed.D., Baylor University.

Shirley Pinterich, M.S. ................................................ Nursing
B.S., Columbia Union College; M.S., Texas Woman’s University.

Carol Sample, Ph.D. ................................................ English
B.A., Union College; M.A., East Tennessee State University; Ph.D., Texas Christian University; Additional graduate study at University of Maryland.

Arthur L. White, M.B.A ........................................ Business Administration
B.S., Walla Walla College; M.B.A., University of Washington. Additional graduate study at University of Washington.

TEACHING FACULTY

Lavonne Adams, M.S. ........................ Assistant Professor of Nursing, 1999
B.S.N., Wright State University; M.S., Andrews University.

Jean Alway, M.S.N. ........................ Assistant Professor of Nursing, 1995
B.S., Loma Linda University; M.S.N., University of New Mexico.

David R. Anavitarte, M.A. .................. Assistant Professor of Music, 1991
B.S., Columbia Union College; M.A., Indiana University of Pennsylvania.

Dee Anderson, Ed.D. ............................... Professor of Education and Psychology, 1979
B.S., Oakwood College; M.Ed., Texas Christian University; Ed.D., Texas Woman’s University. Additional graduate study at Texas Woman’s University.

 Marvin E. Anderson, D.B.A. .......................... President, 1970
B.S., Union College; M.B.A., Athens College; D.B.A. Western Colorado University.

Luz Arauzo, M.A. ........................ Assistant Professor of Modern Languages, 1979
B.A., University of Texas at Austin; M.A., Texas Christian University.
Faculty

Kirsten Harrington, J.D. ............................. Assistant Professor of Business Administration, 2000  
B.A., in Harvard University; M.A., Tulane University; J.D., University of Idaho.

Barbara R. Harsany, M.S. ............................ Associate Professor of PE/Wellness, 1977  
B.S., Walla Walla College; M.S., University of Southern California.

Krystal Hauff, M.Ed. ................................. Instructor of PE/Wellness, 2000  
B.S., Pacific Union College; M.Ed., University of Nebraska.

Phil Hieger, M.S.W. ................................. Assistant Professor of Social Work, 1998  
M.S.W. Andrews University; M.P.A., Western Michigan University, B.S.W., Andrews University

Willie Hucks, M.Div. ................................. Assistant Professor of Religion, 1999  
B.A., Oakwood College; M.Div., Andrews University.

R. Steven Jones, Ph.D. ............................ Associate Professor of History, 1997  
B.A., Northern Oklahoma State University; M.A., Oklahoma State University; Ph.D., Oklahoma State University.

William L. Kilgore, M.Div. ........................... Associate Professor of Religion, 1989  
B.A., Columbia Union College; M.Div., Andrews University. Post-graduate doctoral study at Southwestern Baptist Theological Seminary.

Karol Konrad, Ph.D. ................................. Professor of Chemistry, 1968  
B.A., Andrews University; M.S., Illinois Institute of Technology; Ph.D., Illinois Institute of Technology.

Judy Myers Laue, Ph.D. ............................. Associate Professor of English, 2000  
B.A., Andrews University; M.A., Andrews University; Ph.D., University of Southern California.

Robert L. McClesney, Ed.D. ........................ Professor of Business Administration, 1997  
B.A., Walla Walla College; M.A., Andrews University; Ed.D., University of Northern Colorado.

Richard L. McCluskey, Ph.D. ...................... Professor of Biology, 1997  
B.A., Andrews University; M.A., Walla Walla College; Ph.D., University of North Texas.

Joyce L. Melius, M.S.N. ............................ Assistant Professor of Nursing, 1996  
B.S.N., Southwestern Adventist University; M.S.N., University Texas at Arlington.

Robert R. Mendenhall, Ph.D. ........................ Professor of Communication, 1970  
B.S., Pacific Union College; M.A., Texas Christian University; Ph.D., University of Texas at Austin.

Mitchell Menzner, Ph.D. ............................ Professor of Chemistry, 2000  
B.S., Southwestern Adventist College; M.S.W., University of Texas at Arlington.

Judith Foll Miles, M.A. .............................. Associate Professor of Business Administration/Computer Science, 1979  
B.A., Andrews University; M.A., Loma Linda University.

Penny K. Moore, Ph.D. ............................. Associate Professor of Nursing, 1996  
B.S.N., University of Texas at Houston; M.S.N., University of Texas at Arlington; Ph.D., Texas Woman’s University.

Daniel Petr, M.A. ................................. Associate Professor of Biology, 1982  
B.S., Andrews University; M.A., Andrews University. Post-graduate doctoral study at University of North Texas.

Larry G. Philbeck, Ed.D. ........................... Assistant Professor of Education, 1994  
B.A., Southwestern Adventist University; M.A., University of Arkansas; Ed.D., University of Arkansas.

Marie Redwine, Ph.D. ............................... Academic Vice President, 1973  
B.S., Union College; M.S., Northern Illinois University; Ph.D., Texas Woman’s University.

Glendal P. Robinson, M.A. ............................ Assistant Professor of Communication, 1998  
B.A., Pacific Union College; M.A., California State University.

Nancy Rodriguez, M.S.W. .......................... Instructor of Social Work, 1999  
B.S., Southwestern Adventist College; M.S.W., University of Texas at Arlington.

Brian Sather, M.S. ................................. Assistant Professor of PE/Wellness, 1999  
B.S., Walla Walla College; B.A., Atlantic Union; M.S., Bringham Young University.

Erwin Sichler, Ph.D., Ph.D. ................. Professor of Social Sciences/Modern Languages, 1976  
B.A., Atlantic Union College; M.A., Pacific Union College; Ph.D., University of Southern California; Ph.D., Texas Woman’s University.

Ingo Sorke, M.Div. ................................. Assistant Professor of Religion, 2000  
B.A., Southwestern Adventist College; M.Div., Andrews University.

Daryl D. Thomas, Ph.D. ............................. Associate Professor of Computer Science, 1995  
B.S., Louisiana State University; Ph.D., Louisiana State University.

Catherine K. Turner, Ph.D. ...................... Professor of Nursing, 1996  
B.S., Columbia Union College; M.S.N., University of Tennessee; Ph.D., Andrews University.

Lawrence E. Turner, Ph.D. ........................... Professor of Mathematics and Physics, 1996  
B.S., Pacific Union College; M.A., Pacific Union College; M.S., Michigan State University; Ph.D., Michigan State University.

Charles M. Underhill, Ed.D. ........................ Professor of Education/Religion, 1961  
B.A., Union College; M.A., Colorado State College of Education; Ed.D., Texas A&M University.

John D. Williams, M.A. ............................ Associate Professor of Communication, 1987  
B.A., Mansfield State College; M.A., Bowling Green State University.

Edith Willis, M.A. ................................. Assistant Professor of ESL Program, 1992  

Lloyd A. Willis, Ph.D. .............................. Professor of Religion, 1989  
B.A., Pacific Union College, Avondale Campus; M.A., Andrews University; Ph.D., Andrews University.

Andrew P. Wooley III, Ph.D. ........................ Professor of English, 1978  
B.A., Southern Missionary College; M.A., Andrews University; Ph.D., University of Tennessee.

ADJUNCT FACULTY

Business Administration

Anderson, S. Eric, Ph.D. ............................ Management
Hardest, Fred, Ph.D. ................................. Economics
Lizardo, Radhamés, M.B.A., C.P.A. .............. Finance & Accounting
Moses, Ruben, M.B.A. ............................... Health Care Administration

Communication

Lewis, Shawna, M.A. ............................... Communication
Faculty

Education & Psychology
Gnadt, Bonnie M.S.N. ................................................................. Psychology
McCrady, Ellen, Ph.D. ............................................................... Psychology
Shepherd, William, Ph.D. ........................................................ Psychology

English
Bettie Cook, M.A. .................................................................................. English
Patricia Davis, M.Ed. ........................................................................... English
Donna Guerrero, M.Ed. ................................................................. English
Herbert Roth, Ph.D. ........................................................................... English

Southwestern Union Conference of Seventh-day Adventists
Walker, Doug, M.A. ........................................................................... Director of Education
Campbell, Carol, Ph.D. ................................................................. Associate Director of Education

Arkansas-Louisiana Conference of Seventh-day Adventists
Hevener, Don, M.Ed. ........................................................................... Assistant in Supervision

Oklahoma Conference of Seventh-day Adventists
Francisco, Jack, M.Ed. ........................................................................ Assistant in Supervision

Southwest Region Conference of Seventh-day Adventists
Warfield, Eunice, M.A. ........................................................................ Assistant in Supervision

Texas Conference of Seventh-day Adventists
Beyer, Darrell, Ed.D. ........................................................................... Assistant in Supervision
Hansen, Lyle, Ed.D. ........................................................................... Assistant in Supervision

Texico Conference of Seventh-day Adventists
Workman, Chuck ........................................................................... Assistant in Supervision

Fine Arts, Art & Music
Doroftei, Mugur, Ph.D. ...................................................................... Music
Keitz, Ruth A., Ph.D., M.F.A. .......................................................... Art
Scholl, Timothy, M.A. ...................................................................... Music

History, Social Science, & Criminal Justice
Benjamin, Jerry, M.S. ....................................................................... Geography
Harrison, Sheryl A., J.D. .................................................................. Criminal Justice
Phillips, Ted, M.S. ........................................................................... Sociology
Reeves, Gary, M.C.J. ........................................................................ Criminal Justice

Medical Technology
Andrews University — Berrien Springs, Michigan
Robertson, E. Arthur, M.D. ....................................................... Medical Director, Program for Clinical Laboratory Sciences
Kilby, Marcia A., M.S., M.T. (ASCP), CLS (NCA) ..................... Chair & Program Director, Allied Health Department
McMullen, Albert W., M.A., M.T. (ASCP) ......................... Hematology Professor
Show, Richard D., M.S., M.T. (ASCP) SC, DLM ................... Clinical Chemistry Professor, Program Director of MS in Clinical Laboratory Science
Sutherland, Clifford A., B.S., M.T. (ASCP) SM ..................... Microbiology Professor

Florida Hospital — Orlando, Florida
Guarda, Luis, M.D. ................................................................. Medical Director, School of Medical Technology
Rogers, Patricia L., B.S., M.T., (ASCP) SBB ......................... Program Director, School of Medical Technology

Tarleton State University — Fort Worth, Texas
Murray, Karen, M.B.A., M.T., (ASCP) SC ..................... Program Director, School of Medical Technology
Lewis, Sally, M.S., M.T. (ASCP) HTL ........................................... Instructor
Mitchell, Donna, Ph.D., M.T. (ASCP) SM ......................... Instructor
Morton, David, M.T. (ASCP) ............................................ Lecture/Laboratory Manager
Reyes, Virginia, M.T. (ASCP) SBB ........................................ Instructor
Smith, Patricia, M.T. (ASCP) SH ........................................ Instructor/Student Coordinator

Physical Education, Wellness
Abrantes, Samuel Davi, B.S. ..................................................... Physical Education
Barber, Myra, Ph. D. ........................................................................ Nutrition
Emery, Terry, M.S. ................................................................. Physical Education
Erickson, Jane, B.S. ................................................................. Physical Education
Mendenhall, Beverly, B.S. ..................................................... Physical Education
Vance Sather, M.S. ................................................................. Physical Education
Tucker, Kent, M.S. ........................................................................ Wellness

Religion
Halvorsen, Ron Jr., M.Div. ............................................................. Religion
Laughlin, Russ, M. Div. ............................................................ Religion
Perez, Jay, M.Div. ................................................................. Religion
Peterson, Tim, D.Min. ............................................................. Religion

Social Work
American Cancer Society
Clayton, Kay, M.A. ................................................................. Field Instructor
Child Protective Services
Erliston, Linda, B.S.W. ............................................................ Field Instructor
Cook Children’s Hospital
Page, Elizabeth, M.S.S.W. ................................................ Field Instructor
Harvest House
Mayo, Trickett, B.S.W. ........................................................ Field Instructor
Hill County Adult Probation
Cook, Barbara, M.S.W. ........................................................ Field Instructor
Hill County Child Protective Services
Graham, Kathy, B.S.W. ........................................................ Field Instructor
Huguley Nursing Center
Mendoza, Lucy, L.S.W. ........................................................ Field Instructor
John Peter Smith Hospital
Specht, Kathy, M.S.W. ........................................................ Field Instructor
Johnson County Family Services
Vaughn, Jerry ................................................................. Field Instructor
Johnson County Juvenile Services
Perez, Raul, L.S.W. ............................................................. Field Instructor
Federal Medical Center Prison
Owen, Melissa, L.M.S.W. .................................................. Field Instructor
Communities in Schools of Greater Tarrant County
Roa, Priscilla, L.S.W. ........................................................ Field Instructor
Departments

First name listed is chair.

Department of Biology
including Medical Technology
Arthur Chadwick, Ph.D.
Dale Clayton, Ph.D.
Richard L. McCluskey, Ph.D.
Dan Petr, M.A.

Department of Business Administration
Robert L. McChesney, Ed.D.
Jerry L. Chi, Ph.D.
Janeric Gustavsson, Ph.D.
Kristen Harrington, JD
Judith Miles, M.A.

Department of Communication
Robert R. Mendenhall, Ph.D.
Glendal P. Robinson, M.A.
John Williams, M.A.

Department of Computer Science
Daryl D. Thomas, Ph.D.
Ed Connell, M.S.
Rob Durkin, M.D.
Judith Miles, M.A.

Department of Education & Psychology
Dee Anderson, Ed.D.
Michael England, Ed.D.
Randy Gilliam, Ed.D.
Mel Underhill, Ed.D.

Department of English
Judy Myers Laue, Ph.D.
Renard Doneskey, Ph.D.
Andrew Woolley III, Ph.D.

Department of Fine Arts/Art, Music
David Anavitarte, M.A.
Mugur Doroftei, Ph.D.
Timothy Scholl, M.A.

Department of History, Social Sciences, & Criminal Justice
including Modern Languages
Erwin Sicher, Ph.D.
Luz Arauzo, M.A.
Randall R. Butler, Ph.D.
R. Steven Jones, Ph.D.

Department of Mathematics & Physical Sciences
including Chemistry, Physics
Karl Konrad, Ph.D.
Roy Campbell, Ph.D.
Watson Chin, Ph.D.
Ed Connell, M.S.
Murray Cox, M.S.
Lawrence E. Turner, Ph.D.

Department of Nursing
Catherine K. Turner, Ph.D.
Lavonne Adams, M.S.
Jean Alway, M.S.N.
Carol Dorough, M.S.N.
Meriam Fabriga, M.S.
Bonnie Gnadt, M.S.N.
Joyce Melius, M.S.N., C.N.P.
Penny K. Moore, Ph.D.
Lolita Valdez, M.N.

Department of Physical Education, Wellness
Brian Sather, M.S.
Barbara R. Harsany, M.S.
Krystal Hauff, M.S.

Department of Religion
Lloyd Willis, Ph.D.
William Kilgore, M.Div.
Willie Hucks, M.Div.
Ingo Sorke, M.Div.

Department of Social Work
Phil Hieger, L.M.S.W., C.S.W.M.
Nancy Rodriguez, M.S.W.
COMMITTEES OF THE FACULTY
For the Academic Year 2001-2002

First name listed is chair. All University officers are ex-officio members of all committees, standing and ad hoc.

Academic Policies
Marie Redwine, Dee Anderson, John Boyd, Tom Bunch, Randall Butler, Arthur Chadwick, Renard Doneskey, Phil Hieger, Karl Konrad, Judy Laue, Robert McChesney, Robert Mendenhall, Larry Philbeck, Brian Sather, Erwin Sicher, Daryl Thomas, Catherine Turner, Lloyd Willis, Student Senate President.

Administrative Services Committee
David Hope, Marvin Anderson, Brent Baldwin, Tom Bunch, Randall Butler, Lane Campbell, Randell Chastain, Larry Garrett, Dale Hainey, David Knight, Sharon Leach, Patricia Norwood, Marie Redwine, Jenell Rusk, Steve Stafford, Greg Sullivan, Larry Turner, Janelle Williams, Dean of Men, student.

Admissions
Brent Baldwin, Tom Bunch, Patty Norwood, Ingo Sorke, Marie Redwine, Glen Robinson, Brenda Schnell, Steve Stafford, Shannon Truitt, Janelle Williams, Dean of Men, student.

Adult Degree
Larry Philbeck, Tom Bunch, Danna Burt, Randy Gilliam, Willie Hucks, Robert McChesney, Penny Moore, Marie Redwine, student.

Assembly
John Williams, Lane Campbell, Rob Durkin, Krystal Hauff, David Knight, Joyce Melius, Marie Redwine, Steve Stafford, student.

Athletic Council
Tom Bunch, Barbara Harsany, Phil Hieger, David Hope, David Knight, Patricia Norwood, Brian Sather, Vance Sather, Steve Stafford.

Cultural Affairs
Luz Arauzo, David Anavitarte, Jerry Chi, Watson Chin, Meriam Fabriga, Barbara Harsany, Erwin Sicher, John Williams, Edith Willis, student.

Discipline
Judy Miles, Rob Durkin, Bonnie Gnadt, Kristen Harrington, Willie Hucks, Nancy Rodriguez, Brian Sather, Janelle Williams, John Williams, Dean of Men.

Exceptions
Tom Bunch, Lavonne Adams, Danna Burt, Renard Doneskey, Michael England, Steve Jones, Marie Redwine.

Executive Cabinet
Marvin Anderson, Brent Baldwin, Tom Bunch, Larry Garrett, David Hope, David Knight, Patricia Norwood, Marie Redwine, Jenell Rusk, Larry Turner.

Faculty/Staff Handbook Revision
Marie Redwine, Lavonne Adams, Dale Clayton, Steve Jones, Daryl Thomas, Andrew Woolley.

Faculty/Staff Social Activities
Dickie Martin, Michael England, Mariaelena Godinez, Krystal Hauff, Joyce Melius, Judy Miles, Dan Petr.

General Education
Roy Campbell, Tom Bunch, Rob Durkin, Michael England, Phil Hieger, Krystal Hauff, Steve Jones, Karl Konrad, Mitch Menzmer, Marie Redwine, Catherine Turner, Lloyd Willis, student.

Graduate Academic Policies
Marie Redwine, Dee Anderson, John Boyd, Tom Bunch, Randall Butler, Arthur Chadwick, Renard Doneskey, Phil Hieger, Karl Konrad, Judy Laue, Robert McChesney, Robert Mendenhall, Larry Philbeck, Brian Sather, Erwin Sicher, Daryl Thomas, Catherine Turner, Lloyd Willis, Student Senate President.

Graduate Admissions
Marie Redwine, Dee Anderson, Tom Bunch, Jerry Chi, Randy Gilliam, Robert McChesney, Brenda Schnell, Andrew Woolley.

Graduate Education Council

Honors
Renard K. Doneskey, Roy Campbell, Art Chadwick, Watson Chin, Marie Redwine, Erwin Sicher, Larry Turner, Andrew Woolley, Current Seminar Faculty, student.

Human Subjects Committee

Information Services
Larry Turner, Tom Bunch, Roy Campbell, Jerry Chi, Watson Chin, Renard Doneskey, Barbara Harsany, David Hope, Charles Lewis, Ron Macomber, Brian Sather, Marie Redwine, student.
Committees

Institutional Assessment and Effectiveness
Larry Turner, Tom Bunch, Dale Clayton, Dave Hope, David Knight, Penny Moore, Marie Redwine, Erwin Sicher.

Institutional Planning
Marvin Anderson, Brent Baldwin, Tom Bunch, Dale Hainey, David Hope, Daryl Knutson, Karl Konrad, Robert Mendenhall, Marie Redwine, Cathy Turner, Larry Turner, Lloyd Willis, student.

Institutional Research and Strategic Planning
Larry Turner, Tom Bunch, Art Chadwick, Dale Clayton, Bonnie Gnadt, Janeric Gustavsson, Marie Redwine.

Institutional Safety and Hazardous Materials
Larry Garrett, Dale Hainey, Merritt Hines, David Hope, Karl Konrad, Donna Morrison, Janelle Williams, Dean of Men.

Library Advisory
Randall Butler, David Anavitarte, Carol Dorough, Randy Gilliam, Kirsten Harrington, Marie Redwine, John Williams, student.

Nursing Admissions
Catherine Turner, Brent Baldwin, Tom Bunch, Marie Redwine, Brenda Schnell, Steve Stafford, all Nursing faculty.

Preprofessional

Rank and Continuous Appointment
Marie Redwine, Roy Campbell, Karl Konrad, Robert Mendenhall, Erwin Sicher, Lloyd Willis.

Recruitment
Brent Baldwin, Tom Bunch, Lane Campbell, Bill Kilgore, David Knight, Robert Mendenhall, Judy Miles, Patricia Norwood, Brenda Schnell, Cathy Turner, Assistant Recruiters.

Religious Interests
Lane Campbell, Jean Alway, Steve Jones, William Kilgore, David Knight, Nancy Rodriguez, Ingo Sorke, Student Association Religious VP, two students, Student Chaplain.

Retention
Tom Bunch, Brent Baldwin, Lane Campbell, Carol Dorough, Randy Gilliam, Judy Laue, Marie Redwine, Brian Sather, Steve Stafford, two students.

Social Activities
David Knight, Jean Alway, Brent Baldwin, Brian Sather, Janelle Williams, SA Social Vice President, Dean of Men, three students.

Student Finance
David Hope, Brent Baldwin, Sandie Adams, Tom Bunch, Larry Garrett, Barbara Harsany, David Knight, Patricia Norwood, Jerry Potter, Marie Redwine, Glen Robinson.

Student Life
David Knight, Tom Bunch, Lane Campbell, Bob Hadley, Brian Sather, Steve Stafford, Janelle Williams, Assistant Deans, three students, Dean of Men.

Student Missionary Council
Lane Campbell, Tina Bottsford, Janeric Gustavsson, David Knight, Benjie Leach, Patricia Norwood, Brenda Schnell, Ingo Sorke, Steve Stafford, Janelle Williams, Student Missionary Club President, Four returning student missionaries, Dean of Men.

Teacher Education Council

Trust Acceptance Committee
Marvin Anderson, Larry Garrett, David Hope, Marie Redwine, Jenell Rusk.
## Index

### A

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abbreviations</td>
<td>32</td>
</tr>
<tr>
<td>Academic Awards</td>
<td>16</td>
</tr>
<tr>
<td>Academic Calendar</td>
<td>118</td>
</tr>
<tr>
<td>Inside Front Cover</td>
<td>119</td>
</tr>
<tr>
<td>Academic Advising</td>
<td>22</td>
</tr>
<tr>
<td>Academic Dismissal</td>
<td>25</td>
</tr>
<tr>
<td>Academic Integrity</td>
<td>21</td>
</tr>
<tr>
<td>Academic Suspension</td>
<td>24</td>
</tr>
<tr>
<td>Academic Warning</td>
<td>24</td>
</tr>
<tr>
<td>Academic Policies</td>
<td>21</td>
</tr>
<tr>
<td>Academic Probation</td>
<td>24</td>
</tr>
<tr>
<td>Academic Scholarships</td>
<td>16</td>
</tr>
<tr>
<td>Academic Support</td>
<td>31</td>
</tr>
<tr>
<td>Accounting Courses</td>
<td>39</td>
</tr>
<tr>
<td>Accreditation/Non-Discrimination Policy</td>
<td>5</td>
</tr>
<tr>
<td>ADA Support</td>
<td>32</td>
</tr>
<tr>
<td>Adding Classes</td>
<td>22</td>
</tr>
<tr>
<td>Address</td>
<td>1</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>118, 119</td>
</tr>
<tr>
<td>Administration</td>
<td>116</td>
</tr>
<tr>
<td>Admissions Requirements</td>
<td>6</td>
</tr>
<tr>
<td>Adult Degree Program</td>
<td>8, 12, 29, 35</td>
</tr>
<tr>
<td>Advanced Placement Exams</td>
<td>26</td>
</tr>
<tr>
<td>Adventist Colleges Abroad</td>
<td>29, 87</td>
</tr>
<tr>
<td>Advisors, Major Studies</td>
<td>35</td>
</tr>
<tr>
<td>Applied Religion</td>
<td>103</td>
</tr>
<tr>
<td>Application</td>
<td>Colored Insert</td>
</tr>
<tr>
<td>Art, Fine Arts</td>
<td>71</td>
</tr>
<tr>
<td>Associate Degree General Ed</td>
<td>28</td>
</tr>
<tr>
<td>Attendance</td>
<td>21</td>
</tr>
<tr>
<td>Athletics Scholarship</td>
<td>18</td>
</tr>
<tr>
<td>Auditing</td>
<td>8, 23</td>
</tr>
<tr>
<td>Awards</td>
<td>16</td>
</tr>
</tbody>
</table>

### B

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor's of Business Administration</td>
<td>39</td>
</tr>
<tr>
<td>Baccalaureate Degree</td>
<td>27</td>
</tr>
<tr>
<td>Bank Financing</td>
<td>11</td>
</tr>
<tr>
<td>Biblical Language Courses</td>
<td>111</td>
</tr>
<tr>
<td>Biology</td>
<td>36</td>
</tr>
<tr>
<td>Biostatistics</td>
<td>82</td>
</tr>
<tr>
<td>Board of Trustees</td>
<td>115</td>
</tr>
<tr>
<td>Books and Supplies</td>
<td>10</td>
</tr>
<tr>
<td>Broadcasting</td>
<td>51</td>
</tr>
<tr>
<td>Business Administration</td>
<td>39</td>
</tr>
<tr>
<td>Business Courses</td>
<td>45</td>
</tr>
</tbody>
</table>

### C

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cafeteria Costs</td>
<td>10</td>
</tr>
<tr>
<td>Calendar</td>
<td>126</td>
</tr>
<tr>
<td>Calendar, Academic</td>
<td>126</td>
</tr>
<tr>
<td>Inside Front Cover</td>
<td></td>
</tr>
<tr>
<td>Campus Map</td>
<td>125</td>
</tr>
<tr>
<td>Campus Services Personnel</td>
<td>116</td>
</tr>
<tr>
<td>Campus Visits</td>
<td>6</td>
</tr>
<tr>
<td>Checks</td>
<td>10</td>
</tr>
<tr>
<td>Chemistry</td>
<td>49</td>
</tr>
<tr>
<td>Class Schedule</td>
<td>21</td>
</tr>
<tr>
<td>Classification of Students</td>
<td>24</td>
</tr>
<tr>
<td>CLEP Exams</td>
<td>25</td>
</tr>
<tr>
<td>Committees of the Faculty</td>
<td>121</td>
</tr>
<tr>
<td>Communication</td>
<td>51</td>
</tr>
<tr>
<td>Composition Courses</td>
<td>68</td>
</tr>
<tr>
<td>Computer Science</td>
<td>55</td>
</tr>
<tr>
<td>Concurrent</td>
<td>23, 24</td>
</tr>
<tr>
<td>Corporate Communication</td>
<td>52</td>
</tr>
<tr>
<td>Correspondence Credit</td>
<td>27</td>
</tr>
<tr>
<td>Cost of Attendance</td>
<td>10</td>
</tr>
<tr>
<td>Counseling, Academic</td>
<td>35</td>
</tr>
<tr>
<td>Counseling &amp; Testing Center</td>
<td>31</td>
</tr>
<tr>
<td>Course Numbering Systems</td>
<td>32</td>
</tr>
<tr>
<td>Course of Instruction</td>
<td>35</td>
</tr>
<tr>
<td>Course Load</td>
<td>21</td>
</tr>
<tr>
<td>Credit by Examination</td>
<td>25</td>
</tr>
<tr>
<td>Credit Hour Charge</td>
<td>10</td>
</tr>
<tr>
<td>Criminal Justice Program</td>
<td>12, 76, 81</td>
</tr>
<tr>
<td>Cum Laude</td>
<td>25</td>
</tr>
</tbody>
</table>

### D

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean's List</td>
<td>25</td>
</tr>
<tr>
<td>Dean's Distinguished List</td>
<td>25</td>
</tr>
<tr>
<td>Deferred Graduation</td>
<td>28</td>
</tr>
<tr>
<td>Degree Requirements</td>
<td>32</td>
</tr>
<tr>
<td>Degrees Offered</td>
<td>33</td>
</tr>
<tr>
<td>Departments</td>
<td>120</td>
</tr>
<tr>
<td>Deposits</td>
<td>13</td>
</tr>
<tr>
<td>Discounts</td>
<td>12</td>
</tr>
<tr>
<td>Dorm Deposit</td>
<td>10</td>
</tr>
<tr>
<td>Double Major</td>
<td>24</td>
</tr>
<tr>
<td>Dropping Classes</td>
<td>22</td>
</tr>
</tbody>
</table>

### E

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economics Courses</td>
<td>46</td>
</tr>
<tr>
<td>Education</td>
<td>58</td>
</tr>
<tr>
<td>Education, Admission</td>
<td>58</td>
</tr>
<tr>
<td>Education, Early Childhood</td>
<td>61</td>
</tr>
<tr>
<td>Education, Secondary</td>
<td>62</td>
</tr>
<tr>
<td>Elementary Education</td>
<td>62</td>
</tr>
<tr>
<td>Emergency Medical Systems</td>
<td>97</td>
</tr>
<tr>
<td>Emeritus Faculty</td>
<td>117</td>
</tr>
<tr>
<td>Employment Programs</td>
<td>14</td>
</tr>
<tr>
<td>Employment, Student</td>
<td>16</td>
</tr>
<tr>
<td>Engineering</td>
<td>62</td>
</tr>
<tr>
<td>English</td>
<td>63</td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>9, 12, 70</td>
</tr>
<tr>
<td>Enrollment</td>
<td>6</td>
</tr>
<tr>
<td>Exams, Advance Placement</td>
<td>26</td>
</tr>
<tr>
<td>Exams, CLEP</td>
<td>25</td>
</tr>
<tr>
<td>Examination, Major Field</td>
<td>27</td>
</tr>
<tr>
<td>Exams, Multiple</td>
<td>25</td>
</tr>
<tr>
<td>Examination Fees</td>
<td>10</td>
</tr>
<tr>
<td>Examination Policy, Final</td>
<td>25</td>
</tr>
<tr>
<td>Examination, Proficiency</td>
<td>25</td>
</tr>
<tr>
<td>Expenses, Misc.</td>
<td>10</td>
</tr>
</tbody>
</table>

### F

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>117</td>
</tr>
<tr>
<td>Faculty Committees</td>
<td>121</td>
</tr>
<tr>
<td>Family Discount</td>
<td>12</td>
</tr>
<tr>
<td>Family Education Rights &amp; Privacy Act</td>
<td>30</td>
</tr>
<tr>
<td>Federal Grant</td>
<td>13</td>
</tr>
<tr>
<td>Fees</td>
<td>10</td>
</tr>
<tr>
<td>Field Trips</td>
<td>10, 21</td>
</tr>
<tr>
<td>Finances</td>
<td>10</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>13, 15</td>
</tr>
<tr>
<td>Financial Aid Academic</td>
<td></td>
</tr>
<tr>
<td>Progress Standards</td>
<td>15</td>
</tr>
<tr>
<td>Financial Aid Appeal Process</td>
<td>15</td>
</tr>
<tr>
<td>Financial Aid Availability</td>
<td>14</td>
</tr>
<tr>
<td>Financial Categories</td>
<td>12</td>
</tr>
<tr>
<td>Financial Aid Disbursement</td>
<td>15</td>
</tr>
<tr>
<td>Freshman</td>
<td>24</td>
</tr>
<tr>
<td>Freshman Success Course</td>
<td>35</td>
</tr>
<tr>
<td>Freshman Scholarships</td>
<td>16</td>
</tr>
</tbody>
</table>

### G

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Admission Requirements</td>
<td>6</td>
</tr>
<tr>
<td>General Education</td>
<td>34</td>
</tr>
<tr>
<td>Geography Courses</td>
<td>78</td>
</tr>
<tr>
<td>General Education Purposes</td>
<td>34</td>
</tr>
<tr>
<td>Geology</td>
<td>74</td>
</tr>
<tr>
<td>General Studies Advisors</td>
<td>35</td>
</tr>
<tr>
<td>Goals</td>
<td>4</td>
</tr>
<tr>
<td>Gold Awards</td>
<td>16</td>
</tr>
<tr>
<td>Grade-Point Average</td>
<td>23</td>
</tr>
<tr>
<td>Grades</td>
<td>23</td>
</tr>
<tr>
<td>Graduation Application</td>
<td>28</td>
</tr>
<tr>
<td>Graduation Ceremonies</td>
<td>28</td>
</tr>
<tr>
<td>Graduation, Deferred</td>
<td>28</td>
</tr>
<tr>
<td>Graduation, Dues</td>
<td>11</td>
</tr>
<tr>
<td>Graduation Honors</td>
<td>25, 29</td>
</tr>
<tr>
<td>Graduation Programs, Special</td>
<td>12</td>
</tr>
<tr>
<td>Graduation Requirements</td>
<td>27</td>
</tr>
<tr>
<td>Grants</td>
<td>13</td>
</tr>
<tr>
<td>Grade Point Average</td>
<td>23</td>
</tr>
</tbody>
</table>

### H

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Courses</td>
<td>101</td>
</tr>
<tr>
<td>Health/Wellness</td>
<td>98</td>
</tr>
<tr>
<td>Health Care Administration</td>
<td>40</td>
</tr>
<tr>
<td>Health Care Administration Courses</td>
<td>46</td>
</tr>
<tr>
<td>High School Students</td>
<td>8</td>
</tr>
<tr>
<td>History</td>
<td>75</td>
</tr>
<tr>
<td>History Courses</td>
<td>77</td>
</tr>
<tr>
<td>Hour/Course Credit</td>
<td>21</td>
</tr>
<tr>
<td>Home Schooled</td>
<td>6</td>
</tr>
</tbody>
</table>
Campus Map