

Virginia Union University

Founded 1865

ACADEMIC CATALOG

2004 – 2006



Prepared by the Office of Academic Affairs

Virginia Union University, 1500 North Lombardy Street, Richmond, Virginia, 804.257.5600

SPECIAL INFORMATION

1. Policies regarding enrollment of degree-seeking (matriculating) students at Virginia Union University are listed below:

- ☞ All students will follow the curriculum and the degree completion requirements specified in the University Catalog issued for the year of their initial enrollment as degree-seeking students.
- ☞ The University will honor degree completion requirements specified for students in the University Catalog for the year of initial enrollment, as long as enrollment is continuous (summer sessions not included).
- ☞ A student who does not maintain continuous enrollment (summer sessions not included) will follow the degree completion requirements specified in the University Catalog issued the year of re-enrollment.
- ☞ Any student under any degree program who has re-enrolled in the University after interruptions of more than two semesters will be required to meet the requirements of the current catalog.
- ☞ A student who transfers to another degree program will follow the requirements specified in the University Catalog issued for the year of the transfer into the new degree program.

2. Students are held individually responsible for reading and complying with the University policies contained in this Catalog.

3. This Catalog is not an unchangeable contract but, instead, an announcement of present policies only. Implicit in each student's enrollment is an agreement to comply with University rules, policies, and regulations that the University may modify to exercise properly its educational responsibility.

Virginia Union University Affirmative Action/Equal Employment Opportunity Policy

It is the policy of Virginia Union University to provide equal educational opportunity and equal employment opportunity without regard to race, color, national origin, political affiliation, religion, sex, age, or disability. Any employee or student who feels discriminated against should be referred to the Director of Human Resources.

Student Right-To-Know Act

Disclosure Information pertaining to this Act is available in the Office of the Registrar.

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Alma Mater

Union, we'll e'er revere the cause for which you stand;
Union! Majestic light, send rays throughout the land;
Thy hallowed grounds and dear old walls,
May they forever be,
Dear Union, we still love thee;
Thy hallowed grounds and dear old walls,
May they forever be,
Dear Union, we still love thee.

O, for the happy hours we spend
On that cherished and sacred hill;
Our 'Dream of joy' to us attends,
With truth and virtue to instill;

Thoughts of by-gone days at thy shrine
Fill my raptured soul with ecstasy,
Alma Mater, my praises are thine!
You are God's gift to humanity.

*Union, we'll e're revere the cause for which you stand;
Union! Majestic light, send rays throughout the land;
Thy hallowed grounds and dear old walls,
May they forever be,
Dear Union, we still love thee;
Thy hallowed grounds and dear old walls,
May they forever be,
Dear Union, we still love thee.*

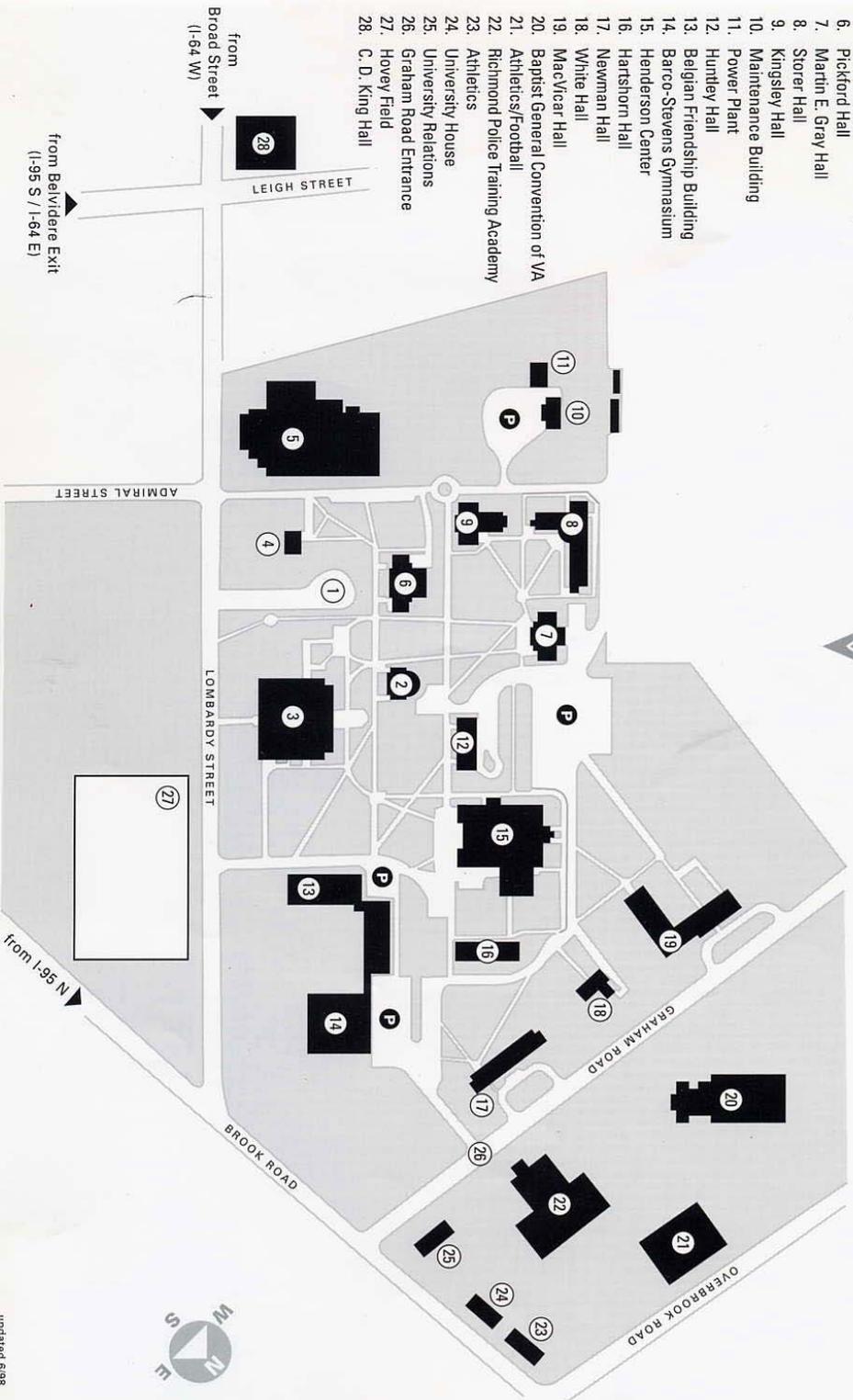
- William H. Yancey Class of 1933

VIRGINIA UNION UNIVERSITY



CAMPUS MAP

1. Main Entrance
2. Coburn Hall
3. Ellison Hall
4. Baptist Memorial Hall
5. L. Douglas Wilder Library and Learning Resource Center
6. Pickford Hall
7. Martin E. Gray Hall
8. Storer Hall
9. Kingsley Hall
10. Maintenance Building
11. Power Plant
12. Huntley Hall
13. Belgian Friendship Building
14. Barco-Stevens Gymnasium
15. Henderson Center
16. Hartshorn Hall
17. Newman Hall
18. White Hall
19. MacVicar Hall
20. Baptist General Convention of VA
21. Athletics/Football
22. Richmond Police Training Academy
23. Athletics
24. University House
25. University Relations
26. Graham Road Entrance
27. Hovey Field
28. C. D. King Hall



updated 6/98

ACADEMIC CALENDAR

2005-2006

FALL 2005

August	8	Monday	New Students Report for Check-in/Registration
	8-12	Mon.-Fri.	New Student Orientation Continues
	10-11	Wed.-Thurs.	Pre-School Conference
	15	Monday	Returning Students Report for Check-in/Registration
	16	Tuesday	Fall 2005 Classes Begin
			Late Registration Begins (\$500 late fee assessed)
	26	Friday	Last Day to Register/Add Classes
September	5	Monday	University Holiday: Labor Day
	1-30	Thurs.-Fri.	"I" Grade Removal Period (see VUU catalog for criteria)
	9	Friday	Last Day to File Dec. Graduation Application
October	7	Friday	Formal Opening Convocation
	8	Saturday	Homecoming Football Game
	10-12	Mon.-Wed.	Mid-Term Examinations
	13-14	Thurs.-Fri.	Fall Break
	17	Monday	Grades Due in the Registrar's Office by 12:00 p.m.
	18	Tuesday	Last Day to Withdraw from a Course with a Grade of "W"
	21	Friday	Deadline to Submit "I" Grade Removal to the Registrar
November	1-30	Tues.-Wed.	Academic Advising for Spring 2006
	14-18	Monday-Friday	Student Evaluation of Instruction
	24-25	Thurs.-Fri.	University Holiday: Thanksgiving
December	1	Thursday	Deadline for Applications for May Graduation
	8	Thursday	Last Day of Classes for Fall 2005
	9,12-15	Fri. & Mon.-Thurs.	Final Examinations
	16	Friday	Grades Due in the Registrar's Office - 12:00 p.m.

SPRING 2006

January	3	Tuesday	University Operations Resume for Spring 2006
	4	Wednesday	New, Continuing, & Readmitted Students Report for Check-in/Registration
	5	Thursday	Spring 2006 Classes Begin
			Late Registration Begins (\$500 late fee assessed)
	13	Friday	Last Day to Register/Add Classes
	16	Monday	University Holiday: Dr. Martin Luther King, Jr. Day
February	1-28	Wed. - Tues.	"I" Grade Removal Period (see VUU catalog for criteria)
	3	Friday	Founders Day Celebration: Coburn Hall, 11:00 a.m.
March	1-3	Wed.-Fri.	Mid-Term Examinations
	6	Monday	Grades Due in the Registrar's Office by 12:00 p.m.

	6-10	Monday-Friday	Spring Break
	13	Monday	Last Day to Withdraw from a Course with a Grade of "W"

April	3-28	Monday-Friday	Academic Advising for Fall 2006
	13	Thursday	Deadline to Submit "I" Grade Removal to the Registrar
	14	Friday	University Holiday - Good Friday
	20	Thursday	Honors Convocation
	17-21	Monday-Friday	Student Evaluation of Instruction
	18	Tuesday	Major Area Assessment/Testing Day (no classes)
	27	Thursday	Last Day of Classes
	28	Friday	Deadline for Graduation Applications for August & December 2006
	28	Friday	Final Examinations

May	1-4	Mon.-Thurs.	Final Examinations
	5	Friday	Grades Due by 12:00 p.m.
	12	Friday	Baccalaureate Service, Coburn Hall, James Chapel, 6:00 p.m.
	13	Saturday	Commencement Exercises
	16	Tuesday	Post-School Conference

SUMMER 2006

May	23	Tuesday	Boarding Students Check into Residence Halls Registration for Classes
	24	Wednesday	Classes Begin
	29	Monday	University Holiday - Memorial Day
June	7	Wednesday	Last Day to Receive Automatic "W" for Class Withdrawal Final Deadline for August Graduation Applications
	28	Wednesday	Last Day of Classes
	29	Thursday	Final Examinations and end of Session
	30	Friday	Residence Halls Close
July	5	Wednesday	Grades Due by 12:00 p.m.

Academic Calendar - 2006-2007 - Final Revised Version - Nov 2004

FALL 2006

August	7	Monday	New Students Report for Check-in/Registration
	7-11	Mon.-Fri.	New Student Orientation Continues
	9-10	Wed.-Thurs.	Pre-School Conference
	14	Monday	Returning Students Report for Check-in/Registration
	15	Tuesday	Fall 2006 Classes Begin Late Registration Begins (\$250 late fee assessed)
	25	Friday	Last Day to Register/Add Classes
September	4	Monday	University Holiday: Labor Day
	1-29	Fri.-Fri.	"I" Grade Removal Period (see VUU catalog for criteria)
	8	Friday	Last Day to File Dec. Graduation Application
October	5	Thursday	Formal Opening Convocation
	9-11	Mon. - Wed.	Mid-Term Examinations
	12-13	Thurs.-Fri.	Fall Break
	16	Monday	Grades Due in the Registrar's Office by 12:00 p.m.

	17	Tuesday	Last Day to Withdraw from a Course with a Grade of "W"
	20	Friday	Deadline to Submit "I" Grade Removal to the Registrar
November	1-30	Wed.-Thurs.	Academic Advising for Spring 2007
	13-17	Monday-Friday	Student Evaluation of Instruction
	23-24	Thurs.-Fri.	University Holiday: Thanksgiving
December	1	Fri.	Deadline for Applications for May Graduation
	7	Thursday	Last Day of Classes for Fall 2006
	8,11-14	Fri.&Mon.-Thurs.	Final Examinations
	15	Friday	Grades Due in the Registrar's Office - 12:00 p.m.

SPRING 2007

January	2	Tuesday	University Operations Resume for Spring 2007
	3	Wednesday	New, Continuing, & Readmitted Students Report for Check-in/Registration
	4	Thursday	Spring 2007 Classes Begin Late Registration Begins (\$250 late fee assessed)
	12	Friday	Last Day to Register/Add Classes
	15	Monday	University Holiday: Dr. Martin Luther King, Jr. Day

February	1-28	Thurs.-Wed.	"I" Grade Removal Period (see VUU catalog for criteria)
	2	Friday	Founders Day Celebration: Coburn Hall, 11:00 a.m.
	28	Wednesday	Mid-Term Examination

March	1-2	Thurs.-Fri.	Mid-Term Examinations
	5	Monday	Grades Due in the Registrar's Office by 12:00 p.m.
	5-9	Monday-Friday	Spring Break
	12	Monday	Last Day to Withdraw from a Course with a Grade of "W"

April	2-27	Monday-Friday	Academic Advising for Fall 2007
	6	Friday	University Holiday - Good Friday
	12	Thursday	Deadline to Submit "I" Grade Removal to the Registrar
	19	Thursday	Honors Convocation
	16-20	Monday-Friday	Student Evaluation of Instruction
	17	Tuesday	Major Area Assessment/Testing Day (no classes)
	26	Thursday	Last Day of Classes
	27	Friday	Deadline for Graduation Applications for August & December 2007
	27, 30	Fri., Mon.	Final Examinations

May	1-3	Tue.-Thurs.	Final Examinations
	4	Friday	Grades Due by 12:00 p.m.
	11	Friday	Baccalaureate Service, Coburn Hall, James Chapel, 6:00 p.m.
	12	Saturday	Commencement Exercises
	15	Tuesday	Post-School Conference

SUMMER 2007

May	22	Tuesday	Boarding Students Check into Residence Halls Registration for Classes
	23	Wednesday	Classes Begin

	28	Monday	University Holiday - Memorial Day
June	6	Wednesday	Last Day to Receive Automatic "W" for Class Withdrawal
			Final Deadline for August Graduation Applications
	27	Wednesday	Last Day of Classes
	28	Thursday	Final Examinations and end of Session
	29	Friday	Residence Halls Close
July	2	Monday	Grades due - 12:00 p.m.

GENERAL INFORMATION

History

During nearly 140 years of existence, Virginia Union has been a fountainhead of education. In 1865, when few educational opportunities were available to Blacks at colleges across the nation, the University was founded to provide quality education for young black men and women. Virginia Union University resulted from the merger in 1899 of two institutions (Wayland Seminary and Richmond Theological Institute), which had been established by the American Baptist Home Mission Society. Later, Hartshorn Memorial College of Richmond and Storer College of Harpers Ferry, WV, merged with Virginia Union, as it became an even stronger 'union' of educational institutions.

From its earliest years, Virginia Union has established strength as a Christian institution offering students of every race and economic group the opportunity to acquire the knowledge and skills to be successful in life. The focus of the University always has been on rigorous, intellectual discipline, with emphasis on religious convictions and commitment.

Today, Virginia Union seeks, on a continuous basis, to upgrade itself so that it can remain competitive with similar institutions of like size and orientation. This occurs through administrative and faculty development, curriculum evaluation, strategic planning, and alumni and parental cooperation.

Mission

Virginia Union University seeks to maximize the potential of individuals from varied academic backgrounds within the context of a challenging and nurturing academic environment, offering students the opportunity to excel as scholars and leaders.

The University was founded in 1865 to give the newly emancipated an opportunity for liberation of the mind in an ethical, humanistic environment. Excellent teaching and enlightened guidance for all students remain the institution's primary emphases. An historically black university, Virginia Union University embraces the uniqueness and contributions of the African Diaspora, celebrating the value of cultural and intellectual diversity.

Seeking to empower students for the pursuit of life-long learning, the University provides comprehensive undergraduate liberal arts programs and graduate education for Christian ministries. To this end, a guiding principle of the University's educational program is a strong focus upon moral values and ethics, and students are encouraged to engage in activities that promote self-actualization.

Goals

Institutional Goals are derived directly from the mission statement and represent the direction the University will pursue over the decades.

- ☞ To prepare students to succeed in fulfilling careers as life-long learners and contributors to their communities as a result of having completed a rigorous core curriculum in the liberal arts with specialized academic programs.
- ☞ To provide, in the School of Theology, professional preparation for the Christian ministers characterized by high standards of scholarship, moral and spiritual growth, and competence for varied ministries in a variety of cultural settings.
- ☞ To foster a university way of life that brings together students, faculty, staff, alumni, and others in a community of learning, characterized by

academic and personal integrity, the ethic of service, high moral values, and mutual support.

- ☞ To foster an appreciation of African-American culture and identity within a diverse nation and global society.
- ☞ To adapt and incorporate emerging technologies into the teaching and learning processes so that students learn to use these tools in their chosen disciplines and their daily lives.
- ☞ To recruit, enroll, and nurture students from a wide spectrum of academic experiences whose educational and professional objectives enable them to benefit fully from the University's programs.
- ☞ To provide academic and administrative support programs and services that empower students for success and maximize their potential for continued personal growth.
- ☞ To extend the teaching and learning processes beyond the classroom and perpetuate a vibrant campus life in order to broaden students' personal perspectives via co-curricular programs that include cultural enrichment and diversity, social and leisure-time activities, and service opportunities.
- ☞ To engage the University community as an active participant in the local, regional, national, and global communities through outreach and involvement.
- ☞ To ensure that programs and learning delivery systems remain perpetually relevant while fulfilling the University's high academic standards and the liberal arts fundamentals.
- ☞ To attract varied resources to support the University's mission.

Accreditation

Virginia Union 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 404-679-4501 to award Bachelor of Arts, Bachelor of Science, Bachelor of Social Work, Master of Divinity, and Doctor of Divinity degrees. Undergraduate and graduate programs also are accredited by the Association of Theological Schools in the United States and Canada, the Association of Collegiate Business Schools, the Council on Social Work Education, and the National Council for Accreditation of Teacher Education.

Other affiliations of the University include membership in the College Fund/UNCF, the American Council on Education, The College Board, the Council of Independent Colleges, the Council of Independent Colleges in Virginia, The Richmond Oral History Association, Beta Kappa Chi National Honor Scientific Society, Alpha Kappa Mu National Honor Society, Pi Lambda Theta International Honor Society, the Association of American Colleges, and the College Entrance Examination Board.

The L. Douglas Wilder Library and Learning Resource Center

The L. Douglas Wilder Library and Learning Resource Center, a student-centered and education-driven facility, provides readily accessible materials to assist users in their scholarly endeavors--thereby creating a productive learning and teaching environment for students and faculty. The collections of primary and secondary resources support the University curricula.

The library's collection includes more than 145,000 cataloged items, including the SOLINET shared e- book collection that has access to more than 10,782 e-books,

access to 20,000 full-text electronic and print periodicals, and an extensive microform collection of newspaper and periodical back issues. The library offers reference services, online literature searches, Internet and CD Rom searches, as well as inter-library loan services to support research.

The L. Douglas Wilder Library includes 350 seats for public use, and an additional 85 seats are available in the lecture exhibition gallery. There are two classrooms used for the library's instructional program and media services activities. The library's automated database provides access to catalog and serial records, circulation information, and the online public access catalog. The library's automated system is called Wilder Library Network (WALNET). A full range of instructional services is offered to faculty members and students to assist in the use and interpretation of library resources, including course-related instruction and reference assistance.

The collection of books, cataloged according to the Library of Congress classification system, is supplemented by a substantial special collection of research materials. Open stacks offer free access to books and to current, bound, filmed, and compact disc periodicals.

Featured among the special collections are works by and about African Americans, and included in the University archives are rare works on slavery in America, African American children's books, and photographic images. The Wilder Collection, named in honor of former Governor L. Douglas Wilder--the first African American elected governor in the United States and an alumnus of Virginia Union University--is also housed in the library. This collection contains historic papers and memorabilia covering the late 1950s through the current year.

ADMISSIONS INFORMATION

Admissions Requirements

For admission as a freshman, the student should show evidence of having been awarded a secondary school diploma and should offer a minimum of seventeen units accumulated in grades nine through twelve. A unit represents a year's study of a subject in secondary school.

Of the seventeen units, the following are required:

Courses	Credits
English	4 units
Mathematics (at least Algebra I, Algebra II and Geometry)	3 units
Natural Sciences (Biology, Chemistry, Physics)	2 units
Social Sciences (History, Government, Civics)	2 units
Foreign Language (the same language)	2 units
Electives (Academic Electives)	3 units

Entrance Conditions

If a student has not taken all of the above-required units, admission may not be denied, but the student will be admitted with entrance conditions to be removed during the year of entrance. The university reserves the right to select for admission those applicants who show the greatest promise of profiting from the total program.

College Entrance Exams

Each freshman applicant is expected to take the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or the American College Testing (ACT) identical to SAT. All foreign students are expected to take the test of written English (TOFEL). For admission to Virginia Union University, these tests should be taken no earlier than March of the junior year and no later than March of the senior year. To take the test, a student may obtain application forms from his or her high school or visit <http://www.act.org> or <http://www.ets.org> for the Bulletin of Information.

The Bulletin of Information includes location of test centers, information about the tests, and an application form. The student must file the application to take the test by a specific deadline, so he/she should not delay in writing the College Entrance Examination Board. Each student considering Virginia Union should indicate on the test application card that he/she desires the report of scores to be sent to the Office of Admissions at Virginia Union University.

General Education Development (GED) Test

A student making satisfactory scores on the test of General Educational Development or comparable tests administered by a recognized examining agency is also in a position to be considered for admission to Virginia Union University. The SAT or ACT should be taken as well.

Procedures for Admission

Students are accepted for admission as candidates for the degree of Bachelor of Arts or Bachelor of Science, either as members of the freshman class or as transfer students from other accredited colleges or universities. Before being accepted, students must give satisfactory evidence that in scholarship, health, and character they are qualified for the academic programs and standards maintained at Virginia Union University.

A student desiring entrance to Virginia Union University should write to the Office of Admissions for an application. The application, along with a \$25 non-refundable application fee, should be returned to the Office of Admissions. The freshman applicant should ask his/her high school Guidance Office to send a certified academic record showing units, year of graduation, grades, and rank in the graduating class.

Applications should be submitted as soon as possible, preferably by March 1 for the fall semester and November 1 for the spring semester. Applications submitted after these dates will be evaluated in terms of openings available at the time of application. No one will be admitted as a degree candidate later than one week prior to registration.

Transfer Students

Transfer students are admitted to Virginia Union if they present acceptable credentials from other regionally accredited colleges as well as their high school records. Transfer students are expected to be in good standing and eligible to return to their former college. Once a transfer student is admitted, only credits earned with a grade of 'C' or higher from a regionally accredited college/university are accepted in transfer. Transfer credits must correspond to courses offered at Virginia Union University and must be approved by the Registrar. Only credit hours, not grade points or quality points are transferable.

Students who transfer from other colleges are under obligation to remove high school entrance conditions during their entering year. Entrance conditions may be removed by passing designated credit courses during the student's entering year. The Registrar evaluates transcripts from other colleges with the appropriate school deans and division heads after the Admissions Office has received the final transcripts. The student is notified of his advanced standing status in his acceptance letter. It is the transfer student's responsibility to see that transcripts and statements of honorable decorum at all colleges previously attended are submitted to the Office of Admissions prior to the date of registration.

All transfer students must earn a minimum of thirty-five (35) semester hours at Virginia Union University to be eligible for graduation. Transfer students who have been awarded the Associate Degree from junior or community colleges may be accepted at Virginia Union with up to 60 semester hours of advanced credit in basic education courses.

Transfer Articulation Agreement

A student enrolled in a community college with which Virginia Union University has a transfer agreement and who completes all requirements for an Associate in Arts or an Associate in Science degree may transfer under the following guidelines:

☞ The program of study from the community college must be reviewed and approved by the Registrar at VUU.

☞ All courses accepted by VUU must be applied to the attainment of the Baccalaureate degree, thus resulting in junior status, provided a minimum of 57 hours has been earned at the community college.

Procedures

☞ A student who wants to participate in the articulation process must contact the Transfer Counselor at the community college.

☞ The Transfer Counselor will develop a program of study following guidelines provided by VUU and in accordance with the curriculum established by the community college.

☞ The student will review the articulation agreement and will sign a letter of intent to transfer from the community college to Virginia Union University.

☞ The Transfer Counselor at the community college will send the student's program of study by October 1 and February 15, of the Fall and/or Spring semesters to the Office of Admissions at Virginia Union University.

☞ Virginia Union University will review, certify, and return the program of study to the Office of Admissions by November 1 and/or March 15 of the same semester.

☞ A student may initiate changes in his/her program of study by contacting the Transfer Counselor at the community college, who will notify Virginia Union University regarding approval of changes.

☞ A student must maintain an overall average of 2.0 on a 4.0 scale.

☞ The community college will monitor the progress of students annually, reporting to the Transfer Counselor at Virginia Union University those students who maintain eligibility.

Early Entrance

High school juniors and seniors who are taking no more than three courses may be eligible to participate in the Student Early Entrance (SEE) Program. The applicant must:

☞ Submit an application, with a \$25 application fee, one month prior to the semester in which he/she wishes to enroll.

☞ Submit his/her high school transcript with his/her current schedule and anticipated schedule for the following semester in high school.

☞ Submit three recommendations, one from the senior counselor or principal and two from classroom teachers.

☞ Ensure that the courses he/she takes at Virginia Union do not conflict with his/her high school schedule.

☞ Pursue no more than nine hours per semester (three courses per summer session).

☞ Enroll in college courses that are recommended by his/her high school counselor.

Assessment and Testing

Virginia Union University has developed an institution-wide plan to assess the effectiveness of its academic programs. The plan calls for the evaluation of student achievement at various points during the college experience. Prior to the completion of degree requirements, all undergraduate students must participate in one or more of the assessment procedures that are listed below.

☞ **English Essay Examination.** An examination required for graduation. Students must pass English 101 and 102 and Humanities 225 or 226 to

be eligible for this exam.

☞ **The Academic Profile.** All *freshmen* may be required to take this general education knowledge and skills test during the Orientation period. All *sophomores* are required to retest with this instrument during the spring semester on a Testing Day to be announced.

☞ **Exit of Major Tests.** All second-semester *sophomores* (rising juniors) and all graduating *seniors* are required to take this test, which will be administered by each major field during the Spring Semester. Some departments have elected to use the Major Achievement Tests (MFAT) developed by the Educational Testing Service for this purpose. This is a multiple-choice examination that covers important concepts in each major field of study.

Advanced Credits

Virginia Union University will accept a maximum of 18 semester hours of advanced placement credit toward the baccalaureate degree for satisfactory scores on the Advanced Placement Examinations (AP), the general and subject examinations of the College Level Examination (CLEP) of the College Entrance Examination Board, and grades received in courses from the International Baccalaureate Organization.

☞ The student should request AP, IB, and CLEP credits as early as possible upon admission to the University. However, CLEP credits may be requested at any time during the student's enrollment.

☞ AP, IB, and CLEP credits will be granted upon the written approval (to the Registrar) of the Division Head/Dean having jurisdiction over the courses involved and the Vice President for Academic Affairs.

☞ The degree-seeking student requesting AP, IB, and/or CLEP credits may be enrolled as a full-time or part-time student.

☞ No letter grade will be received for AP, IB, or CLEP credits; therefore, grade point averages will be computed only on course work taken.

☞ No credit for CLEP will be received for courses that already have been attempted by the student.

Provisional Admission

Students admitted 'provisionally' are required to enroll in the academic support program. The courses (ENG 100 and/or MAT 100) in this program are designed to better equip each student to complete his/her required coursework. Each of these courses requires attendance in a laboratory activity at least once per week.

Semester hours earned for ENG 100 and MAT 100 do not count as hours toward graduation.

Academic Empowerment Center

The Academic Empowerment Center endeavors to fulfill the University's goal to provide academic and administrative support programs and services that empower students for success and maximize their potential for continued personal growth.

The Academic Empowerment Center (AEC) is a Title III, federally funded program that provides a myriad of support services designed to eradicate learning obstacles and stimulate upward mobility. The AEC utilizes computer technology to assist students with course material and basic skills. Various software programs allow students to explore ways to produce quality work, begin research, practice and drill, enhance thinking and reading skills, improve problem-solving skills, and learn

at their own pace in a structured learning environment. The AEC provides basic computer instruction to help the student become more acquainted and comfortable with computer technology.

The AEC provides services for undeclared students, disabled students, and students at-risk of academic decline. The following support services are available:

- Academic Advisement
- Academic Planning
- Career Exploration/Planning
- Computer Lab
- Counseling
- Course Selection
- Course Registration
- Educational Resources
- Freshman Orientation
- Learning Disabilities Support
- Learning Plus
- Mentoring Program
- Monitoring/Tracking
- Undeclared Advisement
- Tutorials

Services for Students With Disabilities

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitative Act of 1973 prohibit discrimination against persons with disabilities. The Academic Empowerment Center serves persons eligible for assistance under Section 504 of the Rehabilitation Act of 1973, and persons with temporary disabilities acquired as a result of illness or injury. Students planning to apply for admission to the University are encouraged to contact the Academic Empowerment Center as soon as possible to determine if the University can accommodate their particular disability. Once accepted, students who wish to receive assistance must contact the Academic Empowerment Center within 30 days before classes begin to make arrangements. The Academic Empowerment Center cannot ensure that accommodations can be made in a timely fashion with less notification. Written documentation of the disability from a qualified professional is required before accommodations are implemented.

FINANCIAL INFORMATION AND SERVICES

Expenses

The tuition shown is for the academic year 2004-2005. Educational costs are subject to price adjustments similar to those found in other areas.

	On-Campus	Off-Campus
Full-time Students:		
Fall Semester:		
Tuition (12-17 hours)	\$5,545	\$5,545
Comprehensive fee	430	430
Technology fee	155	155
Residence Hall fee	1,268	-0-
Board charge	1,450	-0-
	\$8,848	\$6,130
Spring Semester:		
Tuition (12-17 hours)	\$5,545	\$5,545
Comprehensive fee	430	430
Technology fee	155	155
Residence Hall fee	1,268	-0-
Board charge	1,450	-0-
	\$8,848	\$8,848
TOTAL YEAR	\$17,696	\$12,260

Installment Plan

Students may apply to pay their account on the installment plan. Under the installment plan, approved Financial Aid, student loans or plus loans are not considered towards the required first payment. The fee for the use of this installment plan is \$75 in addition to basic charges. This fee must be paid along with the initial payment for each semester.

Payment Information

- ☞ Payments on student accounts may be made by cash, certified check, or money order. VISA, MasterCard, Discover, and American Express are also accepted.
- ☞ Personal checks will not be accepted during the fall and spring registration periods.
- ☞ Registration for the current school semester cannot be approved without payment of all previous charges.

University Charges

•Late registration fee	\$250.00
•Transcript fee (non refundable)	5.00
•Graduation fee (diploma fee non refundable)	120.00
•Duplicate ID card	50.00
•Removal of each 'I' grade	10.00
•Parking permit	35.00
•Health Insurance, annual	68.00
•Installment fee (per semester)	75.00
•Readmission application fee	25.00
•Computer Repair Fee	50.00
•Applied Music Courses (per course)	475.00
•Math & English 100 Courses (per course)	200.00
•Biology & Chemistry Lab Fee (for majors)	75.00
•Art Fee (for majors)	75.00

Load Restrictions

It is the responsibility of a student to register for and retain a sufficient semester-hour load to justify continued enrollment required by an agency giving financial assistance. Generally, full-time enrollment (12 hours) is required to qualify for maximum benefit from various aid programs. It is University policy that students receiving financial aid meet the minimum requirements of a given program from which they are eligible for assistance. Therefore, students having loans and/or receiving other financial assistance should, before making any changes in their course load, confer with the Financial Aid Director before completing the process.

Adjustment of Fees on Withdrawal

After the beginning of classes, students who wish to withdraw from the University must complete an Official Withdrawal Form available in the Office of Student Affairs. Tuition and fees will only be adjusted as follows:

- ☞ During the first week of classes, 80% cancellation
- ☞ During the second week of classes, 60% cancellation
- ☞ During the third week of classes, 40% cancellation
- ☞ During the fourth week of classes, 20% cancellation
- ☞ After the fourth week of classes, there are no cancellations

Summer session withdrawal cancellations are 50% during the first week and none thereafter after classes begin.

Students residing on campus are required to purchase the meal plan. Meal charge cancellations for off-campus students must be made by September 15 for the fall semester and February 1 for the spring semester and will be based on the prorated meal plan for the semester. Residence hall charges are not subject to cancellation during the semester because of the contractual obligations. Students who are suspended or expelled during the semester will not have any reductions in charges made.

Student Account Refund Procedures

- ☞ There must be a credit balance on the student's account, after all known charges have been applied, before a refund will be made.
- ☞ Requisition forms for refunds may be picked up from the Student Accounts Office any weekday from 9:00 a.m. to 3:30 p.m.
- ☞ The Director of Financial Aid must approve all refunds for students receiving any form of financial aid. Once the refund is properly authorized, the voucher will be processed within 14 working days.

Suspension for Financial Default

It is the policy of the University that students who have not paid their accounts in full or made satisfactory arrangements to do so with the approval of the Financial Affairs Office by the close of business October 1 of the fall semester or March 1 of the Spring Semester will be considered in default..

Students in default will be ineligible to complete final examinations (no make-up exams permitted) or other assignments in courses in which they were enrolled for the semester of default and immediately will be suspended from the University without refund. Once the student has been suspended, the following will apply:

- ☞ The student will receive a grade of 'BU' (symbol indicating financial default) for each course in which he/she is enrolled for the term of default. This grade will not be punitive in the calculation of the student's cumulative grade-point average and cannot be removed. The 'BU' grade will be automatically converted to represent administrative withdrawal at the end of the term of default.
- ☞ The student will lose all privileges afforded to students, including but not limited to:
 - Eligibility to register
 - Access to e-mail account
 - Use of library materials
 - Access to student activities
 - Access to Residence Hall facilities
- ☞ Funds posted to the student's account before and after the suspension will be used toward any outstanding balance (including, but not limited to library fines, residence hall fines, etc.). Any credit balance will remain on the student's account or will be refunded at the student's request by his/her executing the appropriate forms in the Office of Financial Affairs.
- ☞ Any student who is suspended must complete an application for readmission (with applicable fees) in order to be considered for continuation of his/her studies at Virginia Union University. Readmission for any ensuing term will be predicated upon the following:
 - Remuneration to the University, resulting in a zero or credit balance on the student's account
 - Satisfactory academic standing in accordance with academic policy
 - Submission of the University's Application for Readmission and subsequent receipt of an official letter of readmission endorsed by the University Registrar.

Once readmitted, the student will be required to pay any installments due as outlined in the Tuition and Fee Guide.

FINANCIAL AID

The purpose of the University's Financial Aid program is to provide assistance to qualified students. Eligibility for need-based aid is determined through the Federal Pell student aid report. Students are expected to contribute toward the cost of their education.

Grants

Pell Grant. A federal program designed to assist students in defraying the cost of attending college. Awards under this program are grants and do not require repayment. Money received must be used solely for educational purposes, which include tuition, fees, room, board, supplies, and miscellaneous expenses.

Supplemental Educational Opportunity Grant. A federal aid program providing assistance to students with demonstrated need who have not completed their first undergraduate baccalaureate course of study. The grant ranges from \$100 to \$4,000 per academic year.

Tuition Assistance Grant Program is a state grant awarded to Virginians entering private colleges and universities in the state. Application is made by completing the Virginia Tuition Assistance application by July 31. Need is not a criterion.

College Scholarships Assistance Program (CSAP) - A state need-based program for Virginia undergraduate students enrolled for at least six (6) credit hours in a degree-seeking program. Application is made by completing the Free Application for Federal Student Aid (FAFSA).

Loans

Federal Direct Stafford Loans and Federal Family Education Loans

Direct and Federal Family Education (FFEL) Stafford Loans are the Department's major form of self-help aid. Direct Stafford Loans are available through the William D. Ford Federal Direct Loan Program and FFEL Stafford Loans are available through the Federal Family Education Loan (FFEL) Program. The terms and conditions of a Direct Stafford or an FFEL Stafford are similar. The major differences between the two are the source of the loan funds, some aspects of the application process, and the available repayment plans. Under the Direct Loan Program, the funds for loans are lent to students directly by the U.S. Government. Students may apply for a Stafford Student Loan if they:

- ☞ are accepted for enrollment at the University
- ☞ are enrolled for at least half time course load, and
- ☞ are in good academic standing at the University.

The aggregate loan amount is \$23,000 as a dependent undergraduate student and \$46,000 as an independent undergraduate student (only \$23,000 of this amount may be in subsidized loans). Generally, repayment begins six months after the student graduates or reduces his/her course load to less than half-time status. The period of repayment may not exceed ten years. Eligibility for a Stafford Student Subsidized Loan may be limited by family contribution requirements set by federal regulations.

Perkins Student Loans

A long-term, low-interest loan program is provided for needy students who are enrolled for a minimum of six credit hours. Eligible students may borrow a maximum of \$3,000 per award year. Students accepting the Perkins Assistance should be aware of their repayment responsibilities. Repayment of the principal begins six months after the student graduates or otherwise leaves school, or drops below half-time status, and may be extended over a period not exceeding ten years.

Self-Help

The Federal Work-Study program offers a variety of jobs through which students can earn a substantial portion of their cost for attending the University.

Eligibility

To qualify for a scholarship, loan, grant, or employment, a student must file the Free Application for Federal Student Aid (FAFSA) each year. Candidates for admission to the University should submit the free application for the Federal Student Aid at the time of applying for admission to Virginia Union University. This form may be obtained from the applicant's high school counselor, principal, or the University.

Eligibility for any form of aid administered by the University will be determined prior to the beginning of the fall session. Financial Aid is awarded on a first-come, first-served basis. The applicant, therefore, should not delay in getting information to the University.

No offer of financial assistance made to a student by an officer or employee of the University will be honored if it has not been included in the student's Financial Aid Award Letter. It is the responsibility of the student who has been promised a scholarship or aid from sources outside the University to see that such assistance reaches the Office of Financial Aid on or before his registration or before he is required to meet his financial obligations to Virginia Union University.

Financial Aid Renewal

Financial Aid must be applied for each year. Assistance is not automatically renewed. Application forms for all or any of the above will be sent to the student upon request.

Financial Aid Preferred Deadline

All students should submit a Pell Student Aid Report and loan applications to the Financial Aid Office by May 15 of each year to be processed for the ensuing academic year.

Satisfactory Progress

The Higher Education Act and state governments require that before receipt of any Title IV Aid (Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), Federal Work-Study (FWS), Federal Perkins Loan,

Federal Direct Stafford Loan, Federal Parent Loan for Undergraduate Students (PLUS), and State Student Incentive Grant), a student must maintain satisfactory academic progress towards a degree. The satisfactory academic progress applies to all terms regardless of whether financial aid is received.

A student pursuing an undergraduate degree at Virginia Union University (which requires at least 120 credit hours for completion) may register for a maximum of 165 credit hours (excluding repeated courses) during his/her tenure at the University. Full-time students are expected to enroll in 12 hours or more each semester. A full-time undergraduate student will be allowed 5 years to complete a four-year program. Students who enroll in the spring (January) will be evaluated at one year intervals (Spring/Fall).

Part-time students are expected to enroll in 6 credit hours or more each semester to be eligible for consideration for federal aid. If a part-time student is enrolled in less than 6 credit hours, he/she may not be eligible for consideration for federal aid. Students should contact the Financial Aid Office. At the end of each academic year (consisting of 2 semesters), the student must meet the standards listed below.

Full-Time Undergraduates

Academic Years Completed	Number of Semesters	Cumulative Grade Point Average	Min. # Credit Hours Earned
1	2	1.8	24
2	4	1.9	48
3	6	2.0	72
4	8	2.0	96
5	10	2.0	120

Part-Time Undergraduates

Academic Years Completed	Number of Semesters	Cumulative Grade Point Average	Min. # Credit Hours Earned
1	2	1.8	12
2	4	1.9	24
3	6	2.0	36
4	8	2.0	48
5	10	2.0	60
6	12	2.0	72
7	14	2.0	84
8	16	2.0	96
9	18	2.0	108
10	20	2.0	120

All students must meet both the required cumulative grade point average (CGPA) and cumulative hours earned to demonstrate satisfactory academic progress for financial aid. A review will be made at the end of each year (2 semesters ranging from fall to spring or spring to fall) to determine if the student meets the above criteria. Failure to meet the minimum standards outlined above will place the student on financial aid probation. A student on financial aid probation may receive financial aid for one academic year. However, if a student is suspended or expelled from the University for academic reasons, the student will not be eligible for federal aid until the minimum standards are met.

In order to be considered for financial aid eligibility, academically suspended

students who return to the University must attend two semesters and meet the Satisfactory Academic Progress outline based on the number of semesters enrolled.

Re-establishing Satisfactory Academic Progress

Any student whose financial aid has been terminated may reestablish satisfactory progress by any of the following methods:

- ☞ Taking courses during the Summer Session
- ☞ Repeating failed courses
- ☞ Removing incomplete grades

A student receiving financial aid may only improve his/her cumulative grade-point average by attending Virginia Union University.

Withdrawals (W Grades)

All 'W' grades recorded on the student's transcript, will be included as credits attempted and will have an adverse effect on the student's ability to maintain satisfactory academic progress. Students who officially withdraw from the University must make up the deficit hours and are encouraged to attend Summer School to remove the deficient hours. The successful completion of a course is defined as receiving one of the following grades: A, B, C, or D (except for courses in the student's major which require a passing grade of C). Courses with grades of F, I, and W will not qualify in meeting the minimum standard.

Repeated Courses

Students receive credit hours for repeated courses only once, provided the student meets all other criteria for satisfactory academic progress.

Change of Major

A student may change from one major to another during attendance at the University. Students who change from one major to another are expected to maintain satisfactory academic progress and to complete the course work within the stated time frame or hours limitation unless an appeal is approved.

Summer School

Satisfactory Academic Progress for Summer School will be based on the student's current eligibility status. Students who are suspended from financial aid must attend Summer School at Virginia Union University to remove their academic deficiencies. Financial aid for summer school is not available to students not maintaining satisfactory academic progress. Evaluation of financial aid for Summer School is not an automatic process; therefore, students should contact the Financial Aid Office.

Class Load

The number of hours in which a student is enrolled on the day following the published last day to add or drop a class will be used as the official enrollment date for financial aid purposes. Full-time status is 12 hours or more.

Transfer Students

Transfer students will be evaluated on the number of semester hours earned and the grade-point average while in attendance at Virginia Union University.

Incomplete Grades

A student who has incomplete grades must remove them within 60 days of enrollment (i.e., If classes start on August 15, grades must be in the Registrar's Office by October 15) in order to be considered for financial aid eligibility for the year.

Non-matriculating Students

Non-matriculating students are not eligible for federal and state aid.

Financial Aid Appeals Process

Waivers for satisfactory academic progress will be considered if the student has suffered undue hardship such as death of an immediate family member, injury or illness of the student, or other special circumstances as determined by the Financial Aid Administrator or designee. Students requesting an appeal must submit a letter to the Financial Aid Office requesting reinstatement and explaining the circumstances, which affected the student's academic performance.

All appeals should be addressed to the Director of Student Financial Aid and placed on file in that office 30 days before the first day of classes for the semester. All appeals will be addressed on a case-by-case basis. The student will be notified in writing of the Financial Aid Administrator or designee's decision within 30 working days of the request.

If the request is approved, the student must:

- ☞ Schedule an appointment with the Advisor in his/her major to discuss his/her academic situation and submit certification of attendance to the Financial Aid Office.
- ☞ Schedule two (2) counseling sessions with his/her academic advisor before the semester ends and submit certification on attendance to the Financial Aid Office. Dates of submission for the fall semester will be October 1 and December 1. Dates of submission for the spring semester will be February 15 and April 1.

Students who disagree with the Financial Aid Administrator's decision may request an appeal before the Student Financial Aid Appeals Committee. The Financial Aid Appeals Committee consists of a Financial Aid Representative, the Registrar, and an Academic Representative.

NOTE:

The effective date for this policy on Satisfactory Academic Progress for Financial Aid is July 1, 2002, for students entering Virginia Union University for the first time and July 1, 2003, for students who previously attended. In addition, these standards apply to students who attended prior to June 30, 2003, but were not enrolled during the 2002-2003 academic year.

Teacher Certification Program

Students enrolled in the Teacher Certification Program who already have earned a bachelor's degree and are pursuing Teacher Certification must:

- ☞ Submit a letter from the Director of Teacher Preparation, indicating courses required for certification for each semester.
- ☞ Submit a Course Enrollment Declaration Form to the Financial Aid Office.
- ☞ Submit an acceptance letter from the University, indicating regular status (all high school and post-secondary transcripts must be on file).

Scholarships

Departmental Scholarships may be awarded to students based on grade-point averages, class rank, and S.A.T. scores. Athletic and music scholarships are also available. Students may contact the appropriate department for more information regarding these scholarships.

Academic Scholarships may be awarded to entering freshmen that have demonstrated outstanding scholastic achievement and potential. More information about these scholarships is available from the Office of Admissions.

Endowed Scholarships and Awards

Through the generosity of Alumni and Friends of the University, endowed scholarships and awards are available to deserving students. Information concerning all scholarships and awards is available through the Office of Financial Aid and the University's web site at <http://www.vuu.edu>. Endowed scholarships are not available to first-year students and transfer students. For those, students must have been enrolled for a full academic year and meet the guidelines of the resolution set up by the donors.

STUDENT SERVICES

Virginia Union University, in fulfilling its mission, is committed to assist the student in acquiring skills and competencies that promote scholastic student growth and development. Therefore, the University aims to provide an educational milieu that challenges students to question and examine their personal values, attitudes, and beliefs, and to develop principles and guidelines that will provide direction in their student and adult lives. The University provides various services and programs that emphasize 'total' student development and growth.

Campus Ministry

The Campus Ministry facilitates an environment in which persons in the campus community may realize as fully as possible their potential for spiritual growth. In the fulfillment of this function, this office coordinates weekly convocation services, which are held on Thursday mornings. Additionally, organizations that channel the talents and commitment of students in the religious life of the campus are under the sponsorship of Campus Ministry.

Career Planning and Placement

The Career Planning and Placement Center offers programs and services to assist students in the areas of career development and job placement. These programs and services are designed to help students understand the relationship between academic and vocational/professional choices, explore and develop career alternatives, and ultimately make a successful transition from college to a career.

Through the maintenance of a career library, the Center provides students with information pertaining to vocational/professional occupations and graduate school opportunities and job listings (part-time, summer, career employment, and internships); and schedules campus recruitment and interview sessions with more than two hundred representatives from businesses, industries, school systems, government agencies, nonprofit agencies, and educational organizations. In addition, the Center provides assistance in interviewing and job seeking techniques and resume writing.

Counseling and Student Development Center

The Counseling and Student Development Center is committed to the holistic approach of understanding the needs of today's students. The guiding principle is a Holistic Wheel of assisting, through counseling, with the student's intra/interpersonal, psychological, academic, spiritual and emotional needs. Educational seminars are offered on conflict and stress management, male and female relationships, drugs and alcohol, and study skills.

Email - The Official Method of Communication

Within the first two weeks of the first semester, students are required to obtain an email account from the Office of Information Technology in Ellison Hall, Room 116. Email account forms and instructions can be located on the university web site at <http://www.vuu.edu/technology/studentemailrequest.htm>.

Virginia Union University regards its electronic mail or "VUU email" as the official communication method because it allows for the conveyance of important information in an expedient, sensible, and cost efficient manner. This policy makes certain the faculty and staff of Virginia Union University can reach its students through a standardized process.

Henderson Center

The Henderson Center serves as the focal point for student life at Virginia Union University. This center houses facilities for recreational activities such as video games, table tennis, billiards, and student dances. Also, located in this center are the student-dining hall, the faculty/staff dining hall, Panther Grille, University Post Office, and the Student Health Center.

Food Services

Thompson Hospitality, Inc., operates University food service facilities. Dining hours are scheduled to accommodate student needs.

Online Campus Web

VUU student information regarding student grades and course registration is available online at <http://www.vuu.edu/technology/vuucampusweb.htm>. Student identification and password are needed for system access.

University Bookstore

Follett Higher Education Group manages the University bookstore. Classroom textbooks, school supplies, fraternity and sorority items, t-shirts, and other items are available.

University Post Office

The University Post Office receives mail Monday-Friday. Each student is assigned a post office box at the beginning of the school year.

Residence Life

Student housing and residential life are an important and critical part of the educational experience at Virginia Union University. Residence Life programming provides opportunities for living and learning experiences through residence hall councils and the development of personal and interpersonal skills and relationships.

On-campus housing is provided in University-operated student residence halls. An individual must be admitted to the University before an application for housing will be accepted. Acceptance of a housing assignment constitutes an agreement by the student to the terms and conditions accompanying the assignment.

Since enough space to house all students who wish to live on campus is not always available, some students may not be able to secure on-campus housing prior to attending the University



Student Health Center

The University maintains a basic health care service for the treatment of minor illnesses, accidents, and injuries.

Pre-entrance physical examinations and meningitis inoculations are required of all students as part of the admissions process. Additionally, all students are required to participate in a University-sponsored accident insurance plan and a sickness insurance plan. Participation in the sickness insurance policy can be waived by requesting such in writing, if the student claims coverage under a similar policy.

The University provides neither dental examinations and treatments nor examination of the eyes for glasses. Students requiring these services are referred to the appropriate specialists, and the student is responsible for all expenses associated with such visits.

Upward Bound

The Upward Bound Program supports the mission of the University by providing the skills and motivation for high school students to succeed beyond high school and to prepare for higher education.

The Upward Bound Program is a Title IV, federally funded program. It is a pre-college preparatory program designed to generate the skills and motivation necessary for success beyond high school, in preparation for higher education. Teachers from Richmond Public Schools and the University offer instruction in composition, science, math, social studies, literature, foreign language, reading and writing during the academic year and during the six-week residential summer session. To be eligible for the program, students must: be enrolled in Richmond Public Schools, be citizens of the United States, be at least 13 years of age (at time of entry), have completed the eighth grade, meet certain income criteria, and be first generation/low-income.

Participants usually are students who need academic support and counseling to help them prepare for the pursuit of higher education. Students must apply for participation and submit recommendations from a school counselor and teachers.

STUDENT ACTIVITIES

New Student Orientation

Freshmen and transfer students are required to participate in new student orientation sessions prior to the beginning of each academic semester. The purpose of these sessions is to assist 'new' students in their adjustment to college life and to Virginia Union University.

Student Organizations

There are approximately 35 student organizations on campus. The Director of Student Activities is responsible for providing assistance in planning and implementing activities sponsored by these organizations. Activities typically sponsored by student organizations include workshops, lectures, film festivals, field trips, talent shows, and social, cultural, and educational programs.

Student Publications

There are two major student publications produced at Virginia Union University: *The Panther* (Yearbook) and *The VUU Informer* (Newspaper). Through these publications, students are provided the opportunity to apply journalistic theories and practices and to keep their peers informed about events.

Greek Letter Organizations

Eight national Greek-letter fraternities and sororities are chartered on the campus: Alpha Kappa Alpha, Delta Sigma Theta, Sigma Gamma Rho, and Zeta Phi Beta sororities, and Alpha Phi Alpha, Omega Psi Phi, Kappa Alpha Psi, and Phi Beta Sigma fraternities. The Pan-Hellenic Council implements campus policies governing these organizations.

Student Government Association

The Student Government Association (SGA) is recognized as the liaison between the student body and the administration. The SGA works with students and administrators to investigate and recommend solutions to general problems in student life. Additionally, it plans and implements various events throughout the year for the student body. The SGA reports to the Director of Student Activities and the Vice President for Student Affairs.

Student Leadership

Virginia Union provides a variety of programs and events to assist students in developing the skills, knowledge, and values needed to be effective leaders in the 21st century. Students have the opportunity to learn about theories and concepts of leadership, to attend workshops and seminars to develop the skills needed to be successful leaders, and to practice their leadership skills on and off campus.

Athletics

Physical education, health, and athletics are integral parts of the total student developmental program offered at Virginia Union University. The University is a member of the Central Intercollegiate Athletic Association and the National Collegiate Athletic Association. Intercollegiate competition is offered in six men's and five women's sports, including football, basketball, softball, cross country, golf,

tennis, track, and volleyball. Students may also compete in the University's Intramural program.

SUGGESTED GUIDE FOR STUDENT ADJUSTMENT

Student Conduct

Within the University community of scholars and learners, certain standards must be established as the framework for giving expression to freedom, promoting order, preserving individuality, and facilitating individual behavior, in order to ensure the harmonious functioning of the community.

As attendance at the institution is a privilege, not an inherent right, the University requires each student to observe the standards and guidelines for student life as found in the [Catalog](#), the [Student Handbook](#), regulations governing life in University student residence halls, and other published official University policies, procedures and pronouncements. Each student has a responsibility to become familiar with these various publications.

The University reserves the right to cancel the enrollment of any student who abuses this privilege or otherwise violates the standards for student life. Violation is determined through an established judicial process, and a student found guilty of such a violation forfeits his or her privilege to remain at the University. Fundamental to the judicial process is the principle of 'due process', a concept of fundamental fairness deriving from fair play and reasonableness.

The University's standards of conduct are designed to provide students with guidelines for their behavior. It includes statements of the specific provisions governing appropriate student conduct and the range of sanctions that may be imposed upon those found to be in violation of the standards of conduct.

ID Cards

During the registration process, each student receives an identification card (I.D.) that is required for checking out library books, cashing checks, and gaining admission to athletic events, etc. Students are required to carry the VUU student ID at all times. A fee is assessed for producing a duplicate ID card.

Vehicle Registration

Vehicle registration is required for automobiles using established parking areas on campus. No car may be registered unless the owner is a licensed driver with liability insurance. Student operators must park their vehicles in designated parking areas or be subjected to a fine or towing. Fees and inquiries concerning vehicle registration should be directed to the University Police.

University Police

The Office of University Police is responsible for the protection of property, the prevention of fires, the maintenance of safety, the flow of traffic, and the assurance of peace and order for the campus community. University police officers are empowered with general police powers to enforce regulations on campus.

Attendance at University-Sponsored Events for Cultural Enrichment

University policy requires students to earn 80 credits by attending University-sponsored events for cultural enrichment. The University provides an appropriate

number of University-sponsored cultural and development activities during the academic year so that students may amass 20 extracurricular credits per year (in the fall and spring semesters) toward graduation. The Office of Student Affairs compiles a list of activities that allows students to earn 80 credits for this graduation requirement.

Academic Information

Students choose Virginia Union because they want a strong educational program that specifically is geared to their needs and interests. The curriculum is based upon societal needs and demands within a dynamic world.

The academic programs are designed to serve students interested in pursuing the arts and sciences and professional careers. The University's education program is broad enough to inspire a range of interests, yet specialized enough to prepare students for advanced study or immediate entry into their chosen field. The major fields of concentration are distributed through three academic units within the University:

-  The School of Education and Interdisciplinary Studies
-  The Sydney Lewis School of Business
-  The School of Arts and Sciences

In addition, the Graduate School of Theology offers many courses of study including those offered through the Richmond Theological Center.

The Academic Year

The academic year is divided into two semesters and a summer session. The first semester begins in August and ends before the Christmas holidays; the second semester begins in January and ends in May.

Summer Session

Virginia Union University operates one summer session, under the direction of the Vice President for Academic Affairs and the Registrar. The Summer Session provides opportunities for students who wish to take additional hours and for students who wish to improve their academic standing. Graduates of accredited high schools who are planning to enter Virginia Union in August and who have successfully completed the Admissions process under the guidance of an academic advisor may enroll during Summer Session. High school juniors and seniors may also enter as part of the Student Early Entrance program.

Unit of Instruction

The semester hour is the unit of instruction used for computing the amount of work required for graduation. One semester hour is equivalent to one 50-minute period of recitation or lecture per week for 15 weeks.

The Curriculum

Developing, implementing, and updating the curriculum are the responsibilities of the University Faculty and the Academic Administrators. The curriculum is the vehicle through which the University seeks to make its most significant impact upon the lives of students. The curricular offerings of each department and major are clearly described in this catalog.

The Major

Courses taken at Virginia Union University are organized around the major—the subject or area in which students center their studies, according to their talents, interests, and future plans. A grade of C or better is required of all courses in the major, in addition to Freshman Composition courses (ENG 101 and ENG 102).

Declaration of Major

By the end of the sophomore year, each student must select a major. A student enrolled at the University will be permitted to apply for a change of major no more than once per semester. A student may not change his major from one department to another without the written consent of the chairpersons of the two departments. All Change of Major Forms are processed by the Office of the Registrar.

Change of Major

Students who find it necessary to change majors should confer with the assigned University departmental advisor concerning the proposed change. The Change of Major Form, available in each department, must be completed and signed by Department Chair of the relinquishing department and the Chair of the department to which the transfer is made.

Minor and Associate Majors

A student wishing to fulfill formally the requirements for a minor shall satisfactorily complete at least 15 credit hours in the minor subject. The specific courses are to be determined by the department offering the minor. Completion of a minor shall not be regarded as a requirement for graduation, but the student who elects and satisfactorily completes the requirements for a minor shall have such noted on his/her official transcript. A student must earn a 'C' or better in each course taken in the minor.

The requirements for an associate major are the same as those for a minor, except that the student shall satisfactorily complete at least 21 credit hours in the elected subject area.

Prerequisites

Prerequisites are courses or conditions that successfully must be completed or met prior to enrollment in the course described.

Completion of Course Requirements

Students are expected to complete all of the course requirements, including midterm and final examinations, on the dates and times specified by the University. Failure to do so may result in penalty or a failing grade.

Elective Courses

Courses not taken to fulfill general education or major requirements may be chosen as electives to complete the minimum of 120 semester hours required for graduation. In the choice of electives, a student should be guided by his or her prospective work and interest.

Course Substitutions

A course substitution for a student requires approval by the student's advisor, the major Department Chair, the School Dean and the Vice President for Academic Affairs. A substitution should not be confused with a waiver. Substitution is an option to meeting a requirement, while waiver implies exemption. Waivers are not permitted.

Grade Appeals

The instructor has the responsibility of evaluating course work and determining grades. However, the student has the right to appeal a grade that he/she believes is an error. The appeals process may involve the following steps (the issue may be resolved at any level):

- ☞ The student confers with the instructor of the course.
- ☞ The student and the instructor (preferably together) confer with the Chairperson of the department.
- ☞ The student and the instructor (preferably together) confer with the Dean or Division Head of the school or division in which the department is housed.

When the above steps do not resolve the issue, the student may initiate a formal written appeal to the Dean. The Dean will forward the appeal to the Vice President for Academic Affairs, who will forward the appeal to the Grade Review Committee for its review and recommendation. The Grade Review Committee's decision is final. Appeals should not be taken lightly by either the student or the instructor.

Repeating Courses

A student who has received a final grade of 'C' through 'F' in a course may repeat the course. The course to be repeated must be taken at Virginia Union University. The student must follow the normal registration procedure when repeating courses. The grade earned will be posted to the student's record. The credit and quality points for the highest grade (one grade only) earned will be used to calculate the student's GPA.

As with all other course work attempted, the original grade (C through F) remains on the student's permanent record and, thus appears on the transcript.

Class Attendance

Students are responsible for all course assignments. They will be given the opportunity to make up work for all classes missed to participate in events officially sanctioned by the University.

The maximum amount of time a student may be out of class for reasons other than university sanctioned events is ten percent (10%) of the number of times a class meets during a semester. It is the responsibility of the student to discuss all

absences with the instructor and to initiate opportunities to make up missed assignments.

Unofficial Withdrawal

Drop-Out Date - If a student leaves school without giving official notice, the drop-out date will be established by using the grades submitted by the faculty to the Registrar's Office at midterm. For example a student receiving all *W*'s at midterm, will have his/her drop-out date determined by the date he/she last attended class. The student's financial aid will be adjusted. However, there may be charges for which the student is responsible.

No-Show - If a student registered but did not attend classes, all federal funds must be restored to each program from which the student received funds. However, there may be charges for which the student is responsible.

Whenever a student finds it necessary to withdraw from a class, he/she immediately should fill out a withdrawal form in the Office of the Registrar. If a student finds it necessary to withdraw from the University, he/she promptly should communicate with the Counseling and Student Development Center and fill out the form that is the basis for official withdrawal. Failure to make official withdrawal forfeits the right of honorable withdrawal.

Requirements for the Bachelor's Degree

To receive a bachelor's degree from Virginia Union University, a student must:

- ☞ Complete the General Education (Core) requirement
- ☞ Have a cumulative grade point average of 2.0 or better.
- ☞ Have a minimum of 120 hours of credit.
- ☞ Meet all of the major requirements of the curriculum leading to the degree for which he/she is a candidate.
- ☞ Have a minimum of two semesters in residence at Virginia Union University and earn a minimum of 30 semester hours including all of the courses required by his/her senior-year curriculum, during his/her term of residency. Exceptions to this requirement may be made only with prior written approval of the Vice President for Academic Affairs and upon the recommendation of the Department Chair and School Dean. Exceptions may not exceed six semester hours.

Filing Deadline for Graduation

A senior who expects to graduate must file such information in the Office of the Registrar by December 1 if planning to graduate in May, or by the last Friday of April if planning to graduate in August or December. There is only one Commencement ceremony, held on the Saturday of Mother's Day weekend. However, students who complete degree requirements in the summer are said to be graduates as of August 15 of the year of completion. Those students needing three hours or less to fulfill graduation requirements may, however, participate in the commencement ceremony preceding their August completion, with the exception of the ceremonial march across the stage. They may participate fully in the May commencement ceremony in May of the following year. Applications may be withdrawn without penalty according to a schedule published annually.

It is the responsibility of the student, in consultation with the Department Chair to submit the necessary completed forms and related correspondence to the Office of the Registrar in compliance with established deadlines. The Registrar will review

the assessment of student record and acknowledge in writing the results of that audit. Deficiencies and/or discrepancies must be resolved by Department Chairs within prescribed guidelines. Failure to do so will subject the candidate to a future graduation status. A \$50.00 fine will be assessed to any student who fails to apply for graduation by the posted deadlines.

Developmental courses such as MAT 100 and ENG 100 do not carry credits toward graduation; therefore, the semester-hour value of these courses will not be added to the total number of semester hours required for graduation.

Veteran Benefits

Students eligible to receive benefits through the Veteran's Administration are certified by the Registrar's Office. Veterans, reservists, dependents of veterans, and vocational rehabilitations are eligible as claimants. Students applying for benefits at Virginia Union University for the first time must submit the following to the Office of the Registrar:

- ☞ *Veterans* - Form DD 214, pages 1 and 4 (Certificate of Relief or Discharge of Active Duty)
- ☞ *Reservists* - Form DD 2384 (Selected Reserve Educational Assistance Program-- (GI Bill)--Notice of Basic Eligibility)

After the Add/Drop period during each term of enrollment, eligible students must file the Registrar's Office Veterans Claim Form with that office. Students receiving VA benefits must report those benefits to the Financial Aid Office.

REGISTRATION AND RECORDS

Office of Registrar

As the official custodian of academic records, the University Registrar is responsible for the process of enrolling students in courses, assessing tuition charges and related fees, and collecting and maintaining academic information in accordance with University policy. The Registrar certifies students for graduation and keeps the University seal. The Registrar is responsible for calculating and recording student grades and notifying students of their status, including academic probation and suspension.

Registration

The first step in the registration process is admission to the University. In order to attend classes at Virginia Union University, all students must complete the registration process. To the extent possible, VUU operates in a paperless environment. Registration policies and procedures, schedule of classes, final exam schedules, academic calendars, the University catalog, and any other pertinent information for a student to sign up for classes and meet University requirements are listed on the University website. The official means of communication with the student by all administrative offices and faculty is through the student's VUU email account. Students are responsible for complying with all of the policies and procedures governing registration, changing of class schedules, tuition payments, and other requirements outlined in this catalog, any current supplements, and other official publications. Each student must obtain the signature of his/her academic advisor on the Course Request Form to indicate the advisor's approval of the student's schedule of courses. A student is not enrolled or registered until all necessary fees are paid and validated by the Office of Financial Affairs and the student has complied with the official check-in procedure at the start of each term, including check-in with the University Police for ID validation each semester.

After payment of fees, students may register for classes by using the Virginia Union University Website on any computer that has Internet capabilities. Internet services are provided in the University library and in Pickford Hall. Students also may use personal computers with Internet capabilities and computers in the public library.

Late Registration

A late registration fee of \$250 will be assessed to any student who fails to complete registration/check-in within the specified period for regular registration. The last dates for late registration, adding classes, and changing class schedules are listed on the current academic calendar found on the University website. Exceptions must be approved by the Vice President for Academic Affairs.

Student Advising

Students are responsible for knowing and fulfilling all requirements related to the completion of their degree programs. Each student is appointed a faculty advisor, who assists the student in interpretation of academic requirements. It is the student's responsibility to schedule academic advising sessions each semester. Each student should keep his/her current local and permanent address on file in the Office of the Registrar.

Family Educational Rights Privacy Act Of 1974

Annually, Virginia Union University informs students of the Family Educational Rights and Privacy Act of 1974, as currently amended. This Act, with which the institution intends to comply fully, was designated to protect the privacy of educational records, to establish the rights of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with The Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the Act.

Release of Student Information

A student's scholarship record is not available without the student's written consent. Exceptions are school officials (including teachers within the educational institution), officials of local educational agencies that have a legitimate educational interest, and officials of the other schools in which the student intends to enroll.

The following information has been declared "Directory Information" and may be released by the University without prior consent of the student: name, address, date and place of birth, major field of study, participation in official activities, weight and height of athletic team members, dates of attendance, degrees, honors and awards received, and previous educational agency or institution attended.

"Directory Information" will not be released for commercial purposes. A student may request that "Directory Information" not be released by directing the Registrar in writing.

Access to his/her records and files is guaranteed to every student and subjected only to regulations regarding time, place, and supervision. Members of the faculty with administrative assignments may have access for internal educational purposes as well as for necessary and routine administrative and statistical purposes.

Properly identified officials from federal, state, and local governmental agencies may be given the name and address of parent or guardian (if the student is a minor), and any information required under legal compulsion.

Unless under legal compulsion, personal access to a student's file should be denied to any person making an inquiry. Upon graduation or withdrawal from the institution, the records and files of former students shall continue to be subjected to the provisions of this code.

ACADEMIC STANDARDS AND REGULATIONS

The curricula are arranged by courses, with each course assigned a number of semester hours. A candidate for the degree of Bachelor of Arts or Bachelor of Science must complete a minimum of 120 semester hours with a grade-point average of 2.00, and a 'C' or better in each course required by his/her major. All students must pass the required English Essay Examination. Students should take this examination by the end of their junior year.

Academic Honesty Policy

Academic dishonesty is any form of giving, taking, or prescribing of information or material by a student with the intent to gain an unfair advantage in an academic evaluation. Forms of dishonesty include, but are not limited to, cheating, plagiarism, and aiding and abetting others to cheat or plagiarize. Any student who cheats, plagiarizes, or aids and abets others to either cheat or plagiarize is subject to one or more of the following penalties:

- ☞ **Probation** – On the first offense, a student charged with any violation of academic dishonesty is awarded a grade of 'F' for the particular assignment. On the second offense (in same course), the student receives an 'F' for that course.
- ☞ **Suspension** – A student who is convicted of a third violation of academic dishonesty will be suspended from the University for one academic year. Only when a penalty of suspension has been removed by expiration may a student petition the University's Admissions Committee for reinstatement.
- ☞ **Dismissal** – A student who has been suspended for academic dishonesty shall be expelled upon a subsequent finding of academic dishonesty.

When an incident of academic dishonesty occurs, the exhibits(s) shall be collected; witness' statements shall be taken; and the faculty member shall file an incident report form with the Department Chairperson. The Deans have the authority to recommend a change of grade for students found not guilty, at which time the allegations of cheating will be purged from the student's record.

Intermediate Study at Another Institution (Transfer Courses)

A student at Virginia Union University who wishes to take courses at other institutions for the purpose of receiving transfer credits must complete an Application for Intermediate Study at Another Institution. The courses to be taken must be comparable, as determined by comparing the Virginia Union University catalog description with the catalog description of the intermediate institution. The intermediate institution must have regional accreditation. Only credit hours are transferable. Grade points or quality points are not transferable.

It is the responsibility of the student to have official transcripts of grades earned mailed to Virginia Union University. Grades earned must be 'C' or better in order to be accepted at Virginia Union. The total number of credit hours taken concurrently at the other institution and Virginia Union should not exceed the maximum number of hours permissible at Virginia Union for a given term. Again, only credit hours are transferable. Grade points or quality points are not transferable.

It is strongly suggested that students not take courses at another institution during

the spring semester of their senior year preceding graduation, as this might affect their being able to meet the Registrar's deadline for receipt of all transcripts before graduation. If a student must enroll at another institution during this time s/he should contact the Registrar to make arrangements for being cleared to graduate.

When courses are offered at Virginia Union University during a semester or a summer session, students will not be permitted to take these courses at another institution within a fifty-mile radius of Virginia Union University.

Independent Study

An independent study course is designed to give the outstanding junior or senior opportunity to conduct a special project in the major or field of specialization. It is arranged on an individual basis, with a minimum of supervision or direction. An independent study course is not a substitute for a required course, nor is it a means of taking a required course on an individual basis. An independent study course is treated as a restricted elective.

An application for independent study must be made with the student's advisor and approved by the Chair of the department in which the course is taken prior to the regular registration period. The credits earned constitute 1-4 hours, and students are limited to a maximum of eight (8) credit hours or two (2) independent study courses.

Independent Study (499 courses) - are honors courses that may be taken only by juniors and seniors who have completed at least one semester in residence at Virginia Union University and who have a cumulative grade-point average of 3.00 or better in their majors.

Academic Credit for Work/Life Experience

On rare occasions Virginia Union University may award academic credit to adult learners with significant professional experience that may be determined to be comparable to courses listed in the current university catalog. The maximum number of credit hours that may be awarded for Work/Life Experience is **thirty (30)** credit hours.

Eligibility Criteria

- ☞ Applicant must be admitted to the University.
- ☞ Applicant must be at least 25 years of age.
- ☞ Applicant must have appropriate detailed documentation to validate experiences.
- ☞ Applicant must prepare a written document that thoroughly and accurately addresses the experiences.
- ☞ Applicant must be able to verbalize the experiences addressed in the document and demonstrate as appropriate.
- ☞ Applicant must satisfy the credits awarded fees of \$45 per credit hour not to exceed 30 credit hours and a \$50 processing fee.

Procedures after admission

- ☞ Applicants may see their department chair for instructions for submitting Work/Life Experience portfolio.
- ☞ Applicant will submit the Work/Life Experience portfolio to the department chair.
- ☞ The department chair will review the portfolio and make recommendations regarding equivalent courses and credit hours to be awarded.
- ☞ The Dean/Division Head will review the portfolio and make recommendations regarding equivalent courses and credit hours to be awarded,
- ☞ The Vice President for Academic Affairs will notify the Registrar of any credits to be awarded.
- ☞ The Registrar will notify the applicant of the credits awarded and direct the applicant to the University's business office to satisfy fees.
- ☞ Upon proof or payment, the Registrar will enter the Work/Life Experience credit on the student's transcript.

Grading System

A	Superior	Consistent mastery of course content and demonstration of individual's initiative and insight. (90-100%)
B	Excellent	Demonstration of accurate knowledge of course content. (80-89%)
C	Average	Demonstration of familiarity with basic course concepts. (70-79%)
D	Poor	Failure to demonstrate the minimum standards as defined above. Considered of sufficient merit to be counted toward graduation if not received in major or related subjects. (60-69%)
F	Failure	Failure for which reexamination is not permissible. (Below 60%)
I	Incomplete Work	Incomplete ('I') grades will be given by the instructor under extraordinary circumstances, such as severe illness, when a student has incomplete examinations, assignments, etc., and has a chance to earn a passing grade if the incomplete work is completed. 'I' grades will automatically change to 'F' grades if not promptly removed.
W		Official Withdrawal; non-punitive; no credit or quality points awarded. The Office of the Registrar enters the W grade. W grades will be awarded under the following conditions: <ul style="list-style-type: none">☞ The student withdraws from the University before the end of the semester/term.☞ The student withdraws from a course on or before the last day to withdraw without penalty.☞ The student is involuntarily separated from the University.
WO		Official Withdrawal, non-punitive, no credit or quality points awarded. The teacher awards the WO grade when the student withdraws from a course after the last day to withdraw without

penalty. This grade is awarded when the student has a chance to pass the course.

WF

Withdrew failing; punitive; credit hours attempted remain with no quality points awarded. The teacher as a final grade awards a grade of WF as a final grade when the student officially withdraws from a class after the last day to withdraw without penalty, and the student does not have a chance to pass the course.

Incomplete Policy

The instructor will give incomplete grades when a student, because of an extraordinary circumstance such as severe illness, has incomplete assignments, examinations, etc., and has a chance to earn a passing grade pending completion of said work. Incomplete grades must be removed during the semester following that term during which the incomplete grade was given. All Incomplete grades that are not removed during the next semester will automatically convert to grades of 'F'.

Students may register to remove incomplete grades and work with professors to complete all assignments during three specified periods each calendar year. Upon registering to remove an incomplete grade, the student agrees, by his/her signature, that the work will be completed. Failure to complete the work during the relevant specified incomplete removal period will result in the student's receiving the value of ' zero' for the incomplete work. The zero will be factored into the final grade that will be submitted to the Registrar's Office.

The process for removing an incomplete is listed below.

- ☞ Student obtains the Incomplete Grade Removal Request from the Office of the Registrar during the time listed in the academic calendar.
- ☞ Student pays for the incomplete removal at the Office of Financial Affairs and returns paid form to the Registrar.
- ☞ Student completes assignment(s) or examination(s).
- ☞ Professor submits grades to the Office of the Registrar by the deadlines posted each year in the academic calendar.

Grade Points and Grade Point Average

Each semester hour with a grade of 'A' is assigned four grade points, 'B' three, 'C' two, 'D' one. Thus, a grade of 'B' in a course bearing three semester hours credit is assigned nine grade points, a 'C' in that course, six grade points.

The grade-point average is calculated by dividing the number of grade points earned by the number of semester hours attempted. Therefore, if a student takes 16 semester hours and earns 40 grade points, his/her grade point average is 2.50. In calculating the grade point average, 'I' grades (Incompletes) carry the value of 0 hours attempted, 0 hours earned, and 0 quality points. A grade of 'D' in a student's major carries the value of 0 hours earned toward graduation.

Only the higher grade received in a course is used in calculating the overall grade point average when a student repeats a course. This applies to all grades received in courses, regardless of the initial grade.

Classification

Freshmen	Students meeting all entrance requirements who have completed 0-24 semester hours
Sophomores	Students meeting all entrance requirements who have completed 25-56 semester hours
Juniors	Students meeting all entrance requirements who have completed 57-89 semester hours
Seniors	Students meeting all entrance requirements who have completed 90 semester hours
Full-Time	A full-time student is one who is registered for a minimum of 12 or more credit hours during a given semester.
Part-Time	A part-time student is one who is registered for less than 12 or more credit hours during a given semester.
Non-Degree	A Non-degree student is one who is not pursuing a degree program.

Course Overload

A student who desires to take 18, 19, or 20 hours, with the exception of certain courses, must have a grade point average of at least 3.0 and the written permission from his/her respective School Dean or Division Head. Students taking more than 20 hours must have the written permission of the Vice President for Academic Affairs.

Good Academic Standing

In order to remain in good academic standing, all students must have a minimum cumulative Grade Point Average of at least 2.0 at the end of the academic year.

Recognition for Excellence in Scholarship

The Dean's List is compiled at the end of each semester. Any full-time student carrying 12 or more semester hours, with no grade below a C, who attains a grade point average of 3.80 or higher shall be designated a Presidential Scholar. Students who maintain an average of 3.50 to 3.79 attain the Honors List and those who maintain a 3.00 to 3.49 average attain Honorable Mention. Students who receive an incomplete grade are not eligible for consideration.

Academic Warning, Probation, and Suspension

IMPORTANT NOTE: Other academic standards may apply to eligibility for Financial Aid. Please consult the section of the [Catalog](#) on Financial Aid.

Definitions

Academic Warning

This notification alerts the student that he/she will be subject to academic penalties

if his/her academic performance does not improve.

Academic Probation

Students on Academic Probation are required to improve their academic performance or face suspension from the University. Students on Academic Probation are usually not eligible for certain forms of Financial Aid. Students on probation are limited to twelve (12) credit hours or four (4) courses - whichever is greater.

Academic Suspension

Students on Academic Suspension only may enroll in courses during the summer session at Virginia Union University. The first Academic Suspension will be for a minimum of one semester. A second suspension will be for an indefinite period. The academic record of each student will be reviewed at the end of each semester.

Unsatisfactory performance at Virginia Union University will trigger academic warning, probation, or suspension. Listed below is the Academic Warning, Probation, and Suspension Table, which lists the conditions for academic warning, probation, or suspension.

Academic Warning, Probation, and Suspension Table

Number of Semesters Enrolled	Cumulative Grade Point Average		
	Academic Warning	Academic Probation	Academic Suspension
1	Below 2.0		
2 or 3	1.80-1.99	Below 1.80	
4 or 5	1.90-1.99	Below 1.90 if not on Academic Probation during the previous year.	Below 1.90 if on Academic Probation during the previous year. (One semester of suspension unless suspended previously.)
6+		Below 2.0 if not previously on Academic Probation at any point.	Below 2.0 if previously on probation at any time. (One semester of suspension unless suspended before.)

Students who have been suspended and readmitted will have a pre-suspension G.P.A., a post-suspension G.P.A., and a cumulative G.P.A. Students who have been suspended and readmitted must maintain a post-suspension G.P.A. of 2.00. Students who have been suspended and readmitted who fail to maintain a 2.00 grade point average, overall, for the semesters following readmission will be expelled from the University.

Policy on Withdrawal from the University

A student may officially withdraw from the University by requesting a Withdrawal Form from the Office of Student Affairs, obtaining the required signatures, and returning the form to the Office of the Registrar. A student will receive a non-punitive grade of 'W' for each course if the form is executed by the deadline listed on the academic calendar - usually the end of the seventh week of classes, just prior to mid-term examinations.

A student may still officially withdraw from the University after the above date, up to and including the last day of classes. The grades that will be assigned in such cases are as follows: 'WO' – a non-punitive grade issued to students who were passing the course(s) at the time of withdrawal, or 'WF' – a punitive grade issued to students who were failing the course(s) at the time of withdrawal.

By definition, a non-punitive grade does not count in hours attempted, earned, quality points, or GPA. A punitive grade will count in hours attempted and GPA, as if a course failure.

The grades, above, also apply to individual courses from which a student withdraws during the semester, while still remaining enrolled in the University. Withdrawal grades are dependent upon official execution of the appropriate withdrawal form. A student who stops attending a class, or who leaves the University without officially withdrawing, forfeits all rights to an honorable withdrawal and will receive a grade of 'F' for the class(es) involved.

Students who withdraw from the University, either officially or unofficially, are subject to readmission review should they desire to return to VUU. An application for readmission may be obtained through the Office of the Registrar. There is a non-refundable processing fee of \$25.00 that must be included with the application. Applications for readmission must be on file no later than one month prior to the beginning of the semester for which the student is requesting re-enrollment. See the section on Readmission in this catalog for complete details regarding the readmission process.

Policy on Readmission to the University

Students who have officially withdrawn from the University

Any student who has officially withdrawn from the University for personal or medical reasons must reapply for admission by completing an Application for Readmission through the Office of the Registrar. There is a non-refundable processing fee of \$25.00 that must be included with the application. Applications must be on file no later than one month prior to the beginning of the semester for which the student is requesting re-enrollment.

Any student who has withdrawn from the University for reasons of personal health must, along with the application for readmission, provide documentation of return to health sufficient as to not impede academic progress. Any student who was not maintaining a minimum of a 2.00 cumulative GPA at the time of withdrawal from VUU must, along with the application for readmission, provide evidence of experiences such as employment or completion of college classes elsewhere, as documentation of the student's resolve to overcome past, poor academic performance, along with a personal statement showing an understanding of what led to poor academic performance and the steps the student expects to take to keep from repeating those behaviors that caused the problem. A personal interview with the Registrar may be required in some cases before a decision on readmission is made.

Students who have been suspended from the University or who have unofficially withdrawn

Any student who has unofficially withdrawn from the University (stopped out or stopped attending) or who was suspended for behavioral or academic reasons must apply for readmission in the same manner as outlined above, including the payment of the fee and meeting the stated deadline.

In cases of behavioral suspension, students must be cleared by the Office of Student Affairs in order to be considered for readmission. In cases of academic suspension, the same documentation that is expected of all students with less than

a cumulative 2.00 GPA is required. A personal interview with the Registrar may also be required before a decision of readmission is made.

For all readmitted students

Readmission to the University is not a guarantee of eligibility for financial aid. Past academic performance may dictate that a student has not made sufficient progress to receive such aid. Decisions on readmission will be made without regard to a student's eligibility for financial aid, therefore readmitted students should be prepared to finance the semester of readmission while restoring their academic performance to a level that can be considered for aid. Readmission to the University does not guarantee the availability of on-campus housing. Students who wish to live on campus should file an application with the Office of Residence Life.

Graduation with Honors

A student who satisfies all degree requirements, maintains an overall average of 'B,' and exhibits exemplary conduct, may be graduated at the discretion of the faculty with honors. At least half of the hours credited toward graduation must have been taken at Virginia Union University.

☞	Cum laude	3.00 – 3.49
☞	Magna cum laude	3.50 – 3.79
☞	Summa cum laude	3.80 – 4.00

COURSE DESCRIPTIONS

ACCOUNTING

ACC 201 Financial Accounting (4cr.)

Focuses on the accounting system that is used to record, process, communicate, and interpret general-purpose financial information to end-users. Topics include fundamental financial accounting principles, theory of debit and credit, use of special journals and ledgers, and financial-statement preparation and interpretation. Prerequisite: Placement in MAT 160.

ACC 202 Managerial Accounting (4cr.)

Focuses on the use of accounting information by managers within a business organization. Topics include product and service costing, budget preparation and administration, use of standard costs as a means of managerial control, capital budgeting, breakeven analysis, and cost/benefit analysis. Prerequisite: ACC 201.

ACC 301 and ACC 302 Intermediate Accounting I (4cr.)

Emphasizes moderately complex problems in accounting that pertain to cash, receivables, and inventories, investments, fixed assets, liabilities, owner's equity, revenues, and expenses. Special emphasis is placed on generally accepted accounting principles and theoretical analysis. Prerequisite: ACC 201.

ACC 302 Intermediate Accounting II (4 cr.)

Emphasizes more complex problems in accounting that pertain to cash, receivable, inventories, investments, fixed assets, liabilities, owner's equity, revenues, and expenses. As in ACC 301, emphasis is placed on generally accepted accounting principles and theoretical analysis. Prerequisite: ACC 301.

ACC 303 Accounting Information Systems (3cr.)

Examines the design and evaluation of manual and computerized accounting information systems. Prerequisites: ACC 202 and MGT 163.

ACC 304 Cost Accounting (3cr.)

Focuses on cost accumulation for inventory pricing and income determination. Topics include costing of materials, labor, and overhead, cost accounting as an aid to administrative control, job orders, process, standard cost accounting, capital budgeting and decision-making. Prerequisite: ACC 202.

ACC 305 Federal Taxes (3cr.)

The basic principles of federal income tax laws relating to individuals, sole proprietorships, partnerships, and corporations. The general concepts of income, deductions, expenses, and credits as they relate to various types of entities are examined. Prerequisite: ACC 201.

ACC 401 Auditing (3cr.)

Covers the conceptual, theoretical, and practical procedures applicable to auditing. Primary emphasis is placed on the theory of audit evidence and the objectives, techniques, and procedures for financial audit reports. Prerequisite: ACC 302.

ACC 403 Advanced Accounting (3cr.)

Emphasizes accounting techniques and reporting for business consolidations, multinational enterprises, and partnerships. Prerequisite: ACC 302.

ACC 404 Accounting Theory and Special Topics (3 cr.)

Critically examines and evaluates accounting concepts, professional standards, and related professional literature. Emerging issues and international accounting are reviewed. Prerequisite: ACC 201.

ACC 490 Selected Topics (3 cr.)

Investigates in-depth a topic of current interest in the accounting field. Prerequisite: junior or senior status.

ACC 494 Internship (1-3 cr.)

Provides experience in a supervised business environment through internship, mentoring, and/or work experience. Upon completion of the experience, the student will submit a written report covering full the nature of the activity. Prerequisite: junior or senior status.

ACC 499 Independent Study (1-3 cr.)

Provides the opportunity for a student to pursue a topic of study under the supervision of a designated faculty member, with monitoring by the department chair. Prerequisite: junior or senior status.

ART

ART 108 Fundamentals of Art I (3cr.)

Introduction to tools, techniques, styles, and forms of the visual arts. Establishment of discretionary values and critical skills; studio assignments in two dimensions, discussions, critiques, slides, films, and exhibitions.

ART 109 Fundamentals of Art II (3cr.)

Continuation of ART 108. Introduction to tools, techniques, styles and forms of three-dimensional visual arts. Emphasizes the establishment of discretionary values and critical skills. Prerequisite: ART 108.

ART 220 Drawing (3cr.)

Introduces students to two-dimensional creative processes using various drawing mediums. Emphasizes expressive and interpretive qualities as well as formal relationships in drawing composition. Prerequisite: ART 108.

ART 240 Photography (3cr.)

Introduction to basic photography, cameras, film composition, lighting, and darkroom practices. Emphasis is placed on black and white photography. Students must furnish camera, film and supplies. Prerequisite: ART 109.

ART 254 Painting (3cr.)

Introduces students to two-dimensional creative processes using various painting medium and expressive and interpretive qualities as well as formal relationships in painting composition. Prerequisite: ART 109.

ART 257 Introduction to Ceramics (3cr.)

Designed to explore the possibilities of clay as a creative medium, offering projects in pottery making, figure modeling, etc. Emphasis is placed on design, texture, decoration, the use of the potter's wheel, glazing.

ART 264 Sculpture (3cr.)

Introduces students to sculptural processes, carving, casting, and modeling. Students study analysis and organization of three-dimensional forms. Prerequisite: ART 109.

ART 280 Printmaking (3cr.)

An introduction to basic printmaking processes, including woodcuts, linocuts, etchings, monotypes. Prerequisite: ART 109.

ART 308 Art History I (3cr.)

The history of art as created and developed by all races and cultures from prehistoric times to the Renaissance.

ART 309 Art History II (3cr.)

The history of art as created and developed by all races and cultures from the Renaissance to the present.

ART 310 African American Art (3cr.)

The history of African American Art from the Seventeenth century to the present.

ART 389 Junior Studio Project and Exhibition (0cr.)

A creative project in one or more areas of concentration, embodying a written proposal to be submitted and approved by the Art faculty as well as the completed execution of the approved project/exhibition. Computer applications. Prerequisite: Junior standing as an Art major, consent of instructor.

ART 400 Senior Comprehensive Examination (0cr.)

Cumulative test of art history and artistic techniques required of all art majors for graduation. Materials are derived from courses required in art curriculum.

ART 405 Museum Studies (3cr.)

Introduction to museum work, including administration, research, documentation, curatorial duties, and exhibitions methods. Prerequisite: Junior standing, consent of instructor. Credit, 3 hours.

ART 408 African, Oceanic, and Native American Art History (3cr.)

Study of the major themes and styles of the arts of Africa, the South Pacific, and Native America in the context of their histories and cultures.

ART 498 Senior Comprehensive Examination (0cr.)

An advanced creative project in the student's chosen area(s) of concentration, embodying a written proposal to be submitted and approved by the Art faculty, complete execution of the project, a public exhibition of the results, and a written presentation to accompany the exhibit. Prerequisite: Senior standing as an Art Major and consent of instructor.

BIOLOGY

BIO 115 Writing in the Sciences (1cr.)

An introduction to writing and reading within the biological sciences. Topics include library research techniques, the language of science; and reading scientific books, journals, abstracts and review articles. One-hour lecture and two hours recitation.

BIO 111-112 General Biology (4cr. per semester)

This sequence offers an in-depth overview of the primary biological principles of molecular, cellular, and organismal biology. Students survey selected plants and animals to illustrate problems and theories related to living systems and their interactions with the environment. Three hours lecture and two hours laboratory

weekly. Students must earn a grade of 'C' or better in BIO 111 to qualify for BIO 112.

BIO 200 Introduction to the Biology of Aging (3cr.)

Emphasizes the changes that occur during the aging process in humans and other mammalian species from a comparative biological point of view and integrates the biological with social and psychological problems. Changes at the molecular, cellular, physiological, and organismic levels will be examined. Prerequisites: BIO 112 or SCI 150.

BIO 201 General Microbiology (4cr.)

Topics cover morphology and ultra-structure, microbial evolution and diversity, pathogenicity and host responses, as well as the impact of microbiology on medicine and industry. Instruction is provided on the general methods for identification and growth of bacteria, and the effects of chemical and physical agents on microbes. Other areas include immunity, epidemiology, diagnosis, pathogenicity, treatment, and prevention of important pathogenic microorganisms and the diseases that they cause. Three hours lecture and three-hour laboratory weekly. Prerequisite: BIO 112.

BIO 202 Botany (4cr.)

An introduction to the plant sciences. Emphasis is placed on the unique role plants play in the ecology of living things. Plant taxonomy, morphology, and physiology are stressed as well as plant genetics. Three hours lecture, three hours laboratory weekly.

BIO 212 Human Genetics (3cr.)

Provides an overview of the basic principles of heredity, theoretical, and practical problems, and heredity and evolution as it relates to humans. For non-science majors only. Three hours lecture weekly. Prerequisite: SCI 150.

BIO 213 General Genetics (4cr.)

Provides instruction on the basic principles of heredity, evolution and genetics of both prokaryotes and eukaryotes. Special emphasis is placed on molecular properties of genetic material and its ability to replicate, recombine, mutate, and direct RNA and protein synthesis. Attention is also given to the functional interactions between genes, genetic regulation, and genes in populations. The lab exposes students to various techniques used in genetic experiments. Three hours lecture, three hours laboratory weekly. Prerequisite: BIO 112.

BIO 300 Ecology (4cr.)

Designed to present the basic principles of ecology, the fundamentals of conservation, and problems in the environment. Considerable attention is devoted to the impact these have on human populations. The three basic areas stressed are Environment, Resources, and Populations. Three hours lecture, three hours laboratory weekly. Prerequisite: BIO 112 or consent of instructor.

BIO 307 Invertebrate Zoology (4cr.)

Provides instruction on classification, morphology, physiology, development, ecology, and the economic importance of the major groups of invertebrates. Three hours lecture, three hours laboratory weekly. Prerequisite: BIO 112. Credit, four hours. Offered in alternate years.

BIO 308 Comparative Anatomy of Vertebrates (4cr.)

Emphasizes the anatomy of various groups of vertebrates from the evolutionary viewpoint. The laboratory includes the dissection of various types of animals to

study organs and systems. Three hours lecture, three hours laboratory weekly. Prerequisites: BIO 112 and 213.

BIO 315 Cell Biology (4cr.)

A study of the molecular organization, function, and assembly of eukaryotic cell components, including membranes and membranous organelles. Includes discussion of cell surface phenomena, cell motility, energy production, and transport mechanisms. Three hours lecture, three hours laboratory weekly. Prerequisites: BIO 112 and 213 and CHE 102.

BIO 321 Histology (4cr.)

Presents in simple and systematic form the most important morphological characteristics of the tissues and organs of mammals. It attempts to make clear what features are to be seen in ordinary preparations, what points require special techniques demonstration, and what is to be expected as a result of investigation outside the scope of this course. Three hours lecture, three hours laboratory weekly. Prerequisite: BIO 308. Offered in alternate years.

BIO 324 Principles of Physiology (4cr.)

The function of animals as a whole as indicated by the physiology and interrelationship of different organs and organ systems with emphasis on humans. Molecular mechanisms of neurophysiology and muscular contraction are considered. Homeostatic mechanisms of circulation, respiration, metabolism, ionic regulation, and excretion in mammals are compared with those in other animals. Three hours lecture, three hours laboratory weekly. Prerequisite: BIO 308.

BIO 350 Seminar in Biology (1cr.)

Students will present 30 minute lectures on a topic approved by the instructor. Meets one hour weekly. No prerequisite. Offered fall and spring.

BIO 399 Biology Comprehensive

This is a comprehensive examination given at the end of the junior year. This examination will be based on the core biology requirements. It is designed to assess the general knowledge of information in biology. A minimum of 70% is needed to pass.

BIO 401 General Parasitology (4cr.)

Instruction provided on the general principles of parasitism and biological interrelationships as exhibited by protozoans, helminthes and arthropods. Emphasis is placed on epidemiology, life cycles, diagnosis, pathogenicity, prevention, control, and treatment of pathogenic organisms and diseases. Three hours lecture, three hours laboratory weekly. Prerequisites: BIO 308. Offered in alternate years.

BIO 406 Vertebrate Embryology (4cr.)

Emphasizes the dynamic nature of embryonic development by presenting the normal sequence of events that transform an apparently structureless egg into an individual having all the structures and functions characteristic of a vertebrate organism. The early development of amphioxus and amphibians and the study of the development of chick and mammalian embryos are discussed and studied. Three hours lecture, three hours laboratory weekly. Prerequisite: BIO 308. Credit,

BIO 411 Research Techniques in Biology (4cr.)

Emphasizes general biochemical and biomedical research techniques. Instruction provided on the use of selected instruments in professional laboratories. Six hours lecture and laboratory weekly. Prerequisite: CHE 211 or consent of the instructor.

BIO 412 Research in Biology (4cr.)

Requires the completion of a research project that has been approved by the professor. The project must be written and/or presented orally. Six hours of lecture and laboratory weekly. Prerequisite: Biology 411 or consent of the instructor.

BIO 490 Selected Topics (3cr.)

An in-depth study of a topic of current interest in biology. Prerequisite: BIO 213 or permission of instructor.

BIO 499 Independent Study (2 - 4cr.)

Selected topics and in-depth study in a specific area of the life sciences is carried out under the supervision of a faculty member. Prerequisite: Permission of instructor.

CHEMISTRY

CHE 101 General Chemistry (4cr.)

Provides instruction on chemical terminology, atomic and molecular theories, stoichiometry, states of matter thermodynamics, solutions, colloids, chemical kinetics, and equilibrium. Prerequisite: MAT 159 or equivalent. Lecture three hours, laboratory two hours weekly.

CHE 102 General Chemistry and Qualitative Analysis (4cr.)

A continuation of Chemistry 101, including introduction of organic chemistry, pH, solubility product, and laboratory devoted to anion and cation qualitative inorganic analysis using semi-micro techniques. Prerequisite: CHE 101. Three hours lecture, two hours laboratory weekly.

CHE 201 Quantitative Analysis (4cr.)

Theories of titrimetric and gravimetric quantitative inorganic analysis with corresponding macro-scales methods for analysis for chlorides, sulfate, iron, etc. Prerequisites: CHE 102. Three hours lecture; three hours laboratory weekly.

CHE 210-211 Organic Chemistry (4cr. Each semester)

Study of the treatment of the structure, properties, nomenclature, and carbon compound, including stereochemistry, functional group transformation and reaction mechanisms of organic compounds. The laboratory emphasizes the practical synthesis of organic compound, including various methods of purification, identification and writing of scientific laboratory report. Prerequisite: CHE 102. Three hours lecture, three hours laboratory weekly.

CHE 300 Biochemistry (4cr.)

A study and interpretation of the biochemical changes associated with self-controlled organisms and the chemicals (carbohydrates, lipids, protein, enzymes, etc.) that effect these changes. Prerequisites: CHE 211. Three hours laboratory weekly.

CHE 310-311 Physical Chemistry (4cr. each semester)

The fundamental theories and principles of chemistry and their applications, with the understanding of the properties of matter and how these properties stem from the behavior of individual atoms. Emphasis on thermodynamics, molecular structure, chemical bonding, and kinetics. The laboratory is an introduction to the advanced techniques of physical measurements as they apply to chemistry. Prerequisites: CHE 211, MAT 216, and PHY 252. Three hours lecture, three hours laboratory weekly.

CHE 350 Environmental Chemistry (4cr.)

Topics such as air, water, and thermal pollution, solid wastes, recycling and the effects of foreign substances on living systems are discussed. The properties of the atmosphere, naturally occurring waters, sources and effects of pollution, and ways in which pollution can be reduced, are examined by applying detailed chemical analysis of selected compounds. A problem-solving approach is emphasized. The chemical principles of environmental chemistry are explained through laboratory experiments. Prerequisite: CHE 102. Three hours lecture and three hours laboratory weekly.

CHE 380 Inorganic Chemistry (3cr.)

A study of chemical reactions and properties of representative elements and their compounds, including coordination and organometallic chemistry. Attention is given to both theoretical and descriptive approaches. Prerequisites: CHE 201, 211. Three hours of lecture weekly.

CHE 399 Comprehensive Examination (0cr.)

This is a comprehensive examination given at the end of the junior year. This examination will be based on the core chemistry requirements. It is designed to assess the general knowledge of information in chemistry. A minimum of 70% is needed to pass.

CHE 415 Advanced Organic Chemistry (3cr.)

A treatment of special topics in Organic Chemistry with special consideration given to reaction mechanisms, stereochemistry, molecular structure, and selected methods of synthesis. Prerequisite: CHE 211. Three hours of lecture weekly.

CHE 420 Instrumental Analysis (4cr.)

Fundamental principles of various instruments and methods as associated with them in analysis by colorimetry, coulometry, refractometer, spectroscopy, chromatography, and magnetic resonance. Prerequisite: CHE 311. Three hours lecture, four hours laboratory weekly.

CHE 433 Qualitative Organic Analysis (4cr.)

Designed to acquaint the student with various methods of identifying organic compounds through an extended treatment of class reactions, test for chemical properties, and the preparation of derivatives. Prerequisite: CHE 211. Two hours lecture, four hours laboratory weekly.

CHE 450 Senior Research Seminar (4cr.)

Requires a research project selected by the student and approved by the assigned research advisor. Students are familiarized with chemical literature and procedures. CHE 201, 211 and 311 or consent of advisor. Two hours lecture, four hours laboratory weekly.

CHE 499 Independent Study (2 - 4cr.)

A laboratory and library investigation of chemical problems with a research project of interest. Prerequisite: Consent of instructor.

COMPUTER INFORMATION SYSTEMS

CIS 121 Keyboarding (3 cr.)

Acquaints students with the method of keyboarding to attain speed and proficiency in inputting information in a computerized setting (Students can receive credit for

this course by passing a proficiency test given by the Department).

CIS 124 Keyboarding II (3 cr.)

Continues development of students' keyboarding skills leading to mastery of speed and proficiency in inputting information in a computerized setting.

Prerequisite: CIS 121

CIS 162 Micro-Computer Applications (3cr.)

Students receive in-depth, hands-on experience in word processing, spreadsheet, presentation software, and database applications. Prerequisite: Demonstrated keyboarding proficiency or CIS 121.

CIS 163 Introduction to Computer Information Systems (3 cr.)

Introduces students to the basic concepts and procedures required to use the computer as a learning, problem-solving, communications, and research tool. Includes Internet applications.

CIS 263 Data Communications (3cr.)

Technology and concepts of data communications and networks, implementation and management of local area networks into wide area networks. Prerequisite: CIS 163.

CIS 265 Web Development (3 cr.)

Provides an in-depth study of web services, including how to write HTML, set up and configure a variety of popular web servers, and capture information to external databases. Students set up their own web servers, develop text and graphic intensive web pages, use hyperlinks and examine the potential of Java, Shockwave, and VRML applets. Prerequisite: CIS 163.

CIS 360 Database (3 cr.)

Involves extensive study of modern database technology, exposing students to the development of database management systems. Prerequisite: CIS 163.

CIS 362 Introduction to Computer Hardware/Software (3cr.)

Covers the basics of computer architecture and how computer hardware and software interact in microcomputers. Troubleshooting of computer problems and replacement of defective hardware and software is covered. Prerequisite: CIS 263.

CIS 368 Visual Basic (3cr.)

Introduces students to visual basic programming in the windows environment. Concepts of structured and object oriented programming are introduced. Prerequisite: CIS 163.

CIS 369 C++ Programming (3cr.)

Introduces students to object-oriented programming, using C++ language. Topics include classes and data types, logic constructs, file operations, algorithms, and program development. Prerequisite: CIS 163.

CIS 460 Client/Server Essentials (3 cr.)

Information needed to understand, implement, and integrate computer systems clients and servers. Emphasis is placed on definitions, functions, and philosophies of systems clients and server design, documentation, and integration of systems. Prerequisites: CIS 263 and CIS 362.

CIS 461 Enterprise Networking (3 cr.)

An advanced course in integrating servers throughout a wide area network. Emphasis is placed on the various components that make up company and/or worldwide networks. Included TCP/IP, WIN. DHCP and multiple server systems. Prerequisite: CIS 460.

COMPUTER SCIENCE

CSC 160 Introduction to Computing (1cr.)

Introduces students to the basic concepts and procedures required to use the computer as a learning, problem-solving, communications, and research tool. This course features word processing, spreadsheets, presentation software, databases, and Internet applications. For non-business majors.

CSC 200 Introduction to Computer Science (3cr.)

Introduction to the basic concepts and procedures required in the use of the computer as learning, problem-solving, communications, and research tool. Instruction provided on computer concepts, computer hardware and software, presentation software and data communications. Students will receive hands-on experience on specific computer applications packages, such as word processing and spreadsheets, and are introduced to programming languages. Prerequisite: Typing proficiency.

CSC 201 Programming I (3cr.)

Introduction to Structured Programming. Topics emphasized include basics of a structured programming language such as C, memory concepts, decision-making, equality and relational operators, control structures, and functions. Prerequisite: CSC 200, equivalent, or permission of Department Chair.

CSC 202 Programming II (3cr.)

A study of advanced structured and object-oriented programming. Topics emphasized include introduction of classes and data abstractions, operator overloading, inheritance, virtual functions, polymorphism, and stream input/output. Prerequisite: CSC 201.

CSC 205 Application Design I (3cr.)

An introduction of visual basic and windows integrated development environment, designing windows base applications, control structures, procedures and functions, arrays, basic graphical user interface controls, properties, events, and methods. Prerequisite: CSC 200, equivalent or permission of Department Chair.

CSC 305 Application Design II (3cr.)

A study of advanced application design using Component Object Model, ActiveX technology and advanced Graphical User Interface Concepts. Instruction also is provided on mouse and keyboard events, Error Handling and Debugging, Sequential and Random Access File Processing, Multimedia Designs and other Object-Oriented programming in the Windows environment. Prerequisite: CSC 205.

CSC 310 Data Structures (3cr.)

A study of data structuring using structured variables, stacks, queues, linked lists, and trees, recursive procedures, applications to sorting and merging, templates, Exception Handling, File processing sequential, random, Bits and Characters, Strings, and the processor. Prerequisite: CSC 202.

CSC 321 Internet Programming (3cr.)

Instruction provided to students on how to create static and dynamic hypertext markup language (HTML) pages, basic internet and intranet concepts, technologies and Microsoft tools that enable web site development, and the creation of web sites using the MS FrontPage web authoring and management tool. Prerequisites: CSC 201 or 205, or permission of the chair.

CSC 405 Numerical Analysis (3cr.)

Provides students instruction on selected topics from solutions to nonlinear equations, polynomial interpolation, numerical differentiation and integration, solutions to systems of linear equations and initial value problems. Prerequisites: MAT 216 and CSC 201. Offered during the fall semester in alternate years.

CSC 450 Special Topics in Computer Science (3cr.)

Students work independently under the supervision of one or more faculty members of the Department of Mathematics. Students may select topics from the following areas: Java or Visual Java Programming, Networking, advance web site design, Visual C++ programming, and advanced visual basic database development. Prerequisite: Junior or senior and permission of department chair.

CRIMINOLOGY/CRIMINAL JUSTICE (CCJ)

CCJ 101 Physical Agility (1 cr.)

The physical agility course that mirrors the physical standards for police officers sanctioned by the Virginia Department of Criminal Justice Services. The course allows students to improve their physical condition and enhance their self-confidence. May be used to fulfill the PED 101 requirement.

CCJ 102 Basic Marksmanship (1 cr.)

Review of the history of competitive shooting and the study and practice of the skills needed to become a skilled marksman. The course will include the study of the rules governing the major three position shooting sports competitions for both Smallbore and Air Rifle. Students will have the opportunity to participate in organized competitions. May be used to fulfill the PED 101 requirement.

CCJ 180 Introduction to the Criminal Justice System (3 cr.)

A survey course in the process and agencies involved in the administration of criminal justice: the legislature, the police, the prosecutor, the public defender, the courts and corrections. Prerequisite for all other Criminal Justice courses.

CCJ 205 Criminology (3 cr.)

An examination of the field of criminology, including its theories, basic assumptions, and definitions.

CCJ 210 Police in America (3 cr.)

A survey of police functions (law enforcement, order maintenance, public service, and problem solving) and responsibilities, including organizational and management aspects.

CCJ 226 Substance Abuse: Causes, Consequences and Treatment (3 cr.)

A survey course examining issues in substance abuse and addiction from the perspectives of psychology, criminology, and social work. The course will include

such topics as the psychological causes of substance abuse and addiction, the impacts of substance abuse and addiction on the criminal justice and other social systems, and treatment alternatives.

CCJ 310 Police Problems and Practices (3 cr.)

An analysis of both traditional and contemporary issues and problems existing in policing. Topics represent a wide variety of concerns including: corruption, use of deadly force, and the utilization of law enforcement to combat illegal drugs, corporate crime, computer crime, and terrorism.

CCJ 314 Criminal Investigation (3 cr.)

An introduction to fundamentals of investigation; crime scene search; recording, collecting, and preserving evidence; sources of information; interview and interrogation; case preparation and presentation; and the investigation of selected specific offenses.

CCJ 319 Correctional Theories and Practices (3 cr.)

Examination of the development of corrections with special focus on the U.S. system; recent innovations; future correctional systems structure and programs.

CCJ 320 Probation, Pardon, and Parole (3 cr.)

A comprehensive review of various community based rehabilitation and treatment efforts includes analysis of probation, parole, work release, halfway houses, administrative processes and other methods of reintegrating the offender into society.

CCJ 330 Criminal Procedures: The American Court System (3 cr.)

General overview of the development of the criminal justice system with special focus on the roles of the judge, prosecutor, jury, defense attorney, the trial process, presentencing procedures, and contemporary issues of the criminal court.

CCJ 331 Juvenile Justice (3 cr.)

Overview of the juvenile justice system, court processing and dispositions of cases involving delinquent youth. Examination of case law and legal decisions affecting the due process rights of juveniles. Topics include current trends, juvenile justice issues, methods and programs in institutional and community settings.

CCJ 414 Community Policing (3 cr.)

The origin, development, theory, and practice of the community policing movement. Implementation successes and failures. Topics include the potential of community policing to be more effective than traditional policing in dealing with problems of crime and disorder.

CCJ 450 Criminal Law: Legal Aspects of Law Enforcement and Corrections (3 cr.)

Criminal procedures/procedural aspects of the legal process: analysis of criminal constitutional limitations from the arrest to release in the administration of criminal justice: legal restraints on police; relations between state and local criminal authority and jurisdictional problems.

CCJ 460 Analyzing Community Crime Problems (3 cr.)

An examination of techniques to analyze crime patterns and trends, crime forecasting and predictions, and methods of analyzing groups of incidents to discover problems. Topics will include the design of responses to problems detected and methods used to determine response effectiveness.

CCJ 460 Victimology (3 cr.)

The role of victims in crimes, their treatment by the criminal justice system, their decisions to report crimes and help prosecute offenders, and victim compensation. Special focus is placed on sexual battery, battered women, and child abuse.

CCJ 464 Organized Crime (3 cr.)

History, development and current status of the organization of crime and of criminal organizations. Examination of law enforcement methods used to combat organized crime. Topics include 'traditional' organized crime, drug cartels, and organized white-collar crime.

CCJ 486 Senior Seminar (3 cr.)

Readings, discussions, and written papers on selected problems and issues in Criminology and Criminal Justice. Discussion of professional options in the field. One purpose of this course is to assist students to integrate the diverse aspects of the discipline into their other course work.

CCJ 490 Selected Topics (3 cr.)

An in-depth study of a topic of current interest in Criminology and/or Criminal Justice. Prerequisite: CCJ 180 or CCJ 205 or permission of the instructor.

CCJ 491 Financial Investigation (3 cr.)

The course takes a forensic accounting approach to assist in the solving of financial crimes. The techniques covered enable the investigator to prove culpability, identify perpetrators and/or enhance the sentence of violators found guilty of crimes. For the non-investigator, the course will assist in the detection of employee/officer crimes in order to protect the assets of the firm. Prerequisite: CCJ 180, CCJ 330 and CCJ 450 or Three (3) hours of Accounting, and a grade point average of 2.8 or better.

CCJ 492 Criminology/Criminal Justice Internship

Field placement in an approved criminal justice agency for integration of theory and practice through participant observation study. A maximum of 15 hours of credit may be earned.

CCJ 499 Independent Study/Research (1 – 3 cr.)

The student is provided the opportunity to select and research relevant criminology/criminal justice topics, under the supervision of an instructor. Prerequisites: A basic course in social research, grade point average of 3.0 or better, and permission of the instructor.

ECONOMICS

ECO 200 Consumer Economics (3 cr.)

Focuses on the specific consumer issues one encounters as a responsible adult and a citizen in good standing and provides an overview of the roles of the individual, business, government, and foreign trade in the American economy. It answers fundamental questions of how to keep up with the cost of living; what are the economic principles underlying spending decisions; how to cope with the complexities of the marketplace; and how to manage personal resources. (May not count toward the business major.)

ECO 231 Principles of Economics (3cr.)

Provides instruction on basic topics in macroeconomics. Topics include supply and demand analysis, inflation, unemployment, national income determination, fiscal and monetary policy, and international economic issues.

ECO 232 Micro-Economics (3cr.)

Provides instruction on the theoretical, economic analysis of the firm and industry. Key topics include production, value, and distribution, as well as a study of general equilibrium analysis. Prerequisite: ECO 231.

ECO 431 Comparative Economic Systems (3cr.)

Focuses on the development of major economic systems, including capitalism, command-based economies, and economies in transition, in the context of their various political and social environments. Similarities and differences are examined as well as evaluation of changes and their impact in selected countries. Prerequisites: ECO 231 and ECO 232.

EDUCATION

(Note: FB indicates Field-Based Instruction)

EDU 220 Foundations of Education (2cr.)

A broad view of the origin, nature, and scope of American Education is presented. Emphasis is placed on trends in history and philosophy that have helped shape the aims, curriculum, organization, administration, and supervision of the American Education System. The impact of ancient philosophies is thoroughly investigated. Development of a Philosophy of Education consistent with democratic ideals represents an objective of this course.

EDU 321 Curriculum and Instructional Strategies for Diverse Learners (3cr.)

Examines the foundation of learning processes for diverse learners (including: multi-cultural, developmentally disabled, exceptional learners, the gifted/talented, and ESL). Candidates explore instructional methods and strategies for implementing curriculum as it relates to the Standards of Learning. Multiple means of resources and technology are used as tools for instruction.

EDU 322FB Curriculum and Instruction: Strategies for Diverse Learners FB (0cr.)

Provides opportunities for teacher candidates to move from observation to practicing techniques in a variety of educational settings

EDU 323 Adaptive Constructivist Teaching (3cr.)

Focuses on hands-on techniques for teaching core subjects. Strategies for developing critical thinking skills, creativity, and practical application of lessons that address individual student needs are emphasized. Topics include the following: differential instruction, cultural awareness, motivating reluctant learners, flexible grouping, and techniques for teaching elementary mathematics and science.

EDU 324FB Adaptive Constructivist Teaching: Math and Science (0cr.)

Provides opportunities for teacher candidates to move from observation to practicing techniques in a variety of educational settings.

EDU 329 Reading and Writing in the Content Areas (3cr.)

Addresses alternative teaching strategies in the content areas, with special attention given to reading and writing in content areas that improve content literacy, comprehension, critical thinking, and appreciation for literature appropriate to the discipline. Instruction in study skills, time management, and studying with the text are included. Prerequisites: EDU 220, 321, 323.

EDU 331-EDU 431 Emergent Literacy and Developmental Reading I & II (6cr.)

Focuses on the significance of language acquisition, learning to read, and methods for diagnostic reading and remediation. Students examine techniques and methods of teaching reading, including phonemic awareness, word attack skills and their connection to comprehension.

EDU 332FB-EDU 432FB Emergent Literacy and Developmental Reading (0cr.)

Allows candidates to apply methods and theories of reading programs in classroom settings. Exposure to various reading programs enhances learning and offers a variety of teaching strategies appropriate for student learning at all levels.

EDU 340 Computers and Technology in Education (3cr.)

Examines a variety of instructional media such as: Laser Disc, Digital Imagery, Computer-Assisted Instruction, and personal productivity tools. Emphasis is placed on systematically enhancing the teaching-learning process with multi-media instruction and effective computer usage. The Virginia Computer Standard for Instructional Personnel serves as a basis for this course.

EDU 341FB Computers and Technology in Education (0cr.)

Emphasized technology as an essential tool for instruction. Students examine various means of technology in various school settings and examine strategies for application in the various disciplines.

EDU 422FB Interdisciplinary Studies Instruction: Design and Practice (3cr.)

Provides opportunities for elementary teacher candidates to move from observation to practicing techniques in a variety of educational settings.

EDU 423FB Curriculum and Instruction in Secondary Schools (3cr.)

Provides opportunities for secondary teacher candidates to move from observation to practicing techniques in a variety of educational settings.

EDU 424 Student Teaching (9cr.)

Provides students opportunity to apply teaching competencies acquired in the Teacher Education Program and content area discipline to a classroom setting under the supervision of a University supervisor and the classroom cooperating teacher. Prerequisites: Completion of all courses, passing Praxis I and II.

EDU 425 Reflective Teaching Colloquium (3cr.)

Emphasizes teaching as a profession. A problem-solving, research-based approach is used to deal with specific issues related to the 'real world' of teaching encountered by the student teacher. Prerequisites: Completion of all courses, passing Praxis I and II.

EDU 490 Critical Issues in Education (1cr.)

Provides an opportunity for students to view education from different perspectives by focusing on selected topics related to characteristics of the teaching profession. Exploration of Action Research is a major focus of the course.

XED 250 Introduction to Special Education (2cr.)

Focuses on the study of exceptional children, including the gifted child who is at-risk, with emphasis on educational programs, trends, historical overview, teacher accountability, and legal issues.

XED 251FB Introduction to Special Education (0cr.)

Requires candidates to spend a prescribed number of hours at specific school sites observing and assessing the real world of practice to expand the University classroom experience.

XED 340 Characteristics of Exceptionalities (3cr.)

Definitions, theories of etiology, characteristics, basis for various strategies and managements, and criteria for placement of students with learning disabilities, emotional/behavioral disorders, and mild mental retardation.

XED 341FB Characteristics of Exceptionalities (0cr.)

Provides opportunities for teacher candidates to observe students in a classroom setting appropriate to their endorsement area. Students work with small groups for a specific number of hours at the elementary, middle, and/or high school levels.

XED 353 Language Acquisition for Exceptional Learners (2cr.)

Provides an overview of the structure and function of oral and written language, handwriting, spelling and reading as they relate to the curriculum in Special Education. Field-based experience required. Prerequisites: XED 341, 351.

XED 354FB Language Acquisition for Exceptional Learners (0cr.)

Provides opportunities for candidates to earn a prescribed number of hours in their endorsement areas by helping students at specific school sites build language skills.

XED 355 Vocational Acquisition for Exceptional Children (2cr.)

Provides study of assessment instruments and techniques for individuals with special needs. Field-based experiences required.

XED 356FB Vocational Acquisition for Exceptional Children (0cr.)

Provides opportunities for candidates to observe secondary students in preparation for transition to postsecondary education or vocational experiences.

XED 358 Classroom Management for Exceptional Children (3cr.)

Focuses on the study of principles and practical application and behavior management related to planning and classroom organization for exceptional individuals. Basic research design, positive practices, group contingencies, and non-aversive punishment techniques are emphasized.

XED 359FB Classroom Management for Exceptional Children (0cr.)

Provides opportunities for students to observe theories in practice and to design management techniques to correct specific observed behaviors.

XED 453FB Instructional Programming for Exceptional Learners (3cr.)

Designed to provide students with skills in planning, developing, implementing and evaluating programs for students with special needs. Addresses classroom organization, development and implementation of individual educational programs (IEP), group instruction, curriculum strategies and adaptation for transferring content area material to students with disabilities. Prerequisites: XED 341, 351 and 353.

XED 322FB Characteristics of Students with Behavioral and Emotional Disorders (3cr.)

Designed to prepare students for student teaching. The student is provided an opportunity to practice and apply teaching theory and techniques learned in class to instruction of students in a school setting appropriate to his/her endorsement area. The prospective teacher works with selected students who may have

classroom behavioral problems to develop additional behavioral management techniques.

XED 352FB Characteristics of the Mentally Retarded (0cr.)

Explores the definition, classification, procedure and etiology of behavior and problems of the mentally retarded. Pre-requisite: XED 250.

IDS 119 Introduction to Teaching (2cr.)

Offers a first look at the teaching profession as it relates to the roles and responsibilities of the classroom teacher in multiple settings.

IDS 190-191 Fundamentals of Learning I & II (1cr. each)

This course provides students who wish to become endorsed in Education the opportunity to acquire skills related to national educational requirements. Students are engaged in computer-based learning that focuses on assessment and enhancement of reading, writing and mathematics skills. Students learn to work in a Windows-based network environment, enhancing their knowledge of computers as an instructional tool. Students also learn to operate and navigate instructional software while preparing for external computer-based and written assessments. Prerequisite: None. Credit, 1 hour each.

IDS 192, 193, & 194 Fundamentals of Teaching Praxis II

This course is designed to provide students with information and guidance while preparing for the Praxis II assessment required for their discipline. Candidates need to complete this assessment before entering the Student Teaching phase of the Teacher Education Program. Instruction is individualized according to a candidate's major.

IDS 255 Orientation to Educational Environments – Pre-school Programming (1cr.) (Non-licensure course)

Provides an overview of terminology and programs and concepts utilized in schools. Various topics for discussion include rules/regulations, grading, assessment, discipline procedures, and the role/function of school personnel, Standards of Learning, specialized school programs, and special school populations. It is designed for anyone who wants to work in the school environment on a voluntary or paid basis.

IDS 260-261FB Survey of Community-Based Education in After-School Programming (3cr.) (Non-licensure courses)

Exposes students to the concept of the Community Educator as a reflective strategist. Students are exposed to educational programming in community-based agencies and auxiliary schools where support programs are needed to provide educational enrichment. Instruction focuses on the use of learning and developmental strategies for educational programming.

IDS 290 Fundamentals of Learning – Reading and Writing (2cr.)

This course seeks to aid candidates in the refinement and enhancement of learning strategies. Reading and writing instruction focuses on strategies to decode information from multiple disciplines. Reading activities include literature taken from humanities, social sciences, science and technology. Writing activities are focused on responding to a variety of prompts from multiple disciplines and construction of appropriate essays. Students learn to develop a writing style, present opinions, and support those opinions with facts and other relevant information.

IDS 291 Fundamentals of Learning – Mathematics (2cr.)

Designed to give instruction in applied mathematics and introductory algebra to

students who seek a license to teach, the course focuses on the application of mathematics skills in the context of problem solving. Topics include the following: Number Sense and Operation (positive and negative integers related to solving equations), Data Comprehension (statistics, graphs, and data interpretation), Mathematical Relationships (ratios and proportions, patterns of algebraic expressions), Geometry and Measurements (perimeter, area, volume of 2- and 3-dimensional objects), and Algebra (one and two variable expressions).

IDS 426 Senior Field Experience (6cr.) (Non-licensure course)

Provides opportunity for students to apply the instructional competencies required in the Community-Based Education Program and the content area to a community-based or auxiliary education setting under the supervision of a University supervisor and the community field site supervisor.

IDS 427 Senior Field Experience Seminar (3cr.) (Non-licensure course)

Accompanies IDS 426 and facilitates student growth relevant to strategies and techniques for programming associated with facilitating student learning. Students also learn about the roles of a community based educational strategist.

IDS 435 An Exploration of Educational Environments (3cr.) (Non-licensure course)

Provides opportunities for students to explore alternative educational positions in a variety of settings. It also focuses on educational leadership, instruction, and/or management in community-based agencies or support programs.

IDS 459 Communication Arts for the Hearing Impaired (3cr.)

Introduces basic principles and practices of sign language structure and vocabulary. Provides intensive practice in receptive and expressive fingerspelling. May be used to fulfill the General Education requirement in elementary foreign language.

ENGLISH

ENG 100 Freshman Communication Skills Course (3cr.)

Review the fundamentals of communication skills. Primary emphasis is placed on the basic principals of composition. This is the suggested course for entering students who do not score satisfactorily on the English Placement Examination. The credits for this course do not count toward meeting degree requirements.

ENG 101 Freshman Composition I (3cr.)

Focuses on standards and appropriateness of acceptable written expression from the sentence to short composition; involves student exploration and expansion of creative self-expression. A grade of "C" or better is required.

ENG 102 Freshman Composition II (3cr.)

Principles of rhetorical expression and their application to the writing of expository themes; special attention given to the effective use of the library, resource materials, and preparation of the longer essay and library paper. Prerequisite: ENG 101. A grade of "C" or better is required.

ENG 200 The English Essay Exam (0cr.)

Registers students for the English Essay Exam. Students meet once for administering of the exam. A passing grade on the English Essay Exam is required of all students in order to graduate. Prerequisites: A grade of 'C' or better in ENG 101 and 102. Passing grade in either HUM 225 or 226. No college credit.

ENG 303 Advanced Composition (3cr.)

Emphasizes the principles of style and rhetoric underlying a variety of expository forms. Attention is given to developing critical thinking, improving written expression, and clear synthesizing of researched materials. Attention also is given to the knowledge, skills, and processes of English as defined in the Virginia Standards of Learning. Prerequisites: ENG 101 and 102, HUM 225 and 226. Offered spring semester.

ENG 304 Creative Writing (3cr.)

Allows students opportunity to study and/or compose a number of forms: poetry, dialogue, dramatic scenes, radio plays, pantomimes, prose fiction, essays, and others. Publication of a literary magazine is the aim of the semester's work. Offered in alternate years, fall semester.

ENG 313 History of the English Language (3cr.)

Emphasizes the origin and development of the language: the phonology, morphology, syntax and vocabulary; social and regional dialects at the present time in American English; the nature and development of language and its impact on vocabulary and spelling. Offered in alternate years, spring semester.

ENG 323 American Literature I (3cr.)

Examines American literary works from Puritan beginnings to the mid-nineteenth century, with attention given to the contributions of Frederick Douglass and other African-American writers. Prerequisites: ENG 101 and 102. Offered fall semester.

ENG 324 American Literature II (3cr.)

Examines works from American Realism to the present, with attention given to African-American writers, including Toni Morrison, Paule Marshall, and Rita Dove. Prerequisites: ENG 101 and 102. Offered spring semester.

ENG 328 British Literature I (3cr.)

Provides a survey of important British writers and writings from the major literary periods: Anglo Saxon, Medieval, Renaissance, and Neo-classical. It explores the relationship between history and literature. Offered in alternate years, fall semester.

ENG 329 British Literature II (3cr.)

Offers a survey of important British writers and writings from the last three major literary periods: Romantic, Victorian, and Modern. Students study all genres, including the novel. Offered in alternate years, spring semester.

ENG 337 African American Literature I (3cr.)

Provides a survey of black writers in America, spanning the eighteenth to mid-twentieth centuries. It also examines the relationship between the African American writer's art and the American literary, social, and political scenes. This course traces the evolution of independence toward African American aesthetics. Some attention is given to early folk literature and to the vernacular. Offered in alternate years, fall semester.

ENG 338 African American Literature II (3cr.)

Provides a survey of Black American literature from the mid-twentieth century to the present. It examines literature of the modern, the Black Aesthetic (Black Arts Movement), and the contemporary periods. The course focuses on major writers like James Baldwin, Amiri Baraka, Paule Marshall, Maya Angelou, Ishmael Reed, August Wilson, and Rita Dove. Emphasis is placed on literary theory and literary criticism. Offered in alternate years, spring semester.

ENG 340 Modern English Grammar (3cr.)

Introduces students to structural linguistics by Investigating syntactic principles of modern linguistics as they apply to the theoretical study of grammar. Attention is given to the phonology, morphology, and the syntax of English. Offered fall semester.

ENG 341 Introduction to Linguistics (3cr.)

Introduces students to the practical aspects of English grammar; and concentrates on sentence analysis, grammatical construction, usage problems, and stylistic elements. The course explores the nature of language, dialect, and other language issues. Offered spring semester.

ENG 354 Contemporary Literature (3cr.)

Examines poetry and fiction by significant contemporary authors. Students read literature from diverse world cultures, including non-western materials. Offered in alternate years, fall semester.

ENG 426 The Novel (3cr.)

Offers a study of selected novels, with attention given to the historical development of the English novel from its beginnings to the early Twentieth Century. Offered in alternate years, spring semester.

ENG 433 Shakespeare (3cr.)

Provides a study of selected history plays, comedies, and tragedies. Historical background, sources, and significant criticism are required as concurrent reading. Offered in alternate years, spring semester.

ENG 441 World Drama (3cr.)

Provides a survey of the development of Western and non-Western world drama from ancient Greece to the present, including major theories and styles. Offered in alternate years, fall semester.

ENG 453 Rhetorical Criticism (3cr.)

Provides students with critical tools for examining various forms of rhetoric, including speeches, arguments, editorials, advertisements, propaganda, news reports, and other non-fiction works. The course will also survey the art of rhetoric from the Classical Period to the 20th century, paying particular attention to the major critical studies of rhetoric produced during the past thirty years. Offered in alternate years, fall semester.

ENG 454 Introduction to Literary Criticism (3cr.)

Provides a survey of critical approaches, their particular contributions, and/or limitations are questioned. Special emphasis is placed on close reading of texts and the relation between formal elements and meaning. Offered in alternate years, spring semester.

ENG 490 Selected Topics (3cr.)

Features a study of selected fiction or non-fiction reading and instruction in areas of interest to English majors. Course content will change from semester to semester and may concentrate on genre, theme, ethnic or gender emphasis, or topical issues. Eligibility is determined after conference with instructors. This course may be repeated for credit, provided that content is different. Offered fall or spring semester in alternate years.

ENG 495 Senior Seminar (3cr.)

Reviews the major works of American, African American, and British literatures and the major ideas in literary theory. Students will work with an advisor to

produce a researched, academic essay on an important topic in English. Other assignments involve editing a brief passage for errors and analyzing professional texts. Prerequisite: Senior status. Offered fall and spring semesters.

ENG 499 Independent Study (3cr.)

Provides opportunity for the student, in consultation with advisors, to arrange a reading program on a topic of interest to him or her. Required assignments, tests and essays, are determined through consultation with advisors. Eligibility is determined after a conference with instructors. Offered fall and spring semesters.

ENTREPRENEURIAL MANAGEMENT

ENM 315 Entrepreneurship (3 cr.)

Course covers how businesses are started. Major topics include: understanding the entrepreneurial spirit, seeking and evaluating opportunities for new ventures and what it takes to convert ideas into opportunity for new businesses. A major portion of the course is developing a feasibility study for a new entrepreneurial business and the beginning of goals and objectives for a business plan.

ENM 356 Management/Stakeholder Relations (3 cr.)

Course focuses on the unique management needs of the small, entrepreneurial business. Emphasis is placed on daily operations; individual development; management of conflict and relationships; payroll, compensation, benefits and insurance decisions; technology administration; succession planning and formalizing the firm. Observation or an internship with a small business is an important component of this course. *Prerequisite: MGT 314*

ENM 452 Performance Planning and Management (3 cr.)

Course covers financing of an entrepreneurial venture. Major topics include identifying seed and growth capital from venture capital sources, investment banking, government initiatives and commercial banks. Among topics discussed are valuing a company, initial financial needs, breakeven analysis and cash-flow management. Also included is the cost analysis of payrolls, benefits, and insurance. *Prerequisites: ENM 315, FNB 300, and MKT 370.*

FORENSIC SCIENCE

CFS 425 Forensic Science Analysis (4cr.)

An examination of modern analytical chemical methods used for the detection, identification, analysis and comparison of evidence in forensic research. Prerequisite: CHE 420. Three hours lecture, three hours laboratory weekly.

CFS 430 Forensic Science Practicum/Internship (0cr.)

A full-time, ten-week hands-on study laboratory in an approved Forensic Science laboratory. Prerequisites: Senior standing, Forensic Science major, and grade point average of 2.0 in all previous science and mathematical courses.

CHE 499 Independent Study (2 – 4 cr.)

Students investigate a chemical problem using the laboratory and library. Prerequisite: Consent of Instructor.

FINANCE and BANKING

FNB 300 Principles of Finance (3 cr.)

Provides students with a basic understanding of financial decisions and analyses pertinent to the management of a business firm. Topics include financial analysis, planning needs for short-term and long-term funds, capital budgeting, cost of capital, and methods of raising funds to finance growth of business enterprises. Prerequisite: ACC 201.

FNB 332 Urban Economics (3cr.)

Focuses on urban-related economic issues. Topics include urban problems, urban development programs, externalities, urban public financing, and government economic policies related to urban areas. Prerequisite: ECO 232 and FNB 300.

FNB 344 Banking and The Financial System (3cr.)

Introduces students to the functions of the commercial banking system and other financial institutions. Topics include the flow of funds, the role of the interest rate in money and capital markets, supply and demand of loanable funds, the corporate securities markets, municipal obligations, and the impact of monetary and other government policies on the financial markets. Prerequisite: FNB 300.

FNB 441 Investments (3cr.)

Focuses on the market for long-term corporate securities. Emphasis is given to structure and function of primary and secondary markets for stocks and bonds, security valuation, analysis, and selection; efficiency of securities markets; portfolio selection principles; and use of mutual funds as investment vehicles. Prerequisite: FNB 300.

FNB 442 Risk Management (3cr.)

Examines the nature of risk and the means of reducing risk through various forms of insurance and hedges. Prerequisite: FNB 300.

FNB 443 International Trade and Finance (3 cr.)

Focuses on financing international trade and other transactions; consideration of foreign exchange markets, and exchange rates; balance of payments and international capital movements; the nature of international payments. Also includes foreign central banking and current developments in international financing cooperation, and trade theory, commercial policy and trade problems in developing countries. Prerequisite: FNB 300.

FNB 444 Financial Decision Making (3 cr.)

The search for optimal solutions to financial management problems via applications of financial theories and analysis techniques. Includes coverage of capital budgeting, risk analysis, CAPM, capital structure, mergers, dividends, policies, working capital management. *Prerequisite: FNB 300*

FRENCH

FRE 101-102 Elementary French (3cr. per semester)

An introduction to the language and civilization of France, including grammar, syntax, vocabulary, pronunciation, diction, conversation, and composition. Prerequisite for FRE 102: FRE 101.

FRE 205-206 Intermediate French (3cr. per semester)

A continuation of grammar, vocabulary, conversation, and composition begun in Elementary French with emphasis on conversation and reading of texts chosen for their literary quality and their information about French civilization and culture.

Prerequisite for FRE 205: FRE 102 or required high school units. Prerequisite for FRE 206: FRE 205.

FRE 307 French Composition (3cr.)

Intensive study of idiomatic expressions, syntax, and translation. Prerequisite: FRE 206 or three or more years of high school French.

FRE 309-310 French Civilization (3cr.)

The great cultural epochs of France, art, history, literature, music, philosophy, and science in the most characteristic phases of development. Prerequisite FRE 206, three, or more years of high school French.

FRE 312 Literature of the Seventeenth Century (3cr.)

French Classicism with emphasis on Corneille, Racine, and Moliere. Prerequisite: FRE 310. Conducted in French. Offered in alternate years.

FRE 333 French Conversation (3cr.)

Practice in patterns of oral French, self-expression, and vocabulary building. Prerequisite: FRE 206 or three or more years of high school French. Conducted in French.

FRE 400 French Seminar (3cr.)

Discusses the interrelationships of various literary, artistic, and scientific trends in French literature. The student is required to develop and present a topic on some phase of French literature. For seniors only. Conducted in French.

FRE 415 Crosscurrents of Contemporary French Literature (3cr.)

A study of the ideas of representative authors in poetry, drama, and the novel. Prerequisite: FRE 310. Conducted in French. Offered in alternate years.

FRE 423 French Poetry (3cr.)

The development of French poetry from Villon through the Nineteenth Century with emphasis on romanticism and symbolism. Prerequisite: FRE 310. Conducted in French. Offered in alternate years.

FRE 434 The French Novel (3cr.)

Studies in the evolution of the novel from *La Princesse de Cleves* through the nineteenth century, with emphasis on Realism and Naturalism. Conducted in French. Offered in alternate years.

FRE 499 French Reading List (3cr.)

An independent reading course with selected readings not particularly emphasized in other courses. Periodic conferences with the instructor are required to discuss oral and written reports. Prerequisite: Permission of instructor.

GENERAL STUDIES

GST 004 Orientation and Interpersonal Awareness (1cr.)

Focuses on developing the personal skills necessary for success in the classroom and as a foundation for career success. Emphasis is placed on interpersonal awareness.

GEOGRAPHY

GEO 203 Principles of Geography (3cr.)

Introduces students to the basic ideas and methods used in the study of the earth's physical and cultural environment and human beings' relation to it.

GERMAN

GER 101-102 Elementary German (3cr. per semester)

Conversation, grammar, vocabulary, composition, and reading for students having no previous knowledge of the language. Prerequisite for GER 102: GER 101.

GER 205-206 Intermediate German (3cr. per semester)

Continuation of grammar and reading of texts chosen for their literary quality and information about German civilization and culture. Prerequisite: GER 102 or two years of high school German. Prerequisite for GER 205: GER 102 or required high school units. Prerequisite for GER 206: GER 205. Credit, 3 hours per semester.

GER 307-308 Third-Year German (3cr. per semester)

Reading of general interest, including individual reading assignments, oral reports, and a term paper directly related to the student's major. Advanced conversation. Of value to all majors. Prerequisite: GER 206 or three or more years of high school German.

GER 333-334 German Conversation and Composition (3cr.)

Practice in patterns of oral German, self-expression, vocabulary building, and listening comprehension. Discussions and oral reports requiring active student participation. Practice in written German through study of idiomatic expressions and syntax, written reports, topical conversation, and creative writing. Prerequisite: GER 206 or three or more years of high school German.

GER 499 Independent Study (3cr.)

The student, in consultation with advisors, arranges a program on a topic of interest. Required assignments are determined through consultation with advisors. Eligibility determined after conference with instructor. Offered fall and spring semesters.

HEALTH

HLH 101 Personal and Community Health (1cr.)

A study of health information derived from scientific studies that are related to major health problems. Materials are presented to assist the student in living a more effective life and making better decisions concerning his/her physical, mental, and emotional health.

HISTORY

(Note: Where prerequisites are indicated, students may also be admitted by permission of the instructor).

HIS 145 World Civilizations I (3cr.)

The historical development of world cultures, including the ancient Near East, the Far East, Greece, Rome, Africa, and Europe, up to the 16th century.

HIS 146 World Civilizations II (3cr.)

The development of world cultures and history from the 16th century to the present.

HIS 200 Research Methods (3cr.)

An introduction to the methodologies and skills of the historical enterprise. In addition to skills development, the course is intended to introduce students to the broader issues implicit in 'doing history,' including the nature of history itself, the development of the historical profession, and the values and challenges of what one might call 'historical-mindedness.' Sophomore Status or Higher. Offered annually, spring semester.

HIS 201 United States History to 1865 (3cr.)

A survey of American history from the Colonial period to the Civil War. Offered annually, fall semester.

HIS 202 United States History Since 1865 (3cr.)

A survey of the major developments of modern American history from the Reconstruction Era to the present. Offered annually, spring semester.

HIS 225 African-American History I (3cr.)

A study of the role and contributions of African Americans in the development of the American nation from colonial times through the Reconstruction Era. Offered annually, fall semester.

HIS 226 African-American History II (3cr.)

A study of the role and contributions of African Americans in modern American society since 1865. Offered annually, spring semester.

HIS 310 Ancient Regime Europe (3cr.)

An in-depth study of Europe during the Early Modern period, 1598-1789. Topics emphasized include the debate between the privilege-principle and theories of rationalism and/or egalitarianism, Absolutism vs. Constitutionalism; the Scientific Revolution, the emergence of the great European powers, and the Enlightenment. Prerequisites: HIS 145 and 146.

HIS 311 Revolutionary Europe (3cr.)

A study of Europe from 1789-1919, centering on the impact of the three major revolutionary upheavals: the French, the industrial, and the Russian, interweaving them with such themes as Bonapartism, the rise of modern political ideology, Romantic nationalism and state-building, post-Industrialism, and the Great War of 1914-1918. Prerequisites: HIS 145 and 146.

HIS 312 Modern Europe (3cr.)

A study of Europe from the end of the First World War to the present. Topics covered include the breakdown of the Versailles system, World War II and the Holocaust, the Cold War, De-Colonization, the conceptualization of United Europe, and the Destruction of the Soviet Empire. Prerequisites: HIS 145 and 146.

HIS 318 Medieval History (3cr.)

A survey of the major political, economic, social, and cultural developments in Europe from the dissolution of the Western Roman Empire to the Renaissance. Prerequisites: History 145 and 146.

HIS 320 Renaissance and Reformation (3cr.)

A study of the political, economic, religious, and intellectual changes, which characterized the waning of medieval civilization and the beginning of the modern world. Prerequisite: History 145 and 146.

HIS 323 History of England I (3cr.)

Intensive study of the major developments of English history from its earliest beginnings to the Glorious Revolution. Prerequisites: HIS 145 and 146.

HIS 324 History of England, II (3cr.)

An intensive study of the major developments in English history since 1700, including developments in Ireland and Britain's overseas activities. Prerequisites: HIS 145 and 146.

HIS 334 History and Politics of Latin America (3cr.)

A study of the major political, economic, social, and cultural developments in Latin America from the pre-Columbian period to the present. Prerequisites: HIS 145 and 146.

HIS 348 History and Culture of Africa (3cr.)

A survey of the major characteristics and developments of African political, social, economic, and cultural life from earliest times up to the present. Prerequisites: HIS 145 and 146 or permission of the instructors. Offered annually, spring semester.

HIS 350 History and Politics of the Middle East (3cr.)

An application of the regional approach to the study of North Africa and the Eastern Mediterranean and Persian Gulf regions. The past, present, and future of each region are covered. Prerequisites: HIS 145 and 146. Offered alternate years, fall semester.

HIS 360 The Civil War and Reconstruction Era (3cr.)

Examines the issues contributing to the Civil War and the social, political, and economic changes wrought by the War and Reconstruction.

HIS 410 Criminal Justice in Historical Perspective (3cr.)

An examination of the history of crime and criminal justice in the context of changing attitudes and views about law over time. While the primary focus of the course is the United States, comparative developments in other countries are covered as well.

HIS 449 Women in American History (3cr.)

A survey of the role and contributions women have made to American life from Colonial times to the present. Prerequisites: HIS 201 and 202.

HIS 455 U. S. Constitutional History (3cr.)

A study of American constitutional development from Colonial times to the present. Prerequisites: HIS 201 and 202.

HIS 466 Topics in African-American History (3cr.)

An in-depth exploration of selected events, circumstances, personalities, ideas, themes, problems, and issues which arise within the historical life and culture of African-American people. Prerequisites: HIS 225 and 226.

HIS 490 Selected Topics (3cr.)

In-depth study of a topic of current interest in history.

HIS 492 Internship (1 - 3cr.)

Opportunities for students to serve in a governmental/public agency or institution. Prerequisites: Junior or senior status, cumulative GPA of 2.5 or better, and permission of the instructor.

HUMAN RESOURCE MANAGEMENT

HRM 354 Personnel/Human Resource Management (3cr.)

Provides a comprehensive study of the functions and responsibilities of the HRM department. Topics include employee selection, job-design, performance appraisal, training and development, career planning and management, management of a diverse workforce, safety, health, and the role of the labor relation's manager. Responsibilities and relationships with other managers and employees are covered. Discussion of the HR function in other countries is also included. Prerequisite: MGT 314.

HRM 355 Legal Issues in Human Resource Management (3cr.)

A discussion of current and proposed legislation pertaining to the management of an organization's human resources. Contemporary employment practices and the law are explained in detail. Major legislations that are covered include Title VII of the 1964 Civil Rights Act, the Equal Pay Act, the Age Discrimination in Employment Act, the Civil Rights Act of 1967, federal affirmative action programs, and the Family and Medical Leave Act. Prerequisite: MGT 314.

HRM 356 Management/Employee Relations (3cr.)

Surveys the collective bargaining system in the U.S. Such topics as the development of managerial approaches to achieve labor-management cooperation, negotiations between management and employees' organizations, the nature and significance of collective bargaining, procedures for collective bargaining, bargaining issues, contract administration, current practices, and the future of unions are covered. Prerequisites: HRM 354.

HRM 451 Compensation and Benefits Management (3cr.)

Examines in-depth the development and administration of monetary/non-monetary reward programs. Topics include job pricing, benefits packages, job analysis and evaluation systems, and individual and group incentive plans. Prerequisite: HRM 354.

HRM 452 Staffing and Performance Management (3cr.)

Focuses on recruitment and selection and performance appraisal of employees. Covers all aspects of performance management, including training and development, development of reward systems, performance measurement, equal employment practices, and counseling and promotion processes. Discussions also include strategies to recruit, retain, and develop a diverse workforce. Prerequisite: HRM 354.

HRM 453 Human Resource Planning and Information Systems (3cr.)

Examines the concepts and techniques of human resource planning, with special emphasis on forecasting human resource requirements and the development of succession plans. Coverage includes the practical and conceptual issues in the development, acquisition, and application of Human Resource Information Systems and other data-management techniques. Prerequisites: HRM 354.

HRM 454 Conflict, Negotiation and ADR Systems from a Human Resource Perspective (3cr.)

Examines the positive and negative sides of conflict in organizations from a human resource perspective. The causes of conflict and various approaches to managing conflicts will be presented. The role of HR managers in the creation of Alternative Dispute Resolution (ADR) Systems will be explored. Prerequisite: HRM 354.

HUMANITIES

HUM 210 History and Appreciation of Art listed under Department of Fine Arts (2cr.)

General education requirement, offering the student a rich background in the history and philosophy of art as created and developed by all races and cultures from prehistoric and primitive to modern times. Prerequisite: Sophomore standing.

HUM 211 History and Appreciation of Music listed under Department of Fine Arts (2cr.)

General education requirement for all students to develop their understanding of music as a vital part of today's world. Special emphasis on evaluating musical form and content, style, periods, and interpreting music from the Medieval Period to the present. Prerequisite: Sophomore standing.

HUM 225 World Literature I (3cr.)

Provides a survey of representative literature from peoples around the world from antiquity to the seventeenth century. Prerequisites: ENG 101 and 102. Offered fall and spring semesters.

HUM 226 World Literature II (3cr.)

Provides a survey of representative literature from peoples of the world. Included in the survey is a focus on literature produced by the Western World from the latter portion of the seventeenth century to the present. Prerequisites: ENG 101 and 102. Offered fall and spring semesters.

INSTRUMENTS (Orchestral)

INS 100 Instrument (1 - 2cr.)

For persons who have no previous training.

INS 101-102 Instrument (1 - 2cr.)

Fundamental studies for a development of the embouchure, breath control, and tone production; scales and arpeggios in all major and minor keys; solos of medium difficulty from standard classical and jazz literature. Prerequisite: Mastering of basic fundamentals.

INS 201-202 Instrument (1 -2cr.)

Continued study of scales and arpeggios in all keys, technical and stylistic development, interpretation, principles of ensembles, orchestral excerpts, and solo pieces from standard classical and jazz literature. Prerequisite: INS 101-102.

INS 301-302 Instrument (1 - 2cr.)

More advanced technique studies and literature including that for the junior recital. Prerequisite: INS 201-202.

INS 401-402 Instrument (1 -2cr.)

Advanced studies in preparation for the Senior Recital, including works from standard classical and jazz literature. Prerequisite: INS 301-302 and Junior Recital.

INS 105-106 and INS 205-206 Instrument (2cr.)

Designed for students majoring in performance, this sequence assumes substantial proficiency on the instrument. Reviews and increases proficiency in fundamentals of embouchure, bowing, fingering, and other technical matters, but concentrates on coverage of appropriate literature, solo, and orchestral for the

instrument. The student conducts at least one student recital per semester. Prerequisite: audition or consent of instructor. **Two-hour sequence (Performance Major)**

INS 305-306 Instrument (2cr. each)

A two-semester sequence leading to the Junior Recital, taken separately as MUS 398. Continued study of advanced instrumental technique and of solo or chamber literature appropriate for the recital. Prerequisite: INS 206. **Two-hour sequence (Performance Major)**

INS 405-406 Instrument (2cr. per course)

A two-semester sequence leading to the Senior Recital, taken separately as MUS 498. Continued study of advanced technique and of solo or chamber literature appropriate for the recital. Prerequisite: INS 306. **Two-hour sequence (Performance Major)**

LIBRARY SCIENCE

LIS 490 Library Research Skills (3cr.)

Identifies the electronic and print skills and resources necessary for students to engage in scholarly research. Introduces students to some computer software applications useful for organizing and presenting information obtained through scholarly research. Library resources include both print and Internet-accessible research tools. Students develop specific search strategies and facility with technology through hands-on experience, computer and media demonstrations, lectures, and class assignments, in addition to a term project. Prerequisites: None.

LIS 491 Library Evaluation Techniques and Research (3cr.)

Provides a basic overview of the organization and use of library resources in diverse formats. Emphasizes the search strategy and the selection, evaluation, and use of appropriate resources. Students develop specific search strategies and evaluation skills through exercises involving print and electronic tools, computer and media demonstrations, lectures and class assignments-- including a substantial research paper.

MANAGEMENT

MGT 199 Professional and Ethical Development (3cr.)

Introduces the student to ethical decision-making for business situations and provides the opportunity for students to develop the 'habits of mind' that contribute to success-oriented attitudes and behaviors. Prerequisite: GST 004.

MGT 200 Introduction to Legal Environments (3 cr.)

The aim of the course is to acquaint the student with fundamental principles of law, traditional legal topics and with the legal environment in which business is conducted. Students will become familiar enough with the legal aspects of business problems to make the essential decisions which will be required of tomorrow's business leaders.

MGT 201 Business Law (3cr.)

Emphasizes a variety of topics--including law of property, estate planning, law of creditors and debtors, bankruptcy law, agency, tort, employment law, and the laws affecting the formation of business organizations. Prerequisite: MGT 200.

MGT 213 Managerial Communications (3cr.)

Provides students with practical instruction on both written and oral presentation skills within the context of a business organization. Students learn to write clearly and effectively by focusing on style, organization, strategy, and persuasion. Prerequisites: Demonstrated keyboarding proficiency or CIS 121, ENG 102, and SPD 217.

MGT 313 Operations Management (3cr.)

Emphasizes production and operations planning concepts and analytical systems. Prerequisite: MAT 160.

MGT 314 Management and Organizational Behavior (3cr.)

Examines major issues in the management of organizations. Students discuss factors that influence organizational change, strategies for planned change, the role of organizational culture in the change process, and the development of support systems and structures.

MGT 315 Entrepreneurship (3cr.)

Emphasizes the basics of developing a new enterprise. The entrepreneurial model is used as a prototype. Students begin with the elements of identifying new business ideas and opportunities. They develop a business plan for a start-up firm by establishing the feasibility of the new idea, developing a marketing audit to determine the potential organization's strategic position, developing financial resources/budgets, and investigating other activities to implement the new business idea.

MGT 316 Global Business (3cr.)

Focuses on the major issues that face managers in an international environment. Students examine how different national and cultural environments affect the way that multinational companies operate from one country to the next.

MGT 413 Strategic Management (3cr.)

Focuses on the concepts and techniques of strategic management in organizations. Topics emphasized include developing a strategic vision, setting objectives, and crafting a strategy. Students will develop a competitive analysis portfolio; match strategy to an organization's situation; build resource capabilities, support systems, budgets, and policies; align culture and strategy; and structure the organization to implement the organization's strategic vision in a dynamic global marketplace. Prerequisites: ACC 202, FNB 300, MKT 300, and senior standing.

MGT 494 Internship (1 - 3cr.)

Offers opportunity for students to gain experience in a supervised business career through internship, mentorship, and/or work experience. Placement must be approved by the department chair. Upon completion of the experience, the student will submit a written report, covering fully the nature of the activity. To assist in evaluation of the student, the employer or mentor also makes a report on the student's performance and progress. Prerequisite: junior or senior status.

MGT 499 Independent Study (1 - 3cr.)

Provides an opportunity for a student to pursue a topic of study and tailored to his/her personal interests. Prerequisite: junior or senior status.

MARKETING

MKT 300 Principles of Marketing (3 cr.)

Introduces students to the basic problems and practice in marketing management. The course is based on an understanding of the importance of marketing to the success of any business endeavor. Topics include the marketing process, buyer behavior, market segmentation, product, pricing, promotion, and distribution decisions.

MKT 370 Buyer Behavior (3cr.)

Emphasizes identification and analysis of major factors that influence how both consumers and institutional buyers process and learn marketing information. Emphasis also is placed on the role culture and personal and interpersonal influences have on buyer behavior. Prerequisite: MKT 300.

MKT 371 Retailing (3cr.)

Explores the mechanisms necessary for consumer purchasing in the modern technology-rich world. Focus is placed on the changing forms of retailing as retailers move away from mass marketing to targeting individual consumers. Both large corporate retailing and entrepreneurial alternatives are examined. Prerequisite: MKT 300.

MKT 376 Small Enterprise Marketing (3cr.)

Examines specific marketing needs of small enterprises, including the development of strategic marketing plans within limited budgets, segmentation strategies, and developing promotional activities for targeted markets. Prerequisite: MKT 300.

MKT 379 Promotional Strategy (3cr.)

Introduces students to total promotional strategies for a variety of products and services--both in business and non-profit environments. Strategy development includes personal selling, advertising, public relations, and sales promotion activities necessary to reach specifically targeted market segments. Prerequisite: MKT 300 and MKT 370.

MKT 473 Organization to Organization Marketing (3cr.)

Assess marketing opportunities among organizations. Students develop strategies based on analysis of the organizational environment. Marketing mix strategies address the needs of large multi-national corporations, as well as relationships among smaller organizations. Prerequisites: MGT 315 and MKT 370.

MKT 474 Global Marketing (3cr.)

Focuses on the global environment of business, including identification, analysis, and penetration of overseas markets. The cultural, economic, and legal influences on the development of international/global markets are examined. An integrated strategic approach is employed. All marketing activities of an organization--from procurement to R & D to advertising--are planned so that the maximum advantage is achieved from resources on a global basis. Prerequisites: MKT 300 and MGT 316.

MKT 478 Database Marketing (3cr.)

Emphasizes the development of marketing programs utilizing computerized information systems that monitor and record the activities of customers. Included is the customization of marketing communications for individuals by using database information. The airline, banking, and grocery industries are studied for their use of database marketing. Prerequisites: MKT 300.

MGT 479 Marketing Research: Data for Decision-Making (3cr.)

Provides opportunities for students to develop solutions for marketing information needs through problem solving. Emphasis is placed on actionable decision-making and the obtaining and analyzing of data. Prerequisites: MGT 370, MAT 201 and senior status.

MKT 490 Selected Topics (3cr.)

Provides in-depth study of a topic of current interest in the selected major of the student. Prerequisite: junior or senior status.

MASS COMMUNICATIONS

(Note: Where prerequisites are indicated, students may also be admitted by permission of the instructor.)

MCM 200 Foundations of Mass Communications (3cr.)

Survey of the history and principles of print, broadcast and on-line journalism.

MCM 210 News Reporting (3cr.)

Designed to acquaint students with news reporting and writing for the news media. Some practical assignments in straight news writing. Prerequisite: MCM 200.

MCM 245 Broadcast News (3cr.)

Preparation, editing, and delivering news copy for radio and television. Prerequisites: MCM 200.

MCM 304 The Black Press (3cr.)

A study of the problems, history, criticism, and techniques of the Black Press in the United States since 1827.

MCM 305 Editorial Writing (3cr.)

Provides students opportunities for writing editorials and features for the news media. Prerequisites: MCM 200.

MCM 307 Freedom, Responsibility, and Ethics (3cr.)

Historical development of freedom, responsibility and ethics in the mass media, including communication theories, pressures, and ownership. Prerequisites: MCM 200 and 210.

MCM 345 Television Production (3cr.)

Provides students opportunities to write, report, videotape, and edit for television using state-of-the-art digital equipment. Prerequisites: MCM 200 and 245 for Mass Communications Majors.

MCM 350 Visual Communication (3cr.)

Fundamentals of desktop publishing and graphics layout.

MCM 411 Advanced News Reporting (3cr.)

Study of problems and techniques of securing news. Practical assignments in actual news situations. Prerequisites: MCM 200 and 210.

MCM 412 Communications Law (3cr.)

Study of legal limitations affecting broadcasting, publications, advertising, and basic legal philosophy related to all media. Prerequisites: MCM 200 and 210.

MCM 413 News Editing (3cr.)

Practice provided for students in copy reading and editing news copy. Students study copy reading symbols and practices and survey the makeup and design of leading American daily newspapers. Prerequisites: MCM 200 and 210.

MCM 415 Internship (3cr.)

Completion of a directed and approved work experience. Prerequisite: Departmental approval.

MCM 490 Selected Topics (3cr.)

Provides opportunities for students to study selected projects including newspaper publication, yearbook publication, and radio production.

MCM 499 Independent Study (3cr.)

The student, in consultation with advisors, arranges a program on a topic of interest. Required assignments are determined through consultation with advisors. Eligibility determined after conference with instructor.

MATHEMATICS

MAT 100 Introductory Algebra (3cr.)

Instruction designed for students with minimal high school mathematics and students who receive low scores on the math placement exam. Students develop basic arithmetic and algebraic skills that are prerequisite to the further study of algebra. **No credit toward graduation.**

MAT 111 Survey of Mathematics I (3cr.)

Designed for liberal arts and interdisciplinary majors. Topics include number theory, numeration systems, algebraic models, functions, linear systems, geometry, and measurement. Prerequisite: MAT 100 or satisfactory mathematics placement test scores or permission of Department Chair.

MAT 112 Survey of Mathematics II (3cr.)

Designed for liberal arts and interdisciplinary studies majors. Topics include set theory, logic, counting methods, probability, statistics, mathematics of finance and trigonometry. Additional topics may include fractal geometry, graph theory and/or voting and apportionment. Prerequisite: MAT 111, satisfactory math placement test scores, or permission of Department Chair.

MAT 159 Introduction to College Algebra (3cr.)

Provides students with the necessary foundation for higher-level mathematics for science, business, mathematics, and interdisciplinary studies. Topics emphasized include real number system, polynomials, factoring, rational expressions, equations and inequalities, radicals, functions and their graphs, and systems of equations and inequalities. Prerequisite: MAT 100, satisfactory placement score, or permission of Department Chair.

MAT 160 Mathematics for Business Decisions (formerly offered as MAT 160B) (3cr.)

A study of algebra topics with a focus on business applications. Topics include graphing techniques, linear, quadratic, exponential and logarithmic functions, systems of linear equations, matrices, linear programming, and introduction to probability. Prerequisite: Grade of 'C' or in MAT 159, satisfactory placement score, or permission of Department Chair.

MAT 170 College Trigonometry and Analytic Geometry (formerly offered as MAT 161S) (4cr.)

Presents trigonometric functions, identities and equations, applications of trigonometry, selected topics in analytic geometry, sequences and series. Prerequisite: Grade of 'C' or better in MAT 159, satisfactory math placement score or permission of Department Chair.

MAT 175 Pre-Calculus (formerly offered as MAT 160S) (4cr.)

Presents rational polynomials and functions, graphing higher order and nonlinear equations, exponential and logarithmic functions, applications in mathematical modeling, matrix mathematics, and an introduction to limits. Prerequisite: Grade of 'C' or better in MAT 159, satisfactory placement score, or permission of Department Chair.

MAT 201 The Basic Practice of Statistics (3cr.)

Instruction provided to students on summarizing data using graphical methods, measures of central tendency, dispersion, position, correlation, regression, data collection, elementary probability, and inferential statistics. Prerequisite: MAT 112 or higher.

MAT 210 Applied Calculus for Business (formerly offered as MAT 161B) (3cr.)

Topics covered include techniques of differentiation and integration and applications that include marginal analysis, optimization, continuous compound interest, cost and revenue functions, and supply and demand equations. Prerequisite: Grade of 'C' or better in MAT 160, satisfactory placement score or permission of Department Chair.

MAT 214 Analytical Geometry and Calculus I (4cr.)

The first in a sequence of courses designed to acquaint students with calculus and analytical geometry. Topics emphasized include limits, continuity, derivatives, definite integrals, anti-derivatives, and applications of differentiation and integration. Prerequisite: MAT 175, satisfactory placement score, or permission of Department Chair.

MAT 216 Analytic Geometry and Calculus II (4cr.)

A continuation of Math 214. Topics emphasized include exponential, logarithmic and inverse trigonometric functions, techniques of integration, indeterminate forms, improper integrals, parametric equations, polar coordinates, infinite sequences and infinite series. Prerequisite: MAT 214.

MAT 301 Modern Geometry (3cr.)

A study of axiomatic systems, methods of proof, Euclidean, non-Euclidean and transformational geometry. Prerequisite: MAT 214 or permission of Department Chair. Offered alternate years.

MAT 304 Linear Algebra (3cr.)

A study of systems of linear equations, matrices, vector spaces, linear independence, spanning, basis, dimension, determinants, eigenvalues, eigenvectors, linear transformations and applications. Prerequisite: MAT 214.

MAT 306 Modern Algebraic Theories I (3cr.)

A study of sets, binary operations, groups, subgroups, homomorphisms, isomorphisms, permutations, cosets, normal subgroups, rings, and fields. Students work with abstract mathematical structures and construct proofs independently. Prerequisite: MAT 216.

MAT 307 Modern Algebraic Theories II (3cr.)

A continuation of Math 306. Topics emphasized include integral domains, ideals, polynomials, polynomial rings, the Division Algorithm, subfields, field extensions, and Kronecker's Theorem. Prerequisite: MAT 306.

MAT 315 Discrete Mathematics (3cr.)

A study of selected topics including discrete probability, functions, recursion, logic, proof construction techniques, algorithms and complexity theory, graph theory, set theory and Boolean algebra. Prerequisite: MAT 214.

MAT 322 Multivariable Calculus (4cr.)

A first course in the calculus of multiple-dimensional space. Topics include two, three, and n-dimensional geometry, vectors, scalars and their related properties, space curves, vector-valued functions, functions of several variables, limits, continuity, derivatives, differentials, integrals, multiple integrals, line integrals, independence of path, closed contours, and Green's Theorem. Prerequisite: MAT 216.

MAT 420 Vector Analysis (3cr.)

A continuation of MAT 322. Topics emphasized include scalar and vector fields, gradient, divergence, curl, line integrals, surface integrals, Green's theorem, Divergence Theorem, Stokes theorem, general orthogonal curvilinear coordinates and applications. Prerequisite: MAT 322. Offered in alternative years.

MAT 427 Differential Equations (3cr.)

A study of solutions of ordinary differential equations with modeling applications. Topics include first order differential equations, second and higher order differential equations, Laplace transform methods, series and numerical solutions to differential equations. Prerequisite: MAT 216.

MAT 428 Advanced Calculus I (3cr.)

Rigorous study of calculus concepts. Topics include structure of the real number system, monotone and Cauchy sequences, continuity, uniform continuity; differentiation and the mean value theorem. Prerequisite: MAT 322. Offered only during the fall semester.

MAT 429 Advanced Calculus II (3cr.)

A continuation of MAT 428. Topics include properties of Riemann integrals, sequences and series of functions, pointwise and uniform convergence, power series and the Riemann-Stieltjes Integral. Prerequisite: MAT 428. Offered only during the spring semester.

MAT 431 Probability and Statistics I (3cr.)

An introduction to probability theory including probability density functions, discrete and continuous random variables, combinatorics, special probability distributions, moment generating functions, the laws of large numbers and the central limit theorem. Prerequisite: MAT 216. Offered in alternate years during the fall semester.

MAT 432 Probability and Statistics II (3cr.)

An introduction to the theory of statistics including sampling and sampling distributions, point and interval estimates, hypothesis testing, regression and correlation and nonparametric statistics. Prerequisite: MAT 431. Offered in alternate years during the spring semester.

MAT 441 Complex Variables I (3cr.)

A study of the algebra and geometry of complex numbers, analytic functions,

elementary functions, contour integrals and applications. Prerequisite: MAT 216. Offered in alternate years during the fall semester.

MAT 442 Complex Variables II (3cr.)

A continuation of MAT 441. Topics include series representation of analytic functions, residue theory, and conformal mappings, transform methods and applications. Prerequisite: MAT 441. Offered in alternate years during the spring semester.

The student researches a paper chosen by the instructor and presents an oral report. The research is guided by a faculty member. The student also takes the Mathematics Department Assessment Exam. Prerequisite: Permission of Department Chair.

MAT 490 Selected Topics (3cr.)

The content varies from semester to semester. Potential topics include partial differential equations, tensor analysis, special functions, dynamical systems, fractals, Fourier Analysis, wavelets, topology, differential geometry, integral equations and asymptotic and perturbation methods. Prerequisite: MAT 322, a cumulative GPA of 3.0 or higher, permission of Department Chair.

MAT 499 Independent Study

Selected topics and in-depth study in a specific area of mathematics is carried out under the supervision of a faculty member.

MAT 500 Cooperative Education (3cr.)

Provides students the opportunity to use their skills on problems arising in industry and other 'real-world' settings. Prerequisite: Junior or senior status, a cumulative GPA of 3.0 or higher, and recommendation of Department Chair.

MUSIC

MUS 000 Recital Attendance (0cr.)

Students are expected to attend all campus concerts and seminars selected by the faculty, two-symphony concerts off-campus, and two concerts representing the student's applied area. Class emphasizes performance preparation and active listening. Course required for 6 semesters.

MUS 101 Basic Music Skills I (3cr.)

Designed for prospective music majors who lack the necessary written and performance skills to enter Music 111-121. Placement examination scores determine whether the student enrolls in this course or in MUS 111-121. Offered each fall semester. No credit toward graduation requirements.

MUS 102 Basic Music Skills II (3cr.)

A continuation of Music 101 that prepares students for MUS 111-121. Designed to assist students in removing deficiencies detected in the placement test. Prerequisite: Music 101 or demonstrated proficiency. No credit toward graduations requirements. Offered each spring semester.

MUS 109 Ensemble Laboratory (0cr.)

Students attend and participate in ensemble and assist the director in conducting rehearsals, distributing music, and other practical tasks. Two sections offered each semester: Music 109x Choir Laboratory and MUS 109y, Band Laboratory. Required of Music Education majors. MUS 101x or 101y may substitute for this

course with consent of instructor. Five hours per week.

MUS 111-112 Basic Music Theory (2cr.)

Emphasizes melody, functional harmony, and rhythm, including analysis of music examples and written exercises embodying principles of common practice. Prerequisite: Placement by entrance examination. MUS 111 is offered every fall, MUS 112 is offered every spring semester.

MUS 121-122 Ear Training and Sight Singing (1cr.)

Incorporates ear training, sight singing, dictation, and keyboard harmony, related to the theoretical concepts learned in MUS 111/112. MUS 121 is offered every fall, MUS 122 every spring semester.

MUS 201-202 Music Literature (2cr.)

A study of major composers, works, and styles of Western music, emphasizing Medieval through Baroque music and classical through 20th-century music. Prerequisite: MUS 112. MUS 201 is offered every fall, MUS 202 every spring semester.

MUS 210 Introduction to Commercial Music (3cr.)

A survey of the varied opportunities combining music and business, such as writing and arranging for recordings, commercials, films, and television as well as producing and managing studio and musical show performances, merchandising, part copying, and studio library work. Field trips and techniques for acquiring jobs are included. Offered alternate spring semesters.

MUS 211 Basic Music Theory III (2cr.)

A continuation of Music 111-112, introducing chromatic procedures. Prerequisite: MUS 112. Offered each fall semester.

MUS 212 Basic Music theory IV (2cr.)

A continuation of Music 211, with greater emphasis on form, analysis, twentieth-century techniques, and creative writing. Prerequisite: MUS 211. Offered each spring semester.

MUS 221-222 Ear Training and Sight singing III and IV (1cr. each)

A continuation of MUS 121-122, with increased emphasis on chromaticism and twentieth-century techniques. Prerequisite: MUS 122. MUS 221 offered every fall, 222 every spring semester.

MUS 240-241 Jazz Improvisation I and II (1cr. each)

The study of the development of styles in jazz improvisation, and modern techniques based on music theory. Students learn transpositional techniques and principles of harmonic substitution. Prerequisite: MUS 112. MUS 240 is offered alternate fall semesters. MUS 241 is offered alternate spring semesters.

MUS 298 Piano Proficiency Examination (0cr.)

Test of basic piano skills, a graduation requirement for all music majors.

MUS 301-302 Music History (3cr.)

A survey of Western music from the ancient Greeks through the Baroque era and from the Rococo through the present, covering both major and lesser composers, works, and theoretical concepts. Prerequisite: MUS 212 and 201-202. Courses may be taken in direct or reverse order. MUS 301 is offered every fall. MUS 302 every spring semester.

MUS 303-304 Piano Accompanying (1cr. each)

Required of piano and organ majors or concentrations; principles of accompanying soloists or chorus; studio and rehearsal experience; accompanying on student recitals (both semesters). Offered on demand.

MUS 308 Introduction to Electronic Music (3cr.)

The study of electronic instruments of music synthesis. Emphasizes the principles of electronic sound generation, acoustics, modern synthesizers, and musical instrument digital interface (MIDI) in preparation for MUS 309, Computers in Music. Offered alternate fall semesters.

MUS 309 Computers in Music (3cr.)

Exposes students to major music-composing programs such as 'Score', 'Personal Composer' (IBM) and 'Finale' (McIntosh). Students learn practical uses of the programs for class work, with sequencing, and in recording stored musical data. Students study publishing. No prerequisite. Offered alternate spring semesters.

MUS 310 Jazz Arranging I (3cr.)

Emphasizes the art of orchestration for standard jazz band and various ensembles, using extended harmony (through 9th chords). Standard styles, such as those of Fletcher Henderson, Sammy Nestico, William 'Count' Basie and early Duke Ellington are analyzed and evaluated. Prerequisite: MUS 212 or demonstrated competency. Offered alternate fall semesters.

MUS 311 Jazz Arranging II (3cr.)

Continuation of MUS 310. Students study the use of extended tensions through 13th chords and the style of the definitive practices of arranger Thad Jones. This style is centered on the use of up to nine-voice harmonic structures without duplication applied to jazz orchestra, vocal ensemble, and popular styles. Prerequisite: MUS 310. Offered alternate spring semesters.

MUS 312 Form and Analysis (3cr.)

Exploration of formal procedures in examples from the 18th through the 20th centuries, including sectional, variational, developmental, and through-composed works, to be examined with respect to form, tonality, and texture. Prerequisite: MUS 212. Offered alternate spring semesters.

MUS 313 Brasswinds Class (1cr.)

Study of the cornet, trumpet, trombone, French horn, baritone, and tuba. Tone production, embouchure formation, and breath control and articulations, playing and teaching techniques, and solo and ensemble repertoire and practice. Class meets two hours weekly. Offered during the first semester in alternating years. Offered alternate fall semesters.

MUS 314 Woodwinds Class (1cr.)

Study of the piccolo, flute, clarinet, oboe, bassoon, and saxophone. Emphasizes tone production, embouchure formation, breath control and articulations; playing and teaching techniques; solo and ensemble repertoire and practice. Offered during the second semester in alternating years. Offered alternate spring semesters.

MUS 315 String Techniques (1cr.)

Discusses fundamentals of string playing, bowing and tuning techniques, and principles of pedagogy, use in orchestra, methods, and materials. Offered during first semester in alternating years. Offered alternate fall semesters.

MUS 316 Percussion Techniques (1cr.)

Discusses fundamentals of percussion playing, grips, sticking techniques, principles of pedagogy, use in band and orchestra, and methods and materials. Offered alternate spring semesters.

MUS 321 History of African American Music and Musicians

An historical survey of music by African Americans from 1619 to the present (Work Songs, Sorrow Songs, Blues, Gospel, Jazz, Classical, Avant-Grade, Electronic). Offered alternate spring semesters.

MUS 333 Jazz History and Literature (3cr.)

The study of jazz as American art music, African folk idioms through Negro spirituals, ragtime, and blues, continuing with swing, bebop, cool jazz, third stream, avant garde, and the popular jazz-fusion style. Each period is demonstrated by including major works, composers, and performance practices. Offered alternate spring semesters.

MUS 346 Studio Recording (3cr.)

Designed to offer students expertise in recording at a multi-track studio. Prerequisites: MUS 210 and 309. Offered alternate fall semesters.

MUS 360 General Music Techniques (3cr.)

The study of techniques of music instruction for K-12. Students study choral, instrumental and general music pedagogy, as well as techniques and resources for music administration and program development. Music majors only. Offered alternate fall semesters.

MUS 371 Marching Band Techniques (2cr.)

Attention is given to all areas of a marching band program, including drill design, band arranging, instrument maintenance and repair, auxiliary groups, budget, and inventory. Offered alternate fall semesters.

MUS 398 Junior Recital (0cr.)

Required of music majors. Prerequisite: Applied 301 or 305.

MUS 400 Senior Comprehensive Examination (0cr.)

Cumulative test on music theory and history, a graduation requirement for all music majors. Material from courses required of all music majors.

MUS 402 Music Research (3cr.)

A study of goals, methods, materials, and skills needed to conduct research on music and musicians, past and present. Prerequisite: Junior standing, Music Major. Offered on demand, fall only.

MUS 410 Orchestration and Choral Arranging (3cr.)

A practical exploration of the instruments of the symphony orchestra, separately and in combination, incorporating exercises in transcribing existing music and/or composing new music for orchestra. A similar exploration of the possibilities of scoring for chorus. Prerequisite: MUS 212. Offered alternate fall semesters.

MUS 411 Pedagogy of Theory (2cr.)

A study of the teaching of all aspects of music theory, based upon comparison of methods, textbooks, and other source materials. Prerequisite: MUS 312. Meets two hours per week. Offered on demand.

MUS 412 History of Theory (2cr.)

An exploration of theoretical concepts of music from an historical perspective, beginning with ancient Greece and emphasizing modal, tonal, rhythmic, and formal

treatment by past and present authors. Prerequisite: MUS 312. Meets two hours per week. Offered on demand.

MUS 420 Conducting (3cr.)

The study of conducting orchestra, symphonic band, concert band, and other instrumental ensembles, as well as conducting large and small choral ensembles. Attention is given to basic and advanced techniques. Prerequisite: MUS 211. Offered alternate spring semesters.

MUS 430 Counterpoint (3cr.)

Introduction to sacred modal counterpoint, through written exercises and analyses, of style of works of Josquin des Prez, Palestrina, Victoria, Lassus, and Byrd and the study of Baroque polyphony in the style of J. S. Bach and his contemporaries. Study includes species counterpoint, invention, fugue and basic multi-voice writing techniques. Prerequisite: MUS 212. Offered alternate fall semesters.

MUS 479 Current Topics in Music (3cr.)

A course designed to offer a scholarly approach to issues of music in research, education, business, religion, or world cultures. Topics are selected by musicology faculty. Prerequisite: MUS 302. Offered on demand.

MUS 480 Music of the Black Church (3cr.)

Historical and musical background of church music in the Afro-American community. A look at general characteristics regarding form, content, and historical significance. Offered on demand.

MUS 498 Senior Recital (0cr.)

Required of performance and composition majors. Should exemplify the student's finest performance as a college music major. Prerequisite: Applied 401 or 405.

MUSIC COMPOSITION

COM 101-102, COM 201-202, COM 301-302 Composition (1cr. each)

A sequence in original composition for students not working toward a major in composition, beginning with small forms and progressing through sectional, variational, and multi-movement forms. For those students concentrating in Commercial Music/Jazz Studies, the course can be adapted to include jazz idioms. Prerequisite: MUS 112 with grade of 'C' or better. **(One-Hour Sequence.)**

COM 401-402 Composition (1cr. each)

A sequence in original composition leading to a major in composition, beginning with small forms and progressing through sectional, variational, and multi-movement forms, culminating in a senior project or recital (taken separately as MUS 498). Prerequisites: MUS 112 and 122 with grades of 'B' or better. **(One-Hour Sequence.)**

COM 105-106 and COM 205-206 Composition (2cr. each)

A sequence in original composition for composition majors beginning with small forms. The student progresses through sectional, variational and multi-movement forms, as well as forms using text; may be adapted to include jazz and/or electronic idioms. Prerequisite: MUS 112 or consent of instructor **(Two-Hour Sequence.)**

COM 305-306 Composition (2cr. each)

A sequence leading to the Junior Recital in composition, taken separately as MUS 398 and consisting entirely of the student's original works. The student will copy

and reproduce the music, recruit and train the performers, and organize the performance. Prerequisite: COM 206. **(Two-Hour Sequence.)**

COM 405-406 Composition (2 cr. each)

A sequence leading to the Senior Recital in composition, taken separately as MUS 498, prepared and graded as was the Junior Recital but with more advanced works. Prerequisite: COM 306 and MUS 398. **(Two-Hour Sequence.)**

MUSICAL ENSEMBLES

MUS 101X College Choirs (1cr. each semester)

Preparation of major works from choral literature for performing at services, campus concerts, off-campus concerts, and special occasions. Required for all vocal majors and open to all qualified college students.

MUS 101Y University Concert, Marching and Pep Bands (1cr. each semester)

Provides instruction for the marching band, pep band, and the concert band. All three ensembles stress the art of ensemble performance, rehearsal techniques, and the study of repertoire representing the literature from the appropriate periods in music history. Required for all instrumental majors and is open to all college students.

MUS 101Z University Jazz Ensembles (1cr. each semester)

Offers students experience in jazz performance for quartets and quintets. The greater portion of the repertoire consists of music from the period between 1940 and 1965, encompassing the bebop, cool, avant-garde, and third stream years. Open to all college students.

MUS 471 Opera Workshop (1cr. each semester)

Provides an opportunity for students to develop their creative imagination while simultaneously maintaining the beauty and culture of the voice. The repertoire will consist of musical theater or scenes suitable for the available talent.

NATURAL SCIENCE

NSC 260 Introduction to Environmental Science (4cr.)

Explores and examines the multifaceted impact of physical and biological factors that currently threaten our environment on a global scale. Particular emphasis is placed on issues that are of primary concern to people of low socio-economic status. This course may fulfill the science requirement for non-science majors, while serving as an introductory environmental science elective for science majors. Three hours lecture and three hours laboratory weekly. No prerequisite. Open to all majors.

NSC 290 African American Perspectives in Science (3cr.)

Through lectures, research, class discussions, group projects, and other activities, students will explore the contributions African Americans have made to the development of this country in the broad areas of science, technology, medicine and invention. The course begins in the year 1619 and continues through 1999. The changing sociopoliticoeconomic climate of the period will also be discussed. Three hours lecture weekly. No prerequisite. Open to all majors.

NSC 300 Research Integrity (1cr.)

Engages student research trainees in reading, considering, and discussing the responsible conduct in science. Contemporary issues including, but not limited to, scientific record keeping, data ownership, conflict of interest, collaborative research, use of humans/animals in scientific research, and reporting of scientific misconduct are examined. The content, therefore, is designed to meet current federal regulations, which require NIH training grants to provide training in the responsible conduct of research. Mandatory for all research trainees. On hour lecture weekly. Offered spring semester of alternate years. No prerequisite.

NSC 301 MARC U*STAR Honors Seminar (0cr.)

A forum for student research trainees and faculty to present their research findings. Presentations are also given by former trainees and eminent scientists from a variety of science disciplines. Trainees submit a written summary of each presentation. Mandatory for all MAR U*STAR research trainees. Meets one hour weekly. Offered fall and spring. No prerequisite.

NSC 311 Introduction to Biomedical Research (3cr.)

Designed to introduce students to techniques and instrumentation used in biomedical research. Lectures on experimental procedures and instruments are followed by hands-on experiences in the laboratory. Meets three hours weekly. Prerequisites: BIO 112, CHE 102.

NSC 320 Biological Chemistry (4cr.)

A study of the physical and chemical properties of the molecular components of the cell. Through lectures and laboratory, students develop an understanding of cellular structures, their biosynthesis and activities at the molecular level. Special consideration is given to the central roles of nucleic acids and proteins. This course may serve as an elective for science majors. Three hours lecture and three hours laboratory weekly. Prerequisites: BIO 112 and CHE 211.

NSC 330 Molecular Biology (4cr.)

Integrates biochemistry, microbiology, and traditional biology in the discussion of basic molecular processes and genetic phenomena in both prokaryotic and eukaryotic systems. The nature and role of recombinant DNA technology in examining gene expressions, and in biotechnological applications such as crop biotechnology, bioremediation, and gene therapy are discussed. Laboratory exercises provide hands-on experiences that promote an understanding of selected techniques. This course may serve as an elective for science majors. Three hours lecture and three hours laboratory weekly. Prerequisites: BIO 213 and CHE 211 or NSC 320.

NSC 412 Senior MARC U*STAR Honors Research and Thesis (4cr.)

MARC U*STAR student trainees conduct year-long original biomedical research that culminates in a written thesis and oral presentations. Each research trainee is assigned a research advisor from among the participating faculty at VUU, the Medical College of Virginia Commonwealth University or the University of Richmond.

ORGAN

ORG 100 Organ (1cr.)

Designed for those with no previous formal organ training and without adequate piano background. Strengthening of basic keyboard facility and general musicianship, emphasizing reading, rhythms, and hand coordination. Concentration on two-part manual pieces, pedal exercises, and the introduction of

hands and feet playing together. **(One-Hour Sequence)**

ORG 101-102 Organ (1cr. each)

Development of pedal and keyboard techniques and coordination through the Peeters and Gleason organ methods, the chorale preludes of Dupre, J. C. Bach, Pepping, Walcha, Pachelbel and Telemann, easy trios, Bach's (Krebs) Eight Little Preludes and Fugues, and other similar pieces. In addition, Music Majors will study selections from the Orgelbuchlein. **(One-Hour Sequence)**

ORG 201-202 Organ (One-Hour Sequence) (1cr. each)

Introduction to hymn playing and to French Classical literature and performance practices through the works of Couperin, Corrette, Clerambault, and Daquin. Music majors study Baroque preludes and fugues chosen from Buxtehude, Bruhns, Lubeck, and the larger works of Bach while Music Education majors continue with *Eight Little Preludes and Fugues* and begin in the Orgelbuchlein. Prerequisite: ORG 101-102. **(One-Hour Sequence)**

ORG 301-302 Organ (1cr. each)

Emphasizes 19th and 20th century literature, including the music of Brahms, Vierne, Franck, Langlais, Mendelssohn, Messiaen, and contemporary American composers. Music majors study a major work of Bach and his larger choral preludes. Music Education majors may substitute prelude and fugues of Buxtehude, Bruhns, or Lubeck or a slow movement from a trio sonata while continuing study in the Orgelbuchlein. Music majors are expected to share a recital with one other performer. Prerequisite: ORG 201-202. **(One-Hour Sequence)**

ORG 401-402 Organ (1cr. each)

Prepares students for the Senior Recital; includes a large Baroque prelude and fugue and selections representing at least three other styles and periods in order to demonstrate a general knowledge of the instrument and its literature. Prerequisite: ORG 301-302; Junior Recital. **(One-Hour Sequence.)**

ORG 105-106 and ORG 205-206 Organ (2cr.)

Designed for students majoring in performance, this sequence assumes substantial proficiency and experience in organ playing. The student's technical proficiency while exploring stylistic matters in performance practice, registration, and service are reviewed and extended. The student performs at least one student recital per semester. Literature includes items listed for 101-202 and additional works appropriate to the student's proficiency level. Prerequisite: audition or consent of instructor. **Two-hour Sequence (Performance Major)**

ORG 305-306 Organ (2cr. each)

A two-semester sequence leading to the Junior Recital, taken separately as MUS 398. Instruction emphasizes advanced techniques and literature for the recital. Prerequisite: ORG 206. **Two-hour Sequence (Performance Major)**

ORG 405-406 Organ (2cr.)

A two-semester sequence leading to the Senior Recital, taken separately as MUS 498. Instruction emphasizes advanced technical work and literature for the culminating recital. Prerequisite: ORG 306. **Two-hour Sequence (Performance Major)**

PHILOSOPHY

PHI 211 Logic (3cr.)

Examines the processes and methodologies of reasoning. Through critical thinking exercises, students explore the significance of language, inductive and deductive arguments, debating, and fallacies in reasoning.

PHI 212 History of Philosophy (3cr.)

Study of the intellectual world of the early Greeks through the writings of the pre-Socratics through Aquinas.

PHI 213 History and Survey of Modern Philosophy (3cr.)

Study of modern philosophy through the writings of Bacon, Hobbes, Descartes, Spinoza, Leibnitz, Locke, Berkeley, Hume, Kant, Hegel, Nietzsche, and Kierkegaard.

PHI 314 American Philosophers (3cr.)

Intensive study of ideologies and movements in American philosophy. Emphasizes readings from Edwards, Jefferson, Emerson, Thoreau, Pierce, James, Dewey, and selected contemporary American philosophers.

PHI 316 Contemporary Philosophy (3cr.)

Consideration of recent and current philosophical tendencies, with special emphasis on realism, existentialism, and analytic movements.

PHI 417 Aesthetics (3cr.)

An examination of aesthetics as a philosophical discipline of various classical and modern theories of art, with practical applications in poetry, drama, music, and art. Principles of taste and standards of criticism are explored. Offered in alternate years.

PHI 430 Philosophy of Religion (3cr.)

A philosophical analysis of the meaning of religion, God, man, life after death, problems of evil, religious knowledge, faith, and reason. Offered in alternate years.

PHYSICAL EDUCATION

PED 101 Fundamentals of Physical Education (1cr.)

Rules, techniques and fundamental skills needed for participation in sports and games appropriate for various seasons.

PIANO

PIA 100 Piano (1cr.)

Designed for students with no previous piano study. Instruction provided with reading and understanding of musical notation and counting simple rhythms before the playing of easy piano pieces for two hands. **(One-Hour Sequence)**

PIA 103-104 Piano Class (1cr.)

Designed for students with no piano experience. Instruction provided on gaining knowledge of the keyboard and harmonizing simple melodies with chord symbols. Emphasis is placed on scale and chord construction along with devising simple exercises for improvising purposes. **(One-Hour Sequence)**

PIA 105-106 Jazz Piano Skills I and II (1cr.)

The study of chords with altered tensions through the thirteenth, and methods of voicing. Students are exposed to blues and 32-bar (AABA) song forms. **(One-Hour Sequence)**

PIA 101-102 Piano (1cr.)

Instruction is provided on the development of keyboard skills through the use of scales, arpeggios, and functional exercises. Emphasis is placed on representative 17th and 18th century works by such composers as D. Scarlatti, Couperin, and a cross section J. S. Bach's keyboard works, sight reading, harmonizing simple melodies with chord symbols, and scale and chord construction. **(One-Hour Sequence)**

PIA 201-202 Piano (1cr. each)

A study of intermediate piano literature comparable to the sonatinas by Clementi and Kuhlau. Emphasis is placed on the works of 19th century composers such as Schubert, Chopin, Schumann (Album for the Young), Liszt, and Brahms. Prerequisite: PIA 101-102. **(One-Hour Sequence)**

PIA 301-302 Piano (1cr.)

Prepares students for Junior Recital. Students are expected to be familiar with representative Classical and Romantic works including Debussy and Raveland and the sonatas of Beethoven, Mozart, and Hadyn. Prerequisite: PIA 201-202. **(One-Hour Sequence)**

PIA 401-402 Piano (1cr. each)

Prepares students for the Senior Recital. Representative pieces by 20th century figures such as Bartok, Prokofiev, Dello Joio, and Hindemith are examined. Prerequisite: PIA 301-302, Junior Recital. **(One-Hour Sequence)**

PIA 105,106 and 205,206 Piano (2cr.)

Designed for students majoring in performance, this sequence assumes substantial proficiency and experience. Piano technique, style, and performance practice are reviewed. Additional works appropriate to the student's proficiency level are examined. Students perform on at least one student recital per semester. Prerequisite: Audition or consent of instructor. **Two-hour Sequence (Performance Major)**

PIA 305-306 Piano (2cr. each)

A two-semester sequence leading to the Junior Recital, taken separately as MUS 398. Prerequisite: PIA 206. **Two-hour Sequence (Performance Major)**

PIA 405-406 Piano (2cr. each)

A two-semester sequence leading to the Senior Recital, taken separately as MUS 498. Prerequisite: PIA 306. **Two-hour Sequence (Performance Major)**

PHYSICS

PHY 221-222 College Physics (3cr. each semester)

A non-calculus based course of General Physics for biology majors, covering mechanics, heat, sound, electricity and magnetism, and elements of atomic and nuclear physics. Three hours lecture and three hours laboratory weekly. Prerequisite: MAT 161S.

PHY 251-252 University Physics (4cr. each semester)

A calculus-based course of classical physics with elements of modern physics for mathematics and science majors. It covers mechanics, acoustics, thermodynamics, kinetic theory of gases, electrodynamics, atomic and nuclear physics. Three hours lecture and three hours laboratory weekly. Prerequisite: MAT 214 (may be taken concurrently).

PHY 305 Modern Physics (3cr.)

Foundation of modern physics, including theory of relativity, quantization of matter and energy, introduction to quantum mechanics and its application to the explanation of properties of atoms, nuclei, and crystals. Three hours lecture. Prerequisites: PHY 222 or 252, MAT 216.

PHY 315 Mechanics (3cr.)

Systematic presentation of elements of classical mechanics, including dynamics of particles and rigid bodies, introduction to moving coordinate systems and Lagrange's and Hamilton ion method. Prerequisites: PHY 251, MAT 214. Three hours lecture weekly.

PHY 320 Electricity & Magnetism. (3cr.)

A study of Maxwell's equations and their application to topics in electrostatics and electrodynamics, including electromagnetic waves in vacuum and solid medium. Prerequisites: PHY 252 or 222, MAT 216. Three hours lecture weekly.

PHY 325 Electronics (3cr.)

An introduction of basic electronics and instrumentation for Electrical Engineers and Physics majors. This lab/lecture course includes study of AC and DC circuits, diodes, rectifiers, transistors and operational amplifiers. Prerequisites: PHY 252 or 222. Two hours lecture and three hours laboratory weekly.

PHY 405 Quantum Mechanics (3cr.)

Introduction to quantum formalism, Schrodinger equation for a variety of potentials, simple harmonic oscillator, angular momentum, the hydrogen atom and application to nuclear physics. Prerequisites: PHY 305, MAT 322. Three hours lecture weekly.

PHY 411-412 Advanced Laboratory I & II (2cr.)

A variety of experiments in diverse areas of Modern and classical physics, emphasizing independent work. These experiments develop the fundamental skill needed for a physicist and engineer. Prerequisites: PHY 222 or PHY 252. Four hours laboratory weekly.

PHY 481-482 Research in Physics (2 - 4cr.)

Individual research and scholarly investigation under the supervision of a physics faculty. A written report and oral presentation are required after the completion of the course. Prerequisite: permission of the department. Four to eight hours weekly.

PHY 491-492 Physics and Engineering Seminar (1cr.)

A required seminar course for junior and senior pre-engineering and physics majors. Each student presents an oral and written presentation on a topic in physics or engineering in his or her senior year.

PHY 330 Thermodynamics (3cr.)

A study of the fundamental concepts of thermodynamics, including temperature, entropy, internal energy, thermodynamic potential, laws of thermodynamics and

their consequences, and thermodynamics of irreversible process. Prerequisites: PHY 252, MAT 322. Three hours lecture weekly.

PHY 405 Quantum Mechanics (3cr.)

Introduction to quantum formalism, Schrodinger equation for a variety of potentials, simple harmonic oscillator, angular momentum, the hydrogen atom and application to nuclear physics. Prerequisites: PHY 305, MAT 322. Three hours lecture weekly.

PHY 491 Physics and Engineering Seminar (1cr.)

A required seminar course for junior and senior preengineering and physics majors. Each student presents an oral and written presentation on a topic in physics or engineering in their senior year.

POLITICAL SCIENCE

PSC 200 Research Methods I (3cr.)

Introduces the student to the logic of the linear approach in the analysis of political events. Emphasis is placed on the relevance and importance of the scientific method to scholarly study and to effective thinking about questions relevant to the discipline of Political Science. Introduces students to the principles of scientific research, its methodologies and tools as a prelude to their future use in sponsored research projects and in the Senior Seminar. Prerequisite: Sophomore status or higher. Offered annually, fall semester.

PSC 210 Introduction to Political Theory (3cr.)

An introduction to the historical, normative, and analytical issues and concepts which characterize the literature of Western Political Philosophy to 1) the continuity and innovation which has characterized the Western tradition, as well as its relevance to contemporary political problems, 2) to developing critical thinking skills for a sophisticated understanding of the complexity of political realities and political thinking, and 3) to thinking critically about personal identity within politics. Prerequisite: Junior status or permission of the instructor. Offered annually, fall semester.

PSC 220 Introduction to Public Administration and Public Policy (3cr.)

An examination of the formulation and implementation of public policy and the principles and practices of the administration of government and public service organizations. Students apply modern theories of public policy to the study of bureaucracies, public budgeting, and management. Prerequisite: PSC 230. Offered annually, spring semester.

PSC 230 Introduction to American Government (3cr.)

An introduction to the structure, function, and powers of the national government within the framework of the Federal Constitution of the United States.

PSC 240 Introduction to Comparative Politics (3cr.)

An analysis of the theoretical varieties of government and a study of selected and illustrative contemporary foreign governments. Offered annually, spring semester.

PSC 250 Introduction to International Relations (3cr.)

Introduces students to the major theories, concepts, and problems of international relations and foreign policy, especially the effect of diplomacy, nationalism, and imperialism. Offered annually, fall semester.

PSC 330 The American Presidency (3cr.)

An analysis of the constitutional origins and legal development of the American

Presidency, while placing special emphasis on the role of the President as party leader, Chief of State, Commander-in-Chief, molder and executor of public policy, and chief administrator of the federal bureaucracy. Prerequisite: PSC 230. Offered alternate years, fall semester.

PSC 331 State and Local Government (3cr.)

An introduction to the structure, functions, and roles played by state and local governments within the federal system. Prerequisite: PSC 230.

PSC 336 Problems of Democracy (3cr.)

In-depth examination of both current and enduring problems related to the theory and practice of democratic government. Prerequisite: PSC 210. Offered alternate years, spring semester.

PSC 415 Civil Rights and Liberties and the Constitution (3cr.)

An intensive study of the aspects of constitutional law and politics, focusing on the rights of individuals and groups in American society. Prerequisite: PSC 230.

PSC 430 African-Americans and the Political Process (3cr.)

The study of the political behavior of African-Americans. Through analyses of mass movements, political parties and established interest groups, students develop a sophisticated comprehension of techniques of political mobilization and organization used in African-American communities.

PSC 431 Urban Politics (3cr.)

The study of political behavior in the urban environment. Special attention is given to various mayoral, councilmanic, and commission forms of government, the structure and functions of municipal bureaucracies, the role of political party organizations, at-large and single-member electoral districts, and the unique role played by cities within the framework of the *Federal Constitution of the United States*. Finally, the course also will examine the social and economic forces that impact the delivery of essential city services. Prerequisite: PSC 230.

PSC 451 Perspectives on Terrorism (3cr.)

An introduction to terrorism, a phenomenon that is likely to remain a concern of domestic and international politics for the foreseeable future. Reviews the numerous definitions of terrorism, discusses its relevant publics, analyzes the stated and ascribed motives of its practitioners, proponents, and adversaries, and assesses various criteria for evaluating its effectiveness. Offered alternate years, spring semester.

PSC 490 Selected Topics

In-depth study of a topic of current interest in political science.

PSC 492 Internship (1-3cr.)

An opportunity for students to work or serve in an internship with a governmental/public agency or institution. Prerequisites: Junior or senior status, cumulative GPA of 2.5 or better, and permission of the instructor.

PSYCHOLOGY

PSY 101 General Psychology I (3cr.)

An introduction to the major concepts of psychology as a behavioral science, intended primarily for psychology, criminology/criminal justice, social work, and biology majors. Laboratory experiences required.

PSY 102 General Psychology II (3cr.)

A continuation of General Psychology I. Enrollment required of students intending to be psychology majors. Prerequisite: PSY 101.

PSY 201 Human Growth and Development I (3cr.)

A life span approach to the study of human behavior, with special emphasis on the beginnings of life, the early years, and adolescence.

PSY 203 Research Methods I (3cr.)

Introduces students to basic statistical concepts necessary in psychological research and to the elements of research design. Prerequisites: PSY 102 and MAT 112.

PSY 204 Research Methods II (3cr.)

A continuation of Research Methods I. Emphasis is on learning the concepts, techniques, and methodology involved in psychological research. Includes performing selected research and reporting the results in a systematic, scientific manner. Prerequisite: PSY 203.

PSY 205 Developmental Psychology-Early Years (3cr.)

In-depth study of early childhood. Includes the cultural, social, and biological aspects of early development. Contemporary theories of child development will be covered. Prerequisites: PSY 102.

PSY 206 Developmental Psychology-Adolescence (3cr.)

An investigation of the development of the child from puberty to adulthood. Consideration is given to problems of adolescent adjustment, especially those encountered in the school setting. Prerequisites: PSY 102.

PSY 214 Positive Psychology (3cr.)

An introduction to the use of the principles of psychology to promote health, well being, and resilience. Prerequisites: PSY 101 or PSY 201.

PSY 301 Abnormal Psychology (3cr.)

A study of the biological, psychological and social origins of emotional and behavioral disorders. Diagnosis and treatment of disorders is examined from multiple perspectives. Prerequisites: PSY 101.

PSY 302 Introduction to Counseling Psychology (3cr.)

A study designed to acquaint students with the techniques of counseling. Prerequisite: PSY 214 and PSY 301.

PSY 306 Psycho-Educational Measurement and Evaluation (3cr.)

Competency-based instruction, covering the principles and methods used in measurement and evaluation as part of the teaching and learning process. Emphasis is given to the construction of objective tests, performance-based assessments and observation techniques that are of interest to both regular education and special education majors. Prerequisites: PSY 201 or permission of the instructor.

PSY 308 Biopsychology (3cr.)

A study of physiological processes of the body and their relationship to behavior. Topics emphasized include the organization of the nervous system, neural transmission, sleep and dreams, learning and memory, and psychopathology. Prerequisites: PSY 204.

PSY 309 Personality (3cr.)

A theoretical approach to personality, aspects of personality development, and methods of studying personality. Prerequisite: PSY 214 and PSY 301.

PSY 310 Advanced Statistics for Psychology (3cr.)

A study of analysis of variance, multiple regression, and non-parametric statistics. Prerequisite: PSY 204.

PSY 311 Adult Development and Aging (3cr.)

A focus on the origin and nature of individual changes in relation to adult development and aging, theoretical orientations to aging, relationship between psychological factors and changes in biological systems, perceptual systems, personality, and intellectual functioning. Prerequisites: PSY 102 or PSY 201.

PSY 312 Introduction to Industrial and Organizational Psychology (3cr.)

Application of psychological principles and techniques to problems in the work place and organizations. Topics emphasized include employee selection, training, placement, and evaluation, job satisfaction and morale, safety, human engineering, organizational socialization, leadership, and intra- and intergroup functioning. Prerequisites: PSY 204.

PSY 315 Computer Use in Social Science Research (3cr.)

An Introduction to the use of SPSS and other computer software in research. Practical experience in the use of SPSS in the statistical analysis of data from social science research will be emphasized. The goal is to provide the student with the essentials needed to carry through the entire research process—from identifying the problem to data analysis and the preparation of a research report with the aid of a computer. Prerequisite: PSY 204 or permission of the instructor.

PSY 400 Field Placement (3cr.)

Opportunity for majors to observe and work with psychologists or other professionals. Prerequisites: PSY 204 and PSY 301 or PSY 302 and permission of the instructor.

PSY 401 Psychological Assessment (3cr.)

An introduction to individual psychological testing. Basic concepts in measurement are reviewed. Topics emphasized include development of intelligence tests and personality tests and use of psychological tests to make important decisions. Prerequisites: PSY 204 and PSY 301.

PSY 403 Social Psychology (3cr.)

A study of the experimental findings and theories concerning the effects of groups on a person's behavior. Prerequisite: PSY 204.

PSY 404 Learning and Cognition (3cr.)

An Introduction to the major concepts, theories, and research in learning and cognition. Topics include conditioning, memory, language, problem solving, and decision-making. Prerequisite: PSY 204.

PSY 405 History and Systems (3cr.)

An analysis of the principal historical antecedents of modern psychology and their relevance to major contemporary systematic positions. Prerequisite: PSY 204.

PSY 490 Selected Topics (3cr.)

An in-depth study of a topic of current interest in Psychology. Prerequisite: PSY 102.

PSY 499 Independent Research and Study (An honors course) (1 - 3cr.)

Opportunity for an advanced student to initiate, develop, and present a thesis project or activity that has specific psychological emphasis. This study is conducted with the permission of the faculty under the supervision of a designated faculty member. Prerequisites: PSY 204, junior or senior level standing, cumulative GPA of at least 3.00, and permission of the instructor.

RELIGION

REL 201 Introduction to Religion (3cr.)

Covers the nature and meaning of religion, with reference to various methodologies for the critical study of religion and some of the major issues and problems involved in such study. An examination of the Religions of the World.

REL 224 Religious Sects and Cults in the U.S (3cr.)

A study of the various sects, cults, and minority religions outside of mainline American Christianity, religious freedom, and pluralism in our culture. Other minority religions (Jehovah's Witnesses, Christian Scientists, Theosophists, etc.) as well as newer religious groups (Zen Buddhism, Unification Church, Hare Krishna, etc.) are studied.

REL 235 Black Religion (3cr.)

A survey of various black religious expressions in America from the African background to the present. Special emphasis on Negro Spirituals, gospel music, the rise of separate black denominations, biographies of various black church leaders in the Protest Movement, and Black Liberation Theology.

REL 311 Old Testament Literature (3cr.)

An introduction to ancient religious writings, the historical context in which they were produced, and their interpretation. Focuses on problems the modern reader has with the Old Testament, language and ancient thought.

REL 312 New Testament Literature (3cr.)

An introduction to the various types of literature in the early Christian writings that expressed a new dynamic faith in the Roman world. Emphasis is placed on the interpretative problems of the reader regarding the quest for the historical Jesus and on semantics.

REL 316 Biblical Ethics (3cr.)

Explores the basic precepts and premises of ethics, morality, and moral behavior, and the role of religion and its influence upon the development of ethics.

REL 366 Sociology of Religion (3cr.)

Introduces the student to the social construction of reality according to the terms, *externalization*, *internalization*, and *objectivation*. Through these terms, current society develops and is maintained by culture and institutions. The operative question for the course is "what is the place of religion in society".

REL 417 Theological Communication (3cr.)

Introduces the student to the art and science of sermon preparation, under the category of practical theology. Students are introduced to the dialectical approach to sermon preparation, which they, in turn apply to practical exercises.

REL 420 Survey in Christian Thought (3cr.)

A survey of some of the major movements and personalities in the development of Christian thought from the Apostolic to the Modern Age.

REL 421 Principles of Christian Education (3cr.)

An introduction to the principles and methodologies of Christian education, especially in black churches.

REL 463 Contemporary Trends in Theology (3cr.)

An overview of the thoughts of some of the major theologians of recent times and some of the theological questions.

SCIENCE

SCI 150 Introduction to Biological Science (4cr.)

Introduces students to topics that are organized around major life functions and the structures that serve them. Topics include cellular structure and function, maintenance and regulation, reproduction and development, genetics, and basic ecological principles. Designed for non-science majors. Three hours lecture, two hours laboratory weekly.

SCI 151 Introduction to Physical Science (4cr.)

A study of the concepts of mechanics, and heat and sound. Emphasis is placed on building concepts, grasping principles, and learning how concepts can be quantitatively measured and calculated. Three hours lectures, two hours laboratory weekly. Designed for non-science majors. Prerequisite MAT 111 or higher (may be taken concurrently).

SCI 152 Introduction to Chemical Science (4cr.)

A study of the important principles and methods of chemistry, with applications to the more common elements and their periodic properties. For non-science majors. Three hours of lecture, two hours of laboratory weekly.

SCI 202-204 Methods and Materials in Science I - II (2cr. per course)

A study of the planning, diagnosis, instructional methods, materials, resources, and evaluation techniques for the biological and physical science.

SOCIAL WORK

SWK 255 Introduction to Social Welfare and Social Services (3cr.)

Provides an understanding of the scope of social welfare services and an orientation to the humanitarian values and activities of the Social Work profession. Offered fall semester.

SWK 256 Communication Skills (3cr.)

Focuses on basic principles of communication and their function in the human services. Provides for development of necessary interviewing skills for working with individuals, groups, and communities. Lab exercises are required. Offered spring.

SWK 302 Human Behavior and the Social Environment I (3cr.)

Provides a systems perspective to the reciprocal relationships between individuals and their environments from birth to young adulthood. Provides a conceptual framework that can serve as a foundation for examining human behavior and

human events. Prerequisite: PSY 101. Offered fall.

SWK 303 Human Behavior and the Social Environment II

Provides a systems perspective to the reciprocal relationships between individuals and their environment from middle adulthood through old age. Provides a conceptual framework that can serve as a foundation for examining human behavior and human events. Prerequisite: SWK 302. Offered spring. Credit, 3 hours.

SWK 307 At-Risk Populations (3cr.)

Provides a comprehensive review of the most vulnerable populations and people adversely affected by the chances of life. A humanistic approach is presented to intervene with the handicapped, incarcerated, elderly, mentally ill, women, children, and victims of alternative lifestyles. Focuses on the transition to human service delivery in natural community settings. A systems framework for developing the needed skills and accessing available services for these specialized populations is provided.

SWK 309 Social Research I (3cr.)

First course of a two-semester sequence. Includes basic research concepts and methodologies for knowledge development and evaluation of social work practice. Phases of the research process, research designs, data- collection techniques, sampling, and ethics are presented. Prerequisite: MAT 201. Offered fall.

SWK 310 Social Research II (3cr.)

Second course of a two-semester sequence. Provides presentations on program evaluation techniques, including statistics analysis, measurement, hypothesis-testing, bivariate and multivariate analysis, and measures of association. Students complete a research project. Prerequisites: MAT 201; SWK 309. Offered spring.

SWK 311 Social Welfare Policy I (3cr.)

Provides study of the history, philosophy, and issues of the social welfare system, the profession of social work, and the development of the institution of social welfare from the English Poor Law tradition to the beginnings of modern welfare states. Analyzes public and private responses to the economic and social needs of the population in context of values, social structure, economic change, and political response. Offered fall.

SWK 312 Social Welfare Policy II (3cr.)

Examines the policies in the social sectors of health, education, and welfare. Topics emphasized include demographic and resource problems; organizing and administering social services; objective basis for evaluating social programs and policies in terms of outcomes, effectiveness, and cost. Prerequisites: SWK 311. Offered spring.

SWK 314 Social Work Values and Ethics: 21st Century Professional Challenges (3cr.)

Provides a discussion on the ethical dilemmas in social work practice. The obligation for acquiring specific knowledge about social work values and their implications regarding such issues as morality, conflict resolution, decision-making, standards of conduct and adjudication is stressed. Emphasizes the necessity for development of an awareness of personal values that impact everyday professional conduct.

SWK 324 Social Work Practice I (3cr.)

First course of a three-semester sequence, open to junior-level social work majors only. Designed to introduce students to the beginning levels of social work

practice. Students are taught a generalist approach and a problem-solving method in utilizing common core concepts, skills, tasks, and activities essential to social work practice. Emphasis is placed on problem identification and assessment. Prerequisites: SWK 255, 256, 302. Offered spring.

SWK 380 Social Discrimination (3cr.)

Emphasizes the identification and etiology of institutional and individual prejudice and discrimination and their effects. Particular emphasis is placed on the difficulties faced by racial and ethnic minority populations, which consist of women, aged persons, disabled, and homosexual individuals. Offered fall.

SWK 424 Social Work Practice II (3cr.)

The second course of a three semester sequence, open only to majors. Continues the development of beginning social work knowledge, skills, and values, using the generalist approach to practice. Review of the problem-solving process with emphasis on skill development with individuals, groups, and families. Case material from concurrent field placement facilitates learning. Prerequisites: SWK 255, 256, 302, 303, 324. SWK 424 is to be taken concurrently with SWK 426 and 428. Offered fall.

SWK 425 Social Work Practice III (3cr.)

Third course of a three semester sequence. Open only to majors. Continues the development of beginning social work knowledge, skills, and values with special emphasis on application of the generalist approach with groups, communities, and organizations. The concepts of teamwork, use of influence, and change in communities and organizations are presented. Use of case material from concurrent field placement facilitates learning. Prerequisites: SWK 255, 256, 302, 303, 324, 424, 426, and 428. SWK 425 is to be taken concurrently with SWK 427 and 429. Offered spring.

SWK 426 and SWK 427 Field Placement I and II (8cr. – 4 cr. per semester)

A two-semester sequence, open only to majors. Provides opportunity for educationally directed social work practice experience under the supervision of an experienced practitioner. Intended to develop social work values, knowledge, and social work practice skills at an entry level. Students complete 225 clock hours in the agency each semester. Prerequisites to begin the sequence: SWK 255, 256, 302, 303 and 324. Taken concurrently with SWK 424, 425, 428, and 429. Offered fall and spring.

SWK 428 and SWK 429 Field Senior Seminar I and II. (2cr. – 1cr. per semester)

A two-semester sequence, open only to majors. Provides opportunities for students to correlate, integrate, and synthesize field, practice, human behavior, policy, and research knowledge. Prerequisites to begin sequence: SWK 255, 256, 302, 303 and 324. Taken concurrently with SWK 424, 425, 428, and 429. Offered fall and spring.

SWK 306 Substance Abuse: Professional Intervention (3cr.)

Emphasizes the necessity for an individualized approach in understanding addictive disorders and providing effective intervention. A thorough review of various treatment models is presented. The diversity of substance-abusing populations is profiled. Current drug information, comprehensive intervention techniques and generally accepted assessment, treatment planning, and evaluation methodology are presented.

SWK 307 At-Risk Populations (3cr.)

Provides a comprehensive review of the most vulnerable populations and people adversely affected by the chances of life. A humanistic approach is presented to intervene with the handicapped, incarcerated, elderly, mentally ill, women, children, and victims of alternative lifestyles. Focuses on the transition to human service delivery in natural community settings. A systems framework for developing the needed skills and accessing available services for these specialized populations is provided.

SWK 490 Selected Topics (3cr.)

Provides in-depth study on a topic (i.e., spirituality, domestic violence, etc.) of current interest in Social Work. Prerequisite: SWK 255 or permission of the instructor.

SWK 499 Independent Study/Research (1 -3cr.)

Provides opportunity for students to select and research relevant social work topics, under the supervision of an instructor. Prerequisites: A course in social research, grade-point average of 3.0 or above, and the permission of the instructor.

SOCIOLOGY

SOC 200 Principles of Sociology (3cr.)

A focus on the empirical and theoretical bases of sociology. Students are taught the fundamental concepts and principles of the discipline and are introduced to sociological methods of interpreting data. Prerequisite for all other sociology courses for students majoring or minoring in sociology.

SOC 215 Statistics for Social Scientists (3cr.)

Introduction to quantitative analysis. Attention is given to measures of association, descriptive statistics, sampling and estimation and to an introduction to inference, probability, and correlation. Emphasis on SPSS as the premier tool of Social research.

SOC 301 The Development of Social Thought (3cr.)

An examination of the contributions of the founders of sociological theory, with explanations of modern social systems. Fall semester only. Prerequisite: Junior status or higher or permission of instructor.

SOC 305 Modern Social Problems (3cr.)

An examination of social problems and issues in light of their historical background from the sociological perspective, involving an analysis of the causes and effects. In addition, students discuss possible alternative solutions to some of these problems. Fall semester only.

SOC 319 Social Research Methods I (3cr.)

A focus on the elementary research methods used to do social research. Research design, data collection techniques, and data analysis and interpretation are emphasized. Prerequisites: SOC 101 or SOC 200.

SOC 336 Marriage and Family (3cr.)

A focus on the development of the American family and the family in other cultures. Emphasis is placed on changing sex roles, marital choice, socialization, and the effects of contemporary social changes on the family.

SOC 337 The Black Family (3cr.)

A focus on the unique experience of the black family, both historically and contemporarily. Attention is given to the strength and survival of the black family as a social unit.

SOC 344 Race Relations (3cr.)

Interpretation and analysis of social, economic, cultural, and political forces responsible for group control are emphasized. Critical analysis is made of discrimination, segregation, exploitation, hostility, and feelings of cleavage.

SOC 346 Cultural Anthropology (3cr.)

Study of varied values and behavioral practices that societies around the world have fashioned in attempting to deal with common human problems. Attention is given to the methods of anthropological investigation, kinship, subsistence techniques, methods of social control, and cultural change. Offered spring semester.

SOC 358 and PSC 431 Issues in the Urban Environment (3cr.)

A broad overview of the nature and basic elements of the urban community. Emphasis is placed on major urban issues, and perspectives, and techniques of various urban disciplines. Field trips to urban institutions may be required. Offered fall semester.

SOC 359 Community Organization/Community Development (3cr.)

A study of the nature and types of community organizations in American Society, organizational goals, control and leadership, and the relationship between organizations and their environments. Offered spring semester.

SOC 368 Social Movements and Social Change (3cr.)

A study of social phenomena, ranging from momentary panics to collectives, characterized by a greater degree of continuity and purpose. Focuses on the dynamics and characteristics of particular social movements.

SOC 418 Complex Organizations (3cr.)

A study of the structure, functions and interrelatedness of corporations, labor unions, government agencies, employee associations and professional associations. Prerequisites: SOC 200 and SOC 230.

SOC 420 Methods of Social Science Research II (3cr.)

A study of issues in research methodology, research design, questionnaire construction, coding, and modeling. Prerequisite: SOC 210, and SOC 319.

SOC 480 Senior Seminar (3cr.)

Under the supervision of the appropriate member of the faculty of the department, seniors will develop a thesis to demonstrate the conceptual and research skills acquired within their previous courses of study. Prerequisite: Senior status. For History/Political Science & Sociology majors only.

SOC 490 Selected Topics

In-depth study of a current societal interest that emphasizes relevance to the African-American Community.

SOC 492 Internship (3cr.)

Opportunity for the student to work or serve in an internship with a governmental/public agency or institution. Prerequisites: Senior status.

SPANISH

SPA 101-102 Elementary Spanish (3cr. each semester)

Pronunciation, conversation, grammar, composition, and reading for students having no previous knowledge of the language. Prerequisite for SPA 102: SPA 101.

SPA 205-206 Intermediate Spanish (3cr. each semester)

Continuation of conversation, grammar, composition, and readings. Prerequisite for SPA 205: SPA 102 or required high school units. Prerequisite for SPA 206: SPA 205.

SPA 307-308 Third-Year of Spanish (3cr. each semester)

A survey of Spanish literature from the beginning through Modernism. Prerequisite: SPA 206 or three years of high school Spanish.

SPA 333-334 Spanish Conversation and Composition (3cr.)

Practice in patterns of oral Spanish, self-expression, vocabulary-building, and listening comprehension. Practice in written Spanish through study of idiomatic expressions and syntax, written reports, topical composition, and creative writing. Prerequisite: SPA 206 or three or more years of high school Spanish.

SPA 499 Independent Study (3cr.)

The student, in consultation with advisors, arranges a program on a topic of interest. Required assignments are determined through consultation with advisors. Prerequisite: Foreign Language 206 or higher. Offered fall and spring semesters.

SPEECH AND DRAMA

SPD 101 University Players (1cr.)

Students participate in productions of the University Players. Repeatable.

SPD 201 Introduction to Drama (3cr.)

Appreciation and understanding of drama as a social force and literary art form through the study of historical perspectives, comparison with other art forms, and script analysis.

SPD 202 Acting I (3cr.)

Study and practice in the fundamentals of acting techniques based on play and character analyses. The importance of voice, posture, gesture, and movement in theatrical expressiveness are emphasized, using speeches and short scenes from the world's best dramas.

SPD 203 Voice and Diction (3cr.)

Use of the International Phonetic Alphabet as an aid to improving pronunciation and articulation of the sounds of American English.

SPD 217 Informative and Persuasive Speaking (2cr.)

Provides instruction on the fundamentals of informative speaking. Students acquire awareness and understanding of informative and persuasive speeches.

SPD 301 Acting II (3cr.)

A study of acting techniques and methods, involving improvisation, mime and theatre games, scene work, and monologue performances. Prerequisite: SPD 202.

SPD 302 Acting III (3cr.)

Emphasizes character development and analysis through scene work and discussion. Prerequisite: SPD 301. Offered in alternate years.

SPD 305 Theatre History (3cr.)

The development of theatre and drama in society from the classical period through the modern era. Specific emphasis placed on theatre architecture, the performer, production methods, the audience, and notable playwrights in the artistic periods studies. Prerequisite: SPD 201.

SPD 306 Contemporary Theatre and Film (3cr.)

An examination of the writing and production styles of the modern theatre and the related media of television and film. Specific emphasis placed on script analysis of the formative writers of the Modern Period. Offered in alternate years.

SPD 315 Directing I (3cr.)

Principles and theories of stage movement, blocking, casting, and rehearsing. Students are required to direct scenes for class presentations. Prerequisite: SPD 202.

SPD 316 Directing II (3cr.)

Students are required to direct a one-act play or stage and manage a full-length play for an audience. Students actively participate in all steps from auditioning through performance. Prerequisite: SPD 315.

SPD 318 Stagecraft I (3cr.)

The fundamental methods, materials, and techniques of set construction for the stage. Students participate in preparing and mounting the University Player's productions.

SPD 319 Stagecraft II (3cr.)

Advanced methods and principles of set construction for the stage. Basic principles of lighting and scenic design also are discussed. Students participate in preparing and mounting the University Players' productions. Prerequisite: SPD 318 or permission of the instructor.

SPD 320 Oral Interpretation of Literature (3cr.)

Appreciation of reading literature to an audience. Emphasis is on interpreting and orally communicating selections of poetry, prose, and plays. Prerequisite: ENG 101 and 102. Offered in alternate years.

SPD 330 Stage Design I (3cr.)

Study of the techniques of designing for the theatre and related productions. Basic drawing, rendering, and model-making techniques are taught and used to develop design projects. Prerequisite: SPD 319 or permission of the instructor.

SPD 331 Stage Design II (3cr.)

Advanced study of the methods and techniques used in designing for the theatre. Advanced design projects will be developed. Prerequisite: SPD 330. Offered in alternate years.

SPD 340 Computer Aided Drafting (3cr.)

Introduction to basic skills and techniques used in producing two-dimensional drafting on the computer. Some familiarity with basic drafting and drawing skills is helpful, but not a requirement for the course. Offered in alternate years.

SPD 402 African-American Theatre (3cr.)

An examination of the contributions of African-Americans to American drama. Traces the development of African-American theatre from minstrels through modern theatre. Offered in alternate years.

SPD 430 Senior Seminar (3cr.)

Students focus on an area of study offered by the program, including acting, directing, or technical theatre. An expected outcome is the completion of a research paper/project. Attention is also directed toward information and preparation for post-graduate and professional life. Designed for Speech and Drama majors only.

SPD 450 Professional Internship (1 - 6cr.)

The student will work with a professional theatre company as an intern, gaining practical experience in performance, theater management, or technical theatre. Eligibility is determined by interviews with faculty and participating theatre administrators. May be repeated for credit.

SPD 490 Selected Topics (3cr.)

Selected topics include: drafting, advanced drafting, computer 3-D modeling and rendering, costume and makeup, lighting design, dance, and theatre management. Offered as needed.

SPD 499 Independent Study (3cr.)

Selected reading or projects in a specialized area of speech and drama. Eligibility is determined after conference with supervising faculty members.

VOICE

VOI 100 Voice (1cr.)

Prepares students with no previous formal training. An introduction to vocal techniques.

VOI 103 Voice Class (1cr.)

Emphasizes the physiological aspects of vocal pedagogy and diction through vocalization and songs. Designed for those with instrumental or keyboard concentration.

VOI 107L Diction I

Allow the students to learn correct phonetic transcription and accurate oral articulation of lyric English and Italian. This is a required non-credit laboratory class designed to be taken with VOI 101 or 105.

VOI 108L Diction II

Allows the student to learn correct phonetic transcription and accurate oral articulation of lyric French and German. This is a required non-credit laboratory class designed to be taken with VOI 102 or 106.

VOI 101-102 Voice (1 - 2 cr. hours)

Emphasizes the fundamental principles of tone production, matching vowel sounds, the beginning of adequate breath control, and evenness of scale tones through the use of simple exercises and songs suited to individual student's needs. Simple classic and standard songs include one language (Italian) other than English and two or more oratorio or operatic arias. Prerequisite: VOI 100 or permission of the instructor.

VOI 201-202 Voice (1 - 2cr.)

Advanced study of vocal techniques with growth, range, power, and flexibility of voice. Emphasis placed on advanced literature, including further exploration of early Italian or English songs and the art songs of Hahn, Debussy, Schubert, and Schumann. Attention is given to the study of the style of Mozart, Handel, and Haydn. Songs from the standard repertory include two languages other than English. Prerequisite: VOI 101 and 102.

VOI 301-302 Voice (1 - 2cr.)

Instruction is provided on advanced techniques and literature. Emphasis is placed on songs from the works of Schubert, Brahms, Wolf, Debussy, Faure, Dupare, Respighi, Cimeria, and Donaudy. Extensive study is provided on operatic and oratorio arias, contemporary songs, and literature. Songs performed in German, French, and Italian. Prerequisite: VOI 201-202.

VOI 401-402 Voice (1 - 2cr.)

Prepares students for Senior Recital. Prerequisite: VOI 301-302; Junior Recital.

VOI 105,106 and 205,206 Voice (2cr.)

Designed for students majoring in performance, this sequence assumes substantial vocal experience and proficiency. Instruction provided on vocal techniques, styles, performance practices, and works appropriate to the student's proficiency level. The student will perform on at least one student recital per semester. Prerequisite: Audition or consent of instructor. **Two-hour Sequence (Performance Major)**

VOI 305-306 Voice (2cr.)

A two-semester sequence leading to the Junior Recital, taken separately as MUS 398. Emphasizes technique, style, and literature for the recital. Prerequisite: VOI 206. **Two-hour Sequence (Performance Major)**

VOI 405-406 Voice (2cr.)

A two-semester sequence leading to the Senior Recital, taken separately as MUS 498. Emphasizes technique, style, and literature for the culminating recital. Prerequisite: VOI 306. **Two-hour Sequence (Performance Major)**

GENERAL EDUCATION CORE CURRICULUM

The University's general education requirements, covering freshman and sophomore years, provide each student with a strong background in the liberal arts and sciences. At the end of the sophomore year, each student should have earned a minimum of 48 semester hours or its equivalent in the following courses:

General Studies

1 hr

GST 004

*Freshman Composition

6 hrs

ENG 101-102 (must take in sequence)
(A grade of "C" or better is required.)

Literature

6 hrs

(Pre-requisite ENG 101-102)
HUM 225 or 226, and one of the following: HUM 225,
HUM 226, ENG 323, ENG 324, ENG 328,
ENG 329, ENG 354

*Mathematics

6-8 hrs

MAT 111-112 (in sequence) or 6-8 credits
of math courses required by major

Natural Science

4 hrs

SCI 150, 151, 152 or BIO 111 (majors only),
CHE 101 (majors only), PHY 251 (majors only),
NSC 260

World Civilizations

3 hrs

HIS 145 or 146

Speech and Drama

2-3 hrs

SPD 217 or SPD 203

Fine Arts

2-3 hrs

One course from the following:
ART 308, 309; HUM 210, 211;
MUS 201, 202, 301, 302; SPD 305

Foreign Language

3-6 hrs

Minimum 102 level (in sequence)

African-American Heritage

3 hrs

One course from the following:
ART 310; REL 235; HIS 225, 226;
ENG 337 or 338 (ENGL 101-102
pre-requisite); MUS 321, 333; NSC 290

Personal Wellness

2 hrs

HLH 101 and

PED 101 (PED 101 may be substituted by one
semester on an intercollegiate sports team)

Computer Science

1 hr

CSC 160 (students may place out by exam)

Social Science

9 hrs

One course from each of 3 different groups

- a) ECO 200, ECO 231, ECO 232
- b) PSY 101, PSY 201
- c) GEO 203, PSC 230, SOC 200
- d) REL 224, REL 311, REL 312, REL 316, PHI 211,
PHI 212, PHI 213, PHI 314, PHI 316

TOTAL

48 - 55 hrs

*Students whose Placement Test scores fall below certain levels may be advised to take ENG 100 and MAT 100. These courses do not count toward graduation.

THE SYDNEY LEWIS SCHOOL OF BUSINESS

Mission

The Sydney Lewis School of Business (SLSB) seeks to develop future managers and leaders with the intellectual, personal, professional, and ethical attributes essential for success in a range of organizations—corporate and entrepreneurial enterprises, as well as government, not-for-profit, religious, and educational organizations. The Sydney Lewis School of Business students will be prepared to pursue graduate studies in their selected fields and to respond to the challenges of a complex and dynamic world.

The SLSB core, which is required of all business students, uses a holistic approach to learning and understanding how functional areas in business and management are intertwined and applicable to a broad range of organizational issues and problems.

Requirements (B. S. Degree, 124 hours)

General Education	51 hrs
SLSB core courses	41 hrs
ACC 201 Financial Accounting	4
ACC 202 Managerial Accounting	4
ECO 232 Micro-Economics	3
FNB 300 Principles of Finance	3
MGT 199 Professional and Ethical Development	3
MGT 200 Intro to Legal Environments	3
MGT 213 Managerial Communications	3
MGT 313 Operations Management	3
MGT 314 Management and Organizational Behavior	3
MGT 316 Global Business	3
MGT 413 Strategic Management in a Global Environment	3
MKT 300 Principles of Marketing	3
Other Departmental Requirement	3
MAT 210 Statistics	
Major Department	29
(See Accounting or Business Management area)	

The Accounting Department administers the Accounting major, and the Business Management Department administers the majors of (1) Finance and Business Economics (2) Human Resources Management, (3) Computer Information Systems, (4) Marketing, and (5) Business with an endorsement in secondary education. All majors except Business with an endorsement in secondary education (which is jointly administered with the School of Teacher Education) are required to complete 124 credit hours.

THE DEPARTMENT OF ACCOUNTING

Students who complete the major in accounting are prepared to pursue careers in public and private corporations and accounting firms, as well as other businesses. The comprehensive nature of the SLSB core is designed to further prepare accounting majors for leadership as executives and managers.

In addition to General Education Requirements and the SLSB Core, the student

majoring in Accounting is required to complete 7 courses in accounting. Accounting majors are not allowed to take more than three accounting courses above ACC 202 at other institutions.

By the year 2006, a person desiring to sit for the CPA examination in Virginia must have earned 150 hours of college credits. This requirement can be met in a variety of ways, including obtaining a graduate degree.

Requirements (23 hours)

ACC 301 Intermediate Accounting I	4
ACC 302 Intermediate Accounting II	4
ACC 303 Accounting Information Systems	3
ACC 304 Cost Accounting	3
ACC 401 Auditing	3
ACC 403 Advanced Accounting	3
ACC 405 Federal Personal Taxes	3

THE DEPARTMENT OF BUSINESS MANAGEMENT

Students in the Department of Business Management may choose a major that provides a depth of understanding in a specific functional area. Majors are provided in the areas of (1) Finance and Business Economics, (2) Human Resource Management (HRM), (3) Computer Information Systems (CIS), and (4) Marketing. In conjunction with the Department of Teacher Education, the SLSB also offers a Bachelor of Science in Business with an endorsement in secondary education. Students are not allowed to take more than three courses at the 300 or 400 level at other institutions. All major courses require a grade of 'C' or above.

Business with an endorsement in Secondary Education

Requirements

Students in this major are not required to take MGT 413 but are required to take CIS 124 and CIS 162. They are advised but not required to take EDU 191, 192, 193, and 194 for Praxis II preparation.

IDS 190*	Fundamentals of Learning I	1
IDS 191*	Fundamentals of Learning II	1
IDS 290*	Fundamentals of Learning-Reading and Writing	2
IDS 291*	Fundamentals of Learning-Mathematics	2
EDU 220	Foundations of Education	3
EDU 221FB	Foundations of Education	0
EDU 321	Curriculum and Instruction for Diverse Learners	3
EDU 322	FB Curriculum and Instruction for Diverse Learners	0
EDU 323	Adaptive Constructive Teaching	3
EDU 324 FB	Adaptive Constructive Teaching	0
EDU 329	Reading and Writing in the Content Area	3
EDU 330 FB	Reading and Writing in the Content Area	0
EDU 340	Computers and Technology in Education	3
EDU 341 FB	Computers and Technology in Education	3
EDU 424	Student Teaching	9
EDU 425	Reflective Teaching Colloquium	3
EDU 490	Critical Issues in Education	1

*Courses can be waived after Praxis I requirement is met.

Computer Information Systems

Requirements

Track I: Programming (18 hours)

CIS 263	Data Communications	3
CIS 265	Web Development	3
CIS 360	Database	3
CIS 362	Hardware/Software	3
CIS 368	Visual Basic	3
CIS 369	C++ Programming	3

Track II: Networking (18 hours)

CIS 263	Data Communications	3
CIS 265	Web Development	3
CIS 362	Hardware/Software	3
CIS 364	Networking	3
CIS 460	Systems Development	3
CIS 461	Client Server Essentials	3

Finance and Banking

Requirements (19 hours)

ACC 301	Intermediate Accounting	4
FNB 344	Banking and the Financial System	3
FNB 441	Investments	3
FNB 443	International Trade and Finance	3
FNB 444	Financial Decision Making	3
MGT 494	Internship	3

Marketing

Requirements (18 hours)

MKT 370	Buyer Behavior	3
MKT 379	Promotional Strategy	3
MKT 474	Global Marketing	3
MKT 479	Marketing Research: Data for Decision Making	3

(Plus 2 additional courses from the list below)

MKT 371	Retailing	3
MKT 376	Small Enterprise Marketing	3
MKT 473	Organization to Organization Marketing	3
MKT 478	Database Marketing	3

Entrepreneurial Management

Requirements (18 hours)

ACC 405	Personal Federal Taxes
ENM 315	Entrepreneurship
ENM 356	Management/Employee Relations
ENM 452	Staffing and Performance Management
MKT 370	Buyer Behavior
MKT 376	Small Enterprise Marketing

Restricted Electives:

All students are required to complete a certain number of restricted electives to assure they have taken at least eight SLSB courses at the 300-level or above, beyond those required as part of the business core. (This requirement does not apply to Business with an endorsement in Secondary Education majors, who take no courses beyond the business core.) Accounting majors must take 3 hours; CIS and Marketing majors must take 6 hours; Finance and Human Resources Management majors must take 9 hours. Any other courses to be counted as restricted electives must be approved by the chairperson of the department of the student's major.

Minor in business

Students who are not SLSB majors may minor in Business by taking 18 hours, consisting of ACC 201 (Financial Accounting), MKT 300 (Principles of Marketing), FNB 300 (Principles of Finance), and three other specified courses. The three additional courses are to be chosen in consultation with the Chair of the Department of Business Management and approved by the Dean of the SLSB. Students must earn a grade of 'C' or better in all courses taken for the minor in Business Administration.

Advisory Group

The Management Resource Advisory Council operates as a business advisory board for the Sydney Lewis School of Business. This group, which is comprised of individuals from business organizations in the Richmond community, functions as a support group for the programs of the Business School.

Clubs and Organizations

Clubs sponsored by the SLSB are the Accounting Club, Phi Beta Lambda, the Marketing Club, and the Computer Information Systems Club.

Accreditation

The SLSB is accredited by the Association of Collegiate Business Schools and Programs (ACBSP), which provide standards to ensure quality business education.

THE SCHOOL OF EDUCATION AND INTERDISCIPLINARY STUDIES

Mission

The mission of the School of Education and Interdisciplinary Studies is to produce a nationally validated program to develop a community of educators who embrace student learning as their primary commitment. These educators will exhibit knowledge and skills through selected critical attributes for professional growth and for stimulating learners to develop to their highest potential. The School of Education and Interdisciplinary Studies encourages scholarly inquiry based on reflective analysis in a search for excellence, stable values, and a sense of personal worth in multicultural educational settings.

Conceptual Framework

The rationale and organizing principles that guide all curricula and instruction for professional education at Virginia Union University are identified by the theme 'The Teacher As Reflective Explorer.' The candidate for licensure is charged with the task of Charting the Course for Student Learning. The principle characteristics of the Reflective Explorer are as follows: 1) possesses Competence, 2) exercises and Ethic of Caring, 3) uses an Adaptive Approach to Constructivist Teaching, and 4) utilizes Reflective Inquiry as the central structure of each of these components and the process by which candidates prepare and evaluate student learning.

Governance

The School of Education and Interdisciplinary Studies is the administrative unit that oversees the preparation of teachers. The unit's program is approved by the Virginia Department of Education and accredited by the National Council for the Accreditation of Teacher Education (NCATE).

Admission Requirements

Students who meet the following criteria may complete the Application for Admission to the teacher preparation program the second semester of the sophomore year: a GPA of 2.5, a 'C' or better in each course in the academic major/concentration, a midterm grade of 'C' or better for courses in professional studies, and passing scores on the PRAXIS I Assessment. Current-cut off scores are as follows: reading--178, mathematics--178, and Writing--176.

Students must enroll in a sequence of Praxis preparation courses (IDS 191, 290, 291) until the actual Praxis I requirement is met. IDS 192, 193, 194 are required for Praxis II preparation. Courses may be waived if Praxis I and II requirements are met.

Fees, scores, and regulations that govern teacher preparation program requirements are subject to change in accordance with policies from the Virginia Board of Education

Student Teaching Criteria

Teacher candidates must pass PRAXIS II, if necessary, and meet all additional program requirements to be eligible for student teaching. The student teaching experience is a direct, substantial, and full-day obligation, which spans a minimum

of ten weeks. Standards require the prospective teacher to spend a minimum of two hundred clock hours in classrooms on a full-time basis. Applications for student teaching with prescribed documentation should be submitted to the coordinator of student teaching the week after midterm when candidates reach senior status.

Recommendation for Licensure

Candidates who fulfill all degree and endorsement requirements, including successful completion of Praxis I and Praxis II, should consult with the coordinator of student teaching to apply for a teaching license from the Virginia Department of Education. The Virginia Interstate Agreement also may qualify graduates for licensure in other states. Licensure criteria may change in accordance with policies and regulations from the Virginia Board of Education.

Requirements

General Education 49 hrs

(A grade of C or better is required in all English, mathematics, history, and biology courses.)

Interdisciplinary Studies (Academic Core) 40 hrs

*SCI 151	Introduction to Physical Sciences	4
NSC 260	Introduction to Environmental Science	4
ENG 303	Advanced Composition	3
ENG 340	Modern English Grammar or	
ENG 341	Introduction to Linguistics	3
HIS 201	United States History to 1865	3
HIS 202	United States History since 1865	3
*HUM 211	History and Appreciation of Music	2
IDS 119	Introduction to Teaching	2
*PHI 211	Logic	3
*MAT 170	College Algebra and Trigonometry	4
MAT 201	Statistics	3
PSC 230	American Government	
	<i>(Required for Elementary Education endorsement)</i>	3
PSY 301	Abnormal Psychology	
	<i>(Required for Exceptional Education endorsement)</i>	3
PSY 306	Psycho-Educational Measurement & Evaluation	3

(Note: Courses denoted with * fulfill both General Education and IDS requirements.)

THE DEPARTMENT OF ELEMENTARY EDUCATION

Students who desire to teach at the elementary school level (pre-K – 6) major in Interdisciplinary Studies. The program is designed to give students a broad background in general education, a specified core curriculum for academic content knowledge, professional studies, and appropriate field-based instruction (FB).

Requirements (B. S. Degree, 122 hours)

General Education	49 hrs
IDS - Academic Core	40 hrs
Professional Studies	33 hrs
EDU 220 Foundations of Education	2
EDU 221FB Foundations of Education FB	0
EDU 321 Curriculum and Instructional Strategies for Diverse Learners	3
EDU 322FB Curriculum and Instructional Strategies for Diverse Learners FB	0
EDU 323 Adaptive Constructivist Teaching	3
EDU 324FB Adaptive Constructivist Teaching FB	0
EDU 331 Emergent Literacy and Developmental Reading I	3
EDU 332FB Emergent Literacy and Developmental Reading I FB	0
EDU 340 Computers and Technology in Education	3
EDU 341FB Computers and Technology in Education FB	0
EDU 422FB Interdisciplinary Instruction: Design and Practice FB	3
EDU 424 Student Teaching	9
EDU 425 Reflective Teaching Colloquium	3
EDU 431 Emergent Literacy and Developmental Reading II	3
EDU 431FB Emergent Literacy and Developmental Reading II FB	0
EDU 490 Critical Issues in Education	1

FB - Classroom Observation and Participation

THE DEPARTMENT OF EXCEPTIONAL EDUCATION

A major in interdisciplinary Studies leads to the Bachelor of Science degree and teacher licensure with endorsements to teach students with Learning Disabilities, Emotional/Behavioral Disorders, and Mental Retardation in grades PreK-12. This program is designed to give students a broad background in the content areas taught in the public schools: English, mathematics, natural sciences, and history and social sciences.

Requirements (B. S. Degree, 128 hours)

General Education	49 hrs
IDS - Academic Core	43 hrs
Professional Studies	36 hrs
XED 250 Introduction to Special Education	2
XED 251FB Introduction to Special Education FB	0
XED 340 Characteristics of Exceptionalities	3
XED 341FB Characteristics of Exceptionalities FB	0
XED 353 Language Acquisition for Exceptional Learners	2
XED 354FB Language Acquisition for Exceptional Learners FB	0
XED 355 Vocational Exploration for Exceptional Children	2
XED 356FB Vocational Exploration for Exceptional Children FB	0
XED 358 Classroom Management for Exceptional Learners	3
XED 359FB Classroom Management for Exceptional Learners FB	0
XED 453FB Instructional Programming for Learners FB	3
EDU 220 Foundations of Education	2
EDU 331 Emergent Literacy and Developmental Reading I	3
EDU 332FB Emergent Literacy and Developmental Reading I FB	0
EDU 340 Computers and Technology in Education	3

EDU 341FB Computers and Technology in Education FB	0
EDU 424 Student Teaching	9
EDU 425 Reflective Teaching Colloquium	3
EDU 490 Critical Issues	1

FB - Classroom Observation and Participation

THE DEPARTMENT OF SECONDARY EDUCATION

The School of Education and Interdisciplinary Studies offers an associate major in Secondary Education (History, English, Mathematics, Biology, Chemistry, Music, Business, and Theatre Arts). This will lead to a Bachelor of Arts degree and teacher licensure with an endorsement for grades 6-12.

This program is designed to give students a broad background in general studies, a specific core curriculum for academic content knowledge, and professional studies. In addition, candidates complete a minimum of hours of field experiences including Student Teaching, the capstone course in their senior year.

Requirements

General Education	48-55 hrs
Academic Core	40 hrs

(Courses are defined by the academic major in congruence with competency requirements for teaching licensure in the Commonwealth of Virginia)

Pre-Professional Skills	7 hrs
IDS 119 Introduction to Teaching	2
IDS 191 Fundamentals of Learning	1
IDS 192 Fundamentals of Teaching Praxis II	1
IDS 230 Fundamentals of Learning II Reading/Writing	2
IDS 291 Fundamentals of Learning II Mathematics	2
IDS 194 Fundamentals of Teaching Praxis II	1

Professional Studies	30 hrs
EDU 220 Foundations of Education	2
EDU 221FB Foundations of Education FB	0
EDU 321 Curriculum and Instructional Strategies for Diverse Learners	3
EDU 322FB Curriculum and Instructional Strategies for Diverse Learners FB	0
EDU 323 Adaptive Constructivist Teaching	3
EDU 324FB Adaptive Constructivist Teaching FB	0
EDU 329 Reading in the Content Areas	3
EDU 330FB Reading in the Content Areas FB	0
EDU 340 Computers and Technology in Education	3
EDU 341FB Computers and Technology in Education FB	0
EDU 423FB Curriculum and Instruction in Secondary Schools FB	3
EDU 424 Student Teaching	9
EDU 425 Reflective Teaching Colloquium	3
EDU 490 Critical Issues in Education	1

FB - Classroom Observation and Participation

Community-Based Education (Non-Licensure)

The Community-Based Education program at Virginia Union University is designed to prepare students to work in educational programs in community settings. Students will learn the fundamentals of leadership and educational programming for community based preschool, after school, and alternative programs. Students in this program will major in interdisciplinary studies. Courses are open to all students as electives.

Conceptual Framework

The rationale and organizing principles that guide the curriculum for community-based education at Virginia Union University are identified by the theme, 'The Community Educator as the Reflective Strategist.' The principle components of the reflective strategist are 1) competence, 2) an ethic of caring, 3) use of developmental principles for diversity programming, and 4) collaboration for strategic planning. This process empowers the professional community-based educator to model intellectual independence by continually exploring the needs of the community.

Admission Requirements for Senior Field Experience Criteria

In the final semester of the senior year, students who meet all program requirements, general education requirements, and interdisciplinary studies or academic major requirements, are able to enroll in Senior Field Experience and Senior Field Seminar. Students will spend a half day, semester experience, in a community-based organization implementing what has been learned.

Requirements

General Education		123 hrs
IDS (Academic Core)		49 hrs
Program of Studies		40 hrs
		34 hrs
IDS 191	Fundamentals of Learning	1
IDS 255	Orientation to Educational Environments- Pre-School Programming	1
IDS 260	Survey of Community-Based Education In After School Programming	3
IDS 261FB	Survey of Community-Based Education In After School Programming – FB	9

FB - Classroom Observation and Participation

ADVISORY GROUPS

The Teacher Education Council

The Teacher Education Council provides the opportunity for all members of the professional community actively to be involved in the Unit's policy-making. The Council is composed of representatives of higher education and professional education faculties, administration, candidates, instructional support staff, and public school districts. It serves in an advisory capacity to the Unit. Following the guidelines of the Virginia Department of Education, it recommends policies and procedures related to all program endorsement areas that lead to teacher licensure.

Special Education Advisory Council

Representatives from local agencies and school districts and faculty from the School of Education and Interdisciplinary Studies meet to discuss current trends and issues pertinent to the field. The aim is to provide guidance related to course development, technology, and field/clinical experience in the surrounding areas.

Auxiliary Education Careers Advisory Council

Composed of selected persons working in educational settings other than public schools, the Council functions to provide curriculum essential for persons interested in working in non-licensure educational settings.

Clubs and Organizations

Student Education Association

The Association provides an opportunity for students to practice professional and leadership skills in an educational organization. Students actively engage in planning, implementing, and facilitating events that assist in their professional development and advance education in the community. Activities focus on mentoring and tutoring of school-age children. Membership is open to all persons interested in education.

Council for Exceptional Children

The Council emphasizes issues and activities related to exceptional education. Students are exposed to their field through practical activities.

Scholarships

Virginia Scholarship Loan Program (www.pen.k12.va.us)

Lucille M. Brown Scholarship

Dorothy N. Cowling Scholarship

Endowed Teacher Education Scholarship

Charles S. Mott Scholarship

Virginia Council of Teachers of Mathematics (VCTM)

VACTE Scholarship (Virginia Association of Colleges for Teacher Education)

Professional Organizations

Richmond Area Association of Black School Educators (RAABSE)

Phi Delta Kappa International

American Association of Colleges for Teacher Education (AACTE)

Virginia Association of Colleges for Teacher Education (VACTE)

Virginia Association for Supervision and Curriculum Development (VASCD)

Pi Lambda Theta International Honor Society

Conceptual Framework Theme

The rationale and organizing principles that guide all curricula and instruction for professional education at Virginia Union University are identified by the theme 'The Teacher As Reflective Explorer.' The candidate for licensure is charged with the task of Charting the Course for Student learning. The principle characteristics of the Reflective Explorer are as follows: 1) possesses competence, 2) exercises an Ethic of Caring, 3) uses an adaptive approach to constructivist teaching, and 4) utilizes Reflective inquiry as the central structure of each of these components and the process by which candidates prepare and evaluate student learning.

The School of Education and Interdisciplinary Studies at Virginia Union University currently has collaborative contracts with the following school districts: Richmond City, Chesterfield County, Henrico County, and Hanover County. These contracts articulate the relationship between the University and the districts. The School of Education and Interdisciplinary Studies at Virginia Union University also provides professional development for Region I Schools located in Central Virginia. Collaborative Planning is conducted in conjunction with numerous advisory boards.

Nine candidates completed the teacher preparation program for the 2000-2001 academic year. All candidates may pass the Virginia Board of Education assessment (PRAXIS I) by reaching individual cut off scores in reading, writing, and mathematics or by earning the appropriate composite score. One hundred percent (100%) of the candidates at the University were successful in meeting this requirement. The candidate receiving an endorsement to teach in secondary schools also passed the PRAXIS II content assessment.

THE SCHOOL OF ARTS AND SCIENCE

Mission

The School of Arts and Sciences seeks to provide students with a broad liberal arts education, an environment for personal growth, and strong professional preparation in the chosen major. This combination will prepare students for graduate studies, to pursue their professional careers, and to provide leadership in their communities.

Comprised of ten departments, the School of Arts and Sciences offers curricula leading to the Bachelor of Arts, Bachelor of Science, or Bachelor of Social Work degree. Each degree program is structured to include (1) a core of general education curriculum of 48-55 semester hours, (2) departmental requirements which include courses in the student's chosen major and other disciplines, and (3) electives.

The departments, the majors, and special concentrations in each are listed below:

Department of Criminology/Criminal Justice

- 🎓 Criminology/Criminal Justice

Department of Fine Arts

- 🎓 Art
 - Secondary Education Endorsement
- 🎓 Music
 - Composition
 - Performance
 - Secondary Education Endorsement
- 🎓 Speech and Drama

Department of History, Political Science and Sociology

- 🎓 History/Political Science
 - Secondary Education Endorsement
- 🎓 Sociology

Department of Languages and Literature

- 🎓 English
 - Professional Communication
 - Secondary Education Endorsement
- 🎓 Language

Department of Mass Communications

- 🎓 Mass Communications

Department of Mathematics and Computer Science

- 🎓 Mathematics
 - Computer Science
 - Secondary Education Endorsement
- 🎓 Dual-Degree in Mathematics and Mechanical Engineering

Department of Natural Sciences

- 🎓 Biology
 - Environmental Science
 - Pre-Allied Health
 - Secondary Education Endorsement
- 🎓 Chemistry
 - Pre-Allied Health
 - Secondary Education Endorsement
- 🎓 Dual-Degree in Chemistry and Chemical Engineering
- 🎓 Natural Science
 - Computer Science
 - Physics and Pre-Engineering
- 🎓 Dual-Degree in Physics and Engineering

Department of Psychology

- 🎓 Psychology
 - Secondary Education Endorsement

Department of Religious Studies

- 🎓 Religious Studies

Department of Social Work

- 🎓 Social Work

Associate Majors

Students may augment their degrees by declaring an associate major. Specific requirements are listed under the corresponding department. Associate majors require a minimum of 21 semester hours, and are offered in the following areas:

- 🎓 Criminology/Criminal Justice
- 🎓 English with Language Concentration
- 🎓 English with Literature Concentration
- 🎓 Mass Communications
- 🎓 Psychology

Minors

Students may augment their degrees by declaring a minor. Specific requirements for a minor are listed under the corresponding department. Minors require a minimum of 15 semester hours, and are offered in the following areas:

- 🎓 Art
- 🎓 Biology
- 🎓 Chemistry
- 🎓 Computer Science
- 🎓 Criminology/Criminal Justice
- 🎓 English with Language Concentration
- 🎓 English with Literature Concentration
- 🎓 Forensic Science
- 🎓 History/Political Science
- 🎓 Mass Communications
- 🎓 Mathematics
- 🎓 Music
- 🎓 Philosophy
- 🎓 Physics
- 🎓 Psychology
- 🎓 Religious Studies
- 🎓 Sociology

THE DEPARTMENT OF CRIMINOLOGY/CRIMINAL JUSTICE

The Department of Criminology/Criminal Justice strives to provide students with a comprehensive knowledge and an appreciation of justice as both a concept and a system. The major provides students with opportunities to explore the field as a

career choice or as preparation for graduate school. Additionally, the major prepares students to assume leadership roles as concerned citizens and as career professionals. Because of the unique nature of this field of study, majors are expected to demonstrate the highest level of ethical and moral behavior.

Special opportunities exist for Criminology/Criminal Justice students by virtue of the program being situated in Virginia's capital, through the formal partnership with the Richmond Police Department, the ability to take courses at the Richmond Police Training Academy, and the diverse number of internship placements available. Students majoring in other disciplines may also pursue a Minor in Criminology/Criminal Justice.

The Criminology/Criminal Justice major, upon graduation, is expected to:

- ☞ Demonstrate a broad knowledge of criminology;
- ☞ Demonstrate a broad knowledge of criminal justice systems, law enforcement, and corrections; and
- ☞ Demonstrate a broad knowledge of criminal law, courts, and legal aspects.

Requirements (B. S. degree, 120 hours)

General Education Courses **51 hrs**

Criminology/Criminal Justice Courses **39 hrs**

CCJ 180	Introduction to the Criminal Justice System	3
CCJ 205	Criminology	3
CCJ 210	Police in America	3
CCJ 320	Correctional Theories and Practices	3
CCJ 330	Criminal Procedure	3
CCJ 450	Criminal Law	3
CCJ 460	Analyzing Community Crime Problems	3
CCJ 486	Senior Seminar	3
CCJ Electives		15

Department Requirements **15 hrs**

Social Science Electives		6
<u>One Course From:</u>		3
PSC 200	Research Methods	
SOC 319	Social Research Methods I	
SSW 309	Social Research I	
<u>One Course From:</u>		3
MAT 201	Statistics	
SOC 315	Statistics for Social Scientists	
SOC 320	Social Research Methods II	
SSW 310	Social Research II	
PSC 230	Introduction to American Government	3

Free Electives **15 hrs**

Associate Major

Requirements (21 hours)

CCJ 180	Introduction to the Criminal Justice System	3
CCJ 205	Criminology	3
CCJ 210	Police in America	3
CCJ 320	Correctional Theories and Practices	3
CCJ 330	Criminal Procedure	3
CCJ 450	Criminal Law	3
CCJ Elective		3

Associate Minor

Requirements (15 hours)

CCJ 180	Introduction to the Criminal Justice System	3
CCJ 205	Criminology	3
CCJ 210	Police in America	3
CCJ 320	Correctional Theories and Practices	3
CCJ 330	Criminal Procedure	3

Clubs And Organizations

Lambda Alpha Epison – American Criminal Justice Association

The America Criminal Justice Association provides students with the opportunity to join a national organization dedicated to the criminal justice profession. The chapter sponsors guest lecturers of interest, field trips, service projects, and special academic opportunities. Members may also attend regional and national conferences, and participate in the academic, professional, or marksmanship competitions.

Alpha Phi Sigma – National Criminal Justice Honor Society

Gamma Delta is the local chapter of Alpha Phi Sigma, the National Criminal Justice Honor Society. The Purpose of the society is to encourage and recognize academic excellence. Students who have completed 60 semester hours that include at least four criminal justice courses and have a cumulative GPA of at least 3.2 are eligible for membership.

Internship Opportunities

The Criminology/Criminal Justice Program offers many internships, including the Oliver Hill Courts Building, the Richmond City Juvenile Detention Center, Henrico Juvenile Detention Center, Richmond Police Department, Caroline County Commonwealth Attorney Office, and Offender Aid and Restoration (OAR).

THE DEPARTMENT OF FINE ARTS

Mission

The purpose of the Department of Fine Arts is to provide preparation for those who intend to follow careers in music, theater, or the visual arts, and to provide an atmosphere that encourages their development as individuals, performers and artists.

Art Major

Art students are offered a broad knowledge base in art studio and art history courses, to prepare them for varying occupations in art and education. The objectives of the program are to: teach techniques and the use of a range of materials while assisting students to develop critical thinking; assist students to identify periods and styles in art since prehistoric times, as well as significant artists and their works; and assist students in mastering an art vocabulary with which to discuss intelligently works and trends in art.

The Department offers both the major in art (with or without endorsement to teach) and the minor. In addition, it offers service courses available to the University at large, including Humanities 210 (History and Appreciation of Art), which is an essential part of the General Education core. The Department also maintains the Sellman Gallery of African Art and the Kriegman Gallery of African and Oceanic Art. Both collections supply important study materials for the curriculum. In addition to these collections, the Department holds the Sellman Collection of Guatemalan and African American Folk art.

Requirements

General Education Courses **47 hrs**

Art Courses and Electives **48 hrs**

ART 108-09	Fundamentals of Art I and II	6
ART 220	Drawing	3
ART 240	Photograph	3
ART 254	Painting	3
ART 257	Ceramics	3
ART 264	Sculpture	3
ART 280	Printmaking	3
ART 308/309	Art History I and II	6
ART 310	African-American Art History	3
ART 389	Junior Studio Project and Exhibition	0
ART 400	Senior Comprehensive Examination	0
ART 405	Museum Studies	3
ART 408	African, Oceanic and Native American Art	3
ART 498	Senior Studio Project and Exhibition	0
	Electives (See note)	9

Note: Subject to approval by the Art faculty, students will choose electives relevant to their artistic talents, aims, and interests.

Restricted Elective

PSY 306	Psycho-Educational Measurement and Evaluation	3
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Art Minor

Requirements (15 hours)

ART 108-109		6
	Electives	9
(To be chosen in consultation with Art faculty, depending on student's desired concentration.)		

Music Major

The Music degree programs at Virginia Union University stress performance skills and techniques, coupled with knowledge of music history and theory sufficient for dealing with the broad spectrum of musical works the student may perform, teach, or discuss.

Students majoring in music will choose one of two primary tracks: Performance, which offers three possible emphases (Applied Music, Commercial Music/Jazz, and Composition), or Music Major with endorsement to Teach, with two possible emphases (Vocal/Choral and Instrumental). All majors must take an extensive examination in music theory. Students who do not pass must register for MUS 101,

Basic Music Skills. The Department also offers a minor in music, private lessons, and ensembles. The Department holds the Giles C. Engledove Collection of phono records, a major repository of operatic and other vocal recordings dating from the invention of recording to the early 1990's.

The following musical ensembles provide practical experience in performance and help enrich the cultural atmosphere of the college and the community: The University Choir, Opera Workshop, Chapel Choir, Concert Choir, Jazz Ensembles, and Pep Band. Freshmen and transfer applicants must take a theory placement examination and audition before the music faculty on their applied instrument.

Requirements

General Education Courses **48 hrs**

Core Music Courses **32 hrs**

(All students in the Music Department must take the Music Core)

MUS 000	Recital Attendance/Seminar (8 semesters)	0
MUS 101X, Y, or Z	Choir, Band, or Jazz Band (8 semesters)	8
MUS 111 and 112	Basic Music Theory I & II	4
MUS 121 and 122	Ear Training I & II	2
MUS 211 and 212	Basic Music Theory III & IV (pre-requisite MUS 112)	6
MUS 298	Piano Proficiency	1
MUS 301 and 302	Music History I & II	6
MUS 410	Orchestration**	3
MUS 420	Conducting **	3
MUS 498	Senior Recital/Project	3
(**Prerequisite MUS 212)		

Additions for Performance Major **42 hrs**

INS, PIA, ORG, or VOI 105-406	Applied Music Lessons	16
MUS 312	Form and Analysis**	3
Secondary Applied	INS, PIA, ORG, or VOI 101-202	4
MUS 210	Introduction to Commercial Music	3
MUS 308	Introduction to Electronic Music	3
MUS 309	Computers in Music	3
	Free Elective	3
(**Prerequisite MUS 212)		

Additions for Commercial Music/Jazz Studies Major **39 hrs**

INS, PIA, ORG, or VOI 101-402	Applied Music Lesson	8
MUS 210	Introduction to Commercial Music	3
MUS 240-241	Jazz Improvisation I & II**	4
MUS 310-311	Jazz Arranging I & II**	6
MUS 312	Form and Analysis**	3
MUS 308	Introduction to Electronic Music	3
MUS 309	Computers in Music	3
MUS 346	Studio Recording	3
	Elective	3
	Internship	3
(**Prerequisite MUS 212)		

Note: Certain business courses may be required for the Commercial Music Emphasis.

Additions for Composition Major		39 hrs
COM 105-406	Applied Composition (8 semesters)	16
Secondary Applied	INS, PIA, ORG, or VOI 101-202	4
MUS 210	Introduction to Commercial Music	3
MUS 308	Introduction to Electronic Music	3
MUS 309	Computers in Music	3
MUS 312	Form and Analysis**	3
MUS 412	History of Theory**	3
MUS 430	Counterpoint**	3
Elective		1

(**Prerequisite MUS 212)

Note: Students who enter with deficiencies will be required to take one or more of the following courses: MUS 101/102 Basic Music Skills; INS, ORG, PIA or VOI 100 before being admitted to 101 level.

Additions for Music Education Emphasis: Vocal/Choral		17 hrs
VOL 101-402	Voice Applied Lessons	8
MUS 109x	Ensemble Laboratory (Choir, 3 semesters)	0
MUS 360	General Music Techniques	3
MUS 371	Marching Band Techniques	2
MUS 313	Brasswinds	1
MUS 314	Woodwinds	1
MUS 315	Strings	1
MUS 316	Percussion	1

Additions for Music Education Emphasis: Instrumental		19 hrs
INS 101-402	Instrumental Applied Lessons	8
VOI 103- 104	Voice Class	2
MUS 109y	Ensemble Laboratory (Band, 3 semesters)	0
MUS 371	Marching Band Techniques	2
MUS 313	Brasswinds	1
MUS 314	Woodwinds	1
MUS 315	Strings	1
MUS 316	Percussion	1
Music Elective		3

Note: Both Music Education curricula call for an Associate Major in Education, with 18 course hours plus student teaching (9 hours).

Note: For Instrumental Music Education students, VOI 101A and B may, with faculty approval, substitute for VOI 103/04.

Note: Students who enter with deficiencies will be required to take one or more of the following courses:

MUS 101 and/or 102 Basic Music Skills	3 credits each
INS, ORG, PIA or VOI 100 before being admitted to 101 level	1 credit

Note: Students must take MUS 321 before taking MUS 333 or MUS 480.

Music Minor (15 hours)

MUS 111 and 121	3
MUS 112 and 122	3
Ensemble	3
PIA 401 (2 semesters)	2
Applied Music 401 or MUS 101 and 102	4

The above outline is a sample. Minors may be crafted for the student with individual needs and interests. No beginning course (MUS 101 or Applied Music 100) or more than 3 hours of ensemble can count towards the minor.

Applied Music

Students are assessed an additional fee for each applied course.

Speech And Drama

The Speech and Drama program at Virginia Union is designed to train students to work in and to appreciate the field of theatre arts. The program provides a thorough preparation for students entering the challenging and exciting world of theatre and related entertainment fields. It also provides a solid foundation for undergraduate students desiring to further their education through graduate school. By offering a major, associate major, and a minor, the program offers the student a range of involvement which gives him/her the ability to pursue the field as a vocation, or as an avocation secondary to another career.

Performances of fully mounted main stage productions, as well as studio and workshop shows, are presented every year to offer the students opportunities to showcase their talent and gain production experience. Responsible positions in acting, directing, technical theatre, and design are available to students at various levels in their training.

Speech and Drama Major

Requirements (120 hours)

General Education Courses	48-55 hrs
Speech and Drama Courses	43 hrs
SPD 101 University Players	4
SPD 201 Introduction to Drama	3
SPD 202 Acting 1	3
SPD 203 Voice and Diction	3
SPD 301 Acting II	3
SPD 305 Theatre History	3
SPD 315 Directing I	3
SPD 316 Directing II	3
SPD 318 Stagecraft I	3
SPD 319 Stagecraft II	3
SPD 330 Stage Design I	3
SPD 402 African-American Theatre	3
SPD 430 Senior Seminar	3
SPD 450 Professional Internship	3
Departmental Requirements	3 hrs
ENG 441/433	
Free Electives	15 hrs
Speech and Drama Electives	9 hrs

Associate Major

Requirements (24 hours)

SPD 201	Introduction to Drama	3
SPD 202	Acting 1	3
SPD 203, 301, or 320		3
SPD 305	Theatre History	3
SPD 315	Directing I	3
SPD 318	Stagecraft I	3
SPD 402	African-American Theatre	3
ENG 433 or 441		3

Participation in at least four semesters with the University Players (SPD 101) is required.

Associate Minor

Requirements (15 hours)

SPD 201	Introduction to Drama	3
SPD 202	Acting 1	3
SPD 203, 301, or 320		3
SPD 315	Directing I	3
SPD 318	Stagecraft I	3

Participation in at least two semesters with the University Players (SPD 101) is required.

Clubs and Organizations

VUU Players Drama Club

The Club sponsors all productions and creative events from the Speech and Drama Program and is open to all majors interested in the performing arts.

Union Art Association

The Association is a student organization dedicated to the advancement of young artists. The group meets every month during the academic year, and members participate in various activities, ranging from developing exhibitions to sponsoring cultural and social events.

Internship Opportunities

The Speech and Drama Program offers many internships, including the New Millennium Film Studios in Petersburg, Virginia, Theatre Virginia, the only equity theatre in Richmond, Theatre IV in Richmond, and the Science Museum of Virginia.

Musical Ensembles

University Choir

Preparation of major works from choral literature for performing at services, campus concerts, off-campus concerts, and special occasions. Required for all vocal majors and open to all qualified college students. Credit, one hour each semester (MUS 101X).

University Concert and Pep Bands

These ensembles stress the art of ensemble performance, rehearsal techniques, and the study of repertoire representing the literature from the appropriate periods in music history. The course is required for all instrumental majors and is open to all college students. Credit, one hour each semester (MUS 101Y).

University Jazz Ensembles

Offers students experience in jazz performance for quartets and quintets. The greater portion of the repertoire will consist of music from the period between 1940 and 1965, encompassing the bebop, cool, avant garde, and third stream years. The course is open to all college students. Credit, one hour each semester (MUS 101Z).

Opera Workshop

Provides an opportunity for students to develop their creative imagination while simultaneously maintaining the beauty and culture of the voice. The repertoire consists of musical theater or scenes suitable for the available talent. Credit, one hour each semester.

Music Scholarships

Music Minor Scholarships

Academic scholarships of \$200 - \$700 per academic year.

Music Major Scholarships

Academic scholarships not exceeding \$1,000 per semester or \$2,000 per academic year.

For both categories of scholarships, academic criteria must be maintained, and the conditions under which each scholarship is awarded must be observed. If not observed, scholarships will be revoked. Students must possess and maintain a 2.5 GPA in order to receive and retain a scholarship award. Band and Choir participation scholarships are also available upon request (Contact The Music Department for details).

THE DEPARTMENT OF HISTORY, POLITICAL SCIENCE AND SOCIOLOGY

Mission

The mission of the Department of History, Political Science and Sociology is to prepare students for a variety of career options including advanced study in particular disciplines such as history, political science and government, international relations, public administration, and sociology. The Department also provides the intellectual foundation and training for students who plan to enter specific professions such as education and law. The Department likewise seeks to prepare students for roles as productive adults and as leaders in their respective local, national and global communities.

Description

The Department includes a unique combination of distinct, yet related, disciplines. It offers a variety of courses in history, political science, geography, and sociology. These courses, and the various major/minor programs of study offered, are intended to provide students with the following: (a) **knowledge** of the content field they choose to study, be it history, political science, or sociology; (b) development of those skills necessary to do **research** and further study in the specific disciplines; and (c) the development of those **basic skills**, especially reading, writing, and critical thinking, necessary for productive careers and/or advanced professional studies such as law, graduate schools, or public education. Graduates in the Department

have gone on to successful careers in law and graduate school. Those graduates who have chosen not to continue their academic training have gone on to productive careers in the private and public sectors, or have become successful teachers at the middle or high school levels.

History-Political Science Major

This major provides an excellent background for both advanced graduate study in history, public administration, political science, and related social science disciplines. It is also designed for students who plan on attending law school.

Requirements (120 hours)

General Education 48 hrs

Note: Where choices are given, students *must* take HIS 145, HIS 225, and ECO 231. These courses, along with the REL/PHI course, satisfy both General Education requirements and Departmental requirements.)

Departmental Requirements 60 hrs

HIS 146	World Civilizations II	3
HIS 200	Research Methods	3
HIS 201 & 202	United States History I & II	6
HIS 226	African American History II	3
	Advanced American History	3
	Advanced European History (2 courses)	6
PSC 200	Research Methods I	3
PSC 210	Intro to Political Theory	3
PSC230	Intro to American Government	3
PSC 220	Intro to Public Admin. & Pub. Policy or	
PSC 240	Intro to Comparative Politics	3
PSC 250	Intro to International Relations	3
HIS/PSC	Electives (4 courses)	12
SOC 200	Principles of Sociology	3
	Advanced Sociology (1 course)	3
GEO 203	Principles of Geography	3

(**Note:** GEO 203, PSC 230 and SOC 200 also satisfy General Education requirements.)

Free Electives 12 hrs

History-Political Science Secondary Education Endorsement

This major is primarily for students who intend to obtain certification to teach social studies at the high school level.

Requirements (B. A. degree, 121 – 125 hours)

General Education 52-53 hrs

Note: Where choices are given, students *must* take HIS 145, HIS 225, SPD 217, PSY 201, GEO 203, and ECO 231. These courses satisfy both General Education requirements and Departmental requirements. **IDS 190 is also substituted for CSC 160.**

Departmental Requirements 39 hrs

HIS 146	World Civilizations II	3
HIS 200	Research Methods	3
HIS 201 & 202	United States History I & II	6
HIS 226	African American History II	3
PSC 200	Research Methods I	3
PSC 210	Intro to Political Theory	3
PSC230	Intro to American Government	3
PSC 240	Intro to Comparative Politics	3
PSC 250	Intro to International Relations	3
	European History (2 courses)	6
	HIS/PSC Elective (1 course)	3

Professional (Education) Requirements 31-33 hrs

IDS 191	Fundamentals of Learning	1
EDU 220	Foundations of Education	3
EDU 221	Foundations of Education FB	0
EDU 321	Curriculum and Instructional Strategies	3
EDU 322	Curriculum and Instructional Strategies FB	0
EDU 323	Adaptive Constructivist Teaching	3
EDU 324	Adaptive Constructivist Teaching FB	0
EDU 329	Reading in the Content Areas	3
EDU 330	Reading in the Content Areas FB	0
EDU 340	Computers and Technology in Education	3
EDU 341	Computers and Technology in Education FB	0
EDU 423	Curriculum and Instruction in Secondary Schools	3
EDU 424	Student Teaching	9
EDU 425	Reflective Teaching Colloquium	3
EDU 490	Critical Issues in Education	1
(IDS 290)	Fundamentals of Learning-Reading and Writing	(2)

Sociology Major

This major provides a background for those who wish to pursue graduate study in sociology, or those who choose to do professional studies in law or human services.

Requirements (120 hours)

General Education 48 hrs

Departmental Requirements 40 hrs

SOC 200	Principles of Sociology	3
SOC 301	Development of Social Thought	3
SOC 305	Modern Social Problems	3
SOC 319	Social Research Methods or	
PSC 200	Research Methods I	3
SOC 215	Statistics for Social Scientists or	
MAT 201	Statistics	3
SOC 336	Marriage and Family	3
SOC 344	Race Relations	3
SOC 346	Cultural Anthropology	3
SOC 401		4
SOC 418	Complex Organizations or	
PSC 220	Intro to Public Administration and Public Policy	3
SOC 490	Selected Topics	3
	Sociology Elective (1 course)	3
	HIS/PSC/SOC Elective (1 course)	3

Free Electives 32 hrs

Minors

History – Political Science

To minor in History – Political Science a student must take 5 courses (15 credit hours) in History and/or Political Science.

Sociology

To minor in Sociology a student must take 5 courses (15 credit hours) in Sociology, including SOC 200.

Pre-Law

Although there is no specific major required for admission to law school, the undergraduate study of history, political science and sociology have traditionally been popular and useful undergraduate majors for those students who do plan on applying to law school upon completion of their B.A. This popularity is based on the fact that the courses in these curricula deal with issues and concepts that students will encounter in a law school setting, and more importantly, these curricula emphasize those skills such as reading, writing, and critical thinking, that have shown to be critical for success in legal training.

THE DEPARTMENT OF LANGUAGES AND LITERATURE

The completion of a course of study in English provides students with a foundation for graduate study and for careers in all fields requiring use of language and understanding of literature.

The Department offers the following programs

- Majors
- English
- English with Teaching Endorsement in Secondary Education
- English: Professional Communications Tract

Associate Majors

- English with Literature Concentration
- English with Language Concentration

Minors

- English with Literature Concentration
- English with Language Concentration

English Major

Requirements

General Education Courses 48-55 hrs

Departmental Requirements 72 hrs

(Minimum grade of 'C' required)

Foreign Lang. 200 level 6

English Courses

ENG 323-324 American Literature 6

ENG 328-329 British Literature 6

ENG 454 Intro to Literary Criticism 3

ENG 337-338 African-American Literature 6

ENG 495 Senior Seminar 3

ENG 303 Advanced Composition **or** 3

ENG 453 Rhetorical Criticism 3

Any two of the following 6

ENG 340 Modern English Grammar

ENG 341 Intro to Linguistics

ENG 313 History of the English Language

Restricted Electives

Any four 300-400 level English Courses 12

Unrestricted Electives

21

English Major with a Secondary Endorsement

Requirements (120 - 127 hours)

General Education Courses 48-55 hrs

Departmental Requirements 72 hrs

(See listing under English Major)

Teacher Education Endorsement Requirements

(See Department of Teacher Education)

- Note: The **English major with secondary endorsement** must follow the same English program as the regular English major *in addition to taking the courses required by Teacher Education*. See the Department of Interdisciplinary Studies and Teacher Education for a list of these additional courses.

English Major: Professional Communications Tract

Requirements (120 - 127 hours)

General Education Courses 48-55 hrs

Departmental Requirements 72 hrs

Foreign Language 200 level 6

English Courses 33 hrs

ENG 303 Advanced Composition 3

ENG 340 Modern English Grammar 3

ENG 341 Intro to Linguistics 3

ENG 453 Rhetorical Criticism 3

ENG 495 Senior Seminar 3

<u>One year of any of the following</u>	6
ENG 323-324 American Literature	
ENG 328-329 British Literature	
ENG 337-338 African American Literature	
Any four 300-400 level English courses	12

Other Required Courses	24 hrs
PHI 211 Logic	3
SPD 203 Voice and Diction	3
MCM 200 Foundations of Mass Communications	3
<u>Any 2 of the following</u>	6
MCM 210 New Reporting	
MCM 245 Broadcast News Writing	
MCM 350 Visual Communication	
MCM 305 Editorial Writing	
MGT 213 Managerial Communications	3
MGT 199 Professional and Ethical Development	3
CIS 162 Micro-Computer Applications for non Computer majors	3
Free Electives (3)	9

Associate Majors and Minors in English

Requirements

Associate Major in English with Literature Concentration	21 hrs
ENG 323 and 324	6
ENG 328 and 329	6
ENG 337 or 338	3
Two Literature Electives	6

Associate Major in English with Language Concentration	21 hrs
ENG 323-324	6
ENG 328-329	6
ENG 303 or 453	3
ENG 313	3
ENG 340 or 341	3

Minor in English with Literature Concentration	15 hrs
ENG 323-324 or ENG 328 or 329	6
ENG 337 or 338	3
Two Literature Electives	6

Minor in English with Language Concentration	15 hrs
ENG 323-324 or ENG 328-329	6
ENG 303 or 453	3
ENG 313	3
ENG 340 or 341	3

Language Major

Courses are offered in French, German, and Spanish. Attention is given to non-language majors in the development of language skills that will serve them as a useful tool for research and for direct contact with oral and written languages and cultures other than their own. The Department has a multi-media Language Laboratory in which students are able to reinforce their course content.

For all languages - Prerequisite for 102: 101 or required high school units; prerequisite for 205: 102 or required high school units; prerequisite for 206: 205.

Clubs and Organizations

English Club

The purpose of the English Club is to foster opportunity for students to read, write, and discuss works of fiction, non-fiction, poetry, and drama. Eligibility Requirements: A love of reading and writing. No minimum GPA requirement. All majors are welcome. The goals of the club are as follows:

- stimulate literary discussion, especially within an interdisciplinary context.
- encourage the writing of scholarly literary criticism.
- develop a liaison with area elementary, middle, and high schools.
- sponsor readings of creative works by students and faculty.

French, Spanish, and German Clubs

There is a language club for each of the foreign languages at Virginia Union. The University offers French, Spanish, and German. The purpose of the clubs is to reinforce foreign language outside of the classroom setting through an array of cultural activities in the languages. Each club has student officers. The clubs' activities complement the study of a foreign language.

Literary Journal

The Languages and Literature Department produces a literary journal entitled *The Literary Union*, which is published in the spring. It features poetry, fiction, non-fiction, and art by VUU students. A committee of both faculty and students selects the materials.

Scholarships

Languages and Literature
 Dr. Mary Elisabeth Johnson
 Heywood G. Knight
 Clara Jackson Brown
 Academic Excellence in English
 H. Reginald Miller

The Languages and Literature Laboratory

The Languages and Literature Lab offers English majors the opportunity to work on multimedia texts, browse the Internet, and share ideas in a relaxed environment. A fully networked set of computers, printers, scanner, and other peripherals allows students to work individually or in groups. Word processing, web and graphic design, and photo enhancement spreadsheet and presentation capabilities are available.

Writing by Design Program

Writing by Design is an innovative approach using proven instructional methods to teach college writing. Students enrolled in this program learn writing skills through hands-on activities. Using the latest state-of-the-art technologies, students take an active role in their own learning as they master skills of writing and interpreting multimedia texts.

THE DEPARTMENT OF MASS COMMUNICATIONS

Mission

The Department of Mass Communications seeks to prepare effective communicators capable of competing in a global marketplace. The program is a comprehensive course of study including theory and practice in areas of print and electronic media. The department houses a state-of-the-art television studio, radio station, and digital editing lab.

Mass Communications Major

Requirements (120 hours)

General Education Courses 48 hrs

Liberal Arts Courses 33 hrs

ENG 453	Rhetorical Criticism	3
ENG 341	Intro to Linguistics	3
	Any 300-400 level literature course	3
PSC 250	International Relations	3
GEO 203	Principles of Geography	3
PHI 211	Logic	3
CCJ 180	Intro Criminal Justice System	3
SOC 305	Modern Social Problems	3
SPD 203	Voice & Diction	3
	Liberal Arts Electives	6

Free Electives 6

Mass Communications Courses 33 hrs

(A minimum of "C" or better is required for passing.)

MCM 200	Foundations of Journalism	3
MCM 210	News Reporting	3
MCM 245	Broadcast News	3
MCM 307	Ethics	3
MCM 345	Television News Production	3
MCM 350	Visual Communication	3
MCM 411	Advanced News Reporting	3
MCM 412	Communications Law	3
MCM 413	Copy Editing	3
MCM	Electives	6

(Students may choose from MCM 304 Black Press, ART 240 Photography, MCM 415 Internship, or MCM 490 Selected Topics)

Associate Major in Mass Communications

Requirements (21 hours)

MCM 200	Foundations of Mass Communications	3
MCM 307	Media Ethics	3
MCM 412	Communications Law	3

Select four courses from the following

MCM 210	News Reporting	3
MCM 245	Broadcast News	3
MCM 304	The Black Press	3
MCM 345	Television Production	3
MCM 350	Visual Communication	3
MCM 411	Advanced News Reporting	3
MCM 413	News Editing	3
MCM 415	Internship	3
MCM 490/499	Selected Topics or Independent Study	3

Associate Minor in Mass Communications

Requirements (15 hours)

MCM 200	Foundations of Mass Communications	3
MCM 307	Media Ethics	3
MCM 412	Communications Law	3

Select two courses from the following

MCM 210	News Reporting	3
MCM 245	Broadcast News	3
MCM 304	The Black Press	3
MCM 345	Television Production	3
MCM 350	Visual Communication	3
MCM 411	Advanced News Reporting	3
MCM 413	News Editing	3
MCM 415	Internship	3
MCM 490/499	Selected Topics or Independent Study	3

Clubs and Organizations

Newspaper

The *VUU Informer*, the University's student newspaper, is written and produced by students (with faculty advisors). The campus newspaper is published on a regular basis and offers opportunities for students in all majors to learn reporting and writing techniques, in addition to publishing their work.

Campus Radio Station

An FM campus radio station allows students hands-on experience in radio production, programming, and station management.

Internship Opportunities

The Richmond, Virginia communications market offers excellent opportunities for internships, and Virginia Union students work regularly at local radio and television stations, as well as newspaper offices.

Broadcast Production Lab

The Mass Communications department houses a state-of-the-art broadcast production laboratory that includes digital field recording cameras (DVC Pro format) and Avid Express digital editing.

Television Studio

The department's television studio offers students the opportunity to produce original programming using state-of-the-art studio production techniques.

THE DEPARTMENT OF MATHEMATICS AND COMPUTER SCIENCE

The Department of Mathematics offers a major in mathematics and a minor in computer science. The mathematics major, combined with an appropriate selection of computer science courses, provides excellent preparation for careers in industry, education and graduate programs in science and mathematics. Professions that value preparation in mathematics and computer science include actuarial science, the financial industry (banks, mutual fund companies), software development companies, cryptology and the industrial engineering departments of manufacturing companies.

The department offers the following programs:

B. S. Degree, 120 hours

Majors:

Mathematics
Mathematics (6 - 12 Licensure in Secondary Education)
Dual-Degree in Mathematics and Engineering

Minors:

Mathematics
Mathematics (K - 5 Licensure in Elementary Education)
Computer Science

Students expecting to major in Mathematics must earn a grade of 'C' or better in all math core courses, other major area courses and departmental requirements. Course work begins with the Calculus Sequence. Math Theory Courses are as follows: MAT 306-307, 428-429. Mathematics Electives are as follows: MAT 301, 315, 420, 431, 432, 441, 442, 481, 499 and Restricted Electives are as follows: MAT 500, PHY 305, 315, and 320.

Requirements

General Education Courses **43 hrs**

Math Core Courses **33 hrs**

(Minimum grade of 'C' required)

MAT 214	Analytical Geometry and Calculus I	4
MAT 216	Analytical Geometry and Calculus II	4
MAT 304	Linear Algebra	3
MAT 322	Multivariable Calculus	4
MAT 427	Differential Equations	3
Math Theory Courses		6
Mathematics Electives or Restricted Electives		9

Other Departmental Requirements **44 hrs**

(Minimum grade of 'C' required)

CHE 101-102	General Chemistry I and II	8
CSC 201-202	Programming I and II	6
CSC 405	Numerical Analysis	3
PHY 251-252	University Physics I and II	8
Free Electives		13
Restricted Electives, Mathematics Electives, or Math Theory Courses		6

Mathematics Minor (Minimum grade of 'C' required)	21 hrs	
MAT 214	Analytical Geometry and Calculus I	4
MAT 216	Analytical Geometry and Calculus II	4
MAT 304	Linear Algebra	3
MAT 322	Multivariable Calculus	4
Math Core Courses (Select two)	6	

Computer Science Minor **28 hrs**

All computer science courses contained in the minor program must be above CSC 200. Students are required to earn a grade of 'C' or better. **Computer Science Electives are as follows:** CSC 321, 405 and 450.

CSC 201-202	Programming I and II	6
CSC 205 -305	Application Design I and II	6
CSC 310	Data Structures	6
CSC Elective (Select One Course)		3
MAT 214	Analytical Geometry and Calculus I	4
MAT 315	Discrete Mathematics	3

The dual degree majors (BS to BS) in Mathematics & Mechanical Engineering between VUU and Virginia Commonwealth University respectively, is under development.

Special Programs

Over the years, the Department of Mathematics has been very successful in securing grants and other external funds to introduce new programs, and to enhance its curricula. The following training programs are currently active in the department.

Mid-Eastern Alliance For Minority Participation (MEAMP)

The Virginia Union University Department of Natural Sciences is the lead in a consortium (Mid-Eastern Louis Stokes Alliance for Minority Participation) of six other institutions that are committed to doubling the number of minority graduates in the fields of science, technology, engineering and mathematics (STEM) over the next five years. In an effort to increase the number of STEM career opportunities essential for a more technologically proficient 21st century work force, the VUU Natural Science faculty and staff stand ready to assist STEM majors in all areas essential for academic enrichment. These areas include opportunities for special scholarships, fellowships, internships (both academic year and summer), tutorials, mentoring and a host of other benefits.

The other participating schools include James Madison University, Virginia Tech, Fisk University, Elizabeth City State University, and Johnson C. Smith University. The seven school alliance is known as the **Mid-Eastern Alliance for Minority Participation (MEAMP)** where graduate opportunities will be available after one's undergraduate STEM matriculation here at Virginia Union University. Interested students are encouraged to contact the Department of Natural Sciences for MEAMP Director, Phillip W. Archer, Ph.D. and Co-Director, Shyamal Premaratne, M.D., Ph.D.; (804) 257-5681, <http://www.vuu.edu>, Academics, MEAMP.

MARC U*Star Program

The Minority Access to Research Careers Undergraduate Student Training in Academic Research (MARC U*STAR) Program is a student-training program

funded by the NIGMS branch of the National Institutes of Health. Through strengthening the undergraduate curricula in the sciences, the MARC U*STAR program helps increase the pools of well-prepared minority students who successfully compete for admission into, and complete Ph.D. or MD/Ph.D. degrees in the biomedical sciences.

This highly competitive program offers trainees the opportunity to take accelerated course work within the biology, chemistry, mathematics, physics, and psychology disciplines at Virginia Union University, and conduct biomedical research at VUU, the Medical College of Virginia Commonwealth University (VCU), and the University of Richmond. The research projects culminate in a thesis and presentations at research conferences.

Although the primary aim of the MARC U*STAR Program is to provide career-specific training to a select group of minority students who have the aptitude to pursue biomedical research careers, it also makes funds available to support the various aspects of the trainees' training. Trainees receive a monthly stipend. The program also pays over 70% of tuition and fees for the junior and senior years of residency at VUU, and all expenses for trainees to attend scientific meetings anywhere in the country.

For more information, visit: <http://www.vuu.edu/academics/MARC.htm> or contact us at

MARC U*STAR Program

Ellison Hall, Room 205

Tel: 804.257.5672 or 257.5614

Email: marcprogram@vu.edu

THE DEPARTMENT OF NATURAL SCIENCES

Mission

The mission of the Department of Natural Sciences is to prepare future generations of scientists for admission into graduate school, professional school, or for joining the workforce in academia, government, or industry. Since its inception, the department has been successful in producing competitive students to meet the challenges of a dynamic and changing global society. The department continuously seeks to enhance its programs by reevaluating and updating its curricula, supporting student research, and enriching programs by obtaining grants and extramural sources of funding.

Students in the department have the opportunity to earn a Bachelor of Science in Biology, Chemistry, or Natural Science. For those preparing for a career in public education, a secondary education endorsement in Biology or Chemistry for 6 - 12 licensure is available in collaboration with the School of Education and Interdisciplinary Studies. In addition, an Interdisciplinary Studies major, with concentrations in Biology is available for K - 6 licensure in the School of Education and Interdisciplinary Studies.

The objectives of the department, therefore, are to: acquaint the student with the basic concepts and principles of science; develop in each student a functional understanding and appreciation of the methods of science; develop in each student an appreciation of the vastness, grandeur, and complexity of the universe; sensitize the student to problems resulting from the enormous potential of scientific endeavors; and give department majors such functional information, understanding,

and skills as will serve as a basis for teaching, research, advanced academic work, or other professional pursuit.

Biology Major

The Biology major is structured, yet flexible enough to allow students to design a track to meet the requirements of the individual student's career path. The curriculum continues to prepare students for graduate studies, medicine, dentistry, pharmacy, pre-allied health, secondary education, or entry into the workforce upon obtaining the B.S. degree. Students must earn a grade of 'C' or better in all discipline requirements, which include core courses and other requirements.

Requirements (125 hours)

General Education	36 hrs
Biology Core	30 hrs
*BIO 111 General Biology I	4
BIO 112 General Biology II	4
BIO 115 Writing in the Sciences	1
BIO 201 Microbiology	4
BIO 213 Genetics	4
BIO 308 Comparative Anatomy of Vertebrates	4
BIO 315 Cell Biology	4
BIO 350 Seminar	1
BIO 411 Research Techniques	4

Other Required Courses	59 hrs
CHE 101 General Chemistry I	4
CHE 102 General Chemistry II	4
CHE 210 Organic Chemistry I	4
CHE 211 Organic Chemistry II	4
PHY 221 University Physics I	4
PHY 222 University Physics II	4
*MAT 170 Algebra & Trigonometry	4
*MAT 175 Pre-Calculus	4
MAT 201 Statistics	3
*PSY 101 General Psychology I	3
*Biology 399 Biology Comprehensive	0
*Language 205/206 Intermediate level (French, Spanish or German)	6
*MAT 201 Statistics	3
CSC 200 Computer Science	3
Biology Electives (see course Listing)	12
Free Elective (any course)	3

*Courses replace the General Education requirement in the respective category.

Biology Elective Courses	
BIO 200 Intro to the Biology of Aging	3
BIO 202 Botany	4
BIO 300 Ecology	4
BIO 307 Invertebrate Zoology	4
BIO 321 Histology	4
BIO 324 Principles of Physiology	4
BIO 401 General Parasitology	4
BIO 406 Vertebrate Embryology	4
BIO 412 Research in Biology	4

Other Elective Courses

NSC 260	Intro to Environmental Science	4
NSC 320	Biological Chemistry	4
NSC 330	Molecular Biology	4

Biology Minor

21 hrs

BIO 111-112	General Biology I & II	8
BIO 115	Writing in the Sciences	1
BIO 201	Microbiology	4
BIO 213	Genetics	4
BIO Elective		4

Pre-Allied Health Concentration

12 hrs

BIO 324	Physiology	4
BIO 321	Histology or BIO 401 Parasitology	4
BIO 406	Embryology	4

Environmental Science Concentration

These courses replace the required Biology electives.

Group A (Select two courses)

BIO 300	Ecology	4
CHE 350	Environmental Chemistry	4
NSC 260	Introduction to Environmental Science	4

Group B (Select two courses)

ECO 203	Principles of Economics	3
GEO 203	Principles of Geography	3
PSC 220	Introduction to Public Administration	3
PSC 230	Introduction to American Government	3

Group C (Select one course)

SOC 346	Cultural Anthropology	3
SOC 358	Issues in the Urban Environment	3

Chemistry Major

The Chemistry major, established in the late 1960's, prepares students as professional chemists, for further training at the graduate level, for professional training in medicine, dentistry, pharmacy, and related health sciences, and provides research in chemical and environmental sciences. Students may also choose a track with a secondary education endorsement. Soon to be implemented is a dual-degree program in Chemistry and Chemical Engineering that provides students with a B.S. degree in Chemistry from Virginia Union University and a B.S.

Degree in Chemical Engineering from Virginia Commonwealth University. Students must earn a grade of 'C' or better in all discipline requirements, which include core courses and other requirements.

Requirements (127 hours)

General Education 44 hrs

Chemistry Core 46 hrs

*CHE 101	General Chemistry I	4
CHE 102	General Chemistry II	4
CHE 201	Quantitative Analysis	4
CHE 210	Organic Chemistry I	4
CHE 211	Organic Chemistry II	4
CHE 300	Biochemistry	4
CHE 310	Physical Chemistry I	4
CHE 311	Physical Chemistry II	4
CHE 380	Inorganic Chemistry	3
CHE 415	Advanced Organic Chemistry	3
CHE 433	Quantitative Organic Analysis	4
CHE 450	Senior Research Seminar	4

Other Required Courses 37 hrs

BIO 111	General Biology I	4
BIO 112	General Biology II	4
Chemistry 399	Comprehensive	0
*Foreign Language 205-206	Intermediate Level (French or German)	6
MAT 214-216	Analytic Geometry & Calculus I & II	8
PHY 251-252	University Physics I & II	8
Natural Science Elective	(See course listing)	4
Free Elective		3

*Courses replace the General Education requirement in the respective category.

Chemistry Elective Courses

CHE 350	Environmental Chemistry	4
CHE 420	Instrumental Analysis	4

Chemistry Minor

26 hrs

CHE 101-102	General Chemistry I & II	8
CHE 201	Quantitative Analysis	4
CHE 210-211	Organic Chemistry I & II	8
CHE 415	Advanced Organic Chemistry	3
Advanced Chemistry Elective		3

Pre-Allied Health (Chemistry)

The following courses replace CHE 433, Natural Science elective, and the Fee elective as required in the major.

BIO 201	Microbiology	4
BIO 213	Genetics	4
BIO 315	Cell Biology	4

Natural Science Major with a Minor in Computer Science

The major in Natural Science is intended for the science-oriented student who wishes to acquire a broad background in the fundamentals of science and mathematics while concentrating in one of the specific disciplines. The program is particularly well-suited for students who desire preparation for graduate work or

careers in interdisciplinary science such as biostatistics and biophysics, as well as for students who are interested in careers as scientific/technical librarians or in business in a science-oriented industry.

Requirements (128 hours)

General Education		47 hrs
Natural Science Core		43 hrs
BIO 111	General Biology I	4
BIO 112	General Biology II	4
BIO 213	Genetics	4
CHE 101	General Chemistry I	4
CHE 102	General Chemistry II	4
*MAT 170	Algebra & Trigonometry	4
MAT 175	Pre-Calculus	4
MAT 201	Statistics	3
MAT 214	Calculus	4
PHY 221	University Physics I	4
PHY 222	University Physics II	4

Other Required Courses for Computer Science Minor **28 hrs**
(See Department of Mathematics listing.)

Physics and Pre-Engineering Minor

Students majoring in mathematics, other science disciplines, or in Business may opt for a minor in Physics by completing 20 semester hours in Physics courses. These courses must include at least 12 semester hours in courses numbered 300 and above (excluding PHY 419 – Seminar). A minimum grade of 'C' is required in each physics course.

Physics Minor Core

PHY 251	University Physics I	4
PHY 252	University Physics II	4
PHY 305	Modern Physics	3
Physics Electives		9

Physics Minor Elective Courses

PHY 315	Mechanics	3
PHY 320	Electricity & Magnetism	3
PHY 330	Thermodynamics	3
PHY 405	Quantum Mechanics	3
PHY 411	Advanced Laboratory I	2

THE DEPARTMENT OF PSYCHOLOGY

The Psychology program is designed to help students establish a firm foundation in psychological theory, research, and practice. In addition, the program is designed to help each student develop a sense of personal worth.

The program in Psychology has the following goals:

- Graduates of the program in Psychology will be able to demonstrate knowledge of the fundamental concepts of psychology as a behavioral science.
- Graduates of the program in Psychology will be able either to pursue advanced training in psychology or related disciplines, or to obtain employment at the bachelor's level in a job related to psychology.
- Graduates of the program in Psychology will be able to apply principles of psychology to enhance their personal growth and to deepen their understanding of self and others.

Psychology Major

Requirements (120 hours)

General Education **48-55 hrs**
(Note: PSY 101 General Psychology I counts as both a general education course and as a required course in Psychology.)

Psychology Courses		42 hrs
PSY 101	General Psychology I	3
PSY 102	General Psychology II	3
PSY 203	Research Methods I	3
PSY 204	Research Methods II	3

At least **one** of the following courses in Developmental Psychology: **3 hrs**

PSY 205	Developmental Psychology (Early Years)	3
PSY 206	Developmental Psychology (Adolescence)	3
PSY 311	Adult Development and Aging	3

At least **two** of the following courses in Clinical/Counseling Psychology: **6 hrs**

PSY 214	Positive Psychology	3
PSY 301	Abnormal Psychology	3
PSY 302	Introduction to Counseling Psychology	3
PSY 309	Personality Theory	3
PSY 401	Psychological Assessment	3

At least **three** of the following courses in Experimental Psychology: **9 hrs**

PSY 308	Biopsychology	
PSY 310	Advanced Statistics for Psychology	
PSY 315	Computer Use in Social Science Research	
PSY 403	Social Psychology	
PSY 404	Learning and Cognition	
PSY 405	History and Systems of Psychology	

Psychology Electives **12 hrs**
Free Electives **23-30 hrs**

Associate Major Requirements		21 hrs
PSY 101	General Psychology I	3
PSY 102	General Psychology II	3
PSY 203	Research Methods I	3
PSY 204	Research Methods II	3
Psychology Electives		9

Associate Minor Requirements (15 hours)

PSY 101	General Psychology I	3
PSY 102	General Psychology II	3
Psychology Electives		9

Placement in Graduate Schools

Graduates of the Psychology program have gone on to pursue graduate training in areas such as clinical psychology, counseling psychology, industrial/organizational psychology, school psychology, urban planning, and theology at Howard University, New York University, University of Baltimore, Virginia Commonwealth University, Radford University, Virginia State University, University of Cincinnati, and similar institutions.

Clubs and Organizations

Leah Lewis Psychology Club

In recent years, the Leah Lewis Psychology Club has hosted presentations by a number of psychologists about careers in School psychology, Counseling Psychology, and Forensic Psychology. In addition, the Club has organized trips to special exhibits at the Library of Congress as well as to offices of the American Psychological Association.

Internship Opportunities

Students who enroll in PSY 400– Field Placement are offered placements in a variety of settings. In recent years, students have been placed in a number of organizations that provide services for children and youth with special needs. These organizations include St. Joseph's Villa, the Juvenile Detention Center, the Geara Group, and the YWCA. Other students have worked in sleep clinics and research laboratories. The Department is continuously adding to its internship resources.

Scholarships

Students in Psychology are eligible for all unrestricted scholarships available to undergraduates at VUU.

THE DEPARTMENT OF RELIGIOUS STUDIES

The Teaching Philosophy of the Department of Religious Studies aims:

- To impart information to students, not just present it.
- To improve the humanity of students through the subject matter taught.
- To empower students through their acquiring an ability to apply what they have learned.
- To inspire students to desire to pursue learning beyond the course and the instructor.
- To equip students to contribute positively to the world in which they live.

Religious Studies Major

Requirements (120 hours)

General Education	48 hrs	
Religious Studies Core	45 hrs	
PHI 211	Logic	3
PHI 212	History of Philosophy	3
PHI 213	History and Survey of Modern Philosophy	3
PHI 430	Philosophy of Religion	3
REL 201	Introduction to Religion	3
REL 224	Religious Cults & Sects in U.S.	3
REL 311	Old Testament Literature	3
REL 312	New Testament Literature	3
REL 316	Biblical Ethics	3
REL 366	Sociology of Religion	3
REL 417	Theological Communication	3
REL 420	Survey in Christian Thought	3
REL 421	Principles of Christian Education	3
REL 463	Contemporary Trends in Theology	3
Religion Elective		3
Other Departmental Requirements	27 hrs	
*ECO 231	Principles of Economics	3
Foreign Language	205/206 Intermediate level	6
HIS 145/146	World Civilization	3
(both must be taken – one for Gen. Ed. & one for the major)		
HIS 201	U.S. History to 1865	3
*PSY 101	General Psychology I	3
*PSC 230	Introduction to American Government	3
*SOC 200	Principles of Sociology	3
SOC 346	Cultural Anthropology	3
Free Electives - sufficient to make 120 hours total		
*Courses that fulfill both a General Education and a Major requirement.		

Religious Studies Associate Major

Requirements (21 hours)

REL 311	Old Testament Literature	3
REL 312	New Testament Literature	3
REL 420	Survey in Christian Thought	3
REL 421	Principles of Christian Education	3
REL 463	Contemporary Trends in Theology	3
(Six hours chosen from the following courses:		6
REL 224, 235, 316, 366, or 417)		

Religious Studies Minor

Requirements (15 hours)

REL 311	Old Testament Literature	3
REL 312	New Testament Literature	3
REL 316	Biblical Ethics	3
REL 417	Theological Communication	3
REL 463	Contemporary Trends in Theology	3
(REL 420 or 421 may be used as a substitute)		

Philosophy Minor

Requirements (15 hours)

PHI 211	Logic	3
PHI 212	History of Philosophy	3
PHI 213	History & Survey of Modern Philosophy	3
PHI 316	Contemporary Trends in Philosophy	3
PHI 314	American Philosophers	3
PHI 430	Philosophy of Religion	3

EVANS-SMITH INSTITUTE OF THE SCHOOL OF THEOLOGY

The Department of Religious Studies grants 12 hours of academic credit to those students who graduate from the Evans-Smith Institute and enroll in the undergraduate degree program.

THE DEPARTMENT OF SOCIAL WORK

(Accredited by the Council on Social Work Education)

Mission Statement

To produce generalist practitioners who have personal backgrounds of social injustice and discrimination and who are competent in working with at-risk-populations. Graduates will have client advocacy skills, a strong sense of self, adaptability, and a sense of responsibility for their profession. The mission is accomplished through a quality undergraduate social work education program.

Social Work Major (BSW)

Requirements (121 hours)

General Education Requirements	51 hrs	
Social Work Courses	49 hrs	
SWK 255	Intro to Social Welfare	3
SWK 256	Communication Skills	3
SWK 302	Human Behavior I	3
SWK 303	Human Behavior II	3
SWK 309	Social Research I	3
SWK 310	Social Research II	3
SWK 311	Social Welfare Policy I	3
SWK 312	Social Welfare Policy II	3
SWK 314	Ethics	3
SWK 324	Social Practice I	3
SWK 424	Social Practice II	3
SWK 425	Social Work Practice III	3
SWK 426	Field Placement I	4
SWK 427	Field Placement II	4
SWK 428	Senior Seminar I	1
SWK 429	Senior Seminar II	1
SWK 380	Social Discrimination	3

Departmental Requirements	9 hrs	
MAT 201	Statistics	3
BIO 212	Genetics	3
PSC 230	Intro to American Government	3
Free Electives	6 hrs	
Social Work Electives	6 hrs	

Pre-Admission

For pre-admission into the Professional Undergraduate Social Work Program, the following criteria must be met:

- ☞ Possession of a cumulative grade-point average of 2.0 or above.
- ☞ Completion of 57 credit hours with a grade of 'C' or above in the following courses: ENG 101-102, MAT 111-112, and SWK 255-256.
- ☞ Submission of the application for admission to the Program.

Admission

Further processing of the application and acceptance to the program are contingent on an interview with a panel consisting of members of the Social Work faculty and the Social Work Advisory Board. Students are notified in writing, by the Chair of the Department, of the panel's decision within ten (10) working days following the interview. Students who disagree with the decision have the right to appeal using the established Departmental procedures.

Criteria For Enrollment In Practice And Field Placement Courses

Only social work majors are eligible to enroll in the social work practice courses and field placement. The criteria must be met for each of the following courses as stated below:

Practice I (SWK 324)

- Satisfactory completion of SWK 255, 256, and 302,
- Acceptance into the Program

Practice II (SWK 424)

- Satisfactory completion of SWK 324 and 303
- Enrollment in SWK 426 and 428
- Completion of MGT 231 (Economics)

Practice III (SWK 425)

- Satisfactory completion of SWK 424 and 303
- Enrollment in SWK 427 and 429

Field Placement I (SWK 426)

- Acceptance into the Program
- Satisfactory completion of SWK 324
- Satisfactory completion of 40 hours of volunteer work in an approved social service agency
- Enrollment in SWK 424 and 428

Field Placement II (SWK 427)

- Satisfactory completion of SWK 314, 426 and 428
- Enrollment in SWK 425 and 429

In compliance with accreditation standards set by the Council on Social Work Education, academic credit for life experience and previous work experience shall not be given in whole or part in place of the Field Practicum or in the professional foundation courses.

Comprehensive Examination

All sophomores and graduating seniors are required to take a pre-test and an exit examination in their chosen major. The Department determines the specific examination that is to be administered.

Advisory Groups

Social Work Advisory Board

Clubs And Organizations

Social Work Club

Virginia Association of Black Social Workers

Internship Opportunities

Second-semester juniors are required to perform 40 hours of volunteer work in an approved SWK program/agency/organization. Seniors are required to complete 225 hours of internship per semester in an approved SWK program/agency/organization.

Scholarships

Zenobia Gilpin Henderson

Lettie Madison

Dr. Henry J. McGuinn

Marcellette Montague

Linda K. Walker

Additional Student Information

Students volunteer to attend the annual **VSWEC** Student Rally. Students volunteer at the **Virginia One Church, One Child** annual Richmond Conference. Students are involved in collaborative efforts with the local chapter of the Association of Black Social Workers. Student membership in the **Richmond Association of Black Social Workers (ABSW)** is encouraged. Field placements include schools, substance abuse agencies, homeless shelters, youth residential facilities, state agencies, senior citizens programs, charity organizations, religious affiliations, etc.

THE OFFICE OF ADMINISTRATION

Note: The year in parentheses indicates beginning year of service at the University.

THE PRESIDENT

Belinda C. Anderson (2000), B.S., M.S., Ed. D., *President*

ACADEMIC AFFAIRS

Vanessa Moody Coombs (1999), B.A., M.A., J.D., *Vice President for Academic Affairs*

ACADEMIC SCHOOLS

THE SYDNEY LEWIS SCHOOL OF BUSINESS

Jessica Bailey (2002), B.S., M.Ed., M.B.A., Ph.D., *Dean of Sydney Lewis School of Business*

Antoinette Lloyd (1984), B.S., M.B.A., *Chair, Business Administration*

Godwin O. Seshie (1997), B.S., M.B.A., M.P. Accy., Ph.D., *Chair, Accounting*

SCHOOL OF EDUCATION AND INTERDISCIPLINARY STUDIES

Joy Goodrich (2003), B.S., M.S., Ed.D., *Interim Dean of School of Education and Interdisciplinary Studies*

William Johnson (1999), B.S., M.S., *Coordinator, Post-Baccalaureate Programs, Exceptional Education*

Claire Robinson (2000), B.A., M.S., Ed. D., *Coordinator, Field-Based Instruction*

SCHOOL OF ARTS AND SCIENCES

Jay W. Malcan (1996), B.A., M.A., Ph.D., *Dean*

Gwendolyn Andrews (2001), B.A., M.S.W., M. Div., M.H.R.D., *Chair, Social Work*

Vinod K. Arya (2004), Ph.D., *Chair, Mathematics and Computer Science*

Angelo Chatmon (1985), B.A., M. Div., *Chair, Religious Studies*

Jeffrey L. Clark (1974), A.B., M.A., Ph.D., *Chair, Psychology*

Robert Goldman (1974), A.B., M.A., Ph.D., *Chair, History, Political Science, and Sociology*

Wilbert L. Jenkins (2004), Ed.D., *Chair, Elementary Education*

James Johnson, Jr. (1999), B.S., M.S., *Chair, Criminology/Criminal Justice*

Anthony C. Madu (1991), B.S., Ph.D., *Chair, Natural Sciences*

Linda McDonald (1985), B.A., M.A., *Chair, Languages and Literature*

Valerie West-Hill (1992), B.A., M.F.A., *Chair, Fine Arts*

ACADEMIC SUPPORT

Linda R. Jackson (1997), B.A., M.Ed., *Director, Academic Empowerment Center*

Vivian C. Gill (1997), B.A., M.A., *Audio-Visual Coordinator*

Louis N. Hearn (1973), B.A., M.A., *Director, Upward Bound*

Sue Ellen Coleman (2002), B.A., M.Ed., M.A., *University Registrar*

Dolores Pretlow (2003) Ph.D. *Interim Library Director*

FINANCIAL AFFAIRS

Kevin Davenport (2001), B.S., M.B.A., *Vice President, Financial Affairs*

Paul J. Perry (1986), B.S., *Director, Human Resources*

Phenie Golatt (1987), B.S., *Director, Financial Aid*

Renee Cannon (2004), B.S., MSW., *Chief of Police*

INFORMATION TECHNOLOGY

LaTrelle Green (2000), B.S., M.S.A., *Director, Information Technology*

INSTITUTIONAL ADVANCEMENT

Prince Brown (2002), B.A., M.P.A., *Vice President, Institutional Advancement*

Quanda Baker (2002), B.S., *Assoc. Vice President, Institutional Advancement*

STUDENT AFFAIRS

Delores W. Scott (2000), B.A., M.Ed., Ed.D., *Vice President, Student Affairs*

Mildred Maree-Britt (2001), B.S., M.S., *Director, Career Planning and Placement*

THE SCHOOL OF THEOLOGY

John W. Kinney (1976), B.A., M. Div., M.Phil., Ph.D., *Dean, School of Theology*

Mary Young (1994), B.S., M.Div., Candidate for Ed.D., *Coordinator of Administration and Technology, Interim Director for Doctor of Ministry Programs*

THE FACULTY

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