

# VIRGINIA UNION UNIVERSITY



RICHMOND, VIRGINIA  
2024 -2025  
CATALOG

# **VIRGINIA UNION UNIVERSITY**



**Founded in 1865**  
**Richmond, Virginia**

**2024-2025 Academic Catalog**

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VUU does not discriminate based on race, sex, color, religion, national origin, age, disability, or veteran status, sexual orientation, gender identity or genetic information. We value a learning community in which all members feel secure physically and intellectually.

## ALMA MATER

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.

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

# A SPECIAL GREETING FROM THE PRESIDENT!



Welcome to Virginia Union University!

I invite you to explore our broad array of outstanding academic programs, which prepare you for a lifetime of personal discovery and professional achievement. Across our five (5) schools, undergraduate and graduate students can choose from more than 40 majors and concentrations, from Criminology/Criminal Justice to Social Work, from Visual Arts (Music or Theatre) to Entrepreneur Management, from Cybersecurity to Secondary Education, and much more.

For 154 years, Virginia Union University has offered an outstanding education and developed leaders who shine in the workforce, in their communities, and throughout the world. Our “Quest for the Best” begins with our students. Your success is proof of the strength and greatness of our university. I am honored to welcome you to the 2019-2020 academic year and excited to see what each of you will accomplish.

This catalog is designed to be a road map to your academic success at VUU. It will lead you through our programs of study and offers details about every course available. It is to be used as a guide as you make decisions under consultation with your academic advisor. Our faculty and staff will give you their full support and attention because they pride themselves on the close and personal connections they form with students. Everyone in the VUU community strives to promote the highest levels of academic achievement.

As you explore our university, please let us know how we can help. Your success is our success, and we look forward to learning about your many future accomplishments.

I am happy you have chosen VUU to guide you towards success in the future. I encourage you to stay focused, study hard, and experience “The Power of a Limitless Future” that can only be offered at Virginia Union University.



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# VISION STATEMENT

Virginia Union University is a premier liberal arts urban institution of higher education and center of excellence for the preparation of students and development of leaders for tomorrow's world.

# MISSION STATEMENT

Virginia Union University is **nourished by its African American and Christian heritage** and **energized by a commitment to excellence and diversity**. Its mission is to: 1) Provide a nurturing intellectually challenging and spiritually enriching environment for learning; 2) Empower students to develop strong moral values for success; and 3) Develop scholars, leaders, and lifelong learners of a global society.

To accomplish this mission, Virginia Union University offers a broad range of educational opportunities that advance liberal arts education, teaching, research, science, technology, continuing education, civic engagement, and international experiences.

# STRATEGIC PRIORITIES

- 1.0 Student Success
- 2.0 Academic Excellence
- 3.0 Community Partnerships
- 4.0 Financial Viability
- 5.0 Institutional Prominence

# ACCREDITATION OF THE UNIVERSITY

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 404-679-4500, ([www.sacscoc.org](http://www.sacscoc.org)) to award Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Science, Bachelor of Social Work, Master of Divinity, Master of Arts in Christian Education, Master of Arts Curriculum and Instruction and Doctor of Ministry. 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 Council for the Accreditation of Educator Preparation. The University is a Member of the United Negro College Fund.

The Samuel DeWitt Proctor School of Theology is accredited by the Association of Theological Schools in the United States and Canada, 10 Summit Park Drive, Pittsburgh, PA 15275-1103, Telephone Number: 412-788-6505 to award the Master of Divinity and the Doctor of Ministry Degrees. The School of Theology is a member of the Richmond Theological Consortium and The Washington Theological Consortium.



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, the Association of American Colleges, Phi Beta Lambda Honor Society, Psi Chi National Honor Society in Psychology, Alpha Phi Sigma National Criminal Justice Honor Society, Kappa Delta Pi International Honor Society, Phi Delta Kappa International Honor Society, Pi Lambda Theta International Honor Society, Sigma Nu Tau National Entrepreneurship Honor Society, and the College Entrance Examination Board.



# **HISTORY OF VIRGINIA UNION UNIVERSITY**

The University is the product of the “Union” of four historically black educational institutions: Richmond Theological School for Freedmen; Wayland Seminary and College; Hartshorn Memorial College; and Storer College. Formed in the wake of the Civil War, it was the mission of all these institutions to provide the means by which individuals in a population which had been long and systematically deprived of even the most rudimentary education could rise as far as their talents allowed.

In 1865 the first classes were held in Richmond, the former Confederate capital and in July of 1867 the first campus of Richmond Theological School for Freedmen was established on a plot of land at 15th and Franklin Street. This was the “Devil’s Half Acre”, site of the infamous Lumpkin’s slave jail (the former prison became the main classroom building). In 1870 the school moved to the old United States Hotel building at 19th and Main Street. There it remained until 1899 when it merged with Wayland Seminary and College to form Virginia Union University. The present campus grounds on Lombardy Street were purchased and on February 11, 1899, the first Founders’ Day was held.

The original campus consisted of the “Nine Noble Buildings” constructed from Virginia granite and Georgia pine by the noted architect John Coxhead in Victorian Gothic style. Classes began on October 4, 1899. All male in the beginning, Virginia Union became co-educational and in 1932, Hartshorn Memorial College, the first college for African American women merged into the University. In 1964, Storer College, formerly at Harper’s Ferry, West Virginia, became part of the “Union”. The University and its students were at the forefront of the Civil Rights struggle: the 1960 Sit-ins and the arrest of the “Richmond 34” – students of Virginia Union who demonstrated against discrimination – is credited with having broken the back of “Jim Crow” racism in Virginia. The Belgian Friendship Building, a gift from the Belgian government in 1941 is embellished by internationally-acclaimed sculptured friezes and an imposing belltower named after the crusading editor of the Pittsburgh Courier, Robert Vann – who had attended the University in the early Twentieth Century.

The distinguished alumni/scholars of Virginia Union University are many, and they have contributed to virtually every field of human endeavor, but some selected individuals may be cited here:

- The Honorable L. Douglas Wilder, first African American state governor in history.
- State Senators Henry Marsh, III and Benjamin Lambert.
- (General Assembly) Delegates Dr. William Ferguson Reid and Dwight Jones, current Mayor of Richmond.
- Civil Rights pioneers Dr. Wyatt Tee Walker, Walter Fauntroy, Charles M. Sherrod, Elizabeth Johnson-Rice and Reginald M. Green, Curtis W. Harris, and Ralph Reavis.
- Inventors Howard S. Jones, Jr., and Albert Cralle.
- Author/activists Randall Robinson, Bessye Banks Bearden and Kate Drumgold.
- Athletes Charles Oakley and Ben Wallace.
- Pastors Adam Clayton Powell, Sr., Dr. Samuel Dewitt Proctor, and Bishop Leontine Kelly.
- Charles Spurgeon Johnson, pioneering sociologist and driving force behind the Harlem Renaissance.
- Missionary Eva Roberta Coles Boone.
- Samuel Gravely: First African American Admiral in the U.S. Navy.
- Albert L. Cralle, inventor of the ice cream scoop.
- Robert Deane Pharr, novelist.

- Randall Robinson, author/activist and founder of TransAfrica, Inc.
- Dr. Jean Louise Harris, Virginia Secretary of Human Resources, and former Mayor of Eden Prairie, Minnesota.
- Leontine T. C. Kelly, first woman of any major denomination to be consecrated as a bishop (United Methodist Church).

For a full history of the University, please visit the following link: [www.vuu.edu/aboutvuu/history.htm](http://www.vuu.edu/aboutvuu/history.htm)

# **VIRGINIA UNION UNIVERSITY PRESIDENTS**

Dr. Malcolm MacVicar  
First President (1899-1905)

Dr. George Rice Hovey  
Second President (1905-1919)

Mr. William John Clark  
Third President (1919-1941)

Dr. John Marcus Ellison  
Fourth President and first alumnus to hold that office (1941-1955)

Dr. Samuel Dewitt Proctor  
Fifth President (1955-1960)

Dr. Thomas Howard Henderson  
Sixth President (1960-1970)

Dr. Allix Bledsoe James  
Seventh President (1970-1979)

Dr. Dorothy Norris Cowling  
Acting President (July-October 1979)

Dr. David Thomas Shannon  
Eighth President (1979-1985)

Dr. S. Dallas Simmons  
Ninth President (1985-1999)

Dr. Bernard Wayne Franklin  
Tenth President (1999-2003)

Dr. Belinda Childress Anderson  
Eleventh President (2003-2009)

Dr. Claude Grandford Perkins  
Twelfth President (2009 -2016)

Dr. Joseph F. Johnson  
Acting President (2016-2017)

Dr. Hakim J. Lucas  
Thirteenth President (2017-Present)

# **BOARD OF TRUSTEES**

**Rev. Dr. W. Franklyn Richardson;** '79, *Chairman of the Board, Senior Pastor, Grace Baptist Church, Mt. Vernon, NY*

**Dr. Roland E. Moore;** '69, *Vice Chairman of the Board, Retired Dean, J. Sargeant Reynolds Community College*

**Ms. Necole Parker;** '93, *Secretary of the Board, Principal/CEO, ELOCEN Group, LLC*

**Ms. Jeannie P. Baliles;** *Former First Lady, Commonwealth of Virginia and Community Volunteer*

**Dr. Darran T. Brandon;** '14, *President, Virginia Baptist State Convention*

**Dr. Lucille M. Brown;** '50, *Retired Superintendent, Richmond Public Schools*

**Mr. Tyrone E. Dickerson;** *CPA*

**Ms. Mary A. Gordon;** *Vice President (Retired), Altria Client Services*

**Mr. Joseph B. Hill;** '90, *Managing Partner, JBrady5 Consulting, LLC*

**Mr. Kenneth M. Jones, II;** *Vice President & Chief Financial Officer, The MacArthur Foundation*

**Ms. Diane Leopold;** *Executive VP & Chief Operating Officer, Dominion Energy*

**Dr. Hakim J. Lucas;** *University President and Chief Executive Officer*

**N. Scott Phillips, Esq.;** '83, *N. Scott Phillips Consulting, LLC*

**Ms. Pamela Kiecker Royall;** *Head of Research, EAB Enrollment Services (Richmond)*

**Dr. Howard-John Wesley;** *Senior Pastor, Alfred Street Baptist Church, Alexandria, VA*

**Ms. An'Jou White;** '87, *President, VUU National Alumni Association*

**Dr. Theron D. Williams, Sr.;** '83, '86, *Pastor, Mt. Carmel Church, Indianapolis, IN*

## **Honorary Board Members**

**Mr. Steve D. Bullock;** '59, *Vice Chair Emeritus*

**The Honorable Walter E. Fauntroy;** '91

**Dr. Frank S. Royal;** '61, *Chairman Emeritus*

**Dr. Jeremiah A. Wright, Jr.;** *Trustee Emeritus*

# **ENROLLMENT MANAGEMENT**

## **OFFICE OF ADMISSIONS**

The mission of the Virginia Union University's Office of Admissions is to support the University's commitment to excellence by recruiting, accepting and enrolling students who are able to contribute to and benefit from the University's challenging array of academic and extracurricular programs. The Admissions staff is available to assist you during your college selection process. The office may be contacted by phone at 804-342-3570. Information can be accessed electronically at <http://www.vuu.edu/admissions/home.htm>.

The following are the guidelines for candidates:

**Non-Degree Seeking Applicants** – an applicant who is seeking to take courses at the university without obtaining a degree. Non-matriculating applicants cannot receive scholarships. If the applicant is planning to transfer credit received from VUU to another institution the applicant **MUST** have their school Registrar representative fill out the bottom portion of the non-matriculating application.

- Submit a VUU non-matriculating application
- Official Transcripts from all organizations attended (including high school)

**Police Academy Applicants (Non-Degree Seeking Student)** – The Richmond Police Academy and Virginia Union University have an agreement that allows graduates of the Police Officer Recruit Academy to be awarded 21 semester credit hours at VUU. The 21 semester credit hours are only awarded after the officer does the following:

- Submit an official high school transcript.
- Submit a VUU Non-Degree Application.
- Complete Application for Work/Life Experience (for police academy graduates) this provides the Registrar the opportunity to print a transcript for courses completed at the Academy.

**Freshman Applicants-** An applicant should show evidence of having been awarded a secondary school diploma, a 2.0 grade point average and should offer a minimum of seventeen units accumulated in grades 9 through 12 or provide evidence of a GED (General Educational Development exam). A unit represents a year's study of a subject in secondary school. Of the 14 units, the following are required:

- English, 4 units
- Mathematics, 3 units
- Natural Sciences, 2 units
- Social Sciences, 2 units
- Electives, 3 units

Applicants are accepted for admission as candidates for the degree of Bachelor of Arts, Bachelor of Science, Bachelor of Fine Arts or Bachelor of Social Work either as members of the freshman class or as a transfer student from other accredited colleges or universities. An applicant desiring entrance to Virginia Union University should complete and return to the Office of Admissions an application. The freshman applicant should have the school counselor submit a final official transcript which includes units earned, date of graduation, grades, signature and seal of school official and rank in the graduating class.

For a freshman application to be complete they must have:

- Submit a VUU Application

- Official Final Transcript (including Home-schooled and GED)
- SAT/ACT scores

**General Educational Development (GED) Test** -- An applicant making satisfactory scores on the test of General Educational Development or comparable tests administered by a recognized examining agency is also able to be considered for admission to Virginia Union University.

**Dual Enrolled Applicants** – An applicant who has attended a regionally accredited post-secondary institution, while in high school. A dual enrolled applicant’s decision is based on the high school transcript. However, for the college credits to transfer to VUU the applicant **must submit a separate official final transcript from the college.**

**International Applicants** –Processed by Designated School Official (SEVIS certified)

All applicants that are non-USA residents:

Students must submit an official final high school transcript by mail, showing a date of graduation. The transcript must be mailed in a sealed envelope, with a stamp/signature from the school’s guidance or registrar’s office. The transcript must be translated into English, with a converted grade point average, reflecting one from a 4.0 scale. The high school transcript must show a breakdown of the required 14 units, please see Incoming Freshman page for details.

The students’ English proficiency level is taken into consideration by an examination of their standardized test results. All international applicants must submit at least one of these three official test scores. Scores must have been taken within the last 5 years of expected enrollment. The minimum requirements for test score are below:

- ☐ SAT 800 (combined reading and math)
- ☐ ACT 16 (composite score)
- ☐ TOEFL 600 (paper-based)
- ☐ TOEFL 80 (internet based)

Foreign transcripts, if you have studied outside of the U.S. the potential student must provide an official course-by-course external credential evaluation by WES as a required part of the admissions process. The student is required to request and pay for this service. The report should be sealed and unopened and sent directly to the Office of Admissions. All official transcripts will be required if admitted.

World Education Services (WES)  
P.O. Box 5087  
Bowling Green Station  
New York, N.Y. 10274-5087 USA  
Phone: (212) 966-6311 Fax: (212) 739-6100

A [Financial Verification Form](#) must be completed. Please pay special attention to the section regarding sponsorships. All sponsors must submit bank account statements to prove sponsorship ability. These funds should be readily available if needed (within 10 business days).

- A clear copy of an active passport (not expired).

Students must complete a physical examination from a primary care physician and submit a [Student Health Evaluation Form](#).

Students must submit an essay of at least 750 words describing their academic and career goals. A clear and concise plan of action should be included in the essay, explaining how the student will achieve his or her goals.

**Permanent Residents** – An application who is considered alien admitted to the United States as a lawful permanent resident. Permanent residents are also commonly referred to as immigrants; however, the Immigration and Nationality Act (INA) broadly defines an immigrant as any alien in the United States, except one legally admitted under specific nonimmigrant categories (INA section 101(a) (15)).

For permanent resident applicants to be complete they must:

- Provide a clear valid copy of a permanent registration card.
- Complete requirements based on desired classification.

**Transfer Applicants** – An applicant who graduated from high school has attended a regionally accredited post-secondary institution, regardless of credit earned. First-time transfer applicants should have 30 transferable credits with a "C" or better from a regionally accredited institution(s) of higher learning. The Virginia Union University Office of Admissions considers each transfer application individually and reviews all grades received in courses attempted. Official transcripts and completed Confidential Request Forms from all colleges and/or universities attended must be submitted to the institution(s) to the Office of Admissions, prior to admissions consideration. Applicants seeking to transfer to Virginia Union University with less than 30 transferable semester hours will be evaluated by the Director of Admissions.

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. The Registrar evaluates transcripts from other colleges with the appropriate school deans and division heads after the Office of Admissions has received the final transcripts. Transfer applicants who have been awarded an Associate Degree from other universities may be accepted at Virginia Union with up to 60 semester hours of advanced credit in basic education courses. All transfer students must earn a minimum of thirty (30) semester hours at Virginia Union University to be eligible for graduation.

For a transfer application to be complete they must have:

- Completed VUU application.
- Official transcript of ALL colleges and universities attended.
- Completed Confidential Request Form for ALL colleges and universities attended, (found on the website).

**Accelerated Degree Program** – an applicant has completed a minimum of 45 credit hours to complete their degrees with weekend and evening classes. This program has rolling admissions.

For an accelerated degree application to be complete they must have:

- Submit VUU Accelerated Degree Application.
- Official transcript of ALL colleges and universities attended.
- Completed Confidential Request Form for ALL colleges and universities attended, (found on the website).
- DO NOT receive academic scholarships.

### **Readmission to the University**

Any student who has officially withdrawn from the University for personal or medical reasons, or who stopped attending for any other reason, i.e., suspended for academic or behavioral concerns, or dropped out, must reapply for admission by completing an Application for Readmission available online. All previous balances must be satisfied prior to the determination of academic eligibility to return.

Applications must be submitted at least one month prior to the beginning of the semester for which the student is requesting reenrollment. Any student who did not maintain a minimum cumulative GPA of a 2.0 at the time of withdrawal from the University must, along with the Application for Readmission, provide 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. In cases of behavioral suspension, students must be cleared by the Office of Enrollment Management and Student Affairs.

Readmission to the University is not a guarantee of eligibility for financial aid. Past academic performance may indicate that a student has not made sufficient progress to receive such aid. Also, on-campus housing is not a guarantee to the student.

The student should visit the Offices of Financial Aid, and Residence Life to determine the availability of housing and financial aid as soon as the application for readmission is processed.

**Second Degree Applicants** –A second degree applicant is someone who earned a bachelor's degree from an accredited college or university, Applicants who have conferred their Bachelor's Degree at VUU, must apply through the registrars to obtain a second degree. Submit VUU application.

For a second-degree application to be complete they must have:

- Official transcript of ALL colleges and universities in which they have attended.
- Completed Confidential Request Form for ALL colleges and universities attended, (found on the website).
- DO NOT receive academic scholarships.

The following are the guidelines for candidates:

**Police Academy Applicants (Non-Degree Seeking Student)** – The Richmond Police Academy and Virginia Union University have an agreement that allows graduates of the Police Officer Recruit Academy to be awarded 21 semester credit hours at VUU. The 21 semester credit hours are only awarded after the officer does the following:

- Submit a VUU Non-Degree Application.
- Submit an official high school transcript.
- Complete Application for Work/Life Experience (for police academy graduates) this provides the Registrar the opportunity to print a transcript for courses completed at the Academy.

## **GRADUATE ADMISSIONS**

Virginia Union University seeks to enroll graduate students with the potential and desire to further their career and intellectual development. Each applicant is evaluated individually based on their academic performance at the undergraduate level, professional experience, and demonstrated an interest in obtaining an advanced degree.

To be considered for admission to a Graduate Program at Virginia Union University, the applicant must have satisfactorily completed a bachelor's degree from an accredited institution and meet other program-specific equivalences (*STVU special admit*).

### **General Graduate Admissions Requirements**

Application - All students applying to VUU graduate programs must submit the following:

1. A completed application
2. A bachelor's degree from an accredited institution or its equivalent
3. A minimum GPA of 2.75 on a 4.0 scale
4. GRE or other test scores may be required (preferred but not required)



5. Official copies of transcript(s)
6. 2 Letters of Recommendation
7. Resume or Curriculum Vitae
8. Entrance Essay or Personal Statement (Specific program interest)

**International Non-English Speaker Applicants with a non-U.S. degree must submit:**

- a. TOEFL scores (550-paper; 213-computer; 79-Internet)
- b. WES Evaluation of foreign transcript/credentials
- c. A statement of personal financial resources and supporting documents

**Application**

All students applying to VUU Graduate Admissions must submit the following:

- A completed application for Graduate Admissions
- Official copies of transcript(s)
- Personal Statement or Essay
- 2 Letters of Recommendation
- Resume or CV
- GRE scores (if applicable)
- TOEFL scores where applicable

Upon completion of the initial application, additional supporting documentation may be required.

Application for admission is open to anyone with a bachelor's degree either from a regionally accredited institution or its equivalent from a foreign institution.

**Provisional/Conditional Admission**

Students may be admitted in a condition/provisional/ status by graduate admissions upon satisfaction of requirements designated by the university. Academic dismissal from the program will occur if there is a failure to satisfy those conditions by the specified date noted by the program.

**Non-Degree Seeking Status (Weekend College Candidates)**

Students with a bachelor's degree and a cumulative GPA of 2.75 may be admitted as non-degree seeking status students and earn up to nine (9) graduate credit hours that may be eligible for transfer into a VUU graduate program. Students may enroll in up to nine (9) credits as a non-degree seeking student. If the student then decides to apply and enter Degree Status within an academic program, said program can evaluate the transcript and accept those VUU credits towards the degree.

A professional who applies as a non-degree student in a course offered for certification purposes only or for professional development can submit a college transcript with the baccalaureate degree. Students seeking to enroll in classes as a non-degree status student must receive permission from the program to enroll in specific courses.

**Readmission**

A student who is dismissed from the program can reapply at a date no earlier than one year after the original dismissal unless the circumstances of the dismissal indicate a different waiting period or were so extreme as to have excluded the possibility of readmission.

A student who withdraws voluntarily and does not enroll for two or more semesters must reapply for admission.

To reapply, the former student should apply for readmission along with detailed information in reference to dismissal or academic progress. (If applicable)

### **Transfer Applicants**

It is a requirement that most credits necessary to complete a graduate degree are completed via coursework within the institution. Students may, with the approval of their program faculty, Dean, and the provost transfer credits from another college/university or from a VUU program.

Please refer to the specific criteria for transfer credit (from another institution) by program below (all transfer credit is at the discretion of the program Faculty, Chair, and Dean):

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

Each graduate degree student will be assigned an advisor from the graduate faculty who will maintain the student's advisement file, supervise course selection, and review in conference the student's academic progress with appropriate regularity.

### **Student Course Load**

The maximum load for graduate students is 15 credit hours during the semester or any combination of Fall or Spring sessions.

Graduate students on academic probation may not take more than 9 credit hours in any single semester or any combination of fall or spring sessions. Students on academic probation are ineligible to take courses in sessions shorter than 8 weeks.

**Semester:** A semester is defined as the regular 16-week academic term, to include the fall term beginning in August and ending in December; and the spring term beginning in January and ending in April or May.

**Sub-term:** A sub-term is defined as any accelerated terms that may occur during a semester, in the summer, or during an intercession. A sub-term may range from 4 weeks to ten weeks in length.

### **Academic Overload**

On approval of the Dean, students may enroll in an academic overload for any session except for the intersession. To be eligible for an overload, a student must be in good academic standing. The maximum student course overload is 15 credit hours in a single semester or any combination of fall or spring sessions. Students will accrue an additional cost of tuition and fees associated with overload credit hours.

## **Grades**

### **Issuance of "I" (Incomplete) Grades**

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

### **Removal of "I" Grades**

It is the student's responsibility to initiate action to remove "I" grade(s). Students receiving one or more "I" grades must report to the instructor(s) who issued the grade(s) within the first week of classes in their next semester of enrollment. The assignments needed to remove the "I" grade(s) must be completed within the first eight weeks of

the semester of re-enrollment. Failure to follow through with the steps to remove “I” grades will cause ‘I’s to automatically change to ‘F’ grades.

### **Grade Repeat Policy**

A readmitted student may repeat a course in which the student receives a C or F grade, and only the hours earned from the higher grade are computed in the grade point average (GPA). If a student makes the same grade in the repeated course in this situation, only one grade is calculated in the GPA.

### **Grades on Permanent Record**

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

### **Right to Appeal a Final Grade**

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

## **FINANCIAL AID**

The purpose of the Student Financial Aid Office is to assist students with completing the financial aid process and finding federal and non-federal funding to finance their education beyond high school. Eligibility for financial aid is determined by completing the Free Federal Application for Federal Student Aid at <https://fafsa.ed.gov/>. Parents and students are expected to contribute towards the student’s education.

### **Grants**

#### **Pell Grants**

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. Students must demonstrate financial need.

**Supplemental Educational Opportunity Grant (SEOG)** A federal program designed to assist students who demonstrate a financial need and have not completed their first undergraduate baccalaureate course of study. The grant ranges from \$100 to \$4,000 per academic year. Students must be enrolled at least half time and a PELL Grant recipient.

#### **Tuition Assistance Grant Program**

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, but the student must be enrolled full time.

### **Loans**

Direct Stafford Loans are available through the William D. Ford Federal Direct Loan Program. 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.
- Be enrolled for at least half-time course load; and
- Are in good academic standing at the University.

The aggregate loan amount is \$31,000 as a dependent undergraduate student and \$57,500 as an independent undergraduate student (only \$31,000 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 depends on which repayment plan you qualify for and ranges from 10-25 years. Eligibility for a Stafford Student Subsidized Loan is determined by the FAFSA and depends on the financial need of the student.

### 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. The student must demonstrate financial need and be enrolled at least half-time.

### Workforce Development Intern

#### 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 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, the University, or by going to [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Eligibility for any form of aid administered by the University will be determined prior to the beginning of the fall semester. Some types of financial aid are awarded on a first-come, first-served basis. The applicant, therefore, should not delay submitting 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 Notification. 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. The Renewal FAFSA can be completed electronically by going to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or via paper by contacting the federal processor at 1-800-433-3243. The Internet process is faster, easier and more accurate than paper. The online process is highly recommended by Virginia Union University and the Department of Education. The FAFSA ID and password is required to complete the online process.

### Financial Aid Preferred Deadline

All students accepted to Virginia Union University should have a valid FAFSA filed with the Department of Education by March 15<sup>th</sup> of each year to have financial aid processed for the current academic year.

## **SATISFACTORY ACADEMIC PROGRESS (SAP) GUIDELINES FOR FEDERAL FINANCIAL AID**

Effective: Date: January 8, 2024

A student must maintain Satisfactory Academic Progress (SAP) to be eligible for Title IV funds. SAP means a student must be proceeding in a positive manner toward fulfilling certificate, diploma, degree requirements in a specific length of time. The United States Department of Education (USDOE) requires that institutions have a reasonable policy for monitoring that progress. The USDOE considers a Satisfactory Academic Progress policy to be reasonable if it meets both qualitative and quantitative criteria, which will be explained later.

The Higher Education Act requires recipients of Title IV funds which include the Federal PELL Grant, Federal Supplemental Educational Opportunity Grant (SEOG), Federal Work-Study (FWS), Federal Direct Stafford Loan(s), and Federal Direct PLUS Loan, to maintain Satisfactory Academic Progress as they move forward in earning a degree. Satisfactory Academic Progress applies to all payment periods (Fall, Spring, and Summer)

regardless of whether the student received financial aid. All students are required to meet both Quantitative (PACE/Maximum Timeframe) and Qualitative (cumulative grade point average standards). A review will be made at the end of each payment period to determine if the student meets the criteria.

## **Scope**

The SAP policy applies to all students (undergrad, grad, etc.). The USDOE also requires that the SAP policy for Title IV students be the same as, or stricter as the SAP policy for students enrolled in the same program of study who are not receiving Title IV funds. The SAP policy applies equally to all students within categories, e.g., full-time, part-time, on-ground, online, etc.

## **PROCEDURES**

### **REVIEW AND COMMUNICATION**

A review will be made at the end of each payment period to determine if the student meets the criteria. Students who fail the components will receive an email communication.

### **QUANTITATIVE (PACE) - UNDERGRADUATE**

To maintain financial aid eligibility, all students must complete at least 67% of the total credit hours attempted cumulatively. Courses that are accepted as transfer credits are counted as attempted and earned when calculating PACE.

$$\frac{\text{Cumulative number of credits a student successfully completed}}{\text{Cumulative number of credit hours a student attempted}}$$

### **QUANTITATIVE (PACE) - GRADUATE**

In order to maintain financial aid eligibility, all students must complete at least 75% of the total credit hours attempted cumulatively. Courses that are accepted as transfer credits are counted as attempted and earned when calculating PACE.

$$\frac{\text{Cumulative number of credits a student successfully completed}}{\text{Cumulative number of credit hours a student attempted}}$$

### **QUALITATIVE (GPA) - UNDERGRADUATE**

To maintain financial aid eligibility, all students are required to maintain a cumulative 2.0 GPA.

### **QUALITATIVE (GPA) - GRADUATE**

To maintain financial aid eligibility, all students are required to maintain a cumulative 3.0 GPA.

### **MAXIMUM ALLOWABLE TIME (150% RULE)**

Students shall remain eligible for financial aid if they complete their program before attempting 150% of the total number of credits required for the program. The college uses credit hours to determine Maximum Timeframe. For example, a student pursuing an undergraduate degree at Virginia Union University (which requires at least 120 credit hours for completion) may attempt a maximum of 180 credit hours or 150% of the length of the program during his /her tenure at the University. ( $150\% \times 120 = 180$ ). A student pursuing a graduate degree at The Samuel Dewitt Proctor School of Theology at Virginia Union University (which requires at least 135 quarter hours for completion in the Master of Divinity degree program and 90 quarter hours for completion in the Master of Christian Education degree program) may attempt a maximum of 202 credit hours for MDIV and 135 credit hours for MACE or 150% of the length of the program. Transfer credit officially accepted as coursework for the program in which the student is enrolled shall be included in this calculation. Failure to meet either Quantitative (PACE)

and/or Qualitative (Cumulative GPA) will result in the student being non-compliant with the SAP Policy. If a student is suspended or expelled from the University, for any reason, the student will not be eligible for Federal aid until the minimum SAP standards are met.

### **FINANCIAL AID SUSPENSION**

Failure to meet either Quantitative (PACE/Maximum Timeframe) and/or Qualitative (Cumulative GPA) will result in the student being non-compliant with the SAP Policy. In those cases, students may be placed on Warning or Suspension. Students may appeal Suspension and if approved, be placed on Probation. Removal from financial aid does not prevent students from enrolling at the university without financial aid if, based on their academic standing with the university, they are otherwise eligible to continue their enrollment. However, in the event that a student is suspended or dismissed from the university for poor academic performance, his/her eligibility for financial aid is suspended until he/she is eligible to enroll again at the college.

### **FINANCIAL AID WARNING**

Students failing to meet the requirements of the Satisfactory Academic Progress guidelines will be placed on financial aid warning for one semester/term. Students on warning are allowed to receive financial aid for the next enrolled payment period. While on warning, if the student does not make SAP, they will lose their aid eligibility for the following enrolled payment period. If the student becomes ineligible for Federal Financial Aid, the student can appeal the decision by following the guidelines as set forth in the Financial Aid Appeal Process.

### **FINANCIAL AID APPEAL PROCESS**

Students who have their federal financial aid eligibility suspended for failure to make SAP may submit a formal appeal. The appeal request will be considered if the student has suffered undue hardship such as death of an immediate family member, injury or illness, or other special circumstances as determined by the financial aid administrator or designee. GPA, PACE and/or Maximum Timeframe can be appealed. Students requesting an appeal must submit the Financial Aid Satisfactory Academic Progress Appeal Form with appropriate documentation to the Office of Financial Aid explaining the circumstances which affected the student's academic performance, including what has changed to allow the student to regain SAP.

All appeals should be submitted in writing with supporting documentation to the attention of the Director of Financial Aid, Virginia Union University, 1500 N Lombardy St., Richmond, VA 23220. Appeal letters must be received by the Office of Financial Aid no later than the end of the semester for the Fall and Spring semesters. For Students attending Summer school, appeal letters must be submitted by June 15th. In some instances, an interview may be scheduled for the student to address any questions concerning the appeal request. The appeal request will be addressed by the Office of Financial Aid and all decisions are final.

#### **The financial aid appeal letter should:**

- Include the student's name, address, phone number, and student ID number
- Include the appropriate documentation relating to the situation that caused the student not to meet the SAP guidelines (injury or illness, death of family member, or other special circumstances)
- Clearly state why the student was not able to make SAP
- State what has changed in the student's situation that will allow the student to demonstrate his/her ability to meet SAP in the next payment period
- Detail what the student will do differently academically if they are granted an appeal to continue matriculation at VUU.

If the appeal is approved, the student will be placed on Financial Aid Probation. During the student's matriculation, the student will not be allowed to successfully appeal more than three (3) times. Once a decision has been rendered, no further information will be considered.

As part of the appeal approval process, the student will be required to develop an Academic Success Plan (ASP) that is completed between the student and his/her academic advisor. The Academic Advisor will monitor the student during the plan period. If the appeal is granted, the signed ASP must be submitted to the Financial Aid Office prior to any aid being disbursed. The ASP must be followed as it is written. Modifications to the ASP will only be accepted with appropriate signatures and must be delivered to the Financial Aid Office and approved by the Director or designee, prior to the change being implemented.

### **FINANCIAL AID PROBATION**

Only students whose appeals have been granted will be placed on Financial Aid Probation. Financial Aid Probation is for the next enrolled payment period only unless it is determined by the academic plan that the student may need a longer probation period. At the end of the next payment period, all enrolled students on probation will have their academic record reviewed to determine if they have met the requirements for SAP and/ or the requirements of their academic plan.

### **RE-ESTABLISHING SATISFACTORY ACADEMIC PROGRESS**

Students must meet the guidelines established for SAP as stated above to regain eligibility to receive Federal Financial Aid.

Cumulative grade point average can only be increased by completing courses at Virginia Union University. Sitting out for a semester is not sufficient to re-establish aid eligibility. Eligibility is only re-established when the student becomes compliant with the quantitative and qualitative measures required for Federal SAP guidelines.

### **WITHDRAWALS (W, WO, WF) and NA**

These grades will be included as credits attempted and will have an adverse effect on the student's ability to maintain satisfactory academic progress.

### **INCOMPLETE (I GRADES)**

Incomplete grades are processed in the SAP calculation as attempted courses and may affect eligibility. If the Incomplete grade causes a student to lose financial aid eligibility, the student will not be awarded aid until the Incomplete grade is removed. A student who has incomplete grades must remove them within sixty (60) days of enrollment (i.e., if classes start on August 15, grades must be in Registrar's Office by October 15) to be considered for financial aid eligibility in subsequent terms or it will be converted to a grade of "F". Grade changes will be accounted for during the next SAP evaluation period. The successful completion of a course is defined as receiving one of the following grades: A, B, C, or D. Courses with grades of F, FA, I, and W will not qualify in meeting the minimum standard.

### **REPEATED COURSES**

Repeated coursework will be counted as attempted hours each time the course is taken, and the student is receiving financial aid for that course. Financial aid recipients may repeat a failed course as many times as necessary to pass the course, but each course repeat will count as an attempted course in the quantitative calculation for SAP. A financial aid recipient may repeat a passed course only once and receive financial aid for that repeated course.

### **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 still expected to maintain Satisfactory Academic Progress and complete the course work within the time frame or hour limitation stated unless an appeal is approved.

## **CONSORTIUM/CONTRACTUAL COURSEWORK**

Courses taken under a written agreement will be included in both qualitative (GPA) and quantitative (PACE/Max Timeframe) components of SAP.

## **COMPLETION OF DEGREE REQUIREMENTS**

For coursework offered in modules, students may complete degree requirements early in a module that ends prior to the end of the payment period/semester. In this case, quantitative and qualitative measures, and final graduation approval, will not be determined until the end of semester SAP processing and the student is considered enrolled until the end of the payment period/semester.

The SAP policy is published annually in the university catalog and located on the university website. Additional information can be found by visiting the university's Financial Aid Office.

## **SUPPORTING DOCUMENTS (if applicable)**

- <https://my.vuu.edu/ICS/Registration/>
- <https://www.vuu.edu/financial-aid/satisfactory-academic-progress-sap-guidelines-for-federal-financial-aid>
- <https://fsapartners.ed.gov/knowledge-center/fsa-handbook>

## **Graduate Financial Aid**

Applicants for graduate program financial aid will follow the procedures outlined above unless otherwise directed by the Office of Admissions or the Graduate Program.

**WITHDRAWALS (W, WO, WF) and NA Grades which are 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 hours and are encouraged to attend Summer School.

**INCOMPLETE (I GRADES), which are recorded on the student's transcript until removed**, are processed in the SAP calculation as attempted courses, and may affect eligibility. If the Incomplete grade causes a student to lose financial aid eligibility, the student will not be awarded aid until the incomplete grade is removed. A student who has incomplete grades must remove them within sixty (60) days of enrollment (i.e., if classes start on August 15, grades must be in Registrar's Office by October 15) to be considered for financial aid eligibility for the year. Work for the incomplete grade must be completed 60 days into the next term of residency or it will be converted to a grade of "F".

The successful completion of a course is defined as receiving one of the following grades: A, B, C, or D. Courses with grades of F, FA, I, and W will not qualify in meeting the minimum standard.

**REPEATED COURSES** will be counted as attempted hours each time the course is taken, and the student is receiving financial aid for that course. Financial aid recipients may repeat a failed course as many times as necessary to pass the course, but each course repeat will count as an attempted course in the quantitative calculation for SAP. A financial aid recipient may repeat a passed course only once and receive financial aid for that repeated course.



**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 still expected to maintain satisfactory academic progress and complete the course work within the time frame or hour limitation stated 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 who failed to maintain satisfactory academic progress. Evaluation of financial aid for Summer School is not an automatic process; therefore, students should contact the Financial Aid Office.

### **COURSE 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 or the University's census date whichever is later will be used as the official enrollment date for financial aid purposes. Full-time status is 12 hours or more.

**TRANSFER STUDENTS** will be evaluated on the number of semester hours transferred in plus the hours and the GPA earned while in attendance at Virginia Union University.

### **NON-MATRICULATING STUDENTS**

Non-Matriculating Students are not eligible for federal and state aid.

### **Federal Return of Title IV Funds Withdrawal from School Refund Policy**

Students who leave the University prior to the end of the semester should follow the University guidelines for Withdrawing from the University. An Official Withdrawal Form must be obtained from the Office of the Registrar. The Withdrawal Form must be completed by the respective offices listed on the form and returned to the Office of the Registrar in order for the student to be considered officially withdrawn. Students who stop attending all of their classes but fail to complete the withdrawal process are considered unofficially withdrawn. The U.S. Department of Education has established guidelines for institutions to follow for students who withdraw (officially or unofficially). The policy listed below applies to students who officially and unofficially withdraw from the University.

Federal student aid recipients who begin attending classes during a semester, who cease attending or performing academic activities prior to the end of the semester, and never complete an Official Withdrawal Form, are considered by the federal government to have unofficially withdrawn. The University will review the grades of all students at the end of each semester. If the students have all non-passing grades, the academic area will be contacted to determine the date of the last academic activity. The unofficial withdrawal date for those students will be the date of the latest academic activity.

If a federal financial aid recipient withdraws (officially or unofficially) after attending only the first day of class, the University will return, and the financial aid recipient will be required to repay a prorated portion of funds received based upon Federal Return of Title IV Funds calculations. The Office of Financial Aid is required to calculate the amount of the Federal Title IV financial aid that the students have earned and the amount that is unearned. The unearned portion of Title IV financial aid must be returned to the appropriate financial aid programs according to federal and institutional guidelines. Students who withdraw on or before the 60% point of the semester will have a percentage of their financial aid calculated as earned and unearned on a pro-rata basis. If a student is enrolled beyond 60% of the semester, all financial aid is considered earned.

*Example:* A Student withdraws on the 25th day of the semester and there are 116 days in the semester, the earned and unearned financial aid would be calculated as follows:

Calendar days completed in the period of enrollment 25 days.

Total calendar days in period of enrollment 116 days = 21.6%

(This excludes scheduled breaks of 5 days or more.)

If the University records show that a federal student aid recipient never attended a class and/or never performed an academically related activity for a semester, that recipient never established eligibility for any aid funds that may have been disbursed for that semester or term. Any student aid recipient who withdraws or drops all classes prior to the first day of class for a semester did not establish eligibility for any aid funds that may have been disbursed for that semester or term. In either case, the student aid recipient must repay the entire amount of aid disbursed for that semester or term. If a student did not receive any federal student aid, but did receive other types of aid, and later officially withdraws, the refund or repayments will be based upon the University's refund policy.

### **Repayment of Unearned Amount**

The University will return to the appropriate financial aid program(s) the lesser of:

The student will return the remaining balance of unearned aid to the appropriate program(s) plus any amount the school returned that exceeds the number of institutional charges that are credited back to the withdrawing student based upon the institutional refund policy calculation.

The Unearned Amount of aid must be returned in the order listed below:

1. Unsubsidized Stafford Direct Federal Loan.
2. Subsidized Stafford Direct Federal Loan.
3. FFEL/Direct PLUS (Graduate Student) Loans.
4. FFEL/Direct PLUS (Parent) Loan.
5. Federal Pell Grant.
6. Federal Supplemental Educational Opportunity Grant.
7. Other Title IV Aid.
8. Total amount of unearned aid or
9. Institutional charges (tuition, fees, room and board) multiplied by unearned percent.

If the student is required to repay funds through the federal grant program, the student will be required to return no more than 50% of the federal grant amount that was originally received. If a balance is due to the University, a bill will be sent by the Office of Student Accounts to the address that is on file at the University. Except for any amount owed to the University, students and/or parents who are required to return a portion of all their loan proceeds are allowed to repay the unearned amount according to the terms of the loan.

## **TUITION & FEES REFERENCE GUIDE**

The Tuition and Fees Guide can be found at the link below:

[Tuition and Fee Guide\\_2024\\_25](#)

## **RESIDENCE LIFE AND HOUSING**

The Office of Residence Life provides programs and activities in supportive living environments that foster campus involvement and active learning within a diverse community. The services, programs, activities, and facilities in the residence halls help students to gain the skills needed for personal, social, and academic success. Virginia Union University has five residence halls (approximately 700 beds) and three themed houses (approximately 20 beds). Each themed house can accommodate 7 to 12 students. Additional information about Residence Life can be obtained by phone at 804-257-5608, in the VUU Student Handbook, in the Residence Life Handbook, or electronically at <http://www.vuu.edu/residencelife/home.htm>.

**The Henderson Student Center is opened Monday through Friday from 8:00 a.m. to 11:00 p.m., and on Saturdays and Sunday from 2:00 p.m. until 9:00 p.m. Most indoor activities sponsored by student organizations and Enrollment Management and Student Affairs educators are conducted in Henderson Student Center.**

## **OFFICE OF THE REGISTRAR**

### **Mission**

The mission of the Office of the Registrar at Virginia Union University supports the mission of the institution and its academic programs by providing leadership and service in student records. The role of maintaining the integrity of academic records, managing, and maintaining a stable and efficient student information system, enabling the University practices related to student records and registration, and enforcing the academic policies of the institution are a mainstay of the office.

### **Introduction**

As the official custodian of academic records, the University registrar is responsible for the process of enrolling students in courses, assessing tuition charges, 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.

### **Check-in/Registration**

The Check-in process is a collaborative effort by multiple University offices to provide an efficient process for students when checking in. Students will be expedited through this process by settling all financial issues prior to checking in.

The first step in the registration process is admission to the University. To attend classes at Virginia Union University, all students must complete the check-in process at the beginning of each fall and spring semester.

Check-in dates will be posted on the academic calendar. Check-in dates may be viewed at the University's website at [www.vuu.edu](http://www.vuu.edu) at the link for the Academic Calendar. The Check-in process will appear online as an alert prior to each fall and spring semester.

When checking in, students indicate their readiness to begin the process. Currently, the student is notified of holds from the offices of Student Accounting, Student Integrity and Conduct, Enrollment Management, Registrar, or Financial Aid, if any. Once the holds are cleared by the respective office and fees are paid, students will be approved to obtain their VUU ID card.

Check-in is a step-by-step process that must be followed and completed. The first stop is with the Office of the Registrar to begin check-in. Students are required to verify identification with a Student ID number or a state driver's license number. If there are no holds, students proceed to housing unless the student intends to live off-campus. If students have a hold, they will be directed either to the Office of Student Accounts or the Office of Financial Aid.

Once the students have settled financial holds, they must go to Campus Police to receive their ID card. Housing is the last step unless the student intends to live off-campus.

The University College will be available to see all new freshmen and new transfers for advising after the new or transfer student has completed all orientation activities.

If students are not financially cleared, they will be dropped from all classes by the end of the registration period. *After payment of fees, the student may register for classes by using the Virginia Union University website on any computer that has internet capability. Internet services are provided in the University library, Pickford Hall, or on any personal computer with internet capability anywhere on campus.*

All new freshmen and sophomores, and new transfer students must visit the University College to receive their course schedules. Registration sessions with University College Academic Coordinators can take place virtually. Students on probation must visit the College prior to registration.

Returning students who have completed the check-in process may move into the dormitories. Returning students are expected to have communicated with their advisor during the previous semester.

### **Classification of Students**

It is the policy of the University to recognize students by classification as the student matriculates through the University. The classification of students is as follows:

**Freshman** 1 - 29 semester credit hours

**Sophomore** 30 - 59 semester credit hours

**Junior** 60 - 89 semester credit hours

**Senior** 90 or more semester hours

**Full-time** A student who is registered for a minimum of 12 or more credit hours during a given semester.

**Part-time** A student who is registered for less than 12 semester credit hours during a given semester.

### **Non-Degree Seeking**

A student who is not pursuing a degree program and enrolls in one course.

### **Choice of Catalog**

Students are usually expected to follow the catalog that is in use when they enroll in the University.

### **Declaration of Major**

By the end of the sophomore year, each student must declare a major. Many first-year students are considered "undecided" during their first year.

### **Changes of Majors**

Students enrolled at the University will be permitted to change their major; however, this change may affect their graduation date. The student is required to submit a Change of Major Form located in the Office of the Registrar or on MyVUU in order for the change to become official. The Registrar's Office will notify the department chair and Dean once the change has been made.

### **Late Registration**

The last date for late registration, adding classes, and changing class schedules is listed on the academic calendar at the VUU website. This schedule is subject to change; students, faculty, and staff will be notified of changes to the calendar via email.

### **Class Schedule Changes**

Students may make class schedule changes online at the University's website at [www.myvuu.edu](http://www.myvuu.edu). New students must consult with the University College. University College Academic Coordinators will assist first year students in changing class schedules. All students are encouraged to consult with their academic advisor prior to scheduling classes or making changes to an existing schedule.

### **Withdrawal from Class**

Class withdrawals begin after the add/drop period has ended. To withdraw from a class, the student must visit the office of the registrar to obtain a withdrawal form. Once the student completes and submits the form to the registrar's office, the student is no longer expected to attend the class. The class will continue to appear on the student's record with a grade of "W" and indicated on the student's transcript immediately, but only if submitted during the withdrawal period. Withdrawals from class may have ramifications for the financial aid of the student.

Students who withdraw from classes after the automatic withdrawal period will receive a "WO" or "WF". The "WO" grade indicates the student has withdrawn from class with a passing grade. The "WF" grade indicates the student has withdrawn from class with a failing grade. Grades of "WO" and "WF" are awarded by the instructor as a final grade.

All "Withdrawal grades" may have ramifications for financial aid for the student.

It is highly recommended that students have a consultation with the advisor prior to a request for withdrawal.

### **Withdrawal from the University**

A student may officially withdraw from the university by requesting a "Withdrawal from the University Form" from the Office of the Registrar, obtaining the required signatures, and returning the form to the Registrar's Office. An official date of notification to withdraw will be indicated on the form on the day that the form is received in the Registrar's Office. This date will be placed on the student's transcript.

### **Unofficial Withdrawal**

Drop out date – if a student leaves the University without giving an official notice, the drop out date will be established by using the grades submitted by the faculty to the Registrar's Office at the mid-term. (Example: a student receiving all withdrawal grades at the mid-term will have the drop out date determined by the date the student last attended class.) The student's financial aid will be adjusted, and 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.

### **Emergency Separation for Military Purposes**

Students who desire to separate from the university for military purposes should bring in documentation stating this to the Office of the Registrar. The withdrawal grade will be given which is appropriate for the date that the student submits paperwork stating orders from the military.

### **Grading System**

The University uses a letter system of grading based upon a 4.00 scale as follows:

#### **A+ Superior**

Grade demonstrates consistent mastery of content and demonstration of the individual's initiative and insight (100-97%).

#### **A Superior**

Grade demonstrates consistent mastery of content and demonstration of the individual's initiative and insight (96-93%).

#### **A- Superior**

Grade demonstrates consistent mastery of content and demonstration of the individual's initiative and insight (92-90%).

#### **B+ Excellent**

Demonstration of accurate knowledge of course content (89-87%).

#### **B Above Average**

Demonstration of accurate knowledge of course content (86-83%).

#### **B- Above Average**

Demonstration of accurate knowledge of course content (82-80%).

#### **C+ Average**

Grade demonstrates familiarity with basic course concepts (79-77%).

#### **C Average**

Grade demonstrates familiarity with basic course concepts (76-73%).

#### **C- Average**

Grade demonstrates familiarity with basic course concepts (72-70%).

#### **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 (69-67%).

#### **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 (66-65%).

#### **F – Failure**

Failure for which reexamination is not permissible (below 65%). Grade awarded to student failing coursework.

### **I – Incomplete**

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. Work for the incomplete grade must be completed 60 days into the next semester or it will be converted to a grade of “F”.

### **S – Satisfactory**

This grade is assigned as a passing grade to non-credit courses.

### **U – Unsatisfactory**

This grade is assigned as a non-passing grade to non-credit courses.

### **W – Withdrawal**

The grade is input by the Office of the Registrar when a student officially withdraws from class through the Registrar. This grade is non-punitive.

When a student is suspended/expelled from the University for disciplinary reasons and is currently enrolled, the grade of “W” is awarded for all courses.

### **WO - Withdraw Passing**

This grade is assigned by the instructor before the last day to receive a withdrawal grade.

### **WF - Withdraw Failing**

This grade is assigned by the instructor before the last day to receive a withdrawal grade.

The following grades are not included in the calculation of the GPA: NA, W, I, WO, and S. Grades of WF and FA adversely affect the grade point average.

All grades must be submitted in hardcopy to the Office of the Registrar for records documentation. It is recommended that the departments maintain such documentation as well.

### **Dean’s List**

Qualifications:

- Must be graded on a full-time basis.
- Must have a semester GPA of at least 3.00.
- Must not have received any “I” grades or “NA” or “FA” grades.
- Must not have received any grades below a “C.”

The GPA requirement is:

- |                        |             |
|------------------------|-------------|
| • Presidential Scholar | 3.80 – 4.00 |
| • Honors               | 3.50 – 3.79 |
| • Honorable Mention    | 3.00 – 3.49 |

## **Academic Year**

The academic year is comprised of thirteen (14) terms; seven (7) Fall terms and five (5) Spring terms, and two (2) Summer terms. The academic year is from July 1st to June 30th. The Terms are (see also the Academic Calendar for specific dates):

### Fall

- Term 1 (virtual only), 4 weeks
- Term 2 (virtual and campus-based), 6 weeks
- Term 3 (virtual and campus-based), 4 weeks
- Term 4 (virtual and campus-based), 8 weeks
- Term 5 (virtual and campus-based), 16 weeks
- Term 6 (virtual and campus-based), 4 weeks
- Term 7 (virtual and campus-based), 8 weeks

### Spring

- Term 8 (virtual only), 4 weeks
- Term 9 (virtual and campus-based), 8 weeks
- Term 10 (virtual and campus-based), 16 weeks
- Term 11 (virtual and campus-based), 4 weeks
- Term 12 (virtual and campus-based), 8 weeks

### Summer

- Term 13 (virtual and campus-based), 4 weeks
- Term 14 (virtual and campus-based), 6 weeks

## **Full-time and Part-time Students**

A student enrolled in 12 credits or more during any fall or spring semester is classified as full-time. A student enrolled in 11 credits or less during any semester is classified as part-time. Both full-time and part-time students may seek degrees at VUU.

## **Course Substitution**

The substitution of a course in a major may be granted with the approval of the department chair and dean of the school. The substitution of a course is suggested by the student's advisor. To make this request, the student should see the advisor first. The department will initiate a substitution form, obtain required signatures, and then submit the form to the Vice President for Academic Affairs, then to the Office of the Registrar for processing.

## **Transfer Courses**

At the time of application for admission to the university, an official copy of the transcript from the previous institution(s) attended should be presented for evaluation. The Office of Enrollment Management sends the transcript to the Office of the Registrar for evaluation; however, transfer courses in the major may be evaluated by the department of the student's major. The results of the evaluation are sent back to the admissions office for inclusion in the student's file.

## **Cross Registration**

Cross-registration is the process of taking one or two courses at other approved institutions at no additional cost to the student, except for course fees. The cost of taking courses is included in the tuition at Virginia Union University.



A student who wishes to participate in cross-registration must receive prior approval from the advisor, department chair and the dean, and final approval from the Office of the Registrar. The approved institutions are - Virginia Commonwealth University, the University of Richmond, and Virginia State University.

To participate in cross-registration, the student must be a junior or senior at Virginia Union University, have a minimum cumulative GPA of 2.5 and may enroll in upper-level courses at the other institution. A pre-approval form may be requested from the Office of the Registrar to begin the process of obtaining approval for cross-registration. Once the signatures of the advisor, department chair and dean have been obtained, the form should be brought to the Office of the Registrar for final approval.

### **Undergraduate Student Load**

Eighteen (18) semester hours are considered the maximum course load for each full semester (Fall or Spring). Any student wishing to take more than 18 credits in a semester must refer to the Course Overload policy and procedure below.

### **Federal Requirement 4.9**

This institution has policies and procedures for determining the credit hours awarded for courses and programs that conform to commonly accepted practices in higher education and to Commission policy. Virginia Union University is in compliance with Federal Requirement 4.9. Virginia Union University defines a credit hour as follows:

In accordance with Federal Government guidelines, Virginia Union University defines a credit hour as (1) the amount of student time investment that reasonably approximates one hour of classroom or direct faculty instruction and a minimum of two hours out of class student work for approximately fifteen weeks for one semester or (2) at least an equivalent amount of work as outlined in (1) for other academic activities as established by Virginia Union including laboratory work, internships, practical, studio work, and other academic work leading to the award of credit hours. In accordance with commonly accepted practices in higher education, Virginia Union operates on a 55-minute hour for this definition.

Virginia Union University's use of 55 clock minutes as equivalent to one hour is in accordance with *commonly accepted practice in higher education*. A unit of measure representing the equivalent of an hour (55 minutes) of instruction per week over the entire term. It applies toward the total number of credit hours needed for completing the requirements of a degree, diploma, certificate, or other formal award.

Fifty-five minutes per week per credit hour for approximately 15 weeks provides approximately 825 minutes instruction time per credit hour, which adheres to standard practices on minimum length for academic courses:

For each semester hour of credit, a traditional lecture or laboratory course shall strive to meet a minimum of 825 minutes. Final exam periods may be counted as class time when computing required hours.

*Furthermore, Virginia Union's calculation of course length adheres to standard practices and policies on Seat Time for Academic Credit. Workload associated with the traditional three-credit hour lecture class is used as the basis for determining equivalent workload and credit hour assignments to online courses.*

All classes must be of reasonable length and include both content and contact sufficient to maintain high academic

quality and standards commensurate with credit hours awarded for a “traditional three-semester hour lecture class.

The majority of course offerings at Virginia Union are three-credit courses and therefore the academic calendar is developed primarily around three-credit course class meetings. Each semester, the Deans of the schools propose the academic schedule of class meetings for three-credit courses which meet one, two, or three times a week to the Office of the Registrar. The schedule of class meetings provides the number of class meetings for each week of the semester as well as the total number of meetings for the semester.

Students are informed of the expectation of the University of Class Attendance and the completion of course work through the regulations listed under the Student Responsibilities section of the Academic Regulations section of the Catalog, Student Handbook and Course Syllabi.

The student enrolled at Virginia Union University obligates himself/herself to submit to guidelines, policies, requirements, and regulations set forth in the Virginia Union University Student Handbook, University Catalog, VUU website and other official published guidelines and regulations. Each student enrolled at the University is expected to exercise this obligation both on and off campus.

### **Undergraduate Course Overload**

A course overload is 19 or more credit hours taken by a student in each semester. The student must obtain the Overload Form from the respective department of the course. A student who wishes to take 19 credit hours must have a cumulative GPA of at least a 3.0 and written permission from the department chair. A student who wishes to take 20-21 credit hours must have a cumulative GPA of 3.0 and written permission from the Dean. Students who wish to take 22 or more credit hours must likewise have a 3.0 GPA, written permission of the Dean, and the approval of the Vice President for Academic Affairs.

Once the appropriate signatures have been obtained, the Overload Form must be submitted to the Office of the Registrar so that the student may be registered into the approved course. Any overload of courses will increase the final tuition bill for the student.

### **Class Attendance**

Attendance will be taken in all classes. Students are expected to attend each class for the courses in which they are enrolled. Students must come to class on time. Students entering the classroom beyond five minutes of the class start-time will be marked late. After attending two classes late, the student will receive an absence in the instructor's roll book. Also, if student leaves class early, a similar policy will be followed i.e., two early departures will equal one class absence.

The maximum amount of time students may be out of class for reasons other than university sanctioned events is three (3) times for a class that is offered for three credit hours; four (4) times for a class that is offered for four credit hours. When freshmen and sophomores accumulate these absences, the instructor will send the appropriate form to the Center for Undergraduate Studies indicating that the student may be in jeopardy of either failing the course or having his/her final grade in the course reduced. A copy of the form will be sent to the student's advisor and to the Chair of the department for further action.

### **Grade Changes**

A final grade may be corrected by the faculty member with proper submission of the Change of Grade Form to the Office of the Registrar. For grades awarded in the fall semester, the change of grade must be submitted by the faculty member no later than 30 calendar days after the beginning of the following spring semester. For grades

awarded in the spring semester, the change of grade must be submitted by the faculty member no later than 30 calendar days after the beginning of the following fall semester.

### **Repeating Courses**

Students may repeat a course to improve their grade. It is advisable for the student to consult with the advisor before repeating a course. No matter how often a course is repeated, it may be counted only once towards credits for graduation. Grades for all attempted courses remain on the student's permanent record. Students may not repeat courses for which they received transfer credit. Initiating the repeated course option will not result in a change in previously earned academic statuses (i.e., probation or suspension). Students who choose to repeat a course must do so before the awarding of their undergraduate degrees from VUU. The student's GPA will not be affected by repeating a course at any time after graduation.

### **Academic Progress**

#### *Undergraduate Students*

The academic progress of a student is tracked by the student's advisor. The academic progress is presented to the student in a concise form to show the general education requirements, major and collateral requirements, electives for a student's degree program, and the way in which the student is completing those requirements. This assessment provides accurate, up-to-date information to assist students and advisors in making wise academic choices. At the end of junior year, the advisor will send a progress report or senior assessment to the Office of the Registrar for the record and for further confirmation through completion of the senior audit. The senior audit is sent back to the advisor for confirmation. It is the responsibility of the advisor to contact the student regarding changes in the assessment.

#### **Graduate Students**

Graduate students are required to maintain at a minimum 3.0 grade point average (GPA), unless otherwise stated, with successful completion of A+, A, A-, B+, B, B-, C+, or C. Courses with grades of C-, D, F, I, and W will not qualify in meeting the minimum standard. Students whose semester's GPA falls below the minimum 2.0 GPA requirement will be placed on academic probation and will be required to sit out a semester. Grades of C+ and C may be monitored by advisors. Students may be required to meet with an advisor and complete remediation as deemed necessary by the Dean, Department Chair, or faculty.

The Dean, Department Chair, or designee will have the right to prompt the following for

- First C earned: Advisors will be notified when a graduate student has received their first C. It will be up to the graduate program and advisor to advise the student and offer remediation services.
- Second C earned: The student will go before the Academic Standard Review Board. The Academic Standard Review Board will determine the academic progression of the student (e.g., warning or probation).
- Third C earned: The student will warrant an additional review by the Academic Standard Review Board

### **Academic Appeals Process**

Student should first contact instructor and attempt to resolve any concerns or issues. If no resolution is achieved, an academic appeal may be initiated by the student to the department chairperson in which the course was taught. After this level, the appropriate steps of the appeals process include progression to the dean's level prior to contacting the Office of Academic Affairs for resolution of the matter if satisfaction is not achieved. Once the appeal is brought to the Office of Academic Affairs and the attention of the Vice President, a Grade Appeals Committee will be formulated to determine the merit of the appeal and if further action should be taken.

### **Satisfactory Academic Progress**

Effective fall 2007, the minimum standard for satisfactory academic progress is a cumulative GPA of 2.00. Academic probation is imposed when the cumulative GPA is less than 2.00. The student on academic probation has two academic semesters, fall and spring, to raise the GPA to 2.00. Academic probation is lifted when the cumulative GPA is 2.00 or above. Academic performance will be reviewed at the end of each semester.

### **Probation**

A student on probation:

- Has the option of attending VUU in the summer in order to raise the GPA prior to the fall semester of the next academic year.
- May take no more than 13 credit hours each fall and spring semester while on probation.
- Is advised to consult with his/her advisor in the department at the beginning of the probationary semester to determine what steps are necessary for improvements in the student's academic performance during the year.

### **Suspension**

Suspension will occur when a student on academic probation has a GPA of less than 2.00 at the end of the probationary period. Students who have been suspended at the end of an academic year must attend VUU in the summer to raise their GPA. VUU does not accept quality points from other institutions. If the GPA is raised to a 2.00 or better, the student's suspension will be rescinded. If the GPA is not raised during the summer session, the student will not be permitted to enroll until his/her period of suspension of one semester is over.

A maximum of two suspensions is permissible during a student's academic career at Virginia Union University.

### **Advanced Credit and Academic Equivalency**

Virginia Union University will accept a maximum of 18 semester hours of advanced placement credit toward the baccalaureate degree for satisfactory scores (4 or higher) 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 or the Dean having jurisdiction over the courses involved.

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.

### **International Baccalaureate (IB) Diploma Program**

The International Baccalaureate (IB) Diploma Program is a comprehensive and challenging course of study that prepares students for college-level work. The IB Diploma Program is offered by over 1,456 schools world-wide in over 125 countries. The two-year course of study leads to final examinations in six subject areas with possible qualifications of college credit being awarded. The curriculum is rigorous and intellectually coherent, and it encourages critical thinking. Scores resulting from the IB examinations may allow individuals to receive college credit for courses in the General Education Curriculum. Students who have earned the IB Diploma and elect to take the subject exams may receive course credits at Virginia Union University in accordance with the provisions of this policy.

### **College Credit from the IB Exam**

A final official transcript must be received by the Office of Enrollment Management and Admissions from the International Baccalaureate National Organization following the grade awarding and the request of the student. The minimum score one must achieve in order to receive any college credit from the IB subject exams is five (5). A score of at least six (6) is required in most subject areas for course credit. A maximum of 27 semester credits earned from the IB exams may be used toward attaining a bachelor's degree.

### **Academic Credit for Work/Life Experience**

On rare occasions, the University may award academic credit to adult learners based on previous relevant life/work experience. The experience shall be from significant professional experience, recent and relevant, and of satisfactory performance. Students must demonstrate college level learning through a portfolio process. College credit granted shall not be based on hours of experience but on relevant college level learning attained.

To apply for work/life experience credit, a student

- Be admitted to the University.
- Be at least 25 years of age.
- Have appropriate detailed documentation to validate experiences.
- Prepare a written document that thoroughly and accurately addresses the experiences; and
- Be able to verbalize the experiences addressed in the document and demonstrate as appropriate.

To obtain Work/Life experience credits, the applicant must see their department chairman for instructions for submitting a portfolio of Work/Life experiences. This should be done after admission to the University. Upon review of the portfolio, the department chairperson and dean will make recommendations regarding equivalent courses and credit hours to the Office of Academic Affairs for approval. The Office of the Registrar will be notified if any credit is to be awarded to the student and will forward information to the student relative to the credit being awarded and placed on transcript.

University credit for courses taken while serving in the military will be considered for physical education, health, foreign language, computer information, and other non-technical courses. After an initial review of the transcript by the Registrar's office, academic departments will be asked to provide a second evaluation of credit.

### **Undergraduate Statute of Limitations on Courses**

Courses taken more than ten years where the bachelor's degree was not awarded may be outdated and may require being repeated if they are to be used toward graduation. The Office of Academic Affairs must approve acceptance of any courses beyond the ten-year limit.

## **Requirements for Undergraduate Graduation**

### **Chapel Attendance**

Chapel is essential for fulfilling Virginia Union University's mission of providing spiritual formation in higher education to our students. Therefore, attendance is mandatory.

All full-time students (12 hours or more) and residential (on-campus) students must attend at least 20 chapel services per academic year. Each chapel service counts for one single credit. Students will earn 80 credit hours for chapel/spiritual formation by the expected time of graduation, demonstrating successful completion of chapel credits.

Regular weekday chapels typically occur every Thursday. This includes regular chapels and services designated as "additional" chapel events, such as the Fall and Spring religious emphasis week, monthly student-led vesper services, and other official ritual days of high importance such as but not limited to, Opening Convocation, Founders Day, The Christmas Concert, Baccalaureate Service, and Commencement Exercise. These requirements are strictly enforced by the Office of the President.

Distance learners are required to follow the same mandatory attendance policy by using the VUU University Facebook Live option, locate the QR code and drop-down evaluation and completion form for credit for each session. Students are only allowed to make up chapel credit with administrative consent.

Students are responsible for monitoring their attendance records via the Chapel Attendance Policy. For additional information, please contact the university Registrar or Dean of Chapel directly.

A student must have completed the following to receive a bachelor's degree from Virginia Union University:

- A minimum of 120 credit hours towards a degree, including the general education core requirements.
- A cumulative GPA of 2.0 or above.
- A minimum of 30 semester hours in residence at the university.

A senior who expects to graduate must submit an Application for Graduation to the Office of the Registrar. **This application must be filed by March 30<sup>th</sup> for August graduates, May 30<sup>th</sup> for December graduates, and September 30<sup>th</sup> for May graduates.** A graduation fee of \$154 will be charged to your account in the term that you expect to graduate. If you fail to graduate during the semester of application the fee will be applied when requirements are satisfied.

There is only one Commencement exercise. It is held in May of each year.

### **Graduation with Honors**

A student, who satisfies all degree requirements, maintains an overall average of "B", and exhibits exemplary conduct. At least half of the hours credited toward graduation must have been taken at Virginia Union University.

Cum Laude	3.00
Magna Cum Laude	3.50
Summa Cum Laude	3.80

Eligibility for Valedictorian requires 90 hours in residence at the university.

### **Graduate**

Graduate students must meet all requirements as outlined in their program, meeting the minimum required credit hours. They must also have a cumulative GPA of 3.0 or above. A graduate student who expects to graduate must submit an Application for Graduation to the Office of the Registrar. **This application must be filed by March 30<sup>th</sup> for August graduates, May 30<sup>th</sup> for December graduates, and September 30<sup>th</sup> for May graduates.** A graduation fee of \$154 will be charged to your account in the term that you expect to graduate. If you fail to graduate during the semester of application the fee will be applied when requirements are satisfied.

There is only one Commencement exercise. It is held in May of each year.

### **Transcripts**

If the student/alumnus wishes to submit a transcript request by fax, prior payment must be made, and a

confirmation number given to the student/alumnus. A faxed request will be accepted with the confirmation number indicated on the fax.

It is the policy of the University that current and former students may obtain transcripts of their academic record if the student has no outstanding financial balances with Virginia Union University. Transcripts will be processed in 5 – 7 business days upon receipt of the request. To obtain a transcript(s), a formal request must be submitted through Parchment. This service can be accessed through the [Order Transcript](#) link at [www.vuu.edu](http://www.vuu.edu). The cost of each official transcript is \$10.00 and is paid when the order is placed. The student/alumnus must be in good financial standing with the University prior to release of the transcript(s). Transcripts may be sent electronically or mailed to the student or outside parties, as determined by the request of the student/alumnus.

### **FERPA Policy**

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

- **The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.** Students should submit to the Office of the Registrar, located in Ellison Hall, room 106, written requests that identify the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Office of the Registrar, the Registrar shall advise the student of the correct official to whom the request should be addressed.
- **The right to request the amendment of the student's education records the student believes are inaccurate or misleading.** Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write to the University official responsible for the record, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. FERPA was not intended to provide a process to be used to question substantive judgments which are correctly recorded. The rights of challenge are not intended to allow students to contest, for example, a grade in a course because they felt a higher grade should have been assigned. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
- **The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.** One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, collection agent, or official of the National Student Clearinghouse); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill his or her professional responsibility. The University may disclose education records in certain other circumstances:
  - To comply with a judicial order or a lawfully issued subpoena.
  - To appropriate parties in a health or safety emergency.
  - To officials of another school, upon request, in which a student seeks or intends to enroll.
  - In connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount, or conditions of the financial aid, or to enforce the terms and conditions of the aid.

- To certain officials of the U.S. Department of Education, the Comptroller General, to state and local educational authorities, in connection with certain state or federally supported education programs.
  - To accrediting organizations to carry out their functions.
  - To organizations conducting certain studies for or on behalf of the University.
  - The results of institutional disciplinary proceedings against the alleged of a crime of violence may be released to the alleged victim of that crime with respect to that crime.
- **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

**The University may disclose “Directory Information” without a student’s prior written consent.** The University designates the following as “Directory Information”: The student’s

- Name
- Addresses
- Telephone number
- School or department of major
- Major Field of study
- Degree sought
- Dates of attendance
- Full or part-time enrollment status
- Degrees and awards received
- Class rosters
- Expected date of completion of degree requirements and graduation
- The previous educational agency or institution attended
- Participation in officially recognized activities and sports
- Weight and height of athletic team members and other similar information

Except as noted in point # 10 above, the roster for a class will not be released, except for students enrolled in that class.

**Students may restrict the release of “Directory Information” except to school officials with legitimate educational interests and others as indicated in point # 3 above.** To do so, a student must make the request in writing to the Office of the Registrar. Once filed, this request becomes a permanent part of the student’s record until the student instructs the University, in writing, to have the request removed.

**For purposes of compliance with FERPA, the University considers all students independent.** For additional information about FERPA regulations and your rights under the law, go to <http://www.ed.gov> and search the word FERPA (Reg. 6/2004).

## **VETERAN & MILITARY SERVICES**

VUU is committed to all veterans and military students—active duty, reserve, guard, separated and retired—as well as their dependents who are exploring VUU's academic opportunities. Staff members in Military and Veterans' Services, University College, Student Services, Health Services, and Workforce Development are here to help you with any challenges you encounter while working in or transitioning from a military to an academic environment.



The institution is approved to offer GI Bill® educational benefits by the Virginia State Approving Agency. *GI Bill® is a registered trademark of the U.S. Department of Veteran Affairs (VA). More information about education benefits offered by the VA is available at the official U.S. government website at <http://www.benefits.va.gov/gibill>.*

The Virginia State Approving Agency (SAA) is the approving authority of education and training programs for Virginia. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office via email [saa@dvs.virginia.gov](mailto:saa@dvs.virginia.gov).

For more information, please visit: <https://www.vuu.edu/admissions/vms>

## **ADMINISTRATIVE SERVICES AND INFRASTRUCTURE MANAGEMENT**

### **UNIVERSITY POLICE**

#### **Mission**

The mission of the Virginia Union University Campus Police Department is to deliver professional law enforcement services in a safe and secure environment with equal protection under the law for University employees, students, and guests. Campus Police will embrace the principles of collaboration and community policing with academic, administrative and urban organizations through; 1) protection of life and property, 2) crime and fire prevention and 3) parking and traffic system safety.

#### **Police Regulations**

The Virginia Union University Police Department has sworn police officers who are responsible for the protection of life, property safety, parking enforcement and enforcement of state and local laws. The officers also secure campus buildings and patrol the University campus on foot and marked patrol cars. The University Police Department has membership in the Virginia Association of Campus Law Enforcement Administrators and the Historically Black Colleges and Universities Law Enforcement Executives Association.

## **INSTITUTIONAL ADVANCEMENT**

The Office of Institutional Advancement is responsible for maintaining and increasing strong financial support for the University. As the central fundraising arm of the University, the purpose of the Office of Institutional Advancement is to advance Institutional priorities and goals by raising funds and strengthening beneficial relationships among constituencies in support of the Mission of Virginia Union University.

Responsibility for all fund-raising rests with the Office of Institutional Advancement. All fund raising, activities, including sales, raffles and direct solicitation of donations must be approved by the Office of Institutional

Advancement. All off-campus fund raising activities require the authorization of the President through the Vice-President of Institutional Advancement. All solicitations for gifts of any kind are to be conducted under the direction of the Office of Institutional Advancement.

To better serve donors, Virginia Union University allows donors to choose among varying levels of confidentiality. Regardless of whether confidentiality is requested, all donors are protected by the University's general privacy policy that prohibits the University from giving, selling, or otherwise furnishing lists of donors or prospective donors to anyone outside of the University for any purpose. Staff and faculty members with access to donor/prospect information are bound to keep all such information confidential and are required to sign a non-disclosure form.

## **OFFICE OF ASSESSMENT, ACCREDITATION, AND QUALITY ASSURANCE**

The Office of Assessment, Accreditation, and Quality Assurance (OAAQA) provides leadership and assistance in developing and overseeing institutional processes for planning, assessment, evaluation, and feedback creating a culture of evidence and continuous quality improvement.

OAAQA assists with planning, developing operational objectives and implementing assessment activities that align with the university and departmental mission and goals. It monitors and implements the institutional effectiveness assessment cycle, enhances institutional capacity to engage in assessment by providing workshops and other training opportunities. This office serves as a clearinghouse for most statistical information about the university which informs the university strategic/academic planning decisions coordinates responses to external agencies for data requests and responds to special request for data from internal constituents (i.e., faculty, staff, and administrators).

OAAQA serves as the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) liaison which leads the coordination of campus efforts as it relates to SACSCOC accreditation standards and preparing for reviews, off-site, on-site and other visits.

## **STUDENT DEVELOPMENT AND SUCCESS**

### **COUNSELING SERVICES**

The Office of Counseling Services assists Virginia Union University students with confronting obstacles that may interfere with academic, personal, and social growth during and after matriculation. Primary emphasis is on enhancing the student's academic, social, and emotional development through individual and group sessions, educational support services, psychological assessments, consultation and crisis intervention. Additional information about Counseling Services can be obtained by phone at 804-257-5874, in the VUU Student Handbook or electronically at <http://www.vuu.edu/studentaffairs/counseling/home.htm>.

There is NO Charge for services provided by the Counseling Services office. However, in the event the Counseling and Student Development Center refers a student to a mental health professional in the community,

all costs associated with the referred service is the responsibility of the student, his or her insurance, or his or her parent or guardian.

### Location

The Counseling Services office is located on the 2nd Floor of the Henderson Center. The office is open from 9:00 AM to 5:00 PM, Monday through Friday. To access services, students may stop by the office, or they may call 257-5874 to schedule an appointment.

### Confidentiality

Counseling sessions are confidential. The Counseling Services office will not release information (this includes verification of attendance or content of sessions) outside of the Counseling office without written permission from the student, except (1) upon a court-ordered subpoena, (2) counselor believes that student present a clear and imminent risk of harm or danger to self or others, or (3) during the course of counseling, the student discloses information pertaining to the physical, emotional or sexual abuse or neglect of a minor or an elderly or disabled person.

### Mental Health Emergencies

If a student's and/or others immediate safety is at risk, this is an emergency. The Campus Police should be contacted and alerted of the situation immediately. The Campus police should be informed if outside emergency medical assistance (a rescue squad or ambulance service) has been requested or is being requested.

When emergency transport is required, it is not the practice of the University to provide a staff member to accompany students. Additionally, students transported for emergencies of any type are responsible for the costs associated with the transport.

Examples of situations that may be considered an emergency are:

*(Please note emergency situations are not limited to those listed below)*

- Suicide threats, gestures, or attempts.
- Homicidal threats.
- Severely disorganized, psychotic, or out of control behavior.
- Rape, sexual assault, or other trauma.

In response to the emergency, the Campus Police will contact the University Counselor, Vice President of Enrollment Management and Student Affairs and/or an appropriate outside resource(s) (i.e., Richmond Behavioral Health Authority or Richmond Police Department) to help and intervene in the crisis/emergency situation.

### Students with Disabilities

Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 require the university to provide academic adjustments and/or accommodations for students with documented disabilities. Students seeking academic adjustments or accommodations must self-identify with the coordinator of Inclusion Learning Services for students with a medical condition or disability that might affect learning, at (804) 342-3885 or [UC@VUU.edu](mailto:UC@VUU.edu), located in the University College, 2nd Floor, L. Douglas Wilder Library. After meeting with the coordinator, students are encouraged to meet with their instructors to discuss their needs and if applicable, any lab safety concerns related to their disabilities.

## **STUDENT ACTIVITIES AND LEADERSHIP**

The Office of Student Activities and Leadership (OSAL) is committed to providing students with opportunities to learn in non-traditional ways that aid their growth and development, while supporting the traditional education that is learned in the classroom. OSAL takes pride in working with and helping students, faculty, staff, alumni,

and the community strive towards excellence. OSAL primarily provides a holistic collection of extra-curricular programs and activities that promote student development that complement VUU students' academic experience, through our phenomenal CAPSL programming model, (Civic Engagement, Academic Achievement, Personal Growth, Spiritual Development, and Leadership). Detailed information about OSAL can be obtained by phone at 804-257-5869, in the Student Organization Handbook, or electronically by visiting [http://www.vuu.edu/student\\_life/office\\_of\\_student\\_activities\\_leadership.aspx](http://www.vuu.edu/student_life/office_of_student_activities_leadership.aspx) and [www.vuu.thezonelive.com](http://www.vuu.thezonelive.com).

Academic organizations at Virginia Union include Alpha Kappa Mu Honor Society, American Criminal Justice Association, Black Data Process Associates, Biology Club, International Students Association, Kappa Delta Pi, International Honor, Society in Education, Lambda Alpha Epsilon, Gamma Alpha Psi Chapter, L. Douglas Wilder Library Club, Mathematics Club, National Model United Nations, National Association of Black Journalists, National Society of Black Engineers, Phi Beta Lambda Honor Society, Pre-Law Society, Psi Chi National Honor Society, Psychology Club, Rotaract Club, Social Work Club, Spanish Club, SVEA (Student Virginia Education Association), Union Art Association, and University Players Drama Club. A complete list of student organizations can be obtained electronically at [http://www.vuu.edu/student\\_life/office\\_of\\_student\\_activities\\_leadership/student\\_organizations.aspx](http://www.vuu.edu/student_life/office_of_student_activities_leadership/student_organizations.aspx).

### **Attendance at University – Sponsored Events for Cultural Enrichment**

It is the policy of the University to provide an appropriate number of University-Sponsored cultural and personal development activities for students so that they may amass 20 extracurricular credits per year (fall and spring semesters) toward graduation. The Office of Student Affairs will compile a list of those activities that will allow students to earn 80 credits for this graduation requirement.

### **Henderson Student Center**

Henderson Student Center is the hub for student life. Student space includes a Game Room/ Commuter Lounge, SGA Offices, the Panther Grille, multi-purpose rooms 10-12, the student dining hall, and a snack bar. Administrative spaces housed in the student center include the Post Office and the offices of Enrollment Management, Student Services, Student Integrity and Conduct, Residence Life, and Student Activities and Leadership, and Thompson Hospitality (the Dining Hall Contractor). The dining rooms for the President and faculty are also housed in Henderson Center.

The administrative offices housed in the Henderson Student Center are the Division of Enrollment Management and Student Affairs and the offices of Enrollment Management, Career Services, Counseling Services, Health Services, Residence Life, Student Activities and Leadership, and Student Integrity and Conduct.

### **Henderson Student Center Hours of Operation**

Monday - Thursday: 8:30am – 10:00pm  
Fridays: 8:30am – 9:30pm  
Saturday - Sunday: 12noon – 5:00pm

## **STUDENT RIGHTS AND RESPONSIBILITIES**

All student members of the University community are entitled to the following rights upon admission to Virginia Union University:

- To be treated with dignity and respect by those within the University community.
- To receive a copy of the Official Student Handbook and Table of Violations and Possible Sanctions upon admission to the University.
- To make a clear and concise statement of student rights and responsibilities.
- To pursue academic and extracurricular activities that do not violate University policies.
- To competent instruction, campus support services and University facilities.

- To a fair hearing process if charged with a violation of University policies and regulations.
- To be advised (verbally/in writing) of any matters that could lead to disciplinary actions.

All student members of the University community are responsible for the following:

- Upholding all Virginia Union University policies and regulations as described in the Student Handbook, University Catalog and other University published regulations issued by various offices and programs of the University.
- Learning the content of the Student Handbook, University Catalog and other University policies and published regulations issued by various offices and programs of the University.
- Classroom behavior that is conducive to the learning process.
- Learning the content of a course of study according to the standards of performance established by the faculty.
- Exercising his/her rights of free inquiry, expression and advocacy in a manner that does not interfere with the orderly functioning of the University.

Students who officially or unofficially withdraw from the University must complete Exit Counseling. Exit Counseling can be completed online at: [www.studentloans.gov](http://www.studentloans.gov).

#### Post-Withdrawal Disbursement

A post-withdrawal disbursement occurs when a student has earned aid that has not been disbursed to his account at the time of withdrawal. Once it has been determined that a student is due a post-withdrawal disbursement, the student/parent will be notified. The process will be:

1. Inform the student that he/she is entitled to a post withdrawal disbursement of Federal Title IV Aid that was earned.
2. A written notification will be sent to student (or parent) providing the opportunity to cancel all/part of the loan for post withdrawal disbursements of loan funds (Perkins, Stafford Direct Loan, FFEL or Plus) to the student's account. This notice will be sent out immediately, but no later than 30 days before disbursement of loan funds.
3. Student/parent will be sent written notification of their eligibility for post-withdrawal disbursement more than the outstanding current educationally related charges. This notification will be sent immediately.

**These guidelines are subject to change and the newest version will be posted on the VUU website.**

#### STUDENT INTEGRITY AND CONDUCT

The Office of Student Integrity and Conduct enforces the University Code of Conduct through education, judicial hearings and disciplinary procedures. The services provided by Student Integrity and Conduct include educating the University community about expectations, managing and implementing the conduct review boards, and creating a culture of appropriate behavior on campus. Additional information about Student Integrity and Conduct can be obtained by phone at 804-257-5633, in the VUU Student Handbook or electronically <http://www.vuu.edu/ja/home.htm>.

#### STUDENT AND COMMUNITY SERVICE

The Office of Student and Community Services supports the University's commitment to higher education excellence by providing civic engagement programs and activities that help transform students into responsible, constructive, and contributing citizens of society. The programs parallel, complement, reinforce, and enrich students' overall academic experiences at VUU. Student and Community Services programs and activities are Community Service, Service-Learning, Student Volunteerism, and the Brighter Future Initiative Program.

The Office of Student and Community Services collaborates with academic and Enrollment Management and Student Affairs units to create opportunities for optimum student learning and development while making a variety of relevant contributions toward addressing local community, national or global needs. As a result of participating in civic engagement, students acquire, develop, and hone various traits and characteristics that include enhanced intellectual growth, effective communication skills, improved self-esteem, satisfaction with occupational or career choices, superb leadership abilities and skills, congruency in personal values and social responsibility, and enriched spiritual awareness and tolerance.

## **STUDENT SUPPORT SERVICES**

Virginia Union University offers an exceptional opportunity for students in our Student Support Services Program (SSS). Student Support Services is part of the Federal Trio sponsored programs that award funds to institutions of higher education to provide opportunities for academic development, graduation rates of the 140 project participants. The plan of SSS is to foster an institutional climate supportive of the success of low-income and first-generation college students and individuals with disabilities through continuous quality academic experience.

## **UNIVERSITY COLLEGE**

### **Goal**

In strategic alignment with the University's mission, the University College aims to increase VUU undergraduate student retention and graduation rates by providing all enrolled students a solid foundation for life through a comprehensive and sustained academic experience. The specific focus areas for the University College include:

- Prepares academic schedules for all newly matriculating students,
- Collaborates with and serves as a liaison between academic schools to ensure that all students are on track to complete graduation requirements in a timely manner,
- Implements the Noble Nine Leadership Seminar Series for all first-year students and for all other students during a four-year academic experience,
- Coordinates the Early Alert System for Retention,
- Coordinates the University Learning Center,
- Coordinates Inclusive Learning Services for students seeking accommodations for a medical condition or disability that may affect learning.

### **Strategic Approach**

The University College is an academic support and access center specifically dedicated to the development and educational goals of all VUU undergraduate students. At VUU, the historic mission and value proposition for a unique student experience can be leveraged for the purposes of academic excellence and student success. The general education core curriculum, along with the Noble Nine Leadership Series is an opportunity to hone student foundational skill sets to ensure overall student academic success. The University College coordinates an interdivisional data portal to facilitate clear communication on issues that may impact student learning. For example, if a student has financial challenges, this can result in heightened anxiety and interfere with learning leading to low academic performance. Such a data portal would inform university staff and administrators on such challenges, whereby the university community can work together as a "Circle of Support." This approach can also be extended to improve the institutional mechanisms that are specifically targeted for students with learning disabilities. In sum, the specific needs of VUU students will be the driver of the University College's organization and programming efforts. Student success indicators will provide the data metrics to determine the

University's College's impact to include, Fall-to-Fall first time retention (by cohort), graduation rates, academic achievement, and the honor's program.

The University College facilitates the advancement of Undergraduate Education at Virginia Union University and supports the retention of first- and second-year students by providing an array of services planned to assist them in reaching optimal academic performance and the goal of graduation.

### **University College Services**

University College Success Coaches provide guidance in all aspects of educational planning, including course scheduling, referrals to tutorial services, and monitoring of all students' academic performance. By implementing oversight initiatives and monitoring systems, Success Coaches ensure that the needed resources and tools are provided to assist students in their academic matriculation and overall development during their educational experience. The Success Coach will implement a broad range of activities and programs that support student success and retention. The Success Coach will research student retention issues and develop programs, in conjunction with instructional and student development units, that will help ensure student success. The Success Coach will seek to provide the target population of students with the necessary guidance and support to successfully complete the academic program of their choice.

**“Circle of Support:”** represents a set of services officered by the University College in collaboration with the Office of Student Development and Success. These services help students become acclimated to the University and provide strategies for overcoming the challenges of the college experience. These services and programs include academic advising, the eight-course Noble Nine Leadership Seminar Series and workshops and programs targeting academic survival skills. In collaboration with the academic schools, Success Coaches assist the student with clarification of their academic, life, and career goals.

The advising process is ongoing, multifaceted, and in partnership with the student, faculty, and administration. Academic advising, if effectively delivered, can be a powerful influence on academic excellence, student development, learning, matriculation, and retention leading to graduation.

**Inclusive Learning Services:** Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 requires the University to provide academic adjustments and/or accommodations for students with documented disabilities. Students seeking academic adjustments or accommodations must self-identify with the Dean of the University College via telephone at 804-342-3885, at [UC@VUU.edu](mailto:UC@VUU.edu), or in person University College – 2nd floor Wilder Library. After meeting with the Dean, students are encouraged to meet with their instructors to discuss their needs and if applicable, any concerns related to their learning needs. See the description of Inclusive Learning Services in the Student Handbook.

**Honda Campus All-Star Challenge (HCASC)** is a year-long, campus-wide activity. It brings together the whole campus community -- students, faculty, administration, and alumni. The Q & A game combines academic material, popular culture and sports in a format emphasizing quick recall. African American history and culture is prominently featured in the questions.

The HCASC season involves two tiers -- the Campus Program and the National Championship. Campus competition takes place in the fall with all students eligible to play in the Campus Tournament. Sixty-four Historically Black Colleges and Universities qualify to attend the National Championship Tournament. After the Campus Tournament, the Campus Coordinator and Coach select the Varsity Team of players (up to 12 players). The Varsity Team meets in weekly practice sessions until the final NCT Team (four players) are named. Preparation is strenuous, but in the end, it is all "serious fun." Feel free to visit [www.HCASC.com](http://www.HCASC.com) for additional information.

**Peer Advisory Leadership Students (PALS)** is a program that pairs upper class students with incoming freshmen. The student leaders serve as mentors for their freshman peers, helping them to navigate through their first year of college.

### **Tutoring**

By providing tutoring at Virginia Union University, we are assisting our students in their endeavors to strive for academic success. Peer tutors are available to provide one-on-one assistance in many undergraduate courses.

The VUU tutors help students identify errors/weaknesses in their courses by going over pertinent course information, reviewing an Academic Success Plan with the tutee, and making follow-up appointments if necessary. In addition, we offer monthly tutoring programs to provide additional support to all students.

### **Appointment Tutoring:**

- No more than one hour with a peer tutor.
- Appointments must be made at least 3 days in advance.
- Students will have a personal tutor throughout the semester.
- Students must sign-in and sign-out when utilizing the services offered by the VUU Learning Center. By tracking the services used, we can better assist our students in achieving academic success.

### **About the VUU Tutors**

Tutors are upperclassmen at Virginia Union University who have earned an “A” or “B” average in the course(s) they tutor and have an overall GPA of 3.0 or higher. All tutors receive training and certifications prior to rendering tutoring services.

**Writing Success** is also supported by the Learning Center. Efforts are designed to assist students with the development of fundamental skills and knowledge necessary for success in all academic areas. All students are provided one-on-one, expert assistance in all types of writing – academic papers, résumés, Criterion preparation, technical writing, formal letters, personal statements, and MLA/APA documentation. Assistance is available in the University College by appointment or during set hours designated for walk-ins. We encourage students to take advantage of this resource designed to improve proficiency in grammar, punctuation, and word usage, as well as to hone skills in proper citation, essay development and clarity.

## **ACADEMIC AFFAIRS**

The Division of Academic Affairs at Virginia Union University is committed to exemplary teaching and boasts of its proud faculty, composed of talented professors, scholars, advisors, and researchers who are dedicated to helping students to become life-long learners. The Division includes five academic schools: the Sydney Lewis School of Business; the Evelyn Reid Syphax School of Education; School of Arts and Sciences, School of Latin and Caribbean Cultures and the Samuel Dewitt Proctor School of Theology. Additionally, the L. Douglas Wilder Library Talent Search, Student Support Services, Upward Bound and The University College are included in the Division of Academic Affairs.



Overall, the mission of the Division of Academic Affairs is to prepare students to successfully compete with their counterparts upon graduation for employment and admissions to graduate or professional studies, while exhibiting characteristics of the ideal Virginia Union University Graduate. The Division of Academic Affairs provides an overall academic environment which is sensitive, supportive, and nurturing, while challenging students to achieve new levels of excellence. This is done with primary emphasis on excellent teaching, research, service, advising, a strong curriculum, and high-quality Academic Support Services. The Division also subscribes to the University's rich heritage and traditions which are anchored in the liberal arts and is responsive to promoting the University's overall Mission.

As the entity charged with enhancing academic excellence for the University, the Division of Academic Affairs strives to achieve the following:

- Support the recruitment, development, and retention of top-rank faculty and staff.
- Promote a dynamic learning environment that prepares students to be nurtured, enlightened, and engaged citizens in a global society.
- Foster diversity in its practices and supports a climate of inclusion for all members of the University community.
- Encourage research and creative endeavors of distinction.
- Facilitate the development of initiatives that extend the University's expertise to its constituents locally, nationally, and world-wide.

It is the Division's goal that graduates will leave the hallowed grounds of Virginia Union University with skills, knowledge, dispositions, attitudes, and values essential for their success in society.

## **MAJORS**

**Academic Affairs includes the following majors:**

### *Undergraduate*

Accounting  
Biology  
Biology Secondary Education  
Business Analytics  
Chemistry  
Chemistry Secondary Education  
Computer Information System  
Computer Science  
Criminology/Criminal Justice  
Cyber-Security  
English  
English Secondary Education  
Entrepreneurial Management  
Finance & Banking  
Health Science  
History  
History Secondary Education  
History/Political Science  
Hospitality Management  
IDS Community-Based Education  
IDS Elementary Education  
IDS Special Education

Marketing  
Mass Communications  
Mathematics  
Mathematics Secondary Education  
Mathematics with Computer Science  
Music  
Physics  
Physics/Engineering  
Political Science  
Psychology  
Religious Studies  
Social Work  
Theatre  
Visual Arts

*Graduate*

Doctor of Ministry  
Biology  
Christian Education  
Criminal Justice  
Curriculum and Instruction  
Data Analytics  
Divinity (Theology)  
Executive Master of Business Administration  
Hospitality Management  
Political Science  
Public Health  
Social Work

## **L. DOUGLAS WILDER LIBRARY AND LEARNING RESOURCE CENTER**

### **Mission**

We are proud of our history as one of the nation's older historically black colleges (HBCUs), founded in 1865. Our library was formerly the William J. Clark Library located in the historic landmark Belgian Friendship Building given to the University by the government of Belgium in 1941.

In 1997 we relocated to a new facility on campus named after Virginia Union's most celebrated alumnus, L. Douglas Wilder, humanitarian, civil rights leader and the first elected African American governor (1990-1994) in the nation.

The library strives to provide users with a learning environment that enhances each user's understanding of the research process. The library facilitates lifelong learning by enabling users, especially students, to gain the knowledge and the tools necessary for education in and out of the classroom. Librarians are available on a "one-on-one" basis or by appointment to answer questions and assist students with research questions. The library faculty and staff are eager to help learners find and evaluate the information sources they need.

## **Library Collections**

**The General Collection** (STACKS) and the **African American Collection**—there are over 147,000 volumes available for check out. Among these books is a comprehensive collection by and about Africans and African Americans.

**The Archives**—In January 1997, for the first time in its 136-year history, Virginia Union University opened a dedicated Archives and Special Collections Department. In addition to preserving the historical records of the campus, the Department endeavors to collect the history of African American Richmond.

**The Wilder Collection**—The L. Douglas Wilder Collection memorializes the life and career of Virginia's 66th Governor (1990-1994), L. Douglas Wilder. The Collection currently houses his awards and memorabilia in a spectacular showcase setting and is an invaluable resource to researchers. This compilation includes the Press Office Photo Collection, the Audio Cassette Collection, and the Video Tape Collection.

**The Press Office Photo Collection** of the L. Douglas Wilder Collection contains over 1500 rolls of negatives and photos that cover the years Gov. Wilder was in office (1990-1994). They serve as the photo record of his activities as Governor, including special occasions like his inauguration, visits from foreign dignitaries and the funeral of Arthur Ashe, and his lying-in state at the Executive Mansion.

**The Audio Cassette Collection** spans the years 1995-2001 and contains over 600 items. The recordings are primarily of Wilder's popular WRVA radio talk show. Other tapes include public service announcements, campaign ads, press conferences and national news interviews Wilder had with such news organizations as CNN, BBC and CBS.

The Video Tape Collection contains over 350 video tapes spanning the years 1983-2001. They include the gubernatorial debates between Wilder and Marshall Coleman, political advertisements, public service announcements, Wilder's inauguration ceremony, the State of the Commonwealth addresses, and Wilder's interviews on national news shows such as World News Tonight, Nightline, C Span, Sunday Morning and the Today Show.

## **Library Services and Resources**

**Interlibrary Loan (ILL)**—Interlibrary loan enables library users to borrow materials from other institutions with which Virginia Union University has cooperative agreements. All faculty, staff and currently enrolled students of VUU may borrow materials through ILL.

**Library Instruction**—the library instruction program connects a librarian to each academic unit at the University. Librarians provide a number of services, such as library instruction, collection development and consultation with individual faculty members and students.

**Online Catalog (WALNET)**—WALNET is part of an integrated library system that allows patrons to look up books, journals, audio-visual materials and reserve items. WALNET is accessible wherever Internet access is available. It is accessible from the library's website homepage.

**Electronic Resources** [Databases, E-books, and E-journals]—Wilder Library provides a variety of electronic resources to assist in the research process. Databases locate full-text and abstracted articles stored electronically on a subscription database. E-books are electronic versions of printed (paper) books. E-journals are electronic versions of print journals. Currently we have over 100 electronic databases and journals and over 56,000 e-books. All of these resources are available off campus with a valid VUU username and password.

**Copying and Printing Services**—these services are available in the library. The current cost is 10 cents per page.

## **Library Policies**

### **Cell Phone Use**

Our general policy states No Cell Phone Use. Please see signs posted in the library or the student handbook.

### **Food and Drink Policy**

Our general policy states No Food or Drink in the Library. Please be sure to consume all beverages and food items before entering the library.

### **Internet and Computer Use Policies**

Wilder Library provides computer terminals with access to electronic resources to enhance the academic experience of students, faculty and staff. Terminals in the Reference and Periodicals areas on the first floor of the library may be used only to search for information. Computers for word processing purposes are available on the second floor of the library and a limited number of computers on the 1st floor.

## **UPWARD BOUND**

The Virginia Union University Upward Bound Program is a 100 percent federally funded grant program sponsored through the U.S. Department of Education with funding to serve 83 students from the Richmond Public School System to provide fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in their pre-college performance and ultimately in their higher education pursuits. Upward Bound serves high school students from families in which neither parent holds a bachelor's degree and high school students from low-income families. The goals of Upward Bound are to prepare underrepresented high school students for successful application and entry into postsecondary education and to increase the number of low-income and first-generation students earning a college degree.

The Upward Bound Program has two phases – the Academic Year Saturday Academy and the Summer Residential Institute. During the Academic Academy, students spend two (2) Saturdays a month on campus between September and May. For the duration of the Summer Residential Institute, students spend five (5) or six (6) weeks as mock college students on the campus of Virginia Union University.

Throughout both phases, students are involved in academic classes, on-campus tutoring, group and individual counseling sessions, organized recreation, and a variety of cultural experiences. Additionally, program staff regularly visits the target high schools to work with administrators, guidance staff and teachers in meeting the needs of participants. Campus visits/college tours, field trips, recreational and cultural activities are all integral parts of the Upward Bound Program. These activities are scheduled to provide students with new experiences, exposure to a variety of college campuses, cultural awareness, and enrichment.

Additional information can be obtained by calling 804-257-5899.

## **General Education Curriculum Requirements**

The GE program is part of a three-tiered Student Experience framework centered around a common student experience and eight core competencies every VUU student should master, including: Written & Verbal Communications Agility, Digital Literacy, Innovation, Spirituality, Global Citizenry, Critical Analysis and Reasoning, Power Skills & Practical Thought, and Self & Cultural Awareness. Developed within Academic Affairs, the two-year curricula are implemented via the University College (UC) and is designed to:

- Provide the foundational framework (tools) for students to be successful in their studies and professional lives.

- Serve as the academic cornerstone of the University's mission to develop scholars, leaders, and lifelong learners of a global society.
- Standardize the "VUU Freshmen" experience by uniting intellectual and applied skills with co-curricular and experiential learning experiences.
- Uplift & promote the brand of the VUU graduate as one who is well-rounded, resourceful, and well-prepared.
- Advance student academic progress, retention and degree completion.

**Modalities:** F2F with the exception of CSC 200 which is synchronous/asynchronous.

### **Program Learning Outcomes (PLOs)**

- Students will demonstrate the ability to think critically and reflectively to process multiple forms of information about themselves and the world around them.
- Students will demonstrate an understanding of history, culture and the importance of spiritual formation in the context of community awareness, as well as in the development and sustainability of individual growth
- Students will demonstrate written and verbal communications agility and proficiency for success in leadership, academics and professional practice.
- Students will develop information, digital and technology literacy proficiencies to utilize resources and research tools for effective decision making, innovation and continuous learning.
- Students will learn to utilize power skills, practical thinking and wellness strategies to inform decisions that enhance both their professional and personal communities

## **General Education Course Curriculum**

**[Total General Education Credits = 33]**

<b>Course</b>	<b>Pre-requisite</b>	<b>Credit Hours</b>		<b>Course</b>	<b>Pre-requisite</b>	<b>Credit Hours</b>
ENG 101	No	3		ECO 200	No	3
ENG 102	Yes (ENG 101)	3		CSC 200	No	3
MATH 115/170	No/(115 before 170)	3		ART 107	No	2
BIO 101/CHE 101/PHY 101/NSC 260	No	3		HIS 227	No	3
PSY 101/PSY 201/SOC 200	No	3		HUM 213	No	3
Foreign Language (FRE 101/SPA 101/Study Abroad	No	3		Fresh. Seminar	No	1
<b>TOTAL</b>						<b>33</b>

**MAT 115** (substitute: Math 170 for Natural Science majors who test out of Math 115)

**BIO 101** (substitute: CHEM 101 for Chemistry majors, PHY 101 for Physics majors and NSC 260 for Education Majors)

**PSY 101/ SOC 200/PSY 201** Human Growth & Development (Education majors)

The aforementioned substitute courses--limited to Math and Science--allow for the consideration of an incoming student's academic performance, as well as requirements for academic progress and program requirements. Admissions criteria: (See admissions page).

### **Course Descriptions**

#### **ENG 101—Freshman Composition I (3 credit hrs)**

Focuses on standards and appropriateness of acceptable written expression from the sentence to short composition. Students will be introduced to the use of scholarly research and inquiry techniques used to produce scholarly papers

#### **ENG 102—Freshman Composition II (pre-requisite ENG 101) (3 credit hours)**

A study of the 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.

#### **BIO 101/CHEM 101/PHY 101/NSC 260 (3 credit hours)**

BIO 101 Introduction to Biological Sciences--Introduces students to topics that are organized around major life functions and the structures that serve them.

CHEM 101 Introduction To Chemical Science--A study of the important principles and methods of chemistry, with applications to the more common elements and their periodic properties.

PHY 101 Introduction to Physical Science--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.

#### **ECO 200—Consumer Economics (3 credit hours)**

The course will focus on the factors influencing consumer choices, including household consumption, finance and consumer preference, interest rates, to help inform business and market decisions. Students will apply financial literacy and management concepts to personal budget development and life plans.

#### **HIS 227 African American History & Spirituality (New. Combination of African American History & Spirituality) (3 credit hours)**

This course will explore the deep connection between African American History and Spirituality. Students will cover crucial milestones in African American history in the US and the role of spirituality in African American identify—providing strength and resilience through difficulty times such as slavery, segregation, and discrimination. The course will also cover the role of African American religious groups in advocating for civil liberties and social justice. By analyzing a range of sources, including historical documents, literature, music and visual arts, students will gain a better understanding of central moments in African American history from 1619 until present day and the impact of spirituality on African American culture and society.

#### **MATH 115 College Algebra (3 credit hours)**

Provides students with the necessary foundation for higher-level mathematics for science, business, mathematics, and interdisciplinary studies.

#### **PSY 101/PSY 201/SOC 200 (3 credit hours)**

PSY 101--Intro To Psychology

An introduction to the major concepts of psychology as a behavioral science, this course fulfills a general education social science requirement.

SOC 200-Intro to Sociology

A focus on the empirical and theoretical bases of sociology Students will demonstrate knowledge and proficiency in core contents and skills of psychology related to, contemporary approaches in psychology, basic research methods, learning, personality, psychopathology, psychotherapy.

**HUM 213 Global Issues & Critical Thinking (3 credit hours)**

This course aims to apply the principles of critical thinking and logic in the reflection and analysis of contemporary global issues and their impact on the individual and the community. The course offers a comprehensive understanding of the relationship between human rights struggles and movements across the globe and critical Black sociopolitical consciousness.

**CSC 200—Introduction To Computer Science (3 credit hours)**

An introduction to the basic concepts and procedures required in the use of the computer as learning, problem-solving, communications, and research tools

**ART 107--Arts Appreciation (3 credit hours)**

This course will provide students with an introductory overview of both the visual and performing arts. Students will examine a variety of artistic mediums in both the visual and performing arts and will learn to apply the elements and principles of art, as well as understand artistic context, perspectives. and use in reflecting the issue and themes of the time.

**FRE 101—Elementary French (3 credit hours)**

An introduction to the language and civilization of France, including grammar, syntax, vocabulary, pronunciation, diction, conversation, and composition.

**SPA 101—Elementary Spanish I (3 credit hours)**

In Elementary Spanish I, students begin to acquire Spanish communicative skills that emphasize speaking, reading, writing, comprehension of grammar, and cultural knowledge of Spanish-speaking cultures and societies.

**Freshmen Seminar (1 credit hour)** –Provides students with a broad overview of college readiness and leadership skill for college success. Students will be guided through critical reflection of their career aspirations and college choices. Students will be exposed to University systems, will demonstrate executive functioning and leadership competencies, as well as gain an understanding of basic power skills, including critical thinking, conflict resolution and intellectual curiosity.

## **ACADEMIC PROGRAM UNITS**

Sydney Lewis School of Business

School of Arts and Science

Evelyn Reid Syphax School of Education

Samuel Dewitt Proctor School of Theology

# **SYDNEY LEWIS SCHOOL OF BUSINESS**

## **Mission**

The Sydney Lewis School of Business (SLSB) seeks to prepare students for 1) leadership positions in business and government organizations in a competitive global economy or 2) to pursue graduate studies. The program promotes intellectual, technical, professional, and ethical development so students can be competitive in the global economy.

## **Departments**

The Sydney Lewis School of Business has three departments: (1) Accounting and Finance, 2) Management and Marketing and 3) Graduate Programs.

## **Degrees**

The Bachelor of Science (BS) degree is offered for the majors in the Sydney Lewis School of Business.

## **Undergraduate Majors**

Accounting  
Business Analytics  
Entrepreneur Management  
Finance and Banking  
Hospitality Management  
Marketing

## **Minors**

All students who are in good academic and financial standing are eligible to select a SLSB minor in one of the four areas:

Accounting  
Business  
Marketing  
Sports Management

Students must earn a grade of “C” or better in all courses taken for the minor in Business program.

**Scholarships** - These scholarships are available to all students pursuing majors in the SLSB.

- Mrs. Yvonne M. and Dr. S. Dallas Simmons Endowed
- Mrs. Theresa Walden Endowed Scholarship
- Nationwide Insurance Company Endowed Scholarship
- Retail Merchant Association Endowed Scholarship
- M. M. Gordon Endowed Scholarship

## **SLSB Ruth Coles Harris Leadership Institute Certificate Programs**

- Project Management
- Entrepreneurship
- Non-Profit and Church Administration
- Organizational Change and Leadership



## **Graduate Programs**

Executive Master of Business Administration (EMBA)

Master of Science in Hospitality Management (MSHMM)

**Modality:** Online (Distance)

### **Program Completion Time:**

- Executive MBA – 33 Credit hours (12-18 months)
- Master of Science in Hospitality – 36 Credit hours (15-18 months)

### **Admissions Criteria:**

- Unconditional will apply to all applicants with a 3.0 GPA
- Conditional will apply to applicants with a 2.75
- Two letters of recommendation
- Personal statement
- An official transcript from a prior degree program required
- Test of English as a Foreign Language (TOEFL) - Test/ETS
- Grade of “C” is allowed in one course for the full program
- Program completion within 5 years

### **Executive Master of Business Administration (33 credit hours)**

The EMBA degree is offered in the Sydney Lewis School of Business. The Master of Business Administration requires a minimum of 33 credit hours. To be considered full-time, a student is required to take 9 credits per semester. Courses will be held online. The uniqueness of the Executive MBA program offered at the Sydney Lewis School of Business resides in its specialized concentrations in which students select one of the following areas of specialty:

#### **Concentrations**

- 1) General Master of Business Administration (GMBA)
- 2) EMBA in Entrepreneurship
- 3) EMBA in Global Supply Chain Management
- 4) EMBA in Hospitality Management
- 5) EMBA in Church Management

### **Program Learning Outcomes:**

- Provide learners with the leadership and interpersonal skills to become successful business professionals.
- Provide learners with the skills to assess organizational performance and develop approaches for improvement.
- Provide learners with real world problem solving/decision making case analysis.
- Learners will examine ethical issues and respond to ethical problems within a business contextual framework.

- Learners will interpret business analytics through examining statistical estimations; in order, to make sound business decisions.

### **General Executive Master of Business Administration (GMBA) Outlined Program of Study**

All students without a Bachelor of Science Degree in Business Administration will be required to take foundational business courses prior to starting the EMBA curriculum.

#### **EMBA – General MBA Courses—33 hours (11 courses)**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
<b>Core EMBA Courses – 21 hours (7 courses)</b>		
ACCT 5100	Accounting Analysis for Decision Making	3
ECON 5102	Economics for Managers	3
FINC 5103	Financial Management	3
MGMT 5200	Quantitative/Business Analytics	3
MGMT 5201	Organizational Behavior and Effectiveness	3
MGMT 5202	Business Policy and Strategic Management	3
MGMT 5203	Marketing Management	3
<b>Select any four (4) 6000 Level Management Electives – 12 hours (4 courses)</b>		
BADM 6200	Globalization/International Business	3
MGMT 6210	The Legal Environment of Business	3
MGMT 6220	Leadership	3
MGMT 6230	Human Resources Management	3
MGMT 6240	Innovation Management & Venture Capital	3

#### **EMBA – Entrepreneurship Courses—33 hours (11 courses)**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
<b>Core EMBA Courses – 21 hours (7 courses)</b>		
ACCT 5100	Accounting Analysis for Decision Making	3
ECON 5102	Economics for Managers	3
FINC 5103	Financial Management	3
MGMT 5200	Quantitative/Business Analytics	3
MGMT 5201	Organizational Behavior and Effectiveness	3
MGMT 5202	Business Policy and Strategic Management	3
MGMT 5203	Marketing Management	3
<b>Entrepreneurship Concentration Electives – 12 hours (4 courses)</b>		
ENT 6210	Taxation & Legal Issues for Small Businesses	3
ENT 6220	Entrepreneurship & Innovation	3
ENT 6230	New Product Development	3
ENT 6640	Venture Capital and Private Finance	3

#### **EMBA – Global Supply Chain Management Courses—33 hours (11 courses)**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
<b>Core EMBA Courses – 21 hours (7 courses)</b>		
ACCT 5100	Accounting Analysis for Decision Making	3
ECON 5102	Economics for Managers	3
FINC 5103	Financial Management	3
MGMT 5200	Quantitative/Business Analytics	3

MGMT 5201	Organizational Behavior and Effectiveness	3
MGMT 5202	Business Policy and Strategic Management	3
MGMT 5203	Marketing Management	3
<b>Global Supply Chain Management Concentration Electives – 12 hours (4 courses)</b>		
GLB 6800	Global Supply Chain Management	3
GLB 6810	Procurement and Contract Management	3
GLB 6820	Analytical Methods in Supply Chain Analysis	3
GLB 6830	Advanced Quality Management	3

### **EMBA – Hospitality Management Courses—33 hours (11 courses)**

Course Number	Course Name	Credits
<b>Core EMBA Courses – 21 hours (7 courses)</b>		
ACCT 5100	Accounting Analysis for Decision Making	3
ECON 5102	Economics for Managers	3
FINC 5103	Financial Management	3
MGMT 5200	Quantitative/Business Analytics	3
MGMT 5201	Organizational Behavior and Effectiveness	3
MGMT 5202	Business Policy and Strategic Management	3
MGMT 5203	Marketing Management	3
<b>Hospitality Management Concentration Electives – 12 hours (4 courses)</b>		
HTM 6740	Mastering Technology in an HTM Operational Setting	3
HTM 6750	Sustainability in Hospitality, Recreation & Tourism Org.	3
HTM 6760	Systems Problems Resolution in HTM	3
HTM 6770	Strategy Development and Critical Analysis in HTM	3

### **EMBA – Church Administration Management Courses—33 hours (11 courses)**

Course Number	Course Name	Credits
<b>Core EMBA Courses – 21 hours (7 courses)</b>		
ACCT 5100	Accounting Analysis for Decision Making	3
ECON 5102	Economics for Managers	3
FINC 5103	Financial Management	3
MGMT 5200	Quantitative/Business Analytics	3
MGMT 5201	Organizational Behavior and Effectiveness	3
MGMT 5202	Business Policy and Strategic Management	3
MGMT 5203	Marketing Management	3
<b>Church Administration Concentration Electives – 12 hours (4 courses)</b>		
BMDIV 6910	Intro to Church and Ministry (Equiv. ID 500)	3
BMDIV 6920	Formation for Ministry (Equiv. PT1 555)	3
BMDIV 6930	Church Administration (Equiv. PT1 632)	3
BMDIV 6940	Christian Ethics (Equiv. CT1 728)	3

(Note: BMDV – Denotes Business/Master of Divinity Course Concentration)

### **Master of Science in Hospitality Management (MSHM)**

The MSHM degree is offered in the Sydney Lewis School of Business. The Master of Science in Hospitality Management (MSHM) requires 36 credit hours offered in the fall, spring, and summer semesters. Twelve courses are required. Students may complete the program in 15 months by taking classes in eight-week blocks. To be considered full-time, a student is required to take 9 credits per semester. Courses will be held online. The MSHM program is designed to increase critical thinking, analytical and professional skills to accelerate hospitality

careers. The program is also designed to focus on the executive management, analytical and profit-making competencies needed to advance manager's careers.

### **Program Learning Outcomes:**

Graduates will:

- Assess operational strategies and lead organizational continual changes with advanced management and leadership skills.
- Assess and analyze organizational strategies that include legal and risk management issues and design adapted strategies based on changes, trends, and issues affecting the hospitality industry.
- Access and research hospitality analytics, revenue management that impacts profits, and develop proposals, and innovate strategies to serve diverse and ever-changing guests' population.
- Develop decision-making strategies decisions based on marketing, event planning, quantitative, and data analysis trends and research.

### **Master of Science in Hospitality Management Outlined Program of Study**

All students without a Bachelor of Science Degree in Business Administration will be required to take foundational business courses prior to starting the EMBA curriculum.

#### **Master of Science in Hospitality Management Courses—36 hours (12 courses)**

Course Number	Course Name	Credits
<b>Core M.S. in Hospitality Management Courses – 24 hours (8 courses)</b>		
<b>Core Courses – 6 hours (2 courses)</b>		
HMM 500	Global Contemporary Issues in Hospitality and Leadership Management	3
HMM 600	Advanced Hospitality (Capstone Course)	3
<b>Foundation Courses - 18 hours (6 courses)</b>		
HMM 502	Financial and Cost Analysis in Hospitality Management	3
HMM 520	Economics and Operational Strategies of Hospitality Management	3
HMM 525	Hotel/Resort Planning and Development	3
HMM 530	Human Resource Management in Hospitality	3
HMM 540	Revenue Management Strategies	3
HMM 590	Research Application and Data Analysis	3
<b>M.S. in Hospitality Management Concentration Electives – 12 hours (4 courses)</b>		
HMM 535	Hospitality Business Law and Risk Management	3
HMM 545	Hospitality Strategic Marketing and Event Planning	3
HMM 550	Hospitality Investment and Asset Management	3
HMM 595	Hospitality Strategic Planning	3

**Total Hospitality Management**

**36 Credit**

### **Undergraduate Programs**

#### **Core Program Learning Outcomes:**

All SLBSB students will take a common business core in which students will develop knowledge and skills in a wide range of business disciplines. This will be tested through the Major Field Achievement Test in Business. In addition, core student learning outcomes include proficiencies in written and oral communication, technology, quantitative and qualitative decision making, ethical awareness and decision making, and understanding/appreciation of diversity. These competencies will be infused throughout courses in the common business core.

**GENERAL EDUCATION CORE**  
**33 Hours & Seminar Courses 4 Hours**

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
<b>Composition/Communication (6 credit hrs.)</b>		
ENG 101*required	Freshman Composition I	3
ENG 102*required	Freshman Composition II	3
<b>General Education (9 credit hrs.)</b>		
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
<b>Science, Technology, Mathematics (6 credit hrs.)</b>		
MAT 115	College Algebra	3
MAT 160* (required for Business Maj.)	Pre-Calculus for Business Majors— Prerequisite Math 115	3
<b>Natural Science One course only with Lab (3 credit hrs.)</b>		
BIO 101	Introduction to Biology	3
NSC 260	Introduction to Environmental Science	3
<b>Humanities/Social Science Choose one courses from each category (6 credit hrs.)</b>		
<b>Social Sciences</b>		
PSY 101	Intro to Psychology	3
SOC 200	Intro to Sociology	3
<b>Foreign Language &amp; Geography</b>		
FRE 101	Elementary French 101	3
SPA101	Spanish 101	3
	Study Away	3
<b>African American History &amp; Black Religion (3 credit hrs.)</b>		
HIS 227	African American History & Spirituality	3
<b>Technology/Introduction to Computing (3 credit hrs.)</b>		
CSC 200	Intro. to Computer Information Systems	3

**\*A grade of C or above is required in Mathematics, English, Economics, CSC 200, all Business courses and All other SLSC requirements.**

## **Accounting Major**

### **Mission**

The mission of the Accounting Major is to provide a curriculum that develops intellectual, technical, professional and ethical attributes essential to being successful as a CPA, management accountant, government accountant, tax accountant, or financial executive.

### Student Learning Outcomes

The goals of the Accounting major are to prepare students to:

- Analyze and record business transactions using Generally Accepted Accounting Principles.
- Prepare basic financial statements for a business.
- Apply product cost concepts to determine the cost of a product or service.
- Understand the audit function and to communicate effectively by presenting audit steps related to various transactions cycles.
- Apply taxation concepts to prepare an individual and corporate tax return.
- Display ethical awareness by analyzing and reporting on an ethical dilemma.

### ACCOUNTING CURRICULUM General Education Core 36 Hours

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101*required	Freshman Composition I	3
ENG 102*required	Freshman Composition II	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra	3
BIO 101	Introduction to Biology	3
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 224	African American History & Spirituality	3
CSC 200	Intro. to Computer Information Systems	3
HUM 213	Global Issues and Critical Thinking	3

### Required Courses

Course Number	Course Name	Credits
MGT 199	Professional and Ethical Development	3
ACC 201 (prerequisite: MAT 115)	Financial Accounting	4
ACC 202 (prerequisite: ACC 201)	Managerial Accounting	4
ECO 232 (prerequisite: ECO 231)	Micro-Economics	3
FNB 300 (prerequisite: ACC 201)	Principles of Finance	3
MKT 300 (prerequisite: Jr. standing)	Principles of Marketing	3
MGT 200 (prerequisite: soph. standing)	Introduction to Legal Environment	3
MGT 213 (prerequisite: ENG 102)	Managerial Communications	3
MGT 214 (prerequisite: MGT 199)	Principles of Management –*replaces MGT 314	3
MGT 313 (prerequisite: MAT 160)	Operations Management	3
MGT 316 (prerequisite: Jr. standing)	Global Business	3

MGT 413 (prerequisite ACC 201, FNB 300, MKT 300, senior standing)	Strategic Management in a Global Environment	3
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**Other SLSB Requirements—9 hours**

Course Number	Course Name	Credits
ECO 231	Principles of Economics	3
MAT 201 (prerequisite MAT 160)	Statistics	3
MAT 210 (prerequisite MAT 160)	Applied Calculus for Business Major	3

**Accounting Major Courses—30 hours**

Course Number	Course Name	Credits
ACC 301 (prerequisite ACC 201)	Intermediate Accounting I	4
ACC 302 (prerequisite ACC 301)	Intermediate Accounting II	4
ACC 303 (prerequisite ACC 202 and CIS 162)	Accounting Information Systems	3
ACC 304 (prerequisite ACC 202)	Cost Accounting	3
ACC 305 (prerequisite ACC 201)	Federal Personal Taxes	3
ACC 401 (prerequisite ACC 302)	Auditing	3
ACC 403 (prerequisite: ACC 302 or permission of instructor)	Advanced Accounting	3
ACC 404 (concurrent enrollment in ACC 403)	Governmental and Non-Profit Accounting	1
MGT 494	Internship	3
FNB 344	Financial Decision Making	3

**Restricted Electives—0-9 hours- select two of the three courses below \*\*\***

Course Number	Course Name	Credits
BUS 411	Process, Systems & Technology	3
ENM 320	Design Thinking	3
FNB 441	Investments	3

**Total credit hours required for graduation**

**120 hrs.**

### **Accounting Minor**

The minor requires 20 hours after three prerequisites are met.

Prerequisites that may be taken to satisfy General education requirements:

ECO 231 Principles of Economics

MAT 160 Pre-Calculus

CIS 162 Business Computer Application or

### **Minor Courses:**

MGT 199 Professional and Ethical D

ACC 201 Financial Accounting

ACC 202 Managerial Accounting

ACC 303 Accounting Information Systems

ACC 305 Federal Personal Taxes AND

FNB 300 Principles of Finance OR

ACC 301 Intermediate Accounting I

### **Business Analytics Major**

The mission of the Business Analytics major is to engage students in real-world projects with external companies; in order to allow students to be able to collect, analyze, and communicate about valuable data to make informed decisions to help companies to succeed.

## **The Program Learning Outcomes**

The goals of the Business Analytics major are to prepare students to:

- Explain, understand, and critically apply the concepts and methods of Business Analytics.
- Identify appropriate courses of action for a business structure or problem.
- Interpret, analyze, and transform data into useful information for decision-making in both local and global markets.

## **BUSINESS ANALYTICS CURRICULUM**

### **General Education Core 36 Hours**

### **TOTAL HOURS: 120 HOURS**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MGT 199	Professional and Ethical Development	3
ACC 201 (prerequisite: MAT 115)	Financial Accounting	4
ACC 202 (prerequisite: ACC 201)	Managerial Accounting	4
ECO 232 (prerequisite: ECO 231)	Micro-Economics	3
FNB 300 (prerequisite: ACC 201)	Principles of Finance	3
MKT 300 (prerequisite: Jr standing)	Principles of Marketing	3
MGT 200 (prerequisite: Soph. standing)	Introduction to Legal Environment	3
MGT 213 (prerequisite: ENG 102)	Managerial Communications	3
MGT 214 (prerequisite: MGT 199)	Principles of Management –*replaces MGT 314	3
MGT 313 (prerequisite: MAT 160)	Operations Management	3
MGT 316 (prerequisite: Jr standing)	Global Business	3
MGT 413 (prerequisite ACC 201, FNB 300, MKT 300, senior standing)	Strategic Management in a Global Environment	3

### **Other SLSB Requirements—9 hours**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
ECO 231	Principles of Economics	3
MAT 201 (prerequisite MAT 160)	Statistics	3
MAT 210 (prerequisite MAT 160)	Applied Calculus for Business Major	3

### **Business Analytics Major Courses—30 hours**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
BUS 310	Big Data Analysis	3
BUS 326	Operations & Supply Chain Management	3
BUS 410	Project Management	3
BUS 411	Process, Systems and Technology	3
BUS 425 (prerequisite BUS 310, MAT 201)	Analytics for Business Strategy	3
BUS 426 (prerequisite BUS 310, MAT 201)	Data Mining for Managerial Decision Making	3
MGT 494 (junior standing and approval of instructor)	Internship	3
BUS 490 (prerequisite BUS 310, MAT 201)	Specials Topics (or elective in Business or CIS)	3
ENM 320	Design Thinking	3
ENM 350	Technology & Innovation Strategy	3

### **Restricted Electives—0-9 hours—select two of the three courses below\*\*\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
ENM 315	Entrepreneurship	3
FNB 344	Financial Decision Making	3
MCM 200	Intro to Mass Communications	3

**Total credit hours required for graduation**

**120 hrs.**



## **Entrepreneur Management Major**

### **Mission**

The mission of the Entrepreneurial Management Major is to provide a curriculum that develops intellectual, technical, professional, and ethical attributes essential to being successful with the operation of an enterprise.

### **Program Learning Outcomes**

The goals of the Entrepreneur Management major are to prepare students to:

- Explain the functions of an entrepreneur and discuss the start-up and management of an entrepreneurship venture.
- Discuss, and explain the importance of intrapreneurship and entrepreneurship to the effectiveness of an organization and its role in creating competitive advantage.
- Analyze and interpret financial records to prepare a business plan to acquire start-up funds and to manage an enterprise.
- Analyze and discuss the impact of current global business issues on the local business environment.
- Discuss ethical issues involved in entrepreneurship ventures.

### **ENTREPRENEUR MANAGEMENT General Education Core 36 Hours TOTAL HOURS: 120 HOURS**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MGT 199	Professional and Ethical Development	3
ACC 201 (prerequisite: MAT 115)	Financial Accounting	4
ACC 202 (prerequisite: ACC 201)	Managerial Accounting	4
ECO 232 (prerequisite: ECO 231)	Micro-Economics	3
FNB 300 (prerequisite: ACC 201)	Principles of Finance	3
MKT 300 (prerequisite: jr. standing)	Principles of Marketing	3
MGT 200 (prerequisite: soph. standing)	Introduction to Legal Environment	3
MGT 213 (prerequisite: ENG 102)	Managerial Communications	3
MGT 214 (prerequisite: MGT 199)	Principles of Management – Replaces MGT 314	3
MGT 313 (prerequisite: MAT 160)	Operations Management	3
MGT 316 (prerequisite: jr. standing)	Global Business	3
MGT 413 (prerequisite ACC 201, FNB 300, MKT 300, senior standing)	Strategic Management in a Global Environment	3

#### **Other SLSB Requirements—9 hours.**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
ECO 231	Principles of Economics	3
MAT 201 (prerequisite MAT 115)	Statistics	3
MAT 210 (prerequisite MAT 160)	Applied Calculus for Business Major	3

#### **Entrepreneur Management Courses—30 hours**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
ENM 315 (prerequisite: junior standing)	Entrepreneurship	3
MKT 370 (prerequisite: MKT 300)	Buyer Behavior	3
FNB 302 (prerequisite: FNB 300)	Small Business Finance	3

ENM 356 (prerequisite: MGT 214)	Management/Employee Relations	3
ACC 305 (prerequisite: ACC 201)	Federal Personal Taxes	3
MKT 376 (prerequisite: MKT 300 and MKT 370)	Small Enterprise Marketing	3
MGT 494 (Jr. Standing and approval of instructor)	Internship	3
ENM 320	Design Thinking	3
ENM 423	Innovation Dynamics	3
ENM 340	Creative Venture Financing	3

**Restricted Electives—0-9 hours—Select two of the three courses below\*\*\***

Course Number	Course Name	Credits
BUS 411	Process, Systems & Technology	3
BUS 410	Project Management	3
FNB344	Financial Decision Making	3

**Total credit hours required for graduation**

**120 hrs.**

## **Finance and Banking Major**

### **Mission**

The mission of the Finance and Banking major is to prepare students for careers in a range of financial related careers such as banking, corporate finance, financial planning, economic forecasting, consulting, etc.

### **Program Learning Outcomes**

The goals of the Finance and Banking major are to prepare students to:

- Explain the importance and process of obtaining small business financing and identify and compare sources in order to create and present quality financial plans for internal and external purposes, including for management review and capital acquisition.
- Outline and discuss the key budgeting parameters, including general forecasting, cash flow, and accounting plans and ratio analysis, to plan, prepare, and measure small business management needs.
- Evaluate and assess optimal financial decision-making strategies, including lease vs. buy; debt vs equity capital, franchising, vendor relationships, and alliances.
- Identify and distinguish source and types of capital to select the appropriate small business financing instrument(s)

Examine and appraise the legal/regulatory issues pertaining to taxation, insurance, employee benefits, and contractual relations to manage risk and assure compliance.

## **FINANCE & BANKING CURRICULUM**

**General Education Core 36 Hours**

**TOTAL HOURS: 120 HOURS**

Course Number	Course Name	Credits
MGT 199	Professional and Ethical Development	3
ACC 201 (prerequisite: MAT 115)	Financial Accounting	4
ACC 202 (prerequisite: ACC 201)	Managerial Accounting	4
ECO 232 (prerequisite: ECO 231)	Micro-Economics	3
FNB 300 (prerequisite: ACC 201)	Principles of Finance	3
MKT 300 (prerequisite: Jr. standing)	Principles of Marketing	3
MGT 200 (prerequisite: Soph. standing)	Introduction to Legal Environment	3
MGT 213 (prerequisite: ENG 102)	Managerial Communications	3

MGT 214 (prerequisite: MGT 199)	Principles of Management –*replaces MGT 314	3
MGT 313 (prerequisite: MAT 160)	Operations Management	3
MGT 316 (prerequisite: Jr. standing)	Global Business	3
MGT 413 (prerequisite ACC 201, FNB 300, MKT 300, Senior standing)	Strategic Management in a Global Environment	3

**Other SLSB Requirements—9 hours**

Course Number	Course Name	Credits
ECO 231	Principles of Economics	3
MAT 201 (prerequisite MAT 160)	Statistics	3
MAT 210 (prerequisite MAT 160)	Applied Calculus for Business Major	3

**Finance and Banking Major Courses—27 hours**

Course Number	Course Name	Credits
FNB 344 (prerequisite FNB 300)	Banking & the Financial System	3
FNB 440 (prerequisite ECO 232)	Public Finance	3
FNB 443 (prerequisite FNB 300)	International Trade and Finance	3
FNB 441 (prerequisite FNB 300)	Investments	3
FNB 444 (prerequisite FNB 300)	Financial Decision Making	3
MGT 494	Internship	3
ACC 305	Federal Taxes	3
FNB 302	Small Business Finance	3
ENM 340	Creative Venture Financing	3

**Restricted Electives—0-12 hours—Select three of the four courses below \*\*\***

Course Number	Course Name	Credits
ENM 315	Entrepreneurship	3
BUS 310	Fund of Big Data	3
BUS 411	Process, Systems & Technology	3
ENM 320	Design Thinking	3

**Total credit hours required for graduation**

**120 hrs.**

**HOSPITALITY MANAGEMENT CURRICULUM**  
**General Education Core 36 Hours**  
**TOTAL HOURS: 120 HOURS**

Course Number	Course Name	Credits
MGT 199	Professional and Ethical Development	3
ACC 201 (prerequisite: MAT 115)	Financial Accounting	4
ACC 202 (prerequisite: ACC 201)	Managerial Accounting	4
ECO 232 (prerequisite: ECO 231)	Micro-Economics	3
FNB 300 (prerequisite: ACC 201)	Principles of Finance	3
MKT 300 (prerequisite: Jr. standing)	Principles of Marketing	3
MGT 200 (prerequisite: Soph. standing)	Introduction to Legal Environment	3
MGT 213 (prerequisite: ENG 102)	Managerial Communications	3
MGT 214 (prerequisite: MGT 199)	Principles of Management –*replaces MGT 314	3
MGT 313 (prerequisite: MAT 160)	Operations Management	3
MGT 316 (prerequisite: Jr. standing)	Global Business	3
MGT 413 (prerequisite ACC 201, FNB 300, MKT 300, Senior standing)	Strategic Management in a Global Environment	3

**Other SLSB Requirements—9 hours**

Course Number	Course Name	Credits
ECO 231	Principles of Economics	3

MAT 201 (prerequisite MAT 160)	Statistics	3
MAT 210 (prerequisite MAT 160)	Applied Calculus for Business Major	3

**Hospitality Management Major Courses—30 hours**

Course Number	Course Name	Credits
HMM 100	Introduction to Hospitality	3
HMM 102	Introduction to Travel & Tourism Management	2
HMM 201	Introduction to Principles of Food Production/Sanitation and Safety	4
HMM 310	Cost Controls	3
HMM 301	Internship	3
HMM 420	Food Services	3
HMM 401	Internship II	3
HMM450	Event Planning & Management	3
ENM 356	MGT/Employee Relations	3
BUS 410	Project Management	3

**Restricted Electives—0-9 hours—select two of the three courses below...**

Course Number	Course Name	Credits
MKT 379	Promotional Strategy	3
MKT 473	Organizational Marketing	3
FNB 344	Financial Decision Making	3

**Total credit hours required for graduation**

**120 hrs.**

## **Marketing Major**

### **Mission**

The mission of the Marketing major is to prepare students to pursue career opportunities in sales, retailing, and in marketing management.

### **Program Learning Outcomes**

The goals of the Marketing major are to prepare students to:

- Describe the underlying meaning of the marketing concept.
- Segment markets and relate them to the concepts of targeting and positioning.
- Use appropriate research methods to collect and analyze data, and to draw implications for marketing activities.
- Develop a marketing plan.

## **MARKETING CURRICULUM**

### **General Education Core 36 Hours**

### **TOTAL HOURS: 120 HOURS**

Course Number	Course Name	Credits
MGT 199	Professional and Ethical Development	3
ACC 201 (prerequisite: MAT 115)	Financial Accounting	4
ACC 202 (prerequisite: ACC 201)	Managerial Accounting	4
ECO 232 (prerequisite: ECO 231)	Micro-Economics	3
FNB 300 (prerequisite: ACC 201)	Principles of Finance	3
MKT 300 (prerequisite: Jr standing)	Principles of Marketing	3
MGT 200 (prerequisite: Soph. standing)	Introduction to Legal Environment	3

MGT 213 (prerequisite: ENG 102)	Managerial Communications	3
MGT 214 (prerequisite: MGT 199)	Principles of Management –*replaces MGT 314	3
MGT 313 (prerequisite: MAT 160)	Operations Management	3
MGT 316 (prerequisite: Jr standing)	Global Business	3
MGT 413 (prerequisite ACC 201, FNB 300, MKT 300, senior standing)	Strategic Management in a Global Environment	3

**Other SLSB Requirements—9 hours**

Course Number	Course Name	Credits
ECO 231	Principles of Economics	3
MAT 201 (prerequisite MAT 160)	Statistics	3
MAT 210 (prerequisite MAT 160)	Applied Calculus for Business Major	3

**Marketing Major Courses—30 hours**

Course Number	Course Name	Credits
MKT 370 (prerequisite MKT 300)	Buyer Behavior	3
MKT 379 (prerequisite MKT 370)	Promotional Strategy	3
MKT 474 (prerequisite MKT 300 and MGT 316)	Global Marketing	3
MKT 479 (prerequisite MKT 370, MAT 201, and Sr. standing)	Marketing Research: Data for Decision-Making	3
MGT 494 Internship (junior standing)	Internship	3
MKT 371 (prerequisite MKT 300)	Retailing	3
MKT 376 (prerequisite MKT 300)	Small Enterprise Marketing	3
MKT 473 (prerequisite MKT 370 and MGT 315)	Organization to Organization Marketing	3
MKT 478 (prerequisite MKT 300)	Database Marketing	3
MKT 490 (prerequisite MKT 300) or permission of the instructor	Special topics	3

**Restricted Electives—0-9 hours—must select two of the three courses below...**

Course Number	Course Name	Credits
BUS 410	Project Management	3
BUS 310	Fund of Big Data	3
ENM 320	Design Thinking	3

**Total credit hours required for graduation**

**120 hrs.**

**Business Minor Courses – 19 hours**

**Note: Students must earn a grade of “C” or higher in all courses taken for the Business Minor Program.**

Course Number	Course Name	Credits
ACC 201	Financial Accounting	4
FNB 300	Principles of Finance (Prereq. ACC 201)	3
MKT 300	Principles of Marketing (Prereq. ECO 231, which may be used as a SLSB Core Requirement) AND	3
Choose three additional courses chosen in consultation with the Chair of the Department of Accounting and Finance or Management and Marketing and approved by the Dean, Sydney Lewis School of Business.		

**Sports Management Minor Courses—18 hours**

Course Number	Course Name	Credits
BUS 310	Fundamentals of Big Data	3
BUS 490	Sports Analytics	3
HMM 450	Event Planning & Management	3
BADM 6200	Global Business - Sports Tourism	3

GLB 6810	Procurement and Contract Management	3
MKT 379	Promotional Strategy	3

**Note: BUS 490 Digital Marketing Analytics could be a substitute for MKT 379**

# SCHOOL OF ARTS AND SCIENCES

## UNDERGRDUATE

### Mission

The School of Arts and Sciences is committed to providing a high-quality education in the multiple disciplines offered with the capability to pursue rewarding professional careers and/or graduate studies across a variety of professions requiring expertise in their chosen field of study. The School of Arts & Sciences provides a supportive learning environment for its diverse population of students and offers instruction that employs cutting-edge technology for student involvement in undergraduate research and internships. The School of Arts & Sciences is committed to fostering partnerships with business, education, industry, government, local and global agencies that will strengthen and enhance the academic and professional development of its students.

### Vision

The School of Arts & Sciences will set the standard for a liberal arts education in the twenty-first century. We are committed to creating and sustaining the conditions that enable the School of Arts & Sciences students to experience an unparalleled educational voyage that is intellectually, socially, and personally transformative.

### Goals

The major goals of the School of Arts & Sciences are to achieve a broad-based knowledge of basic core concepts in the arts and sciences with general as well as specialized knowledge of over-arching interdisciplinary principles, techniques and procedures that enable students to meet the present and future challenges of a complex and dynamic workplace. Graduates of the School of Arts & Sciences will be able to think critically and analytically about issues specific to their discipline and apply these skills in an academic or applied environment.

### Departments

The School of Arts and Sciences is the largest academic unit at the university. It consists of ten academic departments including, Computer Information Systems and Computer Science, Criminology and Criminal Justice, Fine Arts, History and Political Science, Languages and Literature, Mass Communications, Mathematics, Natural Science, Social Work, and Psychology. Graduates from the School of Arts and Sciences may receive the Bachelor of Fine Arts, Bachelor of Arts or Science Degree in any of these academic departments depending on the program of study. We also offer minors in many related areas. Our Social Work program is accredited by the Council on Social Work Education and students graduating from this program receive a Baccalaureate degree in Social Work (BSW). The School of Arts & Sciences collaborates with the Evelyn Reid Syphax School of Education and Interdisciplinary Studies to offer additional academic preparation for students desirous of teaching Biology, Chemistry, English, History/Social Studies, and Mathematics in secondary schools.

### Degrees

The Bachelor of Arts (BA), Bachelor of Science (BS), Bachelor of Fine Arts (BFA), Bachelor of Social Work (BSW), Master of Biology (MS), Master of Criminal Justice (MA), Master of Political Science (MA), Master of Public Health (MPH) and Master of Social Work (MSW). Degrees are offered in the following major areas:

### Programs

Biology

Biology: Secondary Education

(6 – 12 Licensure; available in collaboration with the Evelyn Reid Syphax School of Education)

Chemistry

Chemistry and Chemical Engineering

Chemistry: Secondary Education

(6 – 12 Licensure; available in collaboration with the Evelyn Reid Syphax School of Education)

Computer Information Systems

Criminology and Criminal Justice

Computer Science

Computer Science with Cyber Security

English

English: Secondary Education

(6 – 12 Licensure; available in collaboration with the Evelyn Reid Syphax School of Education)

History/Political Science

History/Social Science: Secondary Education

(6 – 12 Licensure; available in collaboration with the Evelyn Reid Syphax School of Education)

Mass Communications

Mathematics

Mathematics with Data Science

Mathematics: Secondary Education

(6 – 12 Licensure; available in collaboration with the Evelyn Reid Syphax School of Education)

Music

Physics

Physics and Engineering

Political Science

Psychology

Religious Studies

Sacred Music

Social Work

Theatre

Visual Arts

### **Minors**

Biology

Chemistry

Computer Information Systems

Computer Science

Criminology and Criminal Justice

Computer Science with Cyber Security

English

English with Language

English with Literature

French

History

Mass Communications

Mathematics

Music

Political Science

Political Science Legal Studies

Physics

Psychology  
Religious Studies  
Social Work  
Sociology  
Spanish  
Theatre  
U.S. Latino Studies  
Visual Arts

## **School of Arts and Sciences Graduate Programs**

Master of Science in Biology  
Master of Science in Criminal Justice  
Master of Science in Data Analytics  
Master of Art in Political Science  
Master of Public Health  
Master of Social Work

## **THE DEPARTMENT OF FINE ARTS**

### **Mission**

The Fine Arts Department at Virginia Union University fosters critical and creative thinking in a challenging environment, preparing students for a career in the Arts through student opportunities, meaningful connections and personalized mentorship.

### **Goals:**

The programs in Fine Arts have the following goals:

- Graduates of the programs in Fine Arts will be able to demonstrate knowledge of the fundamental concepts in their specific content area (Music, Sacred Music, Theatre and Visual Arts).
- Graduates of the programs in Fine Arts will be able to pursue advanced training in their artistic discipline or obtain employment in the arts.

### **Program Learning Outcomes**

- Fine Art students will understand the conventions, vocabulary, theory, and history of their specific discipline.
- Fine Art students will be able to market themselves for professional opportunities and practices in the arts.
- Visual Art students will be able to produce creative ideas, concepts, and processes through an artistic medium.
- Music students will be able to perform music of varying repertoire and achieve instrument level mastery on their major musical instrument of study.
- Theatre students will be able to perform theatrical works.

### **Programs**

Bachelor of Fine Arts in Music (B.F.A.)  
Bachelor of Fine Arts in Sacred Music (B.F.A.)  
Bachelor of Fine Arts in Theatre (B.F.A.)  
Bachelor of Fine Arts in Visual Arts (B.F.A.)

### **Programs Learning**

- 120 credit hours



- Modality: Face-to-Face
- Program Completion Time: 48 months

### **Minors**

Music (15 hours)

Theatre (15 hours)

Visual Arts (15 hours)

## **MUSIC CURRICULUM**

### **Requirements (B.A., 120 credit hours)**

#### **General Education**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

#### **Required Courses**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MUS 101 (X, Y, <b>or</b> Z)	Choir (X), Band (Y), <b>or</b> Jazz (Z) Band (Students must complete 6 hours in any of these courses)	6
MUS 123 (W, B, P, S, <b>or</b> V)	Woodwind (W), Brass (B), Percussion (P), Strings (P), <b>or</b> Vocal (V) music survey courses. (Students must select one of these courses.)	3
MUS 102	Basic Music Skills	3
MUS 112	Ear training and Sight Singing	3
MUS 201	Music Literature	3
MUS 301	Music History	3
MUS 309	Computers in Music	3
MUS 312	Form and Analysis	3
MUS 313	Instrumental Survey	3
PIA 101 <b>or</b> PIA 102	Elementary Piano <b>or</b> Intermediate Piano	3
MUS 321	History of African American Music and Musicians	3
MUS 410	Orchestral and Choral Arranging	3
MUS 420	Conducting	3

MUS 425	Internship	3
MUS 480	Music of the Black Church	3
Fine Arts Electives	Students must complete 12 hours of electives in the Fine Arts Department (Music, Sacred Music, Theatre, or Visual Arts).	12
FREE Electives	Students are encouraged to select a minor that will support their post-graduation goals in another field of study.	24

**84 hours**

\*A minimum grade of C required in courses.

## **SACRED MUSIC CURRICULUM**

**Requirements** (B.A., 120 credit hours)

### **General Education**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

### **Required Courses**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MUS 101 (X, Y, <b>or</b> Z)	Choir (X), Band (Y), <b>or</b> Jazz (Z) Band (Students must complete 6 hours in any of these courses)	6
MUS 102	Basic Music Skills	3
MUS 112	Ear training and Sight Singing	3
MUS 201	Music Literature	3
MUS 301	Music History	3
MUS 312	Form and Analysis	3
MUS 320	Formation for Christian Musicianship	3
MUS 321	History of African American Music and Musicians	3
MUS 325	The Musician as Educator in the Church	3
MUS 330	Leadership in Music Ministry	3
MUS 335	Instrumental Music in Church	3
MUS 340	Technology and Keyboards in the Church	3
MUS 350	Resources for Worship	3

MUS 410	Orchestral and Choral Arranging	3
MUS 420	Conducting	3
MUS 425	Internship	3
MUS 430	Worship in the Church	3
MUS 435	The Song of the Church	3
MUS 440	Sacred Choral Vocal Ministry	3
MUS 445	Choral Vocal Ministry	3
MUS 480	Music of the Black Church	3
PIA 101 <b>or</b> 102	Elementary <b>or</b> Intermediate Piano	3
REL 235	Religious Trends in African American Communities	3
FREE Electives	Students are encouraged to select a minor that will support their post-graduation goals in another field of study.	12

**84 hours**

\*A minimum grade of C required in courses.

## **THEATRE CURRICULUM**

**Requirements** (B.A., 120 credit hours)

### **General Education**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Arts Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
THR 110	University Players ( <b>Students must complete 9 hours</b> )	9
THR 201	Introduction to Theatre	3
THR 202	Stage Craft	3
THR 215	Acting I	3
THR 301	Script Analysis	3
THR 315	Acting II	3
THR 330	Scene Design	3
THR 331	Stage Lighting	3
THR 420	Directing	3
THR 425	Internship	3
THR 498	Capstone and Senior Comprehensive Exam	3

FINE ARTS ELECTIVES	Students must complete 12 hours of electives in the Fine Arts Department (Music, Sacred Music, Theatre, or Visual Arts).	12
FREE ELECTIVES	Students are encouraged to select a minor that will support their post-graduation goals in another field of study.	33

**84 hours**

\*A minimum grade of C required in courses.

## VISUAL ARTS CURRICULUM

### Requirements (B.A., 120 credit hours)

#### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Arts Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

Course Number	Course Name	Credits
ART 108	Foundations of Art I	3
ART 109	Foundations of Art II	3
ART 220	Drawing	3
ART 240	Photography	3
ART 254	Painting	3
ART 285	Graphic Design	3
ART 308	Art History I	3
ART 309	Art History II	3
ART 398	Jr. Studio Project	3
ART 405	Museum Studies	3
ART 408	African, oceanic and Native American Art	3
ART 425	Internship	3
ART 498	Capstone and Senior Comprehensive Exam	3
FINE ARTS ELECTIVES	Students must complete 12 hours of electives in the Fine Arts Department (Music, Sacred Music, Theatre, or Visual Arts).	12
FREE ELECTIVES	Students are encouraged to select a minor that will support their post-graduation goals in another field of study.	33

\*A minimum grade of C required in courses.

### **MUSIC MINOR\***

Course Number	Course Name	Credits
MUS 102	Basic Music Skills	3
FOUR MUS ELECTIVES	Music Electives	12

**15 hours**

### **THEATRE MINOR\***

Course Number	Course Name	Credits
THR 201	Introduction to Theatre	3
RESTRICTED THR ELECTIVES	Restricted THR Electives	12

**15 hours**

### **VISUAL ARTS MINOR\***

Course Number	Course Name	Credits
ART 108	Fundamentals of Art I	3
RESTRICTED ART ELECTIVES	Restricted ART Electives	12

**15 hours**

\*A minimum grade of C required in courses.

## **THE DEPARTMENT OF LANGUAGES AND LITERATURE**

### **Mission**

The mission of the Languages and Literature Department is to provide a course of study in English, literature and foreign language that prepares students for graduate studies, professional studies, and/or careers in all fields requiring use of language and interpretation of literature.

### **Program Learning Outcomes**

- Students will demonstrate understanding of the relationship among audience, purpose, and context in written communication.
- Students will read a variety of texts critically and proficiently to demonstrate orally and in writing their comprehension, analysis, and interpretation of those texts.
- Students will apply their knowledge of critical approaches to literature (including theory and criticism) to analyze and interpret texts.
- The student will demonstrate their understanding of diversity in the nature and function of language by analyzing the relationship among language and society, language and culture, and language and thought.
- Students will demonstrate the ability to conduct research that meets Modern Language Association (MLA) standards.

### **Programs**

Bachelor of Arts in English (B.A.)

Bachelor of Arts in English-Secondary Education (B.A.)

### Program Learning

- 120 credit hours
- Modality: Face-to-Face
- Program Completion Time: 48 months

### Minors

Afro-Latin American Studies Minor (15 hours)

English (15 hours)

English with Language Minor (15 hours)

English with Literature Minor (15 hours)

French (15 hours)

Spanish (15 hours)

U.S. Latino Studies Minor (15 hours)

## ENGLISH CURRICULUM Requirements (B.A., 120 credit hours)

### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

### Required Courses

Course Number	Course Name	Credits
ENG 303 or ENG 453	Advanced Composition or Rhetorical Criticism	3
ENG 313 or ENG 341	History of the English Language or Introduction to Linguistics	3
ENG 323	American Literature I	3
ENG 324	American Literature II	3
ENG 328	British Literature I	3
ENG 329	British Literature II	3
ENG 337	African American Literature I	3
ENG 338	African American Literature II	3
ENG 340	Modern English Grammar	3

ENG 454	Introduction to Literacy Criticism	3
ENG 495	Senior Seminar Part I	3
ENG 496	Senior Seminar Part II	3
RELATED COURSE	Foreign Language at the 200 Level	6
RESTRICTED ENGLISH ELECTIVES	Any four 300-400 level English Courses not specified as required	12
UNRESTRICTED ELECTIVES	Unrestricted Electives	18

**72 hours**

### **Restricted Humanities Electives**

Course Number	Course Name	Credits
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HUM 225	World Literature I	3
HUM 226	World Literature II	3
HISTORY	HIS 145, HIS 146, HIS 201 or HIS 202	3

**12 hours**

\*A minimum grade of C required in courses.

### **English Education Program**

Students seeking a teaching certificate in English Secondary Education will complete the courses in the English program as well as the courses outlined by the School of Education that are designed to prepare students for teacher licensure and practice.

### **ENGLISH with LITERATURE MINOR\***

Course Number	Course Name	Credits
ENG 323 and ENG 324 or ENG 328 and ENG 329	American Literature I <b>and</b> American Literature II <b>or</b> British Literature I <b>and</b> British Literature II	6
ENG 337	African American Literature I	3
ENG 338	African American Literature II	3
LIT ELECTIVE	One Literature Elective	3

**15 hours**

\*A minimum grade of C required in courses.

### **ENGLISH with LANGUAGE MINOR\***

Course Number	Course Name	Credits
ENG 323 and ENG 324 or ENG 328 and ENG 329	American Literature I <b>and</b> American Literature II <b>or</b> British Literature I <b>and</b> British Literature II	6
ENG 337	African American Literature I	3
ENG 303 or ENG 453	Advanced Composition <b>or</b> Rhetorical Criticism	3
ENG 313 or ENG 341	History of the English Language <b>or</b> Linguistics	3
ENG 340	Modern English Grammar	3

**18 hours**

\*A minimum grade of C required in courses.

### **FRENCH MINOR\***

Course Number	Course Name	Credits
FRE 101 and FRE 102	Elementary French I <b>and</b> Elementary French II	6
FRE 205 and FRE 206	Intermediate French I <b>and</b> Intermediate French II	6
	<b>One of the following:</b> FRE 307 French Composition FRE 309 French Civilization I	3

	FRE 309 French Civilization II FRE 312 Literature of the Seventeenth Century FRE 333 French Conversation FRE 400 French Seminar FRE 415 Crosscurrents of Contemporary French Literature FRE 423 French Poetry FRE 434 The French Novel FRE 499 French Reading List	
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**15 hours**

\*A minimum grade of C required in courses.

### **SPANISH MINOR**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
SPA 101 <b>and</b> SPA 102	Elementary Spanish I <b>and</b> Elementary Spanish II	6
SPA 205 <b>and</b> SPA 206	Intermediate Spanish I and Intermediate Spanish II	6
SPA 499	Independent Study	3

**15 hours**

\*A minimum grade of C required in courses.

### **U.S. Latino Studies Minor**

The minor in U. S. Latino Studies seeks to attract students interested in the cultural and social contributions of U.S. Latino communities in the United States from colonial times to the present. U.S Latino populations share similarities, but their differences make them one of the most complex ethnic communities in the United States. Students will gain a diverse perspective on the cultural, economic, and social impact of U.S. Latino communities in the United States.

### **U.S. LATINO STUDIES MINOR\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
LCS 250	Introduction to Latin American	3
LCS 325	Migrants, Borders, Diasporas Foundational Topics	3
LCS 330	U.S. Latino Social and Cultural History	3
LCS 334	U.S. Latino Literatures	3
LCS 342	Special Topics in U.S. Latino Cultural Studies	3

**15 hours**

\*A minimum grade of C is required in all courses.

## **The Department of Mass Communications**

### **Mission**

The mission of the Mass Communications Department is to help students acquire the knowledge and skills to build successful mass communication careers by fostering critical thinking, creativity, and a deep understanding of the societal impacts on the role of mass communications. The program provides comprehensive courses of study including theory and practice in journalism, broadcasting, public relations, advertising, and digital media with emphasis on the importance of ethical and responsible communication. The department promotes research and scholarly activities in the field of mass communications to advance knowledge. The department's teaching goals are aimed at building professional and ethical communicators who are grounded in the liberal arts and who possess strong reading, writing and critical thinking skills.



## Program Learning Outcomes

The program learning outcomes for the Mass Communications program, include preparing students to:

- Demonstrate effective communication skills.
- Find relevant sources of information, evaluate, and report the information using appropriate methods used in the mass communications professions.
- Demonstrate the Associated Press (AP) Style of Writing.

The Mass Communications Department offers both a major and minor in Mass Communication. MCM majors must have a grade of C or better in all MCM and other courses.

## Program

Bachelor of Arts (B.A.) in Mass Communication

- 120 credit hours
- Modality: Face-to-Face
- Program Completion Time: 48 months

## Minor

Mass Communications (15 credit hours)

## MASS COMMUNICATION CURRICULUM

**Requirements** (B.A. degree, 120 hours)

### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101*required	Freshman Composition I	3
ENG 102*required	Freshman Composition II	3
ART 107	Arts Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115*	College Algebra	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

### Required Courses\*

Course Number	Course Name	Credits
MCM 200	Foundations of Mass Communications	3
MCM 204	Language Skills for Communicators	3
MCM 206	Social Media	3
MCM 210	News Reporting	3

MCM 307	Media Ethics	3
MCM 400	Mass Communications Portfolio	1
MCM 412	Communications Law	3
MCM 415	Internship	3

**22 hours**

### **Related Required Courses\***

Course Number	Course Name	Credits
CCJ 180 <b>or</b> CCJ 210	Introduction to Criminal Justice <b>or</b> Police in America	3
PSC 230	Introduction to American Government	3
CIS 265	Electronic Commerce	3
SOC 305 <b>or</b> SWK 255 <b>or</b> CCJ 331	Modern Social Problems <b>or</b> Introduction to Social Work or Juvenile Justice	3
SPH 203 <b>or</b> SPH 217	Voice and Diction <b>or</b> Informative and Persuasive Speaking	2-3
ENG 341 <b>or</b> ENG 453	Introduction to Linguistics <b>or</b> Rhetorical Criticism	3

**17-18 hours**

### **Track 1: BROADCAST JOURNALISM SEQUENCE**

#### **Required Courses\***

Course Number	Course Name	Credits
MCM 245	Broadcast News Writing	3
MCM 309	Radio Production	3
MCM 345	Television Production I	3
MCM 414	Television Production II	3
MCM ELECTIVES	Choose two courses from Mass Communications Electives	6

**18 hours**

### **Track 2: PUBLIC RELATIONS SEQUENCE**

#### **Required Courses\***

Course Number	Course Name	Credits
MCM 212	Principles of Public Relations	3
MCM 300	Research in Public Relations	3
MCM 302	Public Relations Writing and Production	3
MCM 416	Public Relations Campaigns	3
MCM ELECTIVES	Choose two courses from Mass Communications Electives	6

**18 hours**

### **MASS COMMUNICATIONS ELECTIVES\***

Any 15 hours

Course Number	Course Name	Credits
ART 240	Photography	3
ART 285	Computer Graphics	3
MCM 304	Minorities and Mass Media	3
MCM 324	Media and Crisis Communications	3
MCM 326	Persuasion and Propaganda	3
MCM 328	Event Planning	3
MCM 424	International Communication	3
MCM 490	Selected Topics	3
MCM 499	Independent Study	3

**15 hours**

### **FREE ELECTIVES\***

Course Number	Course Name	Credits
ART 240	Minor/Concentration	3

**26-27 hours**

## MASS COMMUNICATION MINOR\*

Course Number	Course Name	Credits
MCM 200	Foundations of Mass Communications	3
MCM 210	News Reporting	3
MCM 307	Media Ethics	3
MCM 412	Communications Law	3
	<b>Chose any <u>one</u> course:</b> MCM 206 Social Media MCM 212 Principles of Public Relations MCM 245 Broadcast News Writing	3

**15 hours**

\*A minimum grade of C required in MCM courses.

## The Department of History and Political Science

### Mission

The mission of the Department of History and Political Science is to provide the academic foundation and preparation for students to successfully qualify for and pursue careers in a variety of professional fields (e.g., primary and secondary education, higher education, law, public administration/public policy, the media, etc.). By establishing these foundations, the Department also creates opportunities for students to become more productive adults and leaders in their immediate localities, in African American communities, in the nation and in the international arena.

### Program Goals/Objectives

- The primary goals of the Department of History and Political Science are:
- To prepare students to pursue graduate programs and earn Masters and Doctoral degrees in their chosen professions: education, history, political science, public administration and public policy, journalism, and the law by developing the skills and competencies to obtain the graduate degree of their choice.
- To provide the tools necessary to be successful in the practice of their chosen career.
- To assure that students who seek employment after graduation have developed the skills to compete with other college graduates who seek careers in the private and the public sectors.
- To inspire students to contribute to the broader society through their career and community activities.
- The Department of History and Political Science expects its graduates to demonstrate mastery in those requisite skills and competencies for graduate education and workplace performance, including knowledge of the content areas; communication and formal reasoning skills; and research methods.

### Majors

Bachelor of Arts (B.A.) in Political Science

Bachelor of Arts (B.A.) in History/Political Science

Bachelor of Arts (B.A.) in History

Bachelor of Arts (B.A.) in History/Social Science: Education

### Programs Learning

- 120 credit hours
- Modality: Face-to-Face
- Program Completion Time: 48 months

**Minors**

History (15 hours)

Political Science (15 hours)

Political Science Legal Studies (18 hours)

**POLITICAL SCIENCE CURRICULUM****Requirements** (B.A. degree, 120 hours)**General Education**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Arts Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours****Required Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
PSC 200	PSC Research Methods	3
PSC 210	Political Theory	3
PSC 230	American Government	3
PSC 330	American Presidency	3
PSC 331	State and Local Government	3
PSC 332	Political Parties and Elections	3
PSC 340 or PSC 350	Comparative Politics <b>or</b> International Relations	3
PSC 430	African Americans and the Political Process	3
PSC 435	Representation: Congress and the Constitution	3
PSC 400	American legal System <b>or</b>	
PSC 415	Civil Liberties/Constitution	3
PSC 492	Internship	6
PAD 320	Introduction to Public Administration	3
HIS 201	United States History I	3
HIS 202	United States History II	3
GEO Elective	GEO 203, 204 <b>or</b> 205	3
RESTRICTED ELECTIVES	Restricted Electives	12

FREE ELECTIVES	Free Electives	23
		<b>84 hours</b>

## HISTORY/POLITICAL SCIENCE CURRICULUM

### Requirements (B.A. degree, 120 hours)

#### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Arts Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

Course Number	Course Name	Credits
HIS 145	World Civilizations I	3
HIS 146	World Civilizations II	3
HIS 200	History Research Methods	3
HIS 201	US History I	3
HIS 202	US History II	3
HIS 225	African American History I	3
HIS 226	African American History II	3
RESTRICTED ELECTIVES	Restricted European History Elective	6
ADVANCED ELECTIVES	Advanced American History Electives	3
PSC 200	Research Methods	3
PSC 210	Political Theory	3
PAD 320 <b>or</b> PSC 340	Public Administration <b>or</b> Comparative Politics	3
PSC 350	International Relations	3

**42 hours**

#### Related Courses

Course Number	Course Name	Credits
GEO 203	World Regional Geography	3
GEOGRAPHY ELECTIVES	Geography Elective	3
SPH 217	Informative and Persuasive Speech	2
SPA <b>or</b> FRE	Foreign Language at the 102 Level	3
HUM 225	World Literature I	3

HUM 226	World Literature II	3
RESTRICTED ELECTIVES	HIS, PSC, <b>or</b> PAD	12
FREE ELECTIVES	Free Electives	13

**42 hours**

\*A minimum grade of C required in courses.

## HISTORY CURRICULUM Requirements (B.A. degree, 120 hours)

### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Arts Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

### Required Core Courses\*

Course Number	Course Name	Credits
HIS 145	World Civilizations I	3
HIS 146	World Civilizations II	3
HIS 200	History Research Methods	3
HIS 201	US History I	3
HIS 202	US History II	3
HIS 225	African American History I	3
HIS 226	African American History II	3
RESTRICTED ELECTIVES	Restricted European History Elective	6
ADVANCED ELECTIVE	Advanced American History Elective	3
PSC 230	Introduction to American Government	3
GEOGRAPHY ELECTIVES	Geography Electives	6
SPA <b>or</b> FRE	Foreign Language at the 102 Level	3
HUM 225 <b>or</b> HUM 226	World Literature I <b>or</b> World Literature II	3
SPH 217	Informative and Persuasive Speaking	2
RESTRICTED HISTORY ELECTIVES	Any not required 300-400 Level History Course	12
RESTRICTED ELECTIVES	Restricted Social Science Electives	9
FREE ELECTIVES	Free Electives	16

**84 hours**

## HISTORY/SOCIAL SCIENCE-EDUCATION CURRICULUM

### Requirements (B.A. degree, 120 hours)

#### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Arts Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

#### Required Core Courses\*

Course Number	Course Name	Credits
HIS 145	World Civilizations I	3
HIS 146	World Civilizations II	3
HIS 201	US History I	3
HIS 202	US History II	3
HIS 225	African American History I	3
HIS 226	African American History II	3
RESTRICTED ELECTIVES	Restricted European History Elective	6
RESTRICTED ELECTIVE	History Elective	3
SOCIAL SCIENCE	Restricted Social Science Elective	3
PSC 230	Introduction to American Government	3
GEOGRAPHY COURSES	Geography Courses	9
ECONOMIC COURSE	Covered in General Education	0
PSY 201	Human Growth and Development	3
PSY 306	Psycho-Educational Measurement and Evaluation	3
FREE ELECTIVE	Free Elective	1

**46 hours**

#### Education Professional Requirements

**38 hours**

(See: School of Education and Interdisciplinary Studies – Content Area Majors: Secondary Education 6-12).

\*A minimum grade of C required in courses.

#### POLITICAL SCIENCE MINOR\*

Course Number	Course Name	Credits
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PSC 230	American Government	3
PSC 300-400	Any two Political Science Courses	6
	<b>Two courses from the following:</b>	
PAD 320	Introduction Public Administration and Public Policy	3
PSC 200	Research Methods	3
PSC 210	Introduction Political Theory	3
PSC 340	Introduction Comparative Politics	3
PSC 350	Introduction International Relations	3

**15 hours**

\*A minimum grade of C required in courses.

### **POLITICAL SCIENCE MINOR**

Course Number	Course Name	Credits
PSC 230	American Government	3
PSC 300-400	Any two Political Science Courses	6
	<b>Two Courses from the following:</b>	
PAD 320	Introduction Public Administration and Public Policy	3
PSC 200	Research Methods	3
PSC 210	Introduction Political Theory	3
PSC 340	Introduction Comparative Politics	3
PSC 350	Introduction International Relations	3

**15 hours**

\*A minimum grade of C required in courses.

### **HISTORY MINOR**

#### **Outlined Program of Study\***

**Option 1:** Any four classes out of the following and one class of 300-400 level History courses

**Option 2:** Any three classes out of the following and two classes of 300-400 level History courses

#### **Required Courses**

Course Number	Course Name	Credits
HIS 145	World Civilizations I	3
HIS 146	World Civilizations II	3
HIS 201	US History I	3
HIS 202	US History II	3
HIS 225	African American History I	3
HIS 226	African American History II	3

**15 hours**

\*A minimum grade of C required in courses.

### **POLITICAL SCIENCE LEGAL STUDIES MINOR\***

#### **UNIT ONE: Critical/Logical Thinking**

Select one course from among the following options:

Course Number	Course Name	Credits
PHIL 211	Logic <b>or</b>	3
PHIL 490	Ethics <b>or</b>	3
PSC 210	Political Theory	3

#### **UNIT TWO: Comprehension/Communications Skills**

Select one course from among the following options:



Course Number	Course Name	Credits
ENG 341	Introduction to Linguistics <b>or</b>	3
ENG 453	Rhetorical Criticism <b>or</b>	3
ENG 454	Introduction to Literary Criticism <b>or</b>	3
ENGLISH ELECTIVE	Any English class where the instructor requires extensive practice in writing argumentative essays; must be approved by advisor	3

### UNIT THREE: Legal Content Knowledge

Select three courses from among the following options:

Course Number	Course Name	Credits
PSC 415	Civil Rights and the Constitution	3
PSC 400	The American Legal Systems	3
PSC 490	Pre-Law Seminar	3
PAD 320	Introduction to Public Administration	3
HIS 323	English Legal & Constitutional History to 1688	3
HIS 455	Constitutional History of the United States	3
ACC 201	Financial Accounting	4
CCJ 330	Criminal Court Procedures	3
CCJ 450	Criminal Law	3
MGT 200	Legal Environment for Business	3
MGT 201	Business Law	3

### UNIT FOUR: Legal Internship

Select one course from the following options:

Course Number	Course Name	Credits
PAD 492	Internship	3
CCJ 492	Internship	3
PSC 492	Internship	3

Other Internship offered through any discipline or department provided opportunity is offered in a legal environment.

**18 hours**

\*A minimum grade of C required in courses.

## Master of Arts in Political Science

The Master of Arts program in Political Science is an online graduate program which provides administrative program and faculty support. The graduate program is an extension of the undergraduate history/political science, history, political science, and history/social science secondary education degrees. The program welcomes students who have completed an undergraduate degree in humanities and social science disciplines.

Designed to be completed in one to two years, students may take up to 12 hours per semester although 9 hours is the preferred maximum recommendation by the department. Graduate students are eligible for membership in the Pre-Law Institute, a campus organization designed to assist students with preparing for, applying to, and succeeding in law school.

### Program Learning Outcomes

Upon completion of the Master of Arts degree in Political Science, students will:

- Demonstrate knowledge of the central concepts and theories in their fields of study in political science appropriate for entry into a political science Ph.D. program or politics-related occupation.
- Construct a research design on a question in their field of study.

- Complete a thesis demonstrating the ability to research and report findings using acceptable scientific methods.

### **Program Learning**

- 30-33 credit hours
- Modality: Virtual (Distance Learning)
- Program Completion Time: 18-24 months

### **Program Options**

Students in both the thesis and non-thesis programs will be assigned an appropriate advisor upon entry.

#### **Thesis option (30 hours)**

The thesis option consists of 24 graded course credits plus 6 credits (PSC 580 Research) and successful completion of a thesis.

The candidate is required to perform independent research under the direction of a faculty advisory committee. A written thesis is required to be presented and submitted to the faculty advisory committee for approval. The thesis should demonstrate the ability to collect, interpret and analyze pertinent material on a research problem. Ideally, the MA thesis will be a journal-style paper of approximately 30-50 pages.

To earn the degree, students are also required to pass an oral examination of the thesis. A three-member faculty committee, including at least two members who are full-time faculty in political science, must conduct the oral examination. It is the responsibility of the student to obtain in a timely manner the explicit consent of each faculty member to serve on their committee by the beginning of their second semester.

Students may specialize via their thesis.

#### **Non-thesis option (33 hours)**

In the non-thesis option, students are required to complete 30 graded course credits and an additional 3 credit-hour approved elective course. Students must submit two original research papers written in the political science seminars.

The faculty committee will then hold an oral exam. Candidates must pass the oral examinations to earn the degree.

### **Concentrations**

American Government Track Thesis Option

American Government Track Non-Thesis

American Legal System Track Thesis

American Legal System Track Non-Thesis

International Relations Track Thesis Option

International Relations Track Non-Thesis Option

## **MASTER OF ARTS IN POLITICAL SCIENCE CURRICULUM**

### **Requirements (M.A. degree, 33-36 hours)**

#### **Required Courses**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
PSC 500	Advanced Research Methods in Political Science	3
PSC 530	Seminar in Research and Writing	3

PSC 555	Seminar in American Government	3
PSC 580	Thesis Research (Thesis Option Students)	6

**9-15 hours**

### **American Government Track Thesis Option**

Course Number	Course Name	Credits
PSC 535	Representation: Congress and the Constitution	3
PSC 550	The Modern Presidency	3
PSC 520	Modern Political Theory <b>or</b>	
PSC 525	Contemporary Political Theory	3
PSC 560	The American Judicial System	3
FREE ELECTIVE	Free Elective	3

### **American Government Track Non-Thesis**

**Any Three Courses:**

Course Number	Course Name	Credits
PSC 540	Seminar in Campaigns and Elections	3
PSC 542	Campaign Management	3
PSC 592	Internship	3
PSC 590	Special Topics	3
ELECTIVE	Other Approved Elective	3

**15-24 hours**

### **American Legal System Track Thesis Option**

Course Number	Course Name	Credits
PSC 545	African American Politics	3
PSC 560	The American Judicial System	3
PSC 565	Civil Liberties and Civil Rights	3
PSC 570	The Policy Paradox: Public Policy in the 21 <sup>st</sup> Century	3
FREE ELECTIVE	Free Elective	3

### **American Legal System Track Non-Thesis**

**Any Three Courses:**

Course Number	Course Name	Credits
PSC 540	Seminar in Campaigns and Elections	3
PSC 542	Campaign Management	3
PSC 592	Internship	3
PSC 590	Special Topics	3
ELECTIVE	Other Approved Elective	3

**15-24 hours**

### **International Relations Track Thesis Option**

Course Number	Course Name	Credits
PSC 557	Global Politics	3
PSC 575	United States Foreign policy	3
PSC 577	Politics of Africa	3
PSC 520	Modern Political Theory <b>or</b>	
PSC 525	Contemporary Political Theory	3
FREE ELECTIVE	Free Elective	3

### **International Relations Track Non-Thesis**

**Any Three Courses:**

Course Number	Course Name	Credits
PSC 540	Seminar in Campaigns and Elections	3

PSC 542	Campaign Management	3
PSC 592	Internship	3
PSC 590	Special Topics	3
ELECTIVE	Other Approved Elective	3

**15-24 hours**

## Department of Psychology

### Mission

The mission of the Psychology Department at Virginia Union University is to support the university and the larger community and to provide excellence in undergraduate education in the science of psychology. Our degree program emphasizes psychology as an empirical science and the development of skills that include written and oral communication, information literacy, quantitative and qualitative research methods, and critical analysis of complex problems. We believe that consideration of multicultural perspectives and ethical issues are integral to the understanding and predicting behavior and mental processes. We offer a diverse, dynamic, and personalized learning environment and experiences that help students develop a sense of personal worth and inspire students to promote human welfare.

Students expecting to major or minor in Psychology must earn a grade of C or better in all major courses.

### Program Learning Outcomes

The Program Learning Outcomes are:

- Students will engage in internships and community outreach to apply their core content knowledge in the field of psychology.
- Students will demonstrate core knowledge and proficiency in core content and skill areas of psychology.
- Students will demonstrate knowledge and skills in statistical hypotheses testing.

### Program

Bachelor of Arts in Psychology (B.A.)

- 120 credit hours
- Modality: Face-to-Face
- Program Completion Time: 48 months

### Minors

Psychology (15 hours)

Neuroscience (18 hours)

## PSYCHOLOGY CURRICULUM

**Requirements** (B.A. degree, 120 hours)

### General Education

(Note: Psychology majors are required to take PSY 101 as one of the General Education requirements.

PSY 101 is a Prerequisite for all higher level PSY courses except PSY 201.)

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1

SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

### **Required Psychology Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
PSY 102	General Psychology II	3
PSY 203	Research Methods I – Statistics	3
PSY 204	Research Methods II – Design	3
PSY 495	Careers in Psychology	3

**12 hours**

### **Developmental Psychology Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
PSY 201	Human Growth and Development	3
PSY 205	Infant and Child Development	3
PSY 206	Adolescent Development	3
PSY 311	Adult Development and Aging	3
PSY 490	Approved Special Topic(s)	3

**3 hours**

### **Clinical - Counseling Psychology Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
PSY 301	Abnormal Psychology	3
PSY 302	Theory and Practice I	3
PSY 309	Theory and Practice II	3
PSY 401	Psychological Assessment	3
PSY 491	Child Psychopathology	3
PSY 490	Approved Special Topic(s)	3

**6 hours**

### **Experimental Psychology Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
PSY 308	Biopsychology	3
PSY 310	Advanced Statistics for Psychology	3
PSY 315	Computer Use in Social Science Research	3
PSY 403	Social Psychology	3
PSY 404	Learning and Cognition	3
PSY 405	History and Systems of Psychology	3
PSY 419	Behavioral Pharmacology	3
PSY 490	Approved Special Topic(s)	3

**9 hours**

### **Restricted Psychology Electives\***

Course Number	Course Name	Credits
PSY 314	Positive Psychology	3
PSY 316	African American Psychology	3
PSY 317	Psychology of Women	3
PSY 400	Field Placemen	3
PSY 490	Special Topics	3
PSY 499	Independent Research and Study	3

**12 hours**

### **Recommended Non-Psychology Courses**

Course Number	Course Name	Credits
MAT 121	Contemporary College Math	3
MAT 201	Elementary Statistics	3
FREE ELECTIVES	Free electives are any course offered at VUU to bring a student's total credit hours to 120 credits.	42

### **PSYCHOLOGY MINOR \***

Course Number	Course Name	Credits
PSY 101	General Psychology I	3
PSY 102	General Psychology II	3
Electives	Psychology Electives	9

**15 hours**

### **NEUROSCIENCE MINOR \***

Course Number	Course Name	Credits
BIO 111	General Biology I	3
BIO 112	General Biology II	3
CHE 111	General Chemistry I	3
PSY 308	Biopsychology	3
PSY 404 or PSY 419 or PSY 491 or PSY 490	<b>Any one of the following:</b> Learning and Cognition or Behavioral Pharmacology or Child Psychopathology or Selected Topic(s)	3
PSY 310 or PSY 315 or MAT 331 or MAT 332	<b>Any one of the following:</b> Advanced Statistics for Psychology or Computer Use in Social Science Research or Probability and Statistics I or Probability and Statistics II	3

**18 hours**

\*A minimum grade of C required in courses.

## **Psychology Tracks**

If a student would like to specialize their program of study to a specific sub-field of psychology, they are suggested to use their electives to take courses in other areas to strengthen their knowledge in that area. These specializations are merely suggestions of ways in which students can develop their content area knowledge, not requirements or special programs of study separate from the B.A. in psychology.

### **Biopsychology /Neuroscience\***

Suggested Minor: Neuroscience

Suggested PSY Electives: Biopsychology, Animal Cognition, Behavioral Pharmacology, Independent Study

Suggested Electives: Human Genetics, Principles of Physiology, Substance Abuse

### **Clinical/Counseling Psychology\***

Suggested Minor: Social Work

Suggested PSY Electives: Abnormal Psychology, Child Psychopathology, Theory and Practice of Counseling 1 and 2, African American Psychology, Positive Psychology

Suggested Electives: Victimology, At-Risk Populations

### **Special Education\***

Suggested PSY Electives: Human Growth and Development

Suggested Electives: Juvenile Delinquency, Classroom/Behavior Management, Characteristics of Exceptionalities, Intro to Special Education, Language Acquisition, Vocational Exploration, Instructional Programming in Special Education, Computers and Technology in Education, and Emergent Literacy and Developmental Reading

### **Social Psychology\***

Suggested Minor: Sociology

Suggested PSY Electives: Positive Psychology, Psychological Assessments, Computer Use in Social Science Research, Social Psychology

Suggested Electives: Women in American History, Social Media, Principles of Public Relations, Persuasion and Propaganda, Social Discrimination, The Development of Social Thought, Race Relations, Cultural Geography

\*A minimum grade of C required in all courses.

## **Department of Social Work and Sociology**

### **Mission**

The mission of the Bachelor of Social Work program is to produce generalist practitioners who are committed to the amelioration of social injustice and discrimination and who are competent in working with vulnerable populations. The program builds upon and validates students' lived experiences and helps students to use themselves and their unique backgrounds to question and articulate environmental issues and social responsibility. The evidenced-based practice model requires students to demonstrate a broad range of competencies required to render quality services at the beginning professional level. Students are also prepared for graduate education in social work or other human services fields. Formal applications to the program are made during the sophomore year and require a 2.5 GPA.

Social work majors are required to adhere to all policies as set forth in the Social Work Student Handbook (i.e. attendance, mandatory meetings, etc.). Additionally, social work students are expected to abide by the Ethical Principles and Standards of the National Association of Social Workers Code of Ethics.

### **Program Learning Outcomes**

Upon completion of the programs, students will be able to:

- Demonstrated ethical and professional behavior.
- Engage in culturally aware practices that honor diversity and differences.
- Participate in the advancement of human rights and social, economic, and environmental justice.
- Engage in practice-informed research and research-informed practice.
- Engage in practices that advance social policy.

- Engage with individuals, groups, organizations, and communities.
- Assess and evaluate individuals, groups, organizations, and communities.
- Evaluate their practice with individuals, groups, organizations, and communities.

## Program

Bachelor of Social Work (*B.S.W.*)

## Program Learning

- 120 credit hours
- Modality: Face-to-Face
- Program Completion Time: 48 months

## Minors

Social Work (18 hours)

Sociology (18 hours)

## SOCIAL WORK CURRICULUM

**Requirements** (BSW. degree, 120 hours)

### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History and Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

### Required Social Work Courses\*

Course Number	Course Name	Credits
SWK 255	Introduction to Social Work	3
SWK 256	Communication Skills	3
SWK 215 <b>or</b> MAT 201 <b>or</b> CCJ 335 <b>or</b> PSY 203	Statistics for Social Scientists <b>or</b> Elementary Statistics <b>or</b> Social Science Statistics <b>or</b> Research Methods I – Statistics	3
SWK 304	Human Behavior and the Social Environment	3



SWK 309	Social Research Methods I	3
SWK 310	Social Research Methods II	3
SWK 311	Social Welfare Policy I	3
SWK 314	Social Work Ethics	3
SWK 324	Social Work Practice I	3
SWK 380	Social Discrimination	3
SWK 390	Pre-Field Seminar	3
SWK 424	Families and Groups – Practice I	3
SWK 425	Communities and Organizations – Practice III	3
SWK 426	Field Placement I	3
SWK 427	Field Placement II	3
SWK 428	Senior Seminar I	2
SWK 429	Senior Seminar II	2

**49 hours**

### **Restricted Electives\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CCJ 180	Introduction to the Criminal Justice System	3
CCJ 205	Criminology	3
CCJ 331	Juvenile Justice	3
CCJ 370	Perspectives on Terrorism	3
EDU 220	Introduction to Teacher Education	3
EDU 230	Culturally Competent Teaching	3
MCM 101	Introduction to Mass Communications	3
MCM 200	Foundations of Mass Communications	3
MCM 302	Public Relations Writing and Production	3
MCM 204	Language Skills for Communicators	3
PSC 230	Introduction to American government	3
PSC 490	Special Topics	3
PSY 102	General Psychology II	3
PSY 301	Abnormal Psychology	3
PSY 490	Special Topics	3
SWK 306	Substance Abuse	3
SWK 307	At Risk/Vulnerable Populations	3
SWK 440	Introduction to Trauma	3
SWK 490	Special Topics	3
SWK 499	Independent Study	1-3
		<b>15 hours</b>
FREE ELECTIVES	Free Electives	20

**Total Hours Required for Degree**

**120 hours**

\*A minimum grade of C required in courses.

## **SOCIOLOGY MINOR**

### **Outlined Program of Study\*** **Required Courses**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
SOC 200	Principles of Sociology	3
SOC 301	The Development of Social Thoughts	3
SOC 305	Modern Social Problems	3
SWK 309	Social Research Methods	3
ELECTIVE	Sociology Electives	6

\*A minimum grade of C required in courses.

### **SOCIAL WORK MINOR \*** **Required Courses**

Course Number	Course Name	Credits
SWK 255	Introduction to Social Work	3
SWK 302	Human Behavior I	3
SWK 309	Social Research I	3
SWK 311	Social Welfare Policy I	3
SWK 314	Social Work Ethics	3
ELECTIVE	Social Work Elective	3

18 hours

\*A minimum grade of C required in courses.

## **MASTER OF SOCIAL WORK PROGRAM**

The Master of Social Work program is a two-year, formal program with 51 credits (four-semester courses of study) for full-time students.

Students with a Bachelor of Social Work degree may apply for the Advanced Standing (AS) program which is a 24-credit program to complete their MSW in one academic year. Students without a BSW may complete their MSW degree in two academic years. All accepted applicants can choose full-time or part time enrollment.

### **Mission**

The mission of the Master of Social Work program is to prepare trauma-informed advanced generalist social workers committed to intellectual excellence, research, civic engagement, and the amelioration of social injustice and discrimination through advocacy and anti-racist practices. The program seeks to provide students with a rigorous, nationally recognized, and accredited curriculum that promotes professional excellence, success, advancement, life-long learning, and a commitment to the values of the social work profession.

The Master of Social Work program also prepares advanced generalist social workers who recognize trauma as a social determinant of health and who support marginalized individuals, families, groups, organizations, and communities in achieving health equity and social justice both locally and globally. Students must complete a formal graduate admissions application. Students must also maintain a 3.0 GPA withing the program.

Social work majors are required to adhere to all policies as set forth in the Social Work Student Handbook (i.e. attendance, mandatory meetings, etc.). Additionally, social work students are expected to abide by the Ethical Principles and Standards of the National Association of Social Workers Code of Ethics.

### **Program Learning Outcomes**

- Upon completion of the programs, students will be able to:
- Demonstrated ethical and professional behavior.
- Engage in culturally aware practices that honor diversity and differences.
- Participate in the advancement of human rights and social, economic, and environmental justice.
- Engage in practice-informed research and research-informed practice.

- Engage in practices that advance social policy.
- Engage with individuals, groups, organizations, and communities.
- Assess and evaluate individuals, groups, organizations, and communities.
- Evaluate their practice with individuals, groups, organizations, and communities.

### Program Learning

- 51 credit hours
- Modality: Face-to-Face and Virtual (Distance Learning)
- Program Completion Time: 18-24 months

## MASTER OF SOCIAL WORK CURRICULUM

**Requirements** (MSW. degree, 51 hours)

### Advanced Standing (AS)

Course Number	Course Name	Credits
SWK 601	Pre-Field/Orientation	1
SWK 602	Field Placement III and Seminar III	4
SWK 603	Field Placement IV and Seminar IV	4
SWK 613	Advanced Research: Program Evaluation	3
SWK 640	Introduction to Trauma-Informed Care	3
SWK 651	Advanced Generalist Practice III (Trauma-Informed Practice w/Individuals and Families	3
SWK 652	Advanced Generalist Practice IV (Trauma-Informed Practice w/ Groups, Organizations and Communities	3
SWK 654	Advanced Social Policy: Economic Trauma, Financial Literacy and Social Systems	3

**24 hours**

### Regular Standing Year One

Course Number	Course Name	Credits
SWK 501	Pre-Field/Orientation	1
SWK 500	(HBSE) Human Behavior and the Social Environment	3
SWK 502	Field Education/Seminar I	4
SWK 503	Field Education/Seminar II	4
SWK 510	Social Research I	3
SWK 511	Policy I Social Welfare	3
SWK 514	Ethics	3
SWK 524	General Practice I: Individual and Family	3
SWK 525	General Practice II: Group, Organization and Community	3

### Year Two

Course Number	Course Name	Credits
SWK 601	Pre-Field/Orientation	1
SWK 602	Field Education//Seminar I	4
SWK 603	Field Education/Seminar II	4
SWK 613	Advanced Research: Program Evaluation	3
SWK 640	Introduction to Trauma-informed	3
SWK 651	Advanced General Practice III	3
SWK 652	Advanced General Practice IV	3

SWK 654	Advanced Policy	3
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51 hours

## **The Office of Military Science and Leadership**

The military science curriculum teaches the principles of management and leadership as a foundation for civilian and military careers. Graduates of this program are eligible for appointments as commissioned officers in the United States Army, the United States Army Reserve, or Army National Guard.

## **Scholarships**

Army ROTC offers students several opportunities for scholarships at VUU. High school students may apply for a four-year scholarship. Three-year and two-year scholarships also are available to on campus students. Scholarships may cover VUU tuition, most books, laboratory fees, and provide between \$350 and \$500 a month during the school year for living expenses.

## **The Four-Year Program**

The traditional four-year program is divided into two parts:

### **Basic Course**

Normally, taken during the freshman and sophomore years, the Basic Course covers subjects like military history, traditions, organizations, and national defense. The emphasis in the course is on leadership development and general life skills. There is no commitment to the U.S. Army, unless the student is on a ROTC scholarship.

### **Advanced Course**

Approval is required to enter the junior and senior- level classes. They cover instruction and practice in management, tactics, ethics, professionalism and continued leadership development.

All ROTC uniforms and materials are furnished at no cost. Students selected for advanced classes receive an allowance of \$450 or \$500 a month during the school year.

During the summer between junior and senior years, students will attend a six-week course, Leadership Development and Assessment Camp (LDAC). LDAC provides hands-on experience and evaluations for students at Ft Lewis, Washington.

## **The Two-Year Program**

Students who have not taken any of the basic classes are still eligible for a commission through the two-year program. In this program, students attend the Leader's Training Course (LTC) at Ft. Knox, Kentucky for four weeks during the summer. Upon completion of LTC, students are eligible for the advanced courses in their junior and senior years.

## **Simultaneous Membership Program (SMP)**

This program allows students to become members of the Army National Guard or the Army Reserve while enrolled in the Army ROTC. Advanced ROTC SMP students are paid for their guard/reserve training plus they receive a monthly ROTC allowance of \$400, \$450 or \$500 for up to three years.

## **ROTC for Veterans**

If students are veterans, military experience can fulfill the basic course requirements. Some veterans may enroll directly into the Advanced Course. In addition to any financial assistance received from ROTC, veterans still are qualified to receive any and all VEAP/GI Bill/Army College benefits to which they are entitled.

## Minor Degree in Military Science and Leadership

The Office of Military Science and Leadership offers a minor degree in Military Science and Leadership. 18 credit hours of coursework must be taken. The student must be commissioned in the Army to be awarded a minor degree in Military Science and Leadership.

### The following courses are required:

MSC 306 Military Science: Leadership Development and Assessment course is a required course for award of Military Science and Leadership minor degree.

#### Basic Courses Freshman and Sophomore Years

Course Number	Course Name	Credits
MSC 101	Military Science and Leadership	1
MSC 102	Military Science and Leadership	1
MSC 201	Military Science and Leadership	2
MSC 202	Military Science and Leadership	2

#### Advanced Courses Junior and Senior Years

Course Number	Course Name	Credits
MSC 301	Advanced Military Science and Leadership	3
MSC 302	Advanced Military Science and Leadership	3
MSC 306	Leadership Development and Assessment	3
MSC 401	Advanced Military Science and Leadership	3
MSC 402	Advanced Military Science and Leadership	2

## Department of Criminology and Criminal Justice

### Mission

The Department of Criminology and Criminal Justice strives to provide students with comprehensive knowledge of the criminal justice system and the field of criminology. The major provides students with opportunities to explore these fields as a career choice or as preparation for graduate or law school. Students benefit from taking courses at the Richmond Police Training Academy and from the diverse types of internship placements available in the wider Richmond community.

### Program

Bachelor of Arts in Criminology and Criminal Justice (*B.A.*)

### Program Learning

- 120 credit hours
- Modality: Face-to-Face
- Program Completion Time: 48 months

### Minor

Criminology/Criminal Justice (*15 hours*)

**CRIMINOLOGY AND CRIMINAL JUSTICE CURRICULUM**  
**Requirements** (B.A. degree, 120 hours)

**General Education**

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

**Required Criminology/Criminal Justice Courses\***

Course Number	Course Name	Credits
CCJ 180	Introduction to Criminal justice	3
CCJ 205	Criminology	3
CCJ 210	Police in America	3
CCJ 320	Correctional Theories and Practices	3
CCJ 330	Criminal Court Procedures	3
CCJ 331	Juvenile Justice	3
CCJ 335	Social Science Statistics	3
CCJ 340	Research Methods in Criminal Justice	3
CCJ 450	Criminal Law	3
CCJ 460	Analyzing Community Crime	3
CCJ 480	Ethics in Criminal Justice	3
CCJ 486	Senior Seminar	3
ELECTIVES	Restricted Elected	20
FREE ELECTIVES	Free Electives	28

\*A minimum grade of C required in courses.

**CRIMINOLOGY/CRIMINAL JUSTICE MINOR\***

Course Number	Course Name	Credits
CCJ 180	Introduction to Criminal justice	3
CCJ 205	Criminology	3
CCJ 210	Police in America	3
CCJ 320	Correctional Theories and Practices	3
CCJ 330	Criminal Court Procedures	3

\*A minimum grade of C required in courses.

## Master of Criminal Justice Graduate Program

The Master of Criminal Justice is a two-year program with a 36-credits curriculum. This program includes a four-semester course of study for full-time students. Students with a Bachelor of Criminal Justice have an opportunity to discuss a waiver for criminal justice courses passed in their undergraduate program with a B or higher. This is no guarantee that a waiver will be approved. The final decision remains at the discretion of the Department Chair.

### Mission

The mission of the VUU MSCJ Program is to a transformative educational experience that equips students with advanced knowledge, critical thinking skills, and ethical principles necessary to lead and create positive social change in the field of criminal justice. Through a commitment to academic excellence, social justice, and community engagement, the goal of the department is to prepare graduates who are prepared to address complex issues, advocate for equitable policies, and contribute to the safety and well-being of diverse communities.

### Program Learning Outcomes

Upon completion of the programs, students will be able to:

- Understand the purpose of and role of law enforcement in society.
- Develop a working knowledge of criminology, criminal justice, and the legal system.
- Understand the varied levels of the criminal justice system to include criminal law, policies, sanctions and sentencing.
- Develop an understanding of criminological theories and causation.
- Develop a basic understanding of common statistical techniques used in the analysis of crime.

### Program Learning

- 36 credit hours
- Modality: Virtual (Distance Learning)
- Program Completion Time: 18-24 months

## MASTER OF SCIENCE IN CRIMINAL JUSTICE CURRICULUM

**Requirements** (M.S. degree, 36 hours)

### Criminology/Criminal Justice Core

Course Number	Course Name	Credits
CCJ 501	Criminology Theory	3
CCJ 502	Contemporary Issues in Corrections	3
CCJ 503	Research I	3
CCJ 504	Quantitative Analysis	3
CCJ 505	Epigenetics and Criminal	3
CCJ 506	Criminal Justice Administration	3

**18 hours**

### Track One: Homeland Security

Course Number	Course Name	Credits
CCJ 550	Introduction to Homeland	3
CCJ 551	Homeland: Policy and Procedures	3

CCJ 552	Crisis, Emergency and Disaster Management	3
CCJ 553	Terrorism	3

**12 hours**

### **Track Two: Policy**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CCJ 560	Criminal Justice System	3
CCJ 561	Criminal Procedures	3
CCJ 562	Program Evaluation	3
CCJ 563	Criminal Justice Policy	3

**12 hours**

### **Program Electives – 6 Hours**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CCJ 570	Crime Mapping	3
CCJ 571	Intelligence Community	3
CCJ 572	Legal Issues in Homeland	3
CCJ 580	Policing	3
CCJ 581	Corrections	3
CCJ 582	Juvenile justice and Delinquency	3
CCJ 583	Community Policing	3
CCJ 584	Restorative Justice	3

## **Department of Computer Information Systems and Computer Science**

### **Mission**

The mission of the Department of Computer Information Systems and Computer Science (CIS/CS) is to create an active and experiential learning environment that prepares students to plan, design, implement, and manage an e-commerce ready enterprise architecture. Designed in accordance with the mission of the university and that of the department, the courses allow students to be successful in the pursuit of professional careers.

Students expecting to major or minor in Computer Information Systems, Computer Science, or Computer Science with Cyber Security must earn a grade of C or better in all major courses.

The department also provides service courses for non-majors.

### **Goals**

- The goals of the department are to:
- Teach and broadly disseminate fundamental knowledge concerning the design, use, and implementation of organizational computer information systems.
- Assist students in developing the fundamental understanding of programming through the systematic study of algorithmic processes to create, describe, and transform information.
- Prepare students for success in the workplace and life-long learning in the field of computer information systems and Computer Science.
- Promote opportunities for students to compete as professionals in a global economy that requires uniquely skilled workers in the field of computer information systems and Computer Science.

### **Programs**

Bachelor of Science in Computer Information Systems (B.S.)



Bachelor of Science in Computer Science (B.S.)  
Bachelor of Science in Computer Science w/Cyber Security (B.S.)

### Program Learning

- 120 credit hours
- Modality: Face-to-Face
- Program Completion Time: 48 months

### Minors

Computer Information Systems (15 hours)  
Computer Science (15 hours)  
Cyber Security (15 hours)

### Computer Information Systems Program

The Bachelor of Science degree in Computer Information Systems bridges both business and computer science using the theoretical foundations of information and computation. This program provides students with an active knowledge of computer algorithmic processes and their principles to include software, hardware designs, and applications.

### Program Learning Outcomes

The goals of the Computer Information Systems program are to prepare students to:

- Demonstrate basic proficiency in computer hardware, software, ecommerce, and data communications, for information systems problem-solving.
- Develop an understanding of basic programming and design concepts.
- Demonstrate basic database creation and administration proficiency to organize data and create reports.

## COMPUTER INFORMATION SYSTEMS CURRICULUM

**Requirements** (B.S. degree, 120 hours)

### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CIS 163	Introduction to Computer Information Systems*	3

**36 hours****Computer Core Courses\***

Course Number	Course Name	Credits
CIS 210	Introduction to Software Development	3
CIS 263	Data Communications and Networking	3
CIS 360	Database Design and Implementation	3
CIS 362	Computer Hardware and Software	3
CIS 364	Systems Analysis and Design	3
CIS 368	Application Programming	3

**18 hours****Business Core Courses\***

Course Number	Course Name	Credits
ACC 201	Financial Accounting	4
ECO 231	Principles of Economics	3
FNB 300	Principles of Finance	3
MGT 199	Ethical and Professional Development	3
MGT 200	Introduction to Legal Environments	3
MGT 213	Managerial Communications	3
MGT 214	Management and Organizational Behavior	3

**22 hours****Required Departmental Courses**

Course Number	Course Name	Credits
MAT 160	Pre-Calculus for Business Majors*	3
MAT 201	Elementary Statistics*	3
MAT 210	Applied Calculus for Business*	3
SPH 217 or S PH 203	Informative and Persuasive Speaking <b>or</b> Voice and Diction	2-3

**11-12 hours****Restricted Electives\***

Any 15 hours

Course Number	Course Name	Credits
CIS 214	Introduction to Cyber Security	3
CIS 215	Foundations of Digital Forensics	3
CIS 265	Electronic Commerce	3
CIS 270	Cloud Storage Management	3
CIS 369	Advanced Application Programming	3
CIS 363	Operating Systems	3
CIS 367	Information Assurance and Risk Management	3
CIS 460	Project Management	3
CIS 461	Data Mining and Data Warehousing	3
CIS 462	Network Security Management	3
CIS 490	Senior Research	3
CIS 499	Independent Research	3
CSC 412	Virtual Reality in Computer Science	3
CSC 430	Deep Web Analysis	3
DSC 400	Machine learning	3
DSC 465	Introduction to Artificial Intelligence	3
FREE ELECTIVES	Free Electives	17-18

**32-33 hours**

\*A minimum grade of C required in courses.

## Computer Information Systems Minor

A minor in computer information systems is perfect for the student who decides to enhance their degree with computer and technology courses. The minor is available to business majors or by permission of the CIS/CS department. Prospective students must take CIS 163 or CSC 200 as a General Education course.

### COMPUTER INFORMATION SYSTEMS MINOR\*

Any 15 hours

Course Number	Course Name	Credits
CIS 163	Introduction to Computer Information Systems (Covered in General Education)	
CIS 263	Data Communications and Networking	3
CIS 265	Electronic Commerce	3
CIS 360	Database Design and Implementation	3
CIS 362	Computer Hardware and Software	3
CIS 363	Operating Systems	3
CIS 364	Systems Analysis and Design	3
CIS 368	Application Programming	3

15 hours

\*A minimum grade of C required in courses.

## Computer Science Program

The Bachelor of Science degree in Computer Science provides students with broad-based technology experience for productivity in lucrative careers. With the technology demand in business applications, a Computer Science degree aids students in understanding what can and cannot be automated, and how to tell the difference.

Principal areas within the study of computer science include artificial intelligence, computer systems, networking, security, database systems, human computer interaction, numerical analysis, programming languages, software engineering, and computing theory.

### Mission

The mission of the Computer Science program is to give students a solid background and understanding of actual and practical focuses in computer science using mathematical computations. The program prepares students to understand the science that deals with the theory and methods of processing information in 1) digital computers, 2) the design of computer hardware and software, and 3) the application of computers.

### Program Learning Outcomes

The goals of the Computer Science program are to prepare students to:

- Demonstrate basic proficiency in computer architecture, ecommerce, database systems, and computer networks for decision science problem-solving.
- Demonstrate basic proficiency in software development, including basic programming and algorithms.
- Demonstrate the ability to use mathematical methods to analyze data on reports and systems.

# COMPUTER SCIENCE CURRICULUM

## Requirements (B.S. degree, 120 hours)

### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science*	3

**36 hours**

### Computer Science Core Courses

Course Number	Course Name	Credits
CSC 201	Software Development	3
CSC 205	Application Design	3
CSC 263	Computer Networks	3
CSC 305	Application Design II	3
CSC 310	Data Structures and Algorithms	3
CSC 360	Database Systems	3
CSC 362	Computer Architecture	3
CSC 363	Operating Systems	3
CIS 364	Systems Analysis and Design	3

**27 hours**

### Required Departmental Courses\*

Course Number	Course Name	Credits
MAT 175	Pre-Calculus with Trigonometry	3
MAT 201	Elementary Statistics	3
MAT 214	Analytical Geometry and Calculus I	4
MAT 304	Linear Algebra	3
MAT 315	Discrete Mathematics	3

**16 hours**

### Restricted Electives\*

Any 18-19 hours

Course Number	Course Name	Credits
CIS 214	Introduction to Cyber Security	3
CSC 320	Cryptography in computer Science	3
CSC 321	Internet Programming	3

CSC 390	Modeling and Simulation	3
CSC 405	Numerical Analysis	3
CSC 412	Virtual Reality in Computer Science	3
CSC 415	Principles of Programming Languages	3
CSC 420	Theory of Computation	3
CSC 430	Deep Web Analysis	3
CSC 450	Special Topics in Computer Science	3
CIS 460	Project Management	3
CIS 461	Data Mining and Data Warehousing	3
CIS 490	Senior Research	3
DSC 400	Machine Learning	3
DSC 465	Introduction to Artificial Intelligence	3
MAT 216	Analytical Geometry and Calculus II	4
FREE ELECTIVES	Free Electives	22-23

**18-19 hours**

\*A minimum grade of C required in courses.

### Computer Science Minor

A minor in computer science is ideal for the student who desires knowledge of problem-solving through computation and programming. The minor is available to students who have had a higher concentration in mathematics above the pre-calculus and trigonometry level (MAT 160 or MAT 170). With permission of the CIS/CS department, other students may study the minor. Prospective students must take CSC 200 as a General Education course.

### COMPUTER SCIENCE MINOR\*

Course Number	Course Name	Credits
CSC 200	Introduction to Computer Science (Covered in General Education)	
CSC 201	Programming I	3
CSC 205	Application Design I	3
	<b>Any three courses:</b>	
CSC 263	Computer Networks	3
CIS 270	Cloud Storage Management	3
CSC 305	Application Design II	3
CSC 360	Database Systems	3
CSC 450	Special Topics in Computer Science	3
CIS 490	Senior Research	3

**15 hours**

\*A minimum grade of C required in courses.

### Computer Science with Cyber Security Program

The Bachelor of Science degree in Computer Information Systems with Cyber Security prepares graduates to be leaders in the protection of data assets and data breaches. This program provides students with hands-on science-based theory in computer software, hardware, and investigation. The curriculum focuses on techniques, policies, operational procedures, and technologies that secure and defend the availability, integrity, and confidentiality of computer systems. The program helps prepare students for careers as security professionals, senior system managers, and system administrators responsible for computer systems and the security of those systems.

## Program Learning Outcomes

The goals of the Computer Science with Cyber Security program are to prepare students to:

- Demonstrate basic proficiency in computer hardware, software, ecommerce, and data communications, for problem-solving.
- Demonstrate the ability to identify theoretical foundations of cyber security methodologies and policies.
- Demonstrate fundamental proficiency in cyber security and digital forensic core areas.

### COMPUTER SCIENCE with CYBER SECURITY CURRICULUM

**Requirements** (B.S. degree, 120 hours)

#### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science*	3

**36 hours**

#### Computer Core Courses

Course Number	Course Name	Credits
CSC 201	Software Development	3
CSC 205	Application Design	3
CIS 214	Introduction to Cyber Security	3
CIS 215	Foundations of Digital Forensics	3
CSC 263	Computer Networks	3
CSC 305	Application Design II	3
CSC 360	Database Systems	3
CSC 362	Computer Architecture	3
CIS 364	Systems Analysis and Design	3

**27 hours**

#### Required Departmental Courses\*

Course Number	Course Name	Credits
CCJ 180	Introduction to the Criminal Justice System	3
CCJ 205	Criminology	3
MAT 201	Elementary statistics*	3
MAT 175	Pre-Calculus with Trigonometry*	3
MAT 214	Analytical Geometry and Calculus*	4

**Restricted Electives\***

Any 18 hours

Course Number	Course Name	Credits
CIS 270	Cloud Storage Management	3
CSC 310	Data Structures and Algorithms	3
CSC 320	Cryptography in Computer Science	3
CSC 363	Operating Systems	3
CIS 367	Information Assurance and Risk Management	3
CSC 450	Special Topics in Computer Science	3
CIS 460	Project Management	3
CIS 461	Data Mining and Data Warehousing	3
CIS 462	Network Security Management	3
CSC 412	Virtual Reality in Computer Science	3
CSC 430	Deep Web Analysis	3
DSC 400	Machine Learning	3
DSC 465	Introduction to Artificial Intelligence	3
MAT 315	Discrete Mathematics	3

18 hours

**Free Electives**

23 hours

\*A minimum grade of C required in courses.

**Cyber Security Minor**

The cyber security minor is streamlined to include comprehensive computer science and security courses for knowledge of cyber-crime trends and mitigation of future attacks. Prospective students must take CSC 200 as a General Education course.

**CYBER SECURITY MINOR \***

Course Number	Course Name	Credits
CSC 200	Introduction to Computer Science (Covered in General Education)	0
CSC 201	Software Development	3
CIS 214	Foundations of Cyber Security	3
CIS 215	Foundations of digital Forensics	3
CIS 263 or CIS 270	Computer Networks <b>or</b> Cloud Storage Management	3
ELECTIVE	Restricted Computer Science Elective	3

\*A minimum grade of C required in courses.

15 hours

**Department of Mathematics****Mission**

The Department of Mathematics provides programs in Mathematics, Mathematics with Data Science, and Mathematics Secondary Education. Students can minor in mathematics as a gateway to other fields of study such as engineering, actuarial science, and information technology.

Coursework begins with the calculus sequence. Students expecting to major or minor in mathematics must earn a grade of C or better in all mathematics core courses, other major area courses, and departmental required courses.

The department also provides service courses for non-majors.

**Goals**

The goals of the department are to:

Give students an exposure to the realm of mathematics and abstract reasoning.

- Develop an appreciation of mathematics in the everyday life of individuals and society.
- Promote opportunities so students can compete as professionals in a global economy.
- Empower students with tools for analytical thinking, logical reasoning, and complex problem solving.

### **Programs**

Bachelor of Science in Mathematics (B.S.)

Bachelor of Science in Mathematics with Data Science (B.S.)

Bachelor of Science in Mathematics: Secondary Education (B.S.)

### **Program Learning**

- 120 credit hours
- Modality: Face-to-Face
- Program Completion Time: 48 months

### **Minor**

Mathematics (18 hours)

## **Mathematics Program**

The program in Mathematics leads to a Bachelor of Science degree that prepares students for a host of careers in government, industry, academia, or research. In addition, a mathematics degree prepares students for graduate studies in mathematics, computer science, economics, biology, physical science, and engineering.

### **Program Learning Outcomes**

The goals of the mathematics program are to prepare students to:

- Demonstrate knowledge of foundational calculus skills.
- Demonstrate and apply mathematics skills to solve problems.
- Demonstrate the ability to explain statistical mathematical concepts effectively.

## **MATHEMATICS CURRICULUM**

**Requirements** (B.S. degree, 120 hours)

### **General Education**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3



PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science*	3

**36 hours**

### **Mathematics Core Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MAT 175	Pre-calculus with Trigonometry	3
MAT 214	Analytical Geometry and Calculus I	4
MAT 216	Analytical Geometry and Calculus II	4
MAT 304	Linear algebra	3
MAT 306	Modern Algebra I	3
MAT 307	Modern Algebra II	3
MAT 315	Discrete Mathematics 3	3
MAT 322	Multivariate Calculus	3
MAT 327	Differential Equations	3
MAT 331	Probability and Statistics I	3
MAT 332	Probability and Statistics II	3

**35 hours**

### **Required Departmental Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CSC 201	Software Development	3
PHY 251/PHL 251	University Physics I and Lab	5
PHY 252/PHL 252	University Physics II and Lab	5

**13 hours**

### **Restricted Electives\***

Any 15 hours

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CSC 205	Application design I	3
DSC 400	Machine Learning	3
DSC 420	Data Visualization	3
DSC 451	Statistical Inference	3
DSC 470	Regression Models	3
MAT 420	Vector Analysis	3
MAT 428	Advanced Calculus I	3
MAT 429	Advanced Calculus II	3
MAT 441	Complex Variables I	3
MAT 442	Complex Variables II	3
MAT 450	Numerical Analysis	3
MAT 481	Independent Study	3
MAT 490	Special Topics	3
MAT 499	Senior Research	3
PHY 305	Modern Physics	3
PHY 315	Mechanics	3
PHY 401	Mathematical Methods in Physics I	3
FREE ELECTIVES	Free Electives	21

**36 hours**

\*A minimum grade of C required in courses.

## Mathematics with Data Science Program

The Bachelor of Science degree in Mathematics and Data Science program develops student skills to apply mathematical algorithms and scientific computing in real world situations. With the technological advancements of today, the exposure of additional computer science courses gives the mathematics degree the extra edge. The program offers students an in-depth scientific program that prepares them for a path to 1) an analytical career, 2) computer programming employment, or 3) graduate studies and research.

### Program Learning Outcomes

The goals of the Mathematics with Data Science program are to prepare students to:

- Demonstrate knowledge of foundational calculus skills.
- Demonstrate and apply mathematics skills to solve problems.
- Demonstrate the ability to use technology to solve mathematical problems.

## MATHEMATICS with DATA SCIENCE CURRICULUM

**Requirements** (B.S. degree, 120 hours)

### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science*	3

**36 hours**

### Mathematics Core Courses\*

Course Number	Course Name	Credits
MAT 175	Pre-calculus with Trigonometry	3
MAT 214	Analytical Geometry and Calculus I	4
MAT 216	Analytical Geometry and Calculus II	4
MAT 304	Linear algebra	3
MAT 306	Modern Algebra I	3
MAT 307	Modern Algebra II	3
MAT 315	Discrete Mathematics 3	3
MAT 322	Multivariate Calculus	4
MAT 327	Differential Equations	3
MAT 331	Probability and Statistics I	3

MAT 332	Probability and Statistics II	3
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**36 hours**

### Required Departmental Courses\*

Course Number	Course Name	Credits
CSC 201	Software Development	3
CSC 205	Application Design I	3
CSC 305	Application Design II	3
DSC 400	Machine Learning	3
PHY 251	University Physics I no Lab*	3
PHY 252	University Physics II no Lab*	3

**13 hours**

### Restricted Electives\*

#### Any 15 Hours

Course Number	Course Name	Credits
CIS 270	Cloud Storage Management	3
CIS 360	Data Base Systems	3
CSC 310	Data Structures	3
CSC 450/MAT 450	Numerical Analysis	3
CIS 461	Data Mining and Decision Support	3
CIS 490	Senior Research	3
DSC 420	Data Visualization	3
DSC 465	Introduction to Artificial Intelligence	3
DSC 451	Statistical Inference	3
DSC 470	Regression Models	3
MAT 428	Advanced Calculus I	3
MAT 450	Special Topics	3
MAT 481	Independent Study	3
MAT 499	Senior Research	3
PHY 355	Mechanics	3

### Free Electives

**20 hours**

\*A minimum grade of C required in courses.

## Mathematics Secondary Education Program

The Bachelor of Science degree program in Secondary Education: Mathematics is completed in conjunction with the Department of Teacher Education and Interdisciplinary Studies. Upon graduation, this degree can certify students to become qualified mathematics teachers for middle and high schools. Due to demand, a certified teacher licensure with an endorsement for grades 6 to 12 allows students who complete this program to experience quick job placement.

### Program Learning Outcomes

The goals of the Secondary Education: Mathematics program is to prepare students to:

- Demonstrate knowledge of foundational calculus skills.
- Demonstrate and apply mathematics skills to solve problems.
- Demonstrate the ability to explain statistical mathematical concepts effectively.

## MATHEMATICS SECONDARY EDUCATION CURRICULUM

### Requirements (B.S. degree, 120 hours)

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1

SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 115	College Algebra*	3
BIO 101	Introduction to Biology	3
PSY 201	Human Growth and Development (Prerequisite for PSY 306)	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**36 hours**

### **Required Departmental Courses\***

Course Number	Course Name	Credits
EDU 220	Foundations of Education*	3
PHY 221	College Physics I*	3
SPH 203	Voice and Diction	3

**9 hours**

### **Mathematics Core Courses\***

Course Number	Course Name	Credits
MAT 175	Pre-calculus with Trigonometry	3
MAT 201	Statistics	3
MAT 214	Analytical Geometry and Calculus I	4
MAT 216	Analytical Geometry and Calculus II	4
MAT 301	Modern Geometry	3
MAT 304	Linear algebra	3
MAT 315	Discrete Mathematics 3	3
MAT 322	Multivariate Calculus	3
MAT 327	Differential Equations	3

**30 hours**

### **Education Core Courses\*\***

Course Number	Course Name	Credits
EDU 200	Practicum I	1
EDU 300	Practicum II	1
EDU 230	Culturally Competent Teaching	3
EDU 321	Curriculum and Instructional Strategies for Diverse Learners	3
EDU 323	Adaptive Constructivist Teaching	3
EDU 329	Reading and Writing in the Content Areas	3
EDU 340	Computers and Technology in Education	3
EDU 358	Classroom Behavior and Management	3
EDU 423	Curriculum and Instruction in Secondary Schools	3
EDU 431	Emergent Literacy and Development Reading II	3
EDU 424	Student Teaching ***	9
EDU 425	Reflective Teaching Colloquium***	3
PSY 306	Educational Measurement and Evaluation	3
SPE 250	Introduction to Special Education	3

## Free Elective

**44 hours**  
**1 credit**

\*A minimum grade of C required in courses.

\*\* For admission to education courses above EDU 220, students must complete a first interview with the Evelyn Reid Syphax School of Education selection committee as part of the EDU 220 course requirements

\*\*\*For admission to Student Teaching/Senior Field Experience, students must have passed required assessments (VCLA and Praxis II) and have a second interview with the selection committee prior to entering student teaching.

## Mathematics Minor

A minor in mathematics allows students to work in a statistical environment where organizational data is analyzed. This minor option is available to all majors. Prospective students must take both MAT 170 and MAT 175.

### MATHEMATICS MINOR\*

Course Number	Course Name	Credits
MAT 175	Pre-calculus with Trigonometry	3
MAT 214	Analytical Geometry and Calculus I	4
MAT 216	Analytical Geometry and Calculus II	4
MAT 304	Linear algebra	3
MAT 322	Multivariate Calculus	3

**18 hours**

\*A minimum grade of C required in courses.

## Data Analytics Program

The Master of Science in Data Analytics is a two year, 30-36 credit hour program offering both a thesis and a non-thesis option. The thesis option requires an oral examination through a three-member faculty committee. The non-thesis option requires advanced coursework in a specified sub-discipline.

The program is designed to emphasize better informed decision making through analyzing raw data. The graduate program positions students for leadership in countless employment opportunities in businesses, government agencies, and institutions.

This program will empower students with tools for analytical thinking, logical reasoning, and abstract arguments so they develop as critical thinkers of data and data processing. The program will:

- Prepare students for exposure to the realm of analyzing data and abstract reasoning.
- Guide students to develop an appreciation for the ubiquity of BIG DATA in the everyday life of individuals and that of society.
- Promote opportunities for graduate students to compete as professionals in a global economy that requires uniquely skilled workers from diverse cultures.
- Prepare students for success in the workplace and life-long learning by providing the necessary knowledge and skills.

## Mission

Creating a data analytics program responds to the University's mission statement and overall strategic plan by offering a broad range of educational opportunities that will advance research, science, technology, and continuing education.

## Program Learning Outcomes

The goals of the Data Analytics program are to prepare students to:

- Demonstrate proficiency in machine learning and its connections to big data systems.
- Develop an understanding of data visualization techniques and data warehouse design.
- Demonstrate knowledge of tools and techniques used for BIG DATA analysis.

The program allows for six additional hours of developmental computer programming courses for incoming students. DSC 501 Programming I is an introduction to structured programming and DSC 502 Programming II is a study of advanced structured and object-oriented programming.

### Program Learning

- 30-36 credit hours
- Modality: Virtual (Distance Learning)
- Program Completion Time: 18 to 24 months

## MASTER OF SCIENCE IN DATA ANALYTICS CURRICULUM

**Requirements** (M.S. degree, 30-36 hours)

### Machine Learning

(A focus on the area of machine learning and its connections to big data systems.)

Course Number	Course Name	Credits
DSC 500	Machine	3
DSC 510	Big Data Processing	3
DSC 501	Programming I	3

**9 hours**

### Data Visualization and Warehousing

(A focus on visualization techniques and data warehouse design, implementation, and administration.)

Course Number	Course Name	Credits
DSC 520	Data Visualization	3
DSC 530	Data Warehousing	3
DSC 502	Programming II or	
DSC 580	Thesis Research	3

**9 hours**

### Statistical Inference

(A focus on the tools and techniques used for data analysis.)

Course Number	Course Name	Credits
DSC 550	Statistical Inference	3
DSC 590	Thesis Preparation	3
DSC 560	Applied Artificial Intelligence	3

**9 hours**

### Capstone/Thesis Project

(A focus on program culmination.)

Course Number	Course Name	Credits
DSC 540	Data Wrangling	3
DSC 570	Regression Models	3
DSC 590	Thesis Submission	3

**9 hours**

# **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 its programs through competitively sought grants and contracts and other extramural sources of funding.

## **Goals/Objectives**

The major goals of the Department 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.
- 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.

## **Programs**

Biology (B.S.)

Biology: Secondary Education (B.S.)

(6 – 12 Licensure. In collaboration with the School of Education)

Chemistry (B.S.)

Chemistry: Secondary Education (B.S.)

(6 – 12 Licensure. In collaboration with the School of Education)

Physics (B.S.)

Physics and Electrical Engineering (B.S.)

(3+2 Dual Degree Program in collaboration with Howard or VCU)

Physics and Mechanical Engineering (B.S.)

(3+2 Dual Degree Program in collaboration with VCU)

Chemistry and Chemical Engineering (B.S.)

(3+2 Dual Degree Program in collaboration with VCU)

## **Minors**

Biology (20 hours)

Chemistry (30 hours)

Physics (22 hours)

## **Bachelor of Science Biology Program**

(B.S. degree, 120 hours)

## **Program Learning Outcomes**

The goals of the Biology program are to prepare students to:

- Students will demonstrate understanding of the foundational concepts in biology.
- Students will be able to explain and apply scientific methods.
- Students will be able to communicate biological concepts effectively in oral and written formats.

- Students will be able to understand the relationship between science and society.
- Students will be able to tap into the interdisciplinary nature of science.

**BIOLOGY CURRICULUM**  
**Requirements** (B.S. degree, 120 hours)  
**General Education**

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
BIO 111 and BIL I	General Biology I and Lab*	5
PSY 201	Human Growth and Development (Prerequisite for PSY 306)	3
	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**38 hours**

**Science Courses\***

Course Number	Course Name	Credits
BIO 111 & BIL 111	General Biology I and Lab (Covered in General Education)	0
BIO 112 & BIL 112	General Biology II and Lab	5
BIO 201	Microbiology	3
BIO 213	Genetics	3
BIO 300	Ecology	3
BIO 309 & BIL 309	Anatomy and Physiology I and Lab	5
BIO 310 & BIL 310	Anatomy and Physiology II and Lab	5
BIO 315 & BIL 315	Cell Biology and Lab	5
BIO 350	Seminar	1
CHE 111 & CHL 111	General Chemistry I and Lab	5
CHE 112 & CHL 112	General Chemistry II and Lab	5
CHE 210	Organic Chemistry I and Lab	5
CHE 211	Organic Chemistry II and Lab	5
NSC 115	Writing in the Sciences	1
PHY 221	College Physics I and Lab	5
PHY 222	College Physics II	3
	Biology Laboratory Electives	6

**65 hours**



### Other Departmental Requirements

Course Number	Course Name	Credits
MAT 170	Pre-Calculus I* (Covered in General Education)	0
MAT 175	Pre-Calculus with Trigonometry*	3
MAT 201	Elementary Statistics*	3
	Free Electives	9

**15 hours**

\*A minimum grade of C required in course(s).

## Bachelor of Science Biology Secondary Education Program

(B.S. degree, 120 hours)

### Program Learning Outcomes

The goals of the Biology Secondary Education program are to prepare students to:

- Students will demonstrate the understanding of foundational concepts of biology.
- Students will be able to demonstrate safe laboratory practices and environmental ethics.
- Students will be able to explain and apply scientific methods.
- Students will be able to communicate biology concepts effectively in oral and written formats.
- Students will be able to understand the relationship between science and society.
- Students will be able to tap into the interdisciplinary nature of science.

## BIOLOGY SECONDARY EDUCATION CURRICULUM

**Requirements** (B.S. degree, 124 hours)

### General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
BIO 111 & BIL I	General Biology I and Lab*	5
PSY 201	Human Growth and Development (Prerequisite for PSY 306)	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**38 hours**

### Science and Mathematics Courses\*

Course Number	Course Name	Credits
BIO 111	General Biology I (Covered in General Education)	0

BIO 112	General Biology II	3
BIO 201	Microbiology	3
BIO 213	Genetics	3
BIO 309	Anatomy and Physiology I	3
BIO 315	Cell Biology	3
CHE 111	General Chemistry I	3
CHE 112	General Chemistry II	3
CHE 210	Organic Chemistry I	3
NSC 115	Writing in the Sciences	1
PHY 221	College Physics I	3
BIL 111	General Biology I Lab (Covered in General Education)	0
BIL 112	General Biology II Lab	2
BIL 309	Anatomy and Physiology I Lab	2
CHL 111	General Chemistry I Lab	2
CHL 112	General Chemistry II Lab	2
NSC 260	Intro to Environmental Science	3
	Biology Laboratory Electives	4
MAT 170	Pre-Calculus I (Covered in General Education)	0
MAT 175	Pre-Calculus with Trigonometry	3
MAT 201	Elementary Statistics	3

**49 hours**

### **Required Education Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
IDS 190	Fundamentals of Teaching	1
EDU 220/221FB	EDU 220/221FB Foundations of Education	3
EDU 321/322FB	Curriculum and Instruction Strategies for Diverse Learners	3
EDU 323	Adaptive Constructivist Teaching	3
EDU 329/330FB	Reading and Writing in the Content Areas	3
EDU 358/359FB	Classroom / Behavior Management	3
EDU 423FB	Curriculum and Instruction in Secondary Schools	3
EDU 424	Student Teaching	9
EDU 425	Reflective Teaching Colloquium	3
PSY 201	Human Growth and Development (Covered in General Education)	0
PSY 306	Psycho-Educational Measurement and Evaluation	3

**34 hours**

\*A minimum grade of C required in course(s).

### **Biology Minor**

For mathematics, natural science, chemistry, or physics majors, or by permission of the Natural Sciences department.

**BIOLOGY MINOR**  
**Outlined Program of Study\***

Course Number	Course Name	Credits
BIO 111 & BIL 111	General Biology I and Lab (Covered in General Education)	5
BIO 112 & BIL 112	General Biology II and Lab	5
BIO 201	Microbiology	3
BIO 213	Genetics	3
NSC 115	Writing in the Sciences	1

**20 hours**

\*A minimum grade of C required in all courses.

## Chemistry Program

### Program Learning Outcomes

The goals of the Chemistry program are to prepare students to:

- Students will demonstrate an understanding of the central concepts of chemistry including the major theories and laws which govern chemical phenomena.
- Students will demonstrate safe best laboratory practices and environmental ethics as it pertains to chemical use and disposal.
- Students will demonstrate an ability to generate and analyze various kinds of experimental data used in the chemical disciplines including the output of various instrumental techniques.
- Students will communicate chemistry concepts effectively in oral and written formats including reading, understanding, and critically reviewing scientific literature.

## CHEMISTRY CURRICULUM

**Requirements** (B.S. degree, 120 hours)

### General Education Core 38 Hours

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
BIO 111 and BIL I	General Biology I and Lab*	5
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**Science Courses\***

Course Number	Course Name	Credits
BIO 111	General Biology I (Covered in General Education)	0
BIO 112	General Biology II	3
CHE 111	General Chemistry I	3
CHE 112	General Chemistry II	3
CHE 201	Quantitative Analysis	3
CHE 210	Organic Chemistry I	3
CHE 211	Organic Chemistry II	3
CHE 300	Biochemistry	3
CHE 310	Physical Chemistry I	3
CHE 311	Physical Chemistry II	3
CHE 380	Inorganic Chemistry	3
CHE 415	Advanced Organic Chemistry	3
CHE 433	Qualitative Organic Analysis	3
NSC 115	Writing in the Sciences	1
PHY 251	University Physics I	3
PHY 252	University Physics II	3

41 hours

**Laboratory Courses\***

Course Number	Course Name	Credits
CHL 111	General Chemistry I Lab	2
CHL 112	General Chemistry II Lab	2
CHL 201	Quantitative Analysis Lab	2
CHL 210	Organic Chemistry I Lab	3
CHL 211	Organic Chemistry II Lab	3
CHL 300	Biochemistry Lab	3
CHL 310	Physical Chemistry Lab	3

26 hours

**Other Departmental Requirements**

Course Number	Course Name	Credits
MAT 170	Pre-Calculus I* (Covered in General Education)	0
MAT 175	Pre-Calculus with Trigonometry*	3
MAT 214	Analytical Geometry and Calculus I*	4
MAT 216	Analytical Geometry and Calculus II*	4
	Free Electives	1

12 hours

\*A minimum grade of C required in course(s).

**Chemistry Minor (28 hours)**

For mathematics, biology, natural science, or physics majors, or by permission of the Natural Sciences Department. A minimum grade of C required.

## CHEMISTRY MINOR

### Chemistry Courses\*

Course Number	Course Name	Credits
CHE 111/CHL 111	General Chemistry I and Lab (Covered in General Education)	5
CHE 112/CHL 112	General Chemistry II and Lab	5
CHE/CHL 201	Quantitative Analysis and Lab	5
CHE/CHL 210	Organic Chemistry I and Lab	5
CHE/CHL 211	Organic Chemistry II and Lab	5
	Advanced Chemistry Electives	3

**28 hours**

\*A minimum grade of C required in all courses.

## Chemistry and Chemical Engineering Dual Degree Program

Program (3+2) w/VCU

### Outlined Program of Study

#### Requirements

(B.S. Chemistry from VUU/B.S. Chemical and Life Science Engineering with concentration in Chemical Engineering from Virginia Commonwealth University (VCU), 168 hours)

## CHEMISTRY AND CHEMICAL ENGINEERING DUAL DEGREE CURRICULUM

### VUU General Education Core 38 Hours

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
BIO 111 and BIL I	General Biology I and Lab*	5
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**38 hours**

### VUU Science Courses\*

Course Number	Course Name	Credits
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BIO 111/BIL 111	General Biology I and Lab (Covered in General Education)	0
BIO 112/ BIL 112	General Biology II and Lab	5
CHE 111/CHL 111	General Chemistry I and Lab	5
CHE 112/CHL 112	General Chemistry II and Lab	5
CHE 201/CHL 201	Quantitative Analysis and Lab	5
CHE 210/CHL 210	Organic Chemistry I and Lab	5
CHE 211/CHL 211	Organic Chemistry II and Lab	5
CHE 300/CHL 300	Biochemistry and Lab	5
CHE 310/CHL 310	Physical Chemistry I and Lab	5
CHE 380	Inorganic Chemistry	3
CHE 415	Advanced Organic Chemistry	3
CHE 433	Qualitative Organic Analysis	3
NSC 115	Writing in the Sciences	1
PHY 251/PHL 251	University Physics I and Lab	5
PHY 252/PHL 251	University Physics II and Lab	5

**60 hours**

### **Mathematics Requirements\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MAT 170	Pre-Calculus I (Covered in General Education)	0
MAT 175	Pre-Calculus with Trigonometry	3
MAT 214	Analytical Geometry and Calculus I	4
MAT 216	Analytical Geometry and Calculus II	4
MAT 322	Calculus III	4
MAT 327	Differential Equations	3

**18 hours**

\*A minimum grade of C required in course(s).

### **VCU Science Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CLSE 101	Introduction to CLSE	3
CLSE 115	Intro to Programming in CLSE	4
CLSE 201	Material Balances	4
CLSE 202	Energy Balances	4
CLSE 301	Transport Phenomena I	3
CLSE 305	Thermo of Phase Equilibrium	3
ENGR 395	Prof Development	1
ECON 205	Economics of Product Development and Markets	3
CLSE 302	Transport Phenomena II	4
CLSE 312	Chemical Reaction Engineering	3
CLSE 320	Instrumentation Laboratory	3
STAT 441	App. Stat for Eng/Sci	3
CLSE 402	Senior Design Lab I	2
CLSE 440	Unit Operations	3
CLSE 409	Process Control	3

ENGR 402	Senior Design Studio I	1
ENGR 398	Internship Review	0
CLSE 403	Senior Design Lab II	2
ENGR 403	Senior Design Studio II	1
	Engineering Electives	6

**56 hours**

**Total Hours Required for Both Degrees 168 hours**

\*A minimum grade of C required in courses.

## Physics Program

Virginia Union University Physics and Pre-Engineering Dual degree program allows students in the Physics program to obtain a Bachelor degree in Physics after completing 120 credit hours. Students in the Pre-Engineering Dual degree program requires 3 years at VUU and 2 years at a partner institution after which they will have obtained two degrees: a BS degree in Physics and a BS degree in Engineering.

The Physics and Pre-Engineering Dual degree program provides students with an increased access to internship and research opportunities.

## PHYSICS CURRICULUM

### Requirements (B.S. degree, 120 hours)

#### General Education Core 38 Hours

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
PHY 111 and PHL I	General Physics I and Lab*	5
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**38 hours**

#### Science Courses\*

Course Number	Course Name	Credits
PHY 111	General Physics I (Covered in General Education)	0

PHY 112	General Physics II	3
CHE 111	General Chemistry I	3
PHY 251	University Physics I	3
PHY 252	University Physics II	3
PHY 305	Modern Physics	3
PHY 315	Mechanics	3
PHY 320	Electricity and Magnetism	3
PHY 330	Thermodynamics	3
PHY 411	Advanced Lab I	2
PHY 491	Seminar	1
PHY 492	Physics Seminar II 1	1
NSC 115	Writing in the Sciences	1
PHY 401	Math Methods in Physics I	3
PHY 481	Research in Physics	3
PHY 405	Quantum Mechanics	3
	Restricted Physics Elective	3
	Restricted Physics Elective	3

**72 hours**

### **Laboratory Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CHL 111	General Chemistry I Lab	2
PHL 111	General Physics I Lab	2
PHL 112	General Physics II Lab	2
PHL 251	University Physics I Lab	2
PHL 252	University Physics II Lab	2

**10 hours**

### **Other Departmental Requirements**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MAT 170	Pre-Calculus I* (Covered in General Education)	0
MAT 175	Pre-Calculus with Trigonometry*	3
MAT 214	Analytical Geometry and Calculus I*	4
MAT 216	Analytical Geometry and Calculus II*	4
MAT 322	Multivariate Calculus	4
MAT 304	Linear Algebra	3
MAT 327	Differential Equations	3
MAT 331	Probability and Statistics I	3
	Free Electives	6

**33 hours**

\*A minimum grade of C required in all courses.

## **Physics Minor**

For biology, mathematics, natural science, or physics majors, or by permission of the Natural Sciences department.



**PHYSICS MINOR**  
**Outlined Program of Study\***  
**Required Courses**

Course Number	Course Name	Credits
PHY/PHL 251	University Physics I and Lab	5
PHY/PHL 252	University Physics II and Lab	5
PHY 305	Modern Physics	3
	Any <b>three</b> courses:	
	PHY 315 Mechanics	3
		3
	PHY 320 Electricity and Magnetism	3
	PHY 330 Thermodynamics	3
		3
	PHY 405 Quantum Mechanics	3
	PHY 411 Advanced Laboratory I	3
	PHY 401 Math Methods in Physics I	
	PHY 402 Math Methods in Physics II	

**22 hours**

\*A minimum grade of C required in all courses.

## Physics and Electrical Engineering Dual Degree Program

Program (3+2) w/Howard University

### Program Learning Outcomes

The goals of the Physics and Electrical Engineering Dual program are to prepare students to:

- Demonstrate a minimum competency of fundamental physics and engineering concepts.
- Demonstrate safe laboratory practices as it pertains to physics and engineering experimentation.
- Demonstrate the ability to analyze various kinds of experimental data used in physics and engineering.
- Effectively communicate physics and engineering concepts in oral and written formats.
- Demonstrate the impact of physics on society.
- Be able to understand the interdisciplinary nature of Physics.

### Outline Program of Study

#### Requirements

(B.S. Physics from VUU/B.S. Electrical Engineering from Howard, 166 hours)

## PHYSICS AND ELECTRICAL ENGINEERING DUAL DEGREE CURRICULUM

### VUU General Education Core 38 Hours

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1

ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
CHE 111 and CHL 111	General Chemistry I and Lab	5
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**38 hours**

### **VUU Science Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CHE 111/ CHL 111	General Chemistry I and Lab (Covered in General Education)	0
CHE 112/CHL 112	General Chemistry II and Lab	5
PHY 251/PHL 251	University Physics I and Lab	5
PHY 252/PHL 252	University Physics II and Lab	5
PHY 305	Modern Physics	3
PHY 491	Seminar	1
PHY 411	Advanced Lab I	3
PHY 330	Thermodynamics	3
NSC 115	Writing in the Sciences	1
PHY 401	Math Methods in Physics I	3
EGR 101	Intro to Engineering	2

**22 hours**

### **Other Departmental Requirements**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MAT 170	Pre-Calculus I* (Covered in General Education)	0
MAT 175	Pre-Calculus with Trigonometry*	3
MAT 214	Analytical Geometry and Calculus I*	4
MAT 216	Analytical Geometry and Calculus II*	4
MAT 322	Multivariate Calculus	4
MAT 327	Differential Equations	3
	Restricted Electives	23

\*A minimum grade of C required in all courses.

**41 hours**

### **Science Courses at Howard University**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
EECE 162	Engineering Programming	3
EECE 309	Fund of Electronics Devices	3
EECE 203	Fund of Circuit Theory	4
EECE 312	Fund of Electronics Dev Lab	1
EECE 209	Fund of Circuit Theory Lab	1

EECE 331	Probability and Random Variables (MAT 331 Probability and Statistics @ VUU)	3
EECE 333	Fund of Signals and Systems	3
EECE 212	Fund of Digital System	4
EECE 325	Fund of Energy Systems	3
EECE 218	Fund of Digital System Lab	1
EECE 326	Fund of Energy Systems Lab	1
EECE 401	Senior Design	3
EECE 402	Senior Design	3
	SYSC Computer Science I	4
PHYS 182	Physical Mechanics	3
PHYS 178	Electricity and Magnetism	3
EECE 408	Linear Control	3
EECE 498	Independent Project	3
EECE 320	Undergraduate Research	3
EECE 305	Electricity and Magnetism (PHY 320 Electricity and Magnetism @ VUU)	3
EECE 306	Electricity and Magnetism Lab (PHL 320 Electricity and Magnetism @ VUU)	1

**56 hours**

\*A minimum grade of C required in all courses.

**Total hours required for both degrees 166 hours**

## Physics and Electrical Engineering Dual Degree Program

Program (3+2) w/ VCU

### Outlined Program of Study

#### Requirements

(B.S. Physics from VUU/B.S. Electrical Engineering from VCU, 154 hours)

## PHYSICS AND ELECTRICAL ENGINEERING DUAL DEGREE CURRICULUM

### VUU General Education Core 38 Hours

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
CHE 111 and CHL 111	General Chemistry I and Lab	5
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3

FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**38 hours**

### **VUU Science Courses\***

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CHE 111/ CHL 111	General Chemistry I and Lab (Covered in General Education)	0
PHY 111/PHL 111	General Physics I and Lab	5
PHY 112/PHL 112	General Physics II and Lab	5
PHY 251/PHL 251	University Physics I and Lab	5
PHY 252/PHL 252	University Physics II and Lab	5
PHY 305	Modern Physics	3
PHY 491	Seminar	1
PHY 411	Advanced Lab I	3
PHY 330	Thermodynamics	3
PHY 401	Math Methods in Physics I	3
PHY 315	Mechanics	3

**36 hours**

### **Other Departmental Requirements**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MAT 170	Pre-Calculus I* (Covered in General Education)	0
MAT 175	Pre-Calculus with Trigonometry*	3
MAT 214	Analytical Geometry and Calculus I*	4
MAT 216	Analytical Geometry and Calculus II*	4
MAT 322	Multivariate Calculus	4
MAT 327	Differential Equations	3

**18 hours**

### **Science Courses at VCU**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
EGRE 101	Intro to Engineering	4
EGRE 206	Electric Circuits	4
EGRE 245	Engineering Programming Using C++	4
EGRE 207	Electric Circuits II	4
EGRE 306	Intro to Microelectronics	4
EGRE 246	Adv. Engineering Programming	3
EGRE 309	Electromagnetic Fields	3
ECON 205	Econ of Product Dev and Markets	3
EGRE 254	Digital Logic Design	4
EGRE 303	Electronic Devices	3
EGRE 334	Intro to Microfabrication	4
EGRE 335	Signals and Systems I	4
EGRE 337	Signals and Systems II	3
EGRE 364	Microcomputer Systems	4
ENGR 402	Senior Design Studio	1

EGRE 435	Microscale and Nanoscale Fabrication	4
ENGR 403	Senior Design Studio	1
EGRE 336	Intro to Communication Sys	4
EGRE 436	Adv. Microscale and Nanoscale Fabrication	4
EGRE 310	Electromagnetic Fields and Waves	3
	Engineering Electives	2

**Total Hours Required for Degree** **68 hours**  
**154 hours**

\*A minimum grade of C required in all courses.

## Physics and Mechanical Engineering Dual Degree Program

(3+2) w/ VCU

### Outlined Program of Study

#### Requirements

(B.S. Physics from VUU/B.S. Mechanical Engineering from VCU, 154 hours)

### PHYSICS AND MECHANICAL ENGINEERING DUAL DEGREE CURRICULUM

#### VUU General Education Core 38 Hours

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
CHE 111 and CHL 111	General Chemistry I and Lab*	5
PSY 101 or SOC 200	Intro to Psychology or Principles of Sociology	3
FRE 101 or SPA 101	Elementary French I or Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**38 hours**

#### VUU Science Courses\*

Course Number	Course Name	Credits
CHE 111/ CHL 111	General Chemistry I and Lab (Covered in General Education)	0
PHY 111/PHL 111	General Physics I and Lab	5
PHY 112/PHL 112	General Physics II and Lab	5
PHY 251/PHL 251	University Physics I and Lab	5
PHY 252/PHL 252	University Physics II and Lab	5

PHY 305	Modern Physics	3
PHY 491	Seminar	1
PHY 411	Advanced Lab I	3
PHY 320	Electricity and Magnetism	3

**30 hours**

### **Other Departmental Requirements**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
MAT 175	Pre-Calculus with Trigonometry*	3
MAT 214	Analytical Geometry and Calculus I*	4
MAT 216	Analytical Geometry and Calculus II*	4
MAT 322	Multivariate Calculus	4
MAT 327	Differential Equations	3

**18 hours**

### **Science Courses at VCU**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
EGMN 190	Intro to MNE	1
EGMN 103	MNE Practicum I	1
EGMN 102	Statics	3
EGMN 203	MNE Practicum II	1
EGMN 215	Engineering Comp. and Visualization	1
EGMN 201	Dynamics	3
EGMN 204	Thermodynamics	3
EGMN 202	Mechanics of Deformables	3
STAT 441	Stat. for Sci. and Eng.	3
EGMN 300	Mech. Syst Design	3
EGMN 301	Fluid Mechanics	3
EGMN 311	Solid Mechanics Lab	1.5
EGMN 321	Numerical Methods	3
EGMN 420	CAE Design	3
ENGR 395	Prof Development	1
EGMN 302	Heat Transfer	3
EGMN 303	Thermal Syst. Design	3
EGMN 312	Thermal Sciences Lab	1.5
EGMN 421	CAE Analysis	3
EGRE 206	Electric Circuits	4
ENGR 396	Internship Experience	0
ENGR 496	Internship Review	0
ENGR 402	Senior Design Studio	1
EGMN 402	Senior Design Lab	2
EGMN 309	Material Science	3
EGMN 416	Mechatronics	3
ENGR 403	Senior Design Studio	1
EGMN 403	Senior Design Lab	2
EGMN 315	Proc and Sys Dynamics	3

MGMT 310	Managing People in Organizations	3
ECON 205	Econ. of Product Development and Markets	3
	Engineering Elective	1

**Total Hours Required for Degree**

**\*A minimum grade of C required in all courses.**

**70 hours**

**154 hours**

## Health Science Program

(B.S. Degree, 120 hours)

### Program Learning Outcomes

The goals of the Health Science program are to prepare students to:

- Students will demonstrate the understanding of foundational concepts of biology.
- Students will be able to demonstrate safe laboratory practices and environmental ethics.
- Demonstrate effective oral and written communications to inform health knowledge to the public.
- Apply principles of social justice and awareness to strive for health equity and equality.
- Interpret and apply nutrition concepts to evaluate and improve the nutritional health of communities.
- Apply critical and scientific inquiry to identify and evaluate valid and reliable knowledge in health discipline.

### HEALTH SCIENCE CURRICULUM General Education

Course Number	Course Name	Credits
FRSM 101	Freshman Seminar	1
SOSM 201	Sophomore Seminar	1
JRSM 301	Junior Seminar	1
SRSM 401	Senior Seminar	1
ENG 101	Freshman Composition I*	3
ENG 102	Freshman Composition II*	3
ART 107	Art Appreciation	2
HUM 213	Global Issues & Critical Thinking	3
ECO 200	Consumer Economics	3
MAT 170	Pre-Calculus*	3
BIO 111 and BIL I	General Biology I and Lab*	5
PSY 101 <b>or</b> SOC 200	Intro to Psychology <b>or</b> Principles of Sociology	3
FRE 101 <b>or</b> SPA 101	Elementary French I <b>or</b> Elementary Spanish I	3
HIS 227	African American History & Spirituality	3
CSC 200	Introduction to Computer Science	3

**38 hours**

### Science Courses\*

Course Number	Course Name	Credits
BIO 111/BIL 111	General Biology I and Lab (Covered in General Education)	0
BIO 112/BIL 112	General Biology II and Lab	5
BIO 201	Microbiology	3
BIO 213	Genetics	3

BIO 309/BIL 309	Anatomy and Physiology I and Lab	5
BIO 310/BIL 310	Anatomy and Physiology II and Lab	5
CHE 111/CHL 111	General Chemistry I and Lab	5
CHE 112/CHL 112	General Chemistry II and Lab	5
CHE 210	Organic Chemistry I and Lab	5
NSC 115	Writing in the Sciences	1
PHY 221	College Physics I and Lab	5
BIO 390	Spec. Topics: Medical Term.	3
HSC 310	Health in the African American Community	3
HSC 392	Internship	3
HSC 491	Internship	3
HSC 492	Internship	5
HSC 350	Nutrition	3

**62 hours**

### Other Departmental Requirements

Course Number	Course Name	Credits
MAT 170	Pre-Calculus I* (Covered in General Education)	0
MAT 175	Pre-Calculus with Trigonometry*	3
MAT 201	Elementary Statistics*	3
	Free Electives	14

**15 hours**

\*A minimum grade of C required in course(s).

## Master of Biology Graduate Program

The Master of Science in Biology is a 2 year, 39-credit hour program, offering both a thesis and a non-thesis option. The thesis option requires an oral examination through a three-member faculty committee. The non-thesis option requires advanced coursework in a specified sub- discipline. The graduate program is supported by fully equipped laboratory facilities, state-of- the-art curriculum, and upon graduation, will position our students for leadership in science, health, and biological/biomedical or related fields.

### Goals

The goals of this program are to:

- Provide advanced level training in the field of biology.
- Prepare students to master broad-based and specialized research techniques.
- Prepare the next generation of leaders in academic, government and industrial job settings.
- Prepare students to deliver professional presentations of independent scholarly research in specialized areas of biological sciences.

## MASTER OF SCIENCE IN BIOLOGY CURRICULUM

### Outlined Program of Study 40 Hours

#### Year One - Fall

Course Number	Course Name	Credits
BIO 501	Graduate Seminar I	1



BIO 510	Graduate Research Methods in Biology	3
BIO 520	Advanced Cell Biology	3
BIO 525	Statistical Methods	3

**10 hours**

### **Year Two - Spring**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
BIO 502	Graduate Seminar II	1
BIO 540	Advanced Genetics	3
BIO 530	Advanced Microbiology	3
BIO 690	Graduate Biology Research	3

**10 hours**

### **Year Two - Fall**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
BIO 503	Graduate Seminar III	1
ELECTIVE	Elective Graduate Biology Electives	3
BIO 690	Graduate Biology Research	6

**10 hours**

### **Year Two - Spring**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
BIO 601	Research Seminar	1
BIO 690	Graduate Biology Research <b>or</b>	9
ELECTIVE	Graduate Biology Electives	6
BIO 690	Graduate Biology Research	3

**10 hours**

### **Program Electives**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CHE 540	Advanced Biochemistry	3
BIO 610	Advanced Ecology	3
BIO 620	Advanced Parasitology	3
BIO 630	Advanced Topics in Neurobiology	3
BIO 640	Neurophysiology	3
BIO 650	Environmental Genetics	3
BIO 660	Medical Terminology	3
BIO 670	Plant Physiology	3
BIO 680	Advanced Anatomy and Physiology	3

## **Master of Public Health Graduate Program**

### *Research Track*

### **Goals**

The goals of the MPH research track program are to:

- Promote an environment of public health advocacy.
- Provide experiential learning and interpersonal skills to become leaders in the public health profession.
- Expose students to ethical problems and how to respond within the context of public health.
- Provide students opportunities to interpret health-related data through examining statistical estimations to make sound leadership decisions.

### **Program Learning Outcomes**

Upon completion of the programs, students will be able to:

- Apply a system thinking tool to visually represent a public health issue in a format other than a standard narrative.
- Students will demonstrate their ability to analyze and interpret quantitative and qualitative data using programming and software for public health research, policy, or practice.
- Design a population-based program, project, or intervention that applies awareness of population needs, assets, cultural values, and practices and project management principles into the design and implementation.
- Discuss the role of ethics and evidence in the policy-making process.

## **MASTER OF PUBLIC HEALTH CURRICULUM- RESEARCH TRACK**

### **Outlined Program of Study 48 Hours**

#### *Year One - Fall*

Course Number	Course Name	Credits
BIO 500	Biostatistics	3
MPH 501	Introduction to Public Health	3
MPH 502	Advanced Research Methods in Health Sciences	3
MPH 503	Environmental Health	3

**12 hours**

#### *Year One - Spring*

Course Number	Course Name	Credits
MPH 510	Epidemiology	3
MPH 520	Public Health Ethics	3
MPH 530	Public Health in the African American Community	3
MPH 540	Social and Behavioral Health	3

**12 hours**

#### *Year Two - Fall*

Course Number	Course Name	Credits
MPH 600	Public Health Programming and Evaluation	3
MPH 602	Public Health Data Management	3
MPH 670	Master Public Health Practicum I	3
MPH 605	Research Methods of Public Health I	3

**12 hours**

#### *Year Two - Spring*

Course Number	Course Name	Credits
MPH 606	Research in public health II	3
MPH 607	Human Subjects Research Ethics	3
MPH 640	Advanced Human Genetics	3
MPH 672	Master Public Health Practicum II	3

**12 hours**

## **MASTER OF PUBLIC HEALTH CURRICULUM- PUBLIC HEALTH POLICY TRACK**

### **Outlined Program of Study 48 Hours**

#### *Year One - Fall*

Course Number	Course Name	Credits
BIO 500	Biostatistics	3
MPH 501	Introduction to Public Health	3
MPH 502	Advanced Research Methods in Health Sciences	3
MPH 503	Environmental Health	3

**12 hours**

#### *Year One - Spring*

Course Number	Course Name	Credits
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MPH 510	Epidemiology	3
MPH 520	Public Health Ethics	3
MPH 530	Public Health in the African American Community	3
MPH 540	Social and Behavioral Health	3

**12 hours**

***Year Two - Fall***

Course Number	Course Name	Credits
MPH 600	Public Health Programming and Evaluation	3
MPH 602	Public Health Data Management	3
MPH 670	Master Public Health Practicum I	3
MPH 601	Health Disparities and Social Justice	3

**12 hours**

***Year Two - Spring***

Course Number	Course Name	Credits
MPH 603	Public Health Law	3
MPH 604	Health Care Policy	3
MPH 610	Health Care Management	3
MPH 620	Global Health	3

**12 hours**

# **EVELYN REID SYPHAX SCHOOL OF EDUCATION**

## **Mission**

The mission of the Evelyn Reid Syphax School of Education and Interdisciplinary Studies will be an exemplar for developing culturally responsive educators and educational leaders.

The goals of the Evelyn Reid Syphax School of Education and Interdisciplinary Studies are as follows:

- Produce professional educators and educational leaders who are committed to academic excellence.
- Empower candidates with dispositions to positively impact the development of diverse learners and staff; and,
- Develop life-long learners who embrace culturally responsive educational practices.

## **Program Description**

The Evelyn Reid Syphax School of Education (ERSSE) and Interdisciplinary Studies offers a Bachelor of Science in Education. The degree emphasizes a broader understanding and wider perspective of the field of education from an interdisciplinary lens. Students will be prepared for roles as educators in diverse classroom settings through a culturally responsive curriculum, purposefully integrated fieldwork, and internship experiences.

The School of Education requires students to pass a series of rigorous courses, complete extensive fieldwork, and demonstrate their knowledge of content and educational expertise on state licensure exams to become fully endorsed as a qualified teacher in Virginia.

Upon successful completion of the program, and with the recommendation of the School of Education, students are eligible to receive initial licensure for Elementary education, Special Education General Curriculum, and Secondary Education from the Virginia Department of Education.

**Modality:** Face to Face with several synchronous courses

**Program Learning Outcomes (PLO)** for all School of Education undergraduate majors:

1. **Learner & Learning:** Teacher candidates understand theories that describe how learners grow, develop, and can design and implement developmentally appropriate learning experiences.
2. **Content:** The teacher candidate understands the central concept, structures of the discipline(s), and creates learning experiences to ensure mastery of the content.
3. **Instructional Practice:** The teacher candidates understand and use a variety of instructional strategies to encourage learners to develop a deep understanding of content areas and to build skills to apply knowledge.
4. **Professional Responsibility:** Teacher candidates can apply their knowledge of professional responsibility and ethics at the appropriate progression levels.

**Program completion timeframe: 120 credit hours that can be completed within 4 years.**

### **Departments**

The Evelyn Reid Syphax School of Education, in cooperation with the School of Arts and Sciences, offers teacher preparation programs in secondary education (grade six through grade 12), elementary education (prekindergarten through grade six), and special education (kindergarten through twelve). The Evelyn Reid Syphax School of Education and Interdisciplinary Studies is the administrative unit that oversees the preparation of educators for all majors at the University. The unit's licensure programs are approved by the Virginia Department of Education and accredited by the Council for the Accreditation of Educator Preparation (CAEP).

The Evelyn Reid Syphax School of Education and Interdisciplinary Studies offers the following:

### **Majors**

Interdisciplinary Studies: Community-Based Education

Interdisciplinary Studies: Elementary Education

Interdisciplinary Studies: Special Education

### **Secondary Education Content Areas:**

Biology

Chemistry

English

History

Mathematics

\*Full program and course descriptions for the Secondary Areas may be found in the School of Arts and Sciences catalog section.

### **Degrees**

Students who successfully meet all requirements in the Interdisciplinary Studies majors are awarded Bachelor of Science degrees. Students who successfully meet all requirements in the Content Area majors are awarded a Bachelor of Arts or Bachelor of Science degree.

## **DEPARTMENT OF TEACHER EDUCATION**

The B.S. in Education programs lead to initial professional licensure except for the Community-Based Education concentration. Consequently, students must both declare an area of study and be formally accepted into the teacher preparation program.

During the first semester at VUU, first-year students will be eligible to take lower-level coursework that will focus primarily on general education/liberal arts, professional studies, and courses specific to the initial licensure area. Transfer students will work closely with their assigned university college adviser to determine their plan of study for teacher preparation, taking into consideration eligible transfer coursework.

All initial licensure programs require clinical experience throughout the program. During the initial stages of a program, these experiences occur as practica in varied placements in K-12 education relevant to the student's program. The program also requires a capstone 16-week clinical experience in the form of student teaching.

The School of Education has adopted a Gate system for our initial licensure programs to highlight the major transition points for the Educator Preparation Program (EPP) matriculation. There are three gates as checkpoints to ensure candidate success and program completion.

**Gate 1** (Admission to Teacher Education & Clinicals/Disposition Assessment)

**Gate 2** (Student Internship Application & All Licensure Requirements)

**Gate 3** (Degree Completion/Licensure Application Submission)

After completing at least 50 credits, students can apply for formal admission into teacher preparation, specifying in which initial licensure area they wish to be endorsed. Admission to the Teacher Preparation Program is a distinct and unique admission process, separate from admission to the University (degree programs such as B.S.) In order to complete the application for teacher preparation, candidates must show a minimum cumulative institutional or transfer GPA of 2.5.

#### **Requirements for admission to Teacher Preparation Licensure Track:**

- Submission of completed Application to Teacher Preparation form
- Minimum of 2.5 cumulative GPA (institutional GPA or transfer GPA)
- Successful completion of EDU 220 and EDU 200 (four credits) including fifteen (15) hours of field-based experience completed between EDU 220 and EDU 200.
- Completion of the Dispositions Self-Rating Survey

#### **Recommendations for Licensure**

Candidates, who fulfill all degree and endorsement requirements, including successful completion of the Board of Education required licensure assessments such as Praxis II Subject Test and Praxis Teaching Reading Test should consult with the Dean of Education 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.

#### **Interdisciplinary Studies: Elementary Education PreK-6 Endorsement**

This program is designed for students who desire to teach at the elementary school level (Pre-K – 6) major in Interdisciplinary Studies with an endorsement in Elementary Education. The program is designed to give students a broad background in liberal education studies, a specified core curriculum for academic content knowledge, professional studies, and appropriate field-based (FB) instruction.

#### **Program and Testing Requirements**

Teacher candidates are expected to complete all requirements associated with the Bachelor of Science degree with an endorsement concentration in Elementary Education and Special Education, including both coursework and clinical experience. Praxis Teaching Reading: Elementary Teachers Assessment must be passed prior to the start of student teaching (Elementary and Special Education Endorsements). The Department of Teacher Education sets a minimum grade of "C" for Academic Core courses.

Test	Test Code	Required Passing Score
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Teaching Reading: Elementary	5205	159
Elementary Education: Multiple Subjects (5001)	Multiple Subjects-(5001) <i>Subtest:</i>	<i>Subtest</i>
	5002 Reading and Language Arts	157
	5003 Mathematics	157
	5004 Social Studies	155
	5005 Science	159

Students should designate Virginia Union University as a score recipient at the time the tests are taken, and also provide a paper copy of the ETS score report that includes all scores and sub-scores. COMPLETE score reports must be received in the Teacher Education main office to support Licensure application submission.

### Outlined Program of Study

#### General Education **33 credit hours**

A grade of C or better is required in all English, Mathematics, History, and Science courses. See “General Education Core Curriculum Requirements” listed in the catalog under **General Education Curriculum Requirements**

#### **Interdisciplinary Studies – Academic Core (Required for Elementary and Special Education majors; 44 hours)**

Course Number	Course Name	Credits
PHY 101	Introduction to Physical Science (Elementary Only)	3
NSC 260	Introduction to Environmental Science and Lab	4
ENG 101	Composition I	3
ENG 102	English Composition II	3
GEOG 203	World Regional Geography	3
HIS 201	United States history to 1865	3
HIS 202	United States History since 1865	3
HUM/Art 107	History and Appreciation of Music/Art	2
BIO 101	Introduction to Biological Science	3
MAT 115 <i>or</i> MAT 175	College Algebra and Trigonometry	3
MAT 201	Statistics (Elementary Only)	3
PSC 230	American Government (Required for Elementary Education only)	3
PSY 201	Human Growth and Development	3
PSY 306	Psycho-Educational Measurements	3
PED 101	Fundamentals of Physical Education	1
HLH 101	Personal and Community Health	1
SPA 101 <i>or</i> French 101	Elementary Spanish I <i>OR</i> French I	3

**Total**

**44 hours**

#### **Professional Studies and Field-Based (Elementary – 42 Hours)**

Course Number	Course Name	Credits
EDU 200	Practicum I: Observation in Education	1
EDU 220	Foundations of Education	3
EDU 230	Culturally Competent Teaching	3
EDU 300	Practicum II: Skills/Disp for Teachers	1
EDU 321	Curriculum and Instructional Strategies for Diverse Learners	3

EDU 323	Adaptive Constructivist Teaching	3
EDU 331	Emergent Literacy and Developmental Reading I	3
EDU 340	Computers and Technology in Education	3
EDU 358	Classroom/Behavior Management	3
EDU 407	Math and Science Methods	3
EDU 422	Interdisciplinary Instruction: Design and Practice	3
EDU 424	Student Teaching	9FB
EDU 425	Reflective Teaching Colloquium/Critical Issues	3
EDU 431	Emergent Literacy and Developmental Reading II	3
<b>Total</b>		<b>42 hours</b>

### **Professional Studies and Field-Based (Special Elementary – 60 Hours)**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
SPE 250	Introduction to Special Education	3
SPE 340	Characteristics of Exceptionalities	3
SPE 353	Language Acquisition for Exceptional Learners	3
SPE 355	Vocational Exploration for Exceptional Children	3
SPE 358	Classroom Management for Exceptional Children	3
SPE 375	Collaboration for Exceptional Learners	3
SPE 453	Instruction: Programming for Learners	3
EDU 200	Practicum I: Observation in Education	1
EDU 220	Foundations of Education	3
EDU 230	Culturally Competent Teaching	3
EDU 300	Practicum II: Skills/Disp for Teachers	1
EDU 321	Curriculum and Instructional Strategies for Diverse Learners	3
EDU 323	Adaptive Constructivist Teaching	3
EDU 329	Reading in the Content Area	3
EDU 331	Emergent Literacy and Developmental Reading I	3
EDU 340	Computers and Technology in Education	3
EDU 407	Math and Science Methods	3
EDU 422	Interdisciplinary Instruction: Design and Practice	3
EDU 424	Student Teaching	9FB
EDU 425	Reflective Teaching Colloquium/Critical Issues	3
EDU 431	Emergent Literacy and Developmental Reading II	3
<b>Total</b>		<b>60 hours</b>

### **Content Area Majors: Secondary Education 6-12 Endorsement**

The Department of Teacher Education and Interdisciplinary Studies offers an associate major in Secondary Education (Mathematics, Biology, Chemistry, History/Social Science, and English). This will lead to a Bachelor of Arts or Bachelor of Science 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.

### **Program and Testing Requirements**

Teacher candidates are expected to complete all requirements associated with the Bachelor of Arts and Bachelor of Science degrees. Candidates with a concentration in Mathematics, Biology or Chemistry will receive a Bachelor of Science degree. Candidates with a concentration in English or History will receive a Bachelor of Arts degree. The appropriate Praxis II subject area test per endorsement must be passed prior to the start of student teaching. The Department of Teacher Education sets a minimum grade of “C” for all courses.

Test	Test Code	Required Passing Score	Endorsement Area
Praxis Biology	5236	154	Biology
Praxis Chemistry	5246	146	Chemistry
English Language Arts: Content Knowledge	5038	167	English
Praxis Mathematics	5165	159	Mathematics
Social Studies: Content Knowledge	5081	161	History and Social Science

VDOE Passing scores and approved tests are subject to change.

Visit the Virginia Department of Education website:

<https://www.doe.virginia.gov/home/showpublisheddocument/39662/638485325496630000> or the ETS.org site for specific information regarding which Praxis II test is required for the content area major and current required passing scores.

Students should designate Virginia Union University as a score recipient at the time the tests are taken and provide a paper copy of the ETS score report that includes all scores and sub-scores. Visit the Virginia Department of Education website: <https://www.doe.virginia.gov/home/showpublisheddocument/39662/638485325496630000> or the ETS.org site for specific information regarding required content area Praxis II.

### **Outlined Program of Study**

#### **General Education - 36 hours**

A grade of C or better is required in all English, Mathematics, History, and Science courses. See “General Education Curriculum Requirements” listed in the catalog under “University College” for a full listing of courses.

#### **Professional Studies and Field Based Requirements for Mathematics, Biology, Chemistry, History/Social Science, and English Secondary Majors (37 hours)**

Course Number	Course Name	Credits
EDU 220	Foundations of Education	3
EDU 321	Curriculum and Instructional Strategies for Diverse Learners	3
EDU 200 FB	Practicum I	1
EDU 300 FB	Practicum II	1
EDU 323	Adaptive Constructivist	3
EDU 329	Reading in Content Areas	3
EDU 340	Computers and Technology in Education	3
EDU 358	Classroom/ Behavior Management	3
EDU 423	Curriculum and Instruction in Secondary Schools	3
PSY 201	Human Growth and Development	3
PSY 306	Educational Measurement and Evaluation	3
EDU 424FB	Student Teaching	9
EDU 425	Reflective Teaching Colloquium/Critical Issues	3

#### **Mathematics Secondary Education Major – Required Content Core (33 hours; minimum grade of C required)**



Course Number	Course Name	Credits
MAT 170	Pre-Calculus I	3
MAT 175	Pre-Calculus Trigonometry	3
MAT 201	Elementary Statistics	3
MAT 214	Analytical Geometry and Calculus I	4
MAT 216	Analytical Geometry and Calculus II	4
MAT 301	Modern Geometry	3
MAT 304	Linear Algebra	3
MAT 315	Discrete Mathematics	3
MAT 322	Multivariate Calculus	4
MAT 327	Differential Equations	3

**The Interdisciplinary Studies: Community-Based Education program** is designed to prepare students to work in education programs in community settings. Students who are unable to successfully meet the licensure requirements for the licensure majors will be advised to complete the Community-Based major. 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.

#### Admission Requirements for Senior Field Experience

In the final semester of the senior year, students who meet all program requirements, general education requirements, and interdisciplinary studies or academic major requirements can enroll in Senior Field Experience and Senior Field Seminar. Students will spend a semester experience in a community-based organization implementing what has been learned.

#### Professional Studies and Certificates (Non-Degree Courses)

From workshops and training sessions to intensive certificate programs, the School of Education also offers a slate of non-degree programs to provide new, essential skills in a short period of time. Our course offerings, many of which are offered online, provide additional professional development coursework or certificates to meet the changing needs of educators or those educators wishing to satisfy licensure or recertification (renewal) requirements, or simply improve their content knowledge and teaching practices. Learn more about new opportunities for professional development and career advancement through our VUU Global Campus.

Those seeking to satisfy licensure or recertification requirements (formally known as our Weekend College) should seek approval of all courses with their division human resource specialist prior to registration to ensure division alignment. Isolated courses within this program are non-degree and do not lead to the completion of an approved degree VDOE program. Isolated licensure courses offered *may* satisfy Virginia licensure requirements.

Licensure assessment preparation courses are also available.

#### Professional Studies

Eligibility:

Applicant must have completed a bachelor's degree to enroll in professional studies classes. Applicants and divisions are responsible for confirmation and approval of Virginia Union University courses to meet outstanding licensure requirements. The non-degree program does not lead to state licensure as a standalone program. Courses taken may support licensure deficiencies as outlined by the division or the Virginia Department of Education.

This program has rolling admissions based on enrollment.

#### Application Process

To complete professional studies courses applicants must have:

- Submit VUU professional studies (weekend college) application
- Submit an official transcript of ALL colleges and universities attended
- Completed Confidential Request Form for ALL unless VUU graduate colleges and universities attended, (found on the website)
- Completed Canvas (Online Learning Management System) Orientation

\*Applicants in this non-degree program are NOT eligible for academic scholarships or financial aid.

## **Master of Curriculum and Instruction (MACI)**

The Master of Arts in Curriculum and Instruction is a 36-credit master's degree program for those candidates seeking to gain advanced knowledge in curriculum planning and pedagogies.

UVV's curriculum and instruction program equips you with advanced skills and experiences in evaluating, creating, and teaching curriculum. As a graduate, you'll be able to understand, conduct and communicate research to your colleagues, local policymakers, administrators and the community to create successful learning opportunities for your students or adults.

The program's cohort format provides multiple opportunities to collaborate with other educators throughout the 18-month program. The 12-course sequence concludes with a capstone research project or thesis and oral presentation based on Action Research and Case Study Methodology. The Capstone Project is a culminating experience designed to focus on the integration of major concepts related to curriculum development and instructional strategies with implications for classroom practice and leadership. The capstone project and related research are embedded in the final courses of the program.

### **Modality: Distance**

#### **Program Learning Outcomes:**

1. Students will Demonstrate Commonly Accepted Ethics for Conducting Research
2. Students will Possess the Ability to Collect and Use Meaningful Student Data to inform Curriculum
3. Students will Exhibit Professional Dispositions in Systematically Synthesizing Practices to Research

### **Program completion timeframe: 36 credit hours that can be completed within 18-24 months.**

The C&I master's degree program curriculum includes the following: 1) core courses, 2) research courses, 3) professional courses, 4) specialized concentration courses, and 5) Capstone/ Thesis Project. The uniqueness of the Master of Arts in C&I offered at the Syphax School resides in its specialized concentration model, in which students select one of the following areas of specialty:

- a) Elementary Education
- b) Special Education
- c) Urban Education

The specialized concentration rationale is value-added and geared to produce highly marketable graduates and practitioners committed to excellence in professional education careers. MACI students must complete one of the three concentrations for graduation. The concentrations are summarized in the figures below.

### Concentration #1: Elementary Education

This concentration is designed to provide graduate students with the knowledge and skills to serve in leadership roles in curriculum development supervision and research in the field of elementary education. Graduate students will focus on applying current theory, research, and technology to the design of curriculum and instructional models. This option prepares students to work as educators, curriculum specialists, researchers, and teacher educators.

## MASTER OF ARTS IN CURRICULUM AND INSTRUCTION – ELEMENTARY EDUCATION CURRICULUM Course Requirements (36 hrs.)

Course Number	Course Requirements	Course Name	Credits
EDU 520	Core	EDU 520 Philosophy of Education	3
EDU 522	Research	EDU 522 Measurement, Evaluation and Ethics in Action Research	3
EDU 524	Professional	EDU 524 Curriculum Theories, Design and Evaluation (SPE 548 Substitution)	3
EDU 526	Professional	EDU 526 Instructional Media and Computer Technology in the Classroom	3
EDU 528	Professional	EDU 528 Policy and Critical Issues in Curriculum and Instruction	3
EDU 541	Concentration	EDU 541 Multicultural Education for Today's Diverse Classrooms	3
EDU 543	Concentration	EDU 543 Trends & Issues in Early Childhood Education	3
EDU 544	Concentration	EDU 544 Literacy in Elementary Education	3
SPE 549	Elective	SPE 549 Language Acquisition and Language Disorders	3
SPE 555	Elective	EDU 555 Legal Issue in Education	3
EDU 580	Research	EDU 580 Master's Thesis/Capstone Project	3
EDU 581	Research	EDU 581 Master's Thesis/Capstone Project and Oral Examination	3
<b>Total</b>			<b>36</b>
EDU 582	Research	EDU 582 Master's Thesis/Capstone Continuation (as needed to ensure continuous registration)	3

### Concentration #2: Special Education General Curriculum (K-12)

This concentration is designed to provide graduate students with professional knowledge and skills needed to work in a variety of settings: General Education Classroom (where students with special needs are being collaboratively taught), Resource, modified resource rooms, self-contained settings or classrooms in varied urban, suburban or rural areas, Residential programs, and various community environments. Graduate students learn assessment and diagnosis of students, effective instructional procedures, collaborative techniques, and behavior management strategies. Graduates will be prepared to teach, counsel, consult, and serve as a resource to

general educators, agencies, families of special needs learners, curriculum specialists, researchers, teacher educators, and school leaders.

**MASTER OF ARTS IN CURRICULUM AND INSTRUCTION – SPECIAL EDUCATION (PK-12)**  
**CURRICULUM**  
**Course Requirements (36 hrs.)**

<b>Course Number</b>	<b>Course Requirements</b>	<b>Course Name</b>	<b>Credits</b>
EDU 520	Core	EDU 520 Philosophy of Education	3
EDU 522	Research	EDU 522 Measurement, Evaluation, and Ethics in Action Research	3
EDU 524	Professional	EDU 524 Curriculum Theories, Design and Evaluation	3
EDU 526	Professional	EDU 526 Instructional Media and Computer Technology in the Classroom	3
EDU 528	Professional	EDU 528 Policy and Critical Issues in Curriculum and Instruction in Special Education	3
EDU 541	Specialized	EDU 541 Multicultural Education for Today's Diverse Classrooms	3
SPE 548	Specialized	SPE 548 Serving Special Students in Inclusive Environments, K-12	3
SPE 549	Specialized	SPE 549 Language Acquisition and Language Disorders	3
EDU 544	Elective	Literacy in Elementary Education	3
EDU 555	Elective	Legal Issues in Education	3
EDU 580	Research	EDU 580 Master's Thesis/Capstone Project	3
EDU 581	Research	EDU 581 Master's Thesis/Capstone Project and Oral Examination	3
<b>Total</b>			<b>36</b>
EDU 582	Research	EDU 582 Master's Thesis/Capstone Continuum (as needed for continuous registration)	3

### **Concentration #3: Urban Education**

The Urban Education specialized concentration is specifically designed: 1) to provide graduate students with a broad base of knowledge about the education of minorities and of students in urban areas and 2) to enhance graduate students' understanding of topics, such as social theory, national educational policy, urban education reform, the social and political context of urban schools, the practices and policies that govern urban teaching, and the education of ethnic, racial, cultural and language minorities in diverse settings. This option focuses on the scope of issues confronting minority students in urban contexts. The field of Urban Education incorporates perspectives from other appropriate fields such as educational policy, sociology, social work, political science, math and literacy. This option prepares students to work as educators, curriculum specialists, researchers and

teacher educators in schools and universities in urban school districts and districts with large minority populations. Finally, this option addresses the needs of professionals involved in community-based education, adult literacy, community development, after-school programs, and family support organizations.

## **MASTER OF ARTS IN CURRICULUM AND INSTRUCTION URBAN EDUCATION CURRICULUM**

### **Course Requirements (36 Hrs.)**

<b>Course Number</b>	<b>Course Requirements</b>	<b>Course Name</b>	<b>Credits</b>
EDU 520	Core	EDU 520 Philosophy of Education	3
EDU 522	Research	EDU 522 Measurement, Evaluation, and Ethics in Action Research	3
EDU 524	Professional	EDU 524 Curriculum Theories, Design and Evaluation	3
EDU 526	Professional	EDU 526 Instructional Media and Computer Technology in the Classroom	3
EDU 529	Professional	EDU 529 Leadership & Instruction for Effective Urban Schools	3
EDU 541	Concentration	EDU 541 Multicultural Education for Today's Diverse Classrooms	3
EDU 552	Concentration	EDU 552 Historical and Sociological Perspectives in Urban Education	3
EDU 544	Elective	EDU 544 Literacy in Elementary Education	3
EDU 555	Elective	EDU 555 Legal Issues in Education	3
EDU 543	Elective	EDU 543 Trends & Issues	3
EDU 580	Research	EDU 580 Master's Thesis/Capstone Project	3
EDU 581	Research	EDU 581 Master's Thesis/Capstone Project and Oral Examination	3
<b>Total</b>			<b>36</b>
EDU 582	Research	EDU 582 Master's Thesis/Capstone Continuation (as needed to maintain continuous registration)	3

### **Admissions Criteria:**

- 2.75 or above GPA in an undergraduate degree program (GPAs between 2.00 and 2.75 will be considered for conditional admission)
- An OFFICIAL transcript from prior degree program
- Two letters of recommendation
- Personal Statement
- Test of English as a Foreign Language (TOEFL)- TOEFL - Test/ETS

### **Continuation Requirements**

Students must maintain a 3.0 GPA for continuous progress through the program. Grade of "C" is allowed in one course for the full program. Course registration is required for continuous matriculation.

### **Exit Requirements**

A 3.0 GPA is required for graduation. Additionally, students must complete a capstone project as a culminating experience to meet the university Master of Arts requirements.

**Note Three Track Designation:**

A Required course: Elementary Education Track

B Required course: Special Education Track

C Required course: Urban Education Track

*Elective courses are indicated with an Asterisk\**

# **SAMUEL DEWITT PROCTOR SCHOOL OF THEOLOGY (STVU)**

## **Mission**

The Samuel DeWitt Proctor School of Theology of Virginia Union University seeks to act as a catalyst for the critical and conscientious faith development of students; to assist students in defining and developing the specifics of their service in ministry; to provide a compassionate and nurturing context for substantive theological study; to serve as a facilitator of the church in defining and identifying worship in its broader aspects and in understanding its mission as it affects everyday life.

## **Departments**

The Samuel DeWitt Proctor School of Theology has one undergraduate department: (1) Religious Studies; four graduate departments: (1) Biblical Studies (2) Historical Studies (3) Practical Theology (4) Theology and Ethics; and one doctoral department: (1) Contextual Theological Studies

## **Degrees Offered**

The Bachelor of Arts (BA) in Religious Studies degree,

The Master of Divinity (MDiv) degree,

The Master of Arts in Christian Education (MACE) degree

The Doctor of Ministry (DMin) degree

## **Minors**

Philosophy

Religious Studies

## **Scholarships**

The Samuel DeWitt Proctor School of Theology offers the following Graduate Scholarships to assist current students in the School of Theology:

- **Dean's Scholarship**
- **Endowed Scholarships:**
  - o Barry T. Young Endowed Scholarship
  - o S. Leon Whitney Endowed Scholarship
  - o John Malcus Ellison Endowed Scholarship
  - o J. Raymond Henderson Endowed Scholarship
  - o John and Inez Bacoats Endowed Scholarship
  - o John O. Peterson, Sr Endowed Scholarship

- o Henry H. Mitchell Endowed Scholarship
- o Louis D. Mitchell Endowed Scholarship
- o Benjamin F. Bunn Endowed Scholarship
- o John and Lillian Henderson Endowed Scholarship
- o David J. Ragland Endowed Scholarship
- o Samuel DeWitt Proctor Endowed Scholarship
- o Francis O. Tabla Endowed Scholarship
- o Wendell C. Somerville Endowed Scholarship
- o John and Cora Wright Endowed Scholarship
- o Warren H. Stewart, Sr. Endowed Scholarship
- o Michael H. Browder Endowed Scholarship
- o Jeremiah A. and Mary Wright Endowed Scholarship
- o Johnson A. Edosomwan Endowed Scholarship
- o Adam Clayton Powell Endowed Scholarship
- o Bishop Kim Walter Brown Endowed Scholarship
- o E. D. McCreary Jr. Endowed Scholarship

## **Department of Religious Studies - Undergraduate**

### **Religious Studies Major**

#### **Mission**

The mission of Religious Studies is to provide a dynamic and challenging learning environment that encourages each student to reach beyond their perceived limits; and strive to excel in whatever field or undertaking they choose. We also aim to nurture our students, while preparing them to take their place in the global society as scholars, leaders, and builders of the future in religious institutions, the academy or whatever other area of society within which they choose to function.

#### **Modality:**

Face 2 Face/Synchronous/Asynchronous

#### **Program Completion:**

120 credit hours/48 months

#### **PLOs**

##### **Religious Studies**

The teaching philosophy of the Department of Religious Studies aims to enable students to:

- Demonstrate an understanding of various religious ideas and values underlying various world religious systems.
- Demonstrate an understanding of philosophical inquiry and the relationship between philosophical theory and life experience.
- Demonstrate an understanding of Judeo-Christian religions in their various forms.
- Demonstrate an understanding of non-Judeo-Christian religions and their impact on the 21st-century global community.
- Equip students to contribute positively to the world in which they live.

(B. A. Degree, 120 hours)

A grade of C or better is required in all English, History, Math, and Science

General Education 33 hours

Religious Studies Core Courses 59 hours

Free Electives 26 hours

### General Education (33 Credits)

Course	Pre-requisite	Credit Hours		Course	Pre-requisite	Credit Hours
ENG 101	No	3		ECO 200	No	3
ENG 102	Yes (ENG 101)	3		CSC 200	No	3
MATH 115/170	No/(115 before 170)	3		ART 107	No	2
BIO 101/CHE 101/PHY 101/NSC 260	No	3		HIS 227	No	3
PSY 101/PSY 201/SOC 200	No	3		HUM 213	No	3
Foreign Language (FRE 101/SPA 101/Study Abroad)	No	3		Fresh. Seminar	No	1
<b>TOTAL</b>						<b>33</b>

### Core Course Requirements

Course Number	Course Name	Credits
PHI 211 Logic	Logic	3
PHI 430	Philosophy of Religion	3
REL 201	Introduction to Religion	3
*REL 224	Religious Cults and Sects	3
*REL 235	Religious Trends in African American Communities	3
REL 311	Old Testament Literature I	3
REL 312	New Testament Literature I	3
REL 313	Old Testament Literature II	3
REL 314	New Testament Literature II	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	Womanist Religion Thought	3
REL 463	Contemporary Trends in Theology I	3
REL 464	Contemporary Trends in Theology II	3
REL 490-01	Culture and Anthropology of Women in Biblical Times	3
REL 490-02	Directed Field Work/or Community Service	4
REL 490-03A	Biblical Hebrew I	3
REL 490-03B	Biblical Hebrew II	3

**Total Hours:**

**120 hours**

(\*Depicts courses that fulfill both a General Education and a Major requirement)

### Religious Studies Minor



## Minor Concentration Course Requirements:

Six (6) hours from courses below plus three (3) more courses chosen by the student in conjunction with Religious Studies Advisor:

Course Number	Course Name	Credits
REL 311	Old Testament Literature I	3
REL 312	New Testament Literature I	3
REL 313	Old Testament Literature II	3
REL 314	New Testament Literature II	3

## Philosophy Minor

Course Number	Course Name	Credits
PHI 211	Logic	3
PHI 212	History of Philosophy	3
PHI 213	Modern Philosophy	3
PHI 316	Contemporary Trend in philosophy	3
PHI 430	Philosophy of Religion	3

**Total Hours:**

**15 hours**

## Graduate Programs

### Master of Divinity in Theology

The mission of the Master of Divinity (MDiv) degree program is to prepare persons for ordained ministry, pastoral and religious leadership in local congregations and other faith-based settings, and a variety of non-ordained religious leadership roles in the church and world.

As a first theological degree, the MDiv seeks to provide a broad theological foundation with practical applications for ministry engagement as well as further study in a theological discipline. The Master of Divinity degree program is offered in a three-year full-time format as well as a five-year Extended Preparation Program format and requires 81 semester hours of credit (27 courses). Students who transfer to STVU to complete an MDiv started elsewhere must complete at least 42 credit hours at STVU and fulfill all degree requirements for graduation.

Modality:

Face 2 Face/Hybrid/Asynchronous/Synchronous

Program Completion Time:

81 credit hours/36 months

### PLOs

#### Master of Divinity

- That students are sensitized to the relevance of the Trans-Atlantic Middle Passage as a guiding motif for theological understanding and authenticity as embodied in STVU's historical relationship with the Black church
- Students demonstrate and can effectively communicate the transformative power of the Gospel in the diversity of the Christian tradition.

- Students are formed personally and professionally to effectively provide prophetic leadership within the Black church and for black communities.
- That students' personal formation is holistic and healthy (spiritually, psychologically, socially, and economically).
- That students' appropriate Christian traditions in a manner that inspires them to become advocates for social justice, locally, nationally, and globally.

### **MDiv Degree, 81 hours (A grade of C or better is required in all Required Courses)**

Theology Core Courses 51 hours

Free Electives 30 hours

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
ID1 500	Church and its ministry in Context	3
BS1 500	Introduction to Biblical Studies	3
PT1 520	Field Education and Formation	3
CT1 621	Theology and Theological Thinking	3
PT1 533	Introduction to Preaching and Worship	3
PT1 536	Christian Education	3
PT1 530	Introduction to Pastoral Care	3
PT1 521	Field Education II	3
CH1 640	History of Christianity	3
CH1 651	History of the Black church	3
OT1 501	History of Old Testament	3
NT1 501	Introduction to New Testament	3
PT 1 634	Black Preaching	3
ID1 600	Midpoint Formation & Ministry Preparation	3
ID1 700	Senior Seminar	3
CT1 728	Christian Ethics	3
CT1 ELEC	Electives	3
PT1 ELEC	Electives	3
FREE	Electives	30

**Total Hours:**

**81 hours**

### **Master of Christian Education**

The mission of the Master of Arts in Christian Education (MACE) degree program is a two-year professional graduate degree focused in the area of educational ministry. The primary purpose of the MACE degree program is to equip persons for leadership in educational ministry in congregations and a broad range of other settings. The MACE degree program is also offered in a one-year course design for students who have completed the Master of Divinity degree.

The two-year MACE degree program requires the successful completion of eighteen (18) courses. For students who hold a Master of Divinity degree, the one-year Master of Arts in Christian Education course design requires the successful completion of nine (9) courses.

Modality:

Synchronous/Asynchronous (Distance)

Program Completion:

MACE 1

54 credit hours/24 months

MACE 2 (completed MDiv)

27 credit hours/12 months

## PLOs

### Master of Christian Education

- Demonstrate their ability to be effective teachers/leaders.
- Define and apply a clear theology and a clear philosophy of educational ministry.
- Plan and evaluate an educational program in a ministry setting.
- Design and evaluate curricula for educational ministry.
- Engage in a continual process of personal and spiritual growth and maturity.

### MASTER OF ARTS IN CHRISTIAN EDUCATION CURRICULUM 54 credit hours (A grade of C or better is required in all Required Courses)

Course Number	Course Name	Credits
BS1 500	Introduction to Biblical Studies	3
PT1 550	Intro to Life-Cycle Ministries	3
PT1626	Music and the Arts in Christian Education	3
PT1 625	Group Dynamics	3
OT1 501	Introduction to Old Testament	3
NT1 501	Introduction to New Testament	3
PT1 536	Christian Education	3
PT1 537	Philosophy of Education	3
PT1 530	Introduction to Pastoral Care	3
Ch1 640	History of Christianity	3
PT1 648	Faith and Human Development	3
PT1 560	Education in Context	3
CT1 742	Professional Ethics in Ministry	3
PT1 644	Curriculum Theory and Design	3
FREE	Electives	6

**Total Hours:**

**54 hours**

## Doctor of Ministry

The mission of the Doctor of Ministry (DMin) program at the Samuel De Witt Proctor School of Theology of Virginia Union University School is a three-year professional doctoral program designed for active pastors and leaders of Christian institutions. The program requires the completion of 62-credit hours and incorporates four face-to-face on-campus residency requirements; four online courses; and a variety of learning settings which may include regional and international travel depending on chosen cohort specializations. Students are given 12 months advance notice of all required travel. Colloquiums are held for two consecutive weeks every January and August.

The STVU Doctor of Ministry program focuses on personal and cultural realism in ministry; therefore, the program is generally described as Ministry in Cultural Context. It recognizes the unique and special contributions that each cultural context provides for the church at large. Moreover, there is the recognition that persons are best

prepared to serve the world when there is an awareness of the particularity of one's own culture. The ultimate goal is to prepare the laity to understand and to embody their unique gifts as persons and groups, in order to share those gifts in a pluralistic society.

Because the nature of the program relates so closely to the constituency of the church or ministry context, the applicant should be able to demonstrate the position of his or her engagement with the church/context for the period of the program.

Modality:

Face to Face/Synchronous (Distance)

Program Completion:

62 credit hours/36 months

## PLOs

### Doctor of Ministry

- A disciplined self-appraisal of their role as an individual, family member, and professional. A secondary gain of disciplined sharing in this area is the development of trust and openness for enrichment and to promote healing resources.
- An in-depth review and refinement of their understanding of the context and current applicability of traditional theological discipline (biblical, theological, historical, and ethical studies) and extra theological resources, particularly as they relate to the participant's perspective for future ministry.
- A rigorous dialogical process in the colloquia and doctoral courses requires complete and thoughtful preparation, creative analysis, and interdisciplinary correlation of ideas and applications.
- A constant focus on two areas that are critical for effectiveness: (a) handling the intellectual data and criteria and (b) understanding the cultural parameters, which govern the study and engendering empathy and compassion for vulnerable and under-resourced communities.

## DOCTOR OF MINISTRY CURRICULUM

**62 hours (A grade of B or better is required in all Required Courses)**

Course Number	Course Name	Credits
DM 601	Resources for Doctoral Education	5
CON 605	Doctoral Consultation I	2
DM 602	Colloquium I	5
DM 711	Theoretical Foundations in Ministry	5
CON 606	Doctoral Consultation II	2
DM 603	Colloquium II	5
DM 712	Resources in Doctoral Research Methods	5
CON 607	Doctoral Consultation III	2
DM 604	Colloquium III	5
DM 713	Transforming Community Reforming Institutions	5
CON 608	Doctoral Consultation IV	2
DM 605	Colloquium IV	5
CON 609	Doctoral Consultation V	2
DM 608	Project/Document ( <i>Doctoral Defense</i> )	5
CON 612	Doctoral Consultation VI	2

**Total Hours:**

**62 hours**

## **Admissions Process**

An applicant desiring entrance to the Samuel Dewitt Proctor, School of Theology, Virginia Union University must do the following:

1. Complete and return to the Office of Admissions an application.
2. Provide 2 letters of recommendation (Pastoral, Colleague, or Denomination) submitted to the Office of Admissions.
3. Provide a personal statement of no less than 500 words that will be reviewed by the STVU faculty academic review committee.
4. Applicants seeking enrollment must have a bachelor's degree from an accredited university or college and a minimum GPA of 3.0.
5. Applicants seeking enrollment with a GPA between 2.75 and 3.0 must be interviewed by the Faculty Academic Review Committee (FARC) or the STVU Dean's Designee. The FARC or the Dean's designee will submit a recommendation to the graduate admissions office. Upon acceptance into the STVU, students will be referred to the STVU Student Engagement Coordinator who will assign the student an STVU advisor and assist in the registration process. The faculty advisor will work with the new student to develop a schedule and serve as the student's advisor throughout their matriculation at Virginia Union University. The faculty advisor will work with the new student to develop a schedule and will continue to work with the student as long as they matriculate through Virginia Union University.
6. An applicant who has no BA or BS degree will only be considered if they have a minimum of 5 years of pastoral or ministry experience and commit to the 4-year track that includes 5 Religious Studies courses and 2 electives that will be project-based, designed by the Field Educator. During this time, the student must successfully complete the 18 credit hours by maintaining a minimum GPA of 3.0 to continue into the MDiv degree program. Please note that ALL personal statements will be reviewed by an STVU Faculty member who will have 48 hours to return a recommendation to the Graduate Admissions office.
7. Please note that the schedule is not official until the student is financially cleared. This stage of the process is guided by Student accounts and financial aid.
8. Any applicant transferring from another institution may transfer a maximum of 39 credit hours. An STVU faculty member will review the transcript and determine equivalent courses. The Dean will review and sign off on the recommendations for transfer credit hours.



# UNDERGRADUATE COURSE DESCRIPTIONS

## ACCOUNTING

### **ACC 201 Financial Accounting (4 cr.)**

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 115.

### **ACC 202 Managerial Accounting (4 cr.)**

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 Intermediate Accounting I (4 cr.)**

Emphasizes moderately complex problems in accounting that pertain to cash, receivables, and inventories, revenues, 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 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 (3 cr.)**

Examines the design and evaluation of manual and computerized accounting information systems. Prerequisites: ACC 202 and CIS 162.

### **ACC 304 Cost Accounting (3 cr.)**

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, and capital budgeting and decision-making. Prerequisite: ACC 202.

### **ACC 305 Federal Taxes (3 cr.)**

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 (3 cr.)**

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 301.

### **ACC 403 Advanced Accounting (3 cr.)**

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

**ACC 404      Governmental and Non-Profit Accounting (1 cr.)**

This course focuses on the accounting principles used by local, state, and federal governments and non-profit entities such as colleges and universities, and social service agencies, and the resulting financial reporting of the entities. Students will learn how to record and process transactions through journal entries, report transactions through basic financial statements, implement budgetary control systems, and use fund accounting principles for proper segregation and earmarking of resources per legislative or restrictive mandates. Parallel enrollment in ACC 403.

**ACC 490      Special Topics (3 cr.)**

Investigates in-depth a topic of current interest in the accounting field. Course must be approved by the student's advisor, the department chair and the dean. Prerequisite: junior or senior status.

**ACC 494      Internship (3 cr.)**

Offers an opportunity for students to gain experience in a supervised business career through internship, mentorship, and/or work experience. Placement must be approved by the Internship Coordinator, the department chair, and the dean. 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 submits a report on the student's performance and progress. Prerequisite: junior or senior status.

**ART (VISUAL)****ART 107 Arts Appreciation (2cr.)**

This course will provide students with an introductory overview of both the visual and performing arts. Students will examine a variety of artistic mediums in both the visual and performing arts and will learn to apply the elements and principles of art, as well as understand artistic context, perspectives and use in reflecting the issue and themes of the time.

**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.

**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.

**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.

**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.

**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.

**ART 280 Printmaking (3cr.)**

An introduction to basic printmaking processes, including woodcuts, linocuts, etchings, monotypes.

**ART 285 Graphic Design (3cr.)**

This course focuses on creating original graphic design concepts via text and images and on principles of advertising design and layout. It develops the students' skills in effective presentation through text, typography and illustration, from rough, thumb-nail design to precisely executed comprehensives, using all methods of visual exploration and investigation.

**ART 286 Computer Graphics (3cr.)**

This course introduces students to the software used in the professional design field. It focuses on Adobe Creative Suite with an emphasis on Photoshop, Illustrator, and In Design. Through coursework, demonstrations, and critiques students will develop the conceptual and technical skills necessary to succeed in a professional environment.

**ART 308 Art History I (3cr.)**

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

**ART 309 Art History II (3cr.)**

The history of art was 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 320 and ART 420 Intermediate and Advanced Drawing (3cr. each)**

Progressively advanced studies in drawing for students who wish to continue their concentration on two-dimensional creative processes using various drawing mediums. Emphasizes expressive and interpretive qualities as well as formal relationships in drawing composition.

**ART 340 and ART 440 Intermediate and Advanced Photography (3cr. each)**

Progressively advanced studies in photography, cameras, film composition, lighting, and darkroom practices for students who wish to continue concentrating in photography. Emphasis is placed on black and white photography. Students must furnish camera, film and supplies.

**ART 354 and ART 454 Intermediate and Advanced Painting (3cr. each)**

Progressively advanced studies in two-dimensional creative process using various painting medium and expressive and interpretive qualities as well as formal relationships in painting composition, for students who wish to continue their study with a concentration in painting.

**ART 357 and ART 457 Intermediate and Advanced Ceramics (3cr. each)**

Designed for progressive study 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. For students who wish to continue their study with a concentration in ceramics.

**ART 364 and ART 464 Intermediate and Advanced Sculpture (3cr. each)**

Designed for progressive study of sculptural processes, carving, and modeling. Students study analysis and organization of three-dimensional forms, for students who wish to continue their study with a concentration in sculpture.

**ART 380 and ART 480 Intermediate and Advanced Printmaking (3cr. each)**

Progressive study of printmaking processes, including woodcuts, linocuts, etchings, monotypes for students who wish to continue their studies with a concentration in Printmaking.

**ART 385 and ART 485 Intermediate and Advanced Graphic Design (3cr. each)**

Progressive continuation of study that focuses on creating original graphic design concepts via text and images and on principles of advertising design and layout. It develops the students' skills in effective presentation through text, typography, photography and illustration, from rough, thumb-nail design to precisely executed comprehensives, using all methods of visual exploration and investigation. For students who wish to continue their studies with a concentration in graphic design.

**ART 386 and ART 486 Intermediate and Advanced Computer Graphics (3cr. each)**

Progressive continuation of the study of software used in the professional design field. It focuses on Adobe Creative Suite with an emphasis on Photoshop, Illustrator, and In Design. Through coursework, demonstrations, and critiques students will develop the conceptual and technical skills necessary to succeed in a professional environment. For students who wish to continue their studies with a concentration in computer graphics.

**ART 398 Junior Studio Project and Exhibition (3cr.)**

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 405 Museum Studies (3cr.)**

Introduction to museum work, including administration, research, documentation, curatorial duties, and exhibitions methods.

**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 425 Internship (3cr.)**

This course provides the opportunity for the student to obtain supervised work experience in the major at an off-campus or on-campus site approved by the Departmental Chairperson. Students are responsible for acceptance into an internship program prior to the course's start date.

**ART 450 Special Topics in Art (3cr.)**

A course designed to offer a scholarly approach to issues of arts in research, education, business, religion, or world cultures. Topics are selected by visual arts faculty.

**ART 498 Senior Capstone/Comprehensive Examination (3cr.)**

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.

**ART 499 Independent Study (3cr.)**

An independent study course provides students with the ability to pursue a specialized research topic or project under the guidance of a faculty member. Offered only with subject approval from faculty member.

**Biology****BIO 101 Introduction to Biological Science, formerly offered as SCI 150 (5cr.)**

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.

**NSC 115 Writing in the Sciences (1cr.)**

This course provides an introduction to reading and writing in science, with an emphasis on the biological sciences. Lectures will address “The Scientific Method”, finding primary references (source material), writing a research paper, and writing a resume with personal statement. Material will be taught in classroom lectures and homework assignments. This course is a Writing-Intensive Course. Prerequisites: ENG 102.

**BIO 111 and BIO 112 General Biology (5cr. 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 BIO 101.

**BIO 201 General Microbiology (5cr.)**

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 reviews and two-hour laboratory weekly. Prerequisite: BIO 112.

**BIO 202 Plant Science (5cr.)**

An introduction to the plant sciences. Emphasis is placed on the unique role plants play in the ecology of living things. Course topics include plant taxonomy, morphology, physiology and genetics. In addition, recent scientific advances, such as the development of genetically modified crops, the use of medicinal plants and plant derivatives, and the role of plants in the context of climate change and “green energy” will be discussed. Three hours of lecture, two 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: BIO 101.

**BIO 213 General Genetics (5cr.)**

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, two hours laboratory weekly. Prerequisite: BIO 112.

**BIO 300 Ecology (5cr.)**

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, two hours laboratory weekly. Prerequisite: BIO 112 or consent of instructor.

**BIO 307 Invertebrate Zoology (5cr.)**

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

**BIO 308 Comparative Anatomy of Vertebrates (5cr.)**

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, two hours laboratory weekly.

Prerequisites: BIO 112 and BIO 213.

**BIO 315 Cell Biology (5cr.)**

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, two hours laboratory weekly. Prerequisites: BIO 112, BIO 213, and CHE 102.

**BIO 321 Histology (5cr.)**

This course 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, two hours laboratory weekly. Prerequisite: BIO 308. Offered in alternate years.

**BIO 324 Principles of Physiology (5cr.)**

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, two hours laboratory weekly. Prerequisite: BIO 308.

**BIO 350 Seminar in Biology (1cr.)**

Students may present oral and automated presentations 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 (5cr.)**

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, two hours laboratory weekly. Prerequisites: BIO 308. Offered in alternate years.

### **BIO 406 Vertebrate Embryology (5cr.)**

Emphasizes the dynamic nature of embryonic events that transform an apparently structure-less egg into an individual having all the structures and functions characteristic of a vertebrate organism. This course focuses on the molecular, cellular and structural factors that contribute to the formation of an organism which are essential for creating health care strategies for better reproductive outcomes. Early development of amphioxus and amphibians and the study of the development of chick and mammalian embryos are discussed and studied. Three hours lecture, two hours laboratory weekly. Prerequisite: BIO 308 and BIO 324 or consent of the instructor.

**BIO 411 Research Techniques in Biology (3cr.)** Emphasizes general biochemical and biomedical research techniques. Instruction provided on the use of selected instruments in professional laboratories. Three 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 the natural sciences. 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 natural sciences is carried out under the supervision of a faculty member. Prerequisite: Permission of instructor.

## **CHEMISTRY**

### **CHE 101/CHL Introduction to Chemical Science, formerly offered as SCI 152 (5cr.)**

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.

### **CHE 111/CHL 111 General Chemistry LEC and LAB (5cr.)**

Provides instruction on chemical terminology, atomic and molecular theories, stoichiometry, and states of matter thermodynamics, solutions, colloids, chemical kinetics, and equilibrium. Prerequisite: MAT 115 or equivalent. Lecture three hours, laboratory two hours weekly.

**CHE 112 General Chemistry and Qualitative Analysis (5cr.)**

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 (3cr.)**

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; two hours laboratory weekly.

**CHE 210-211 Organic Chemistry (3cr. 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, two hours laboratory weekly.

**CHE 300 Biochemistry (3cr.)**

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 and CHE 311 Physical Chemistry (5cr. 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, two hours laboratory weekly.

**CHE 350 Environmental Chemistry (5cr.)**

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 two 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 and CHE 211. Three hours of lecture weekly.

**CHE 399 Comprehensive Examination (0 cr.)**

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 (5cr.)**

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, two hours laboratory weekly.

**CHE 433 Qualitative Organic Analysis (5cr.)** 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. Three hours lecture, two 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 162 Business Computer Applications (3cr.)**

This course will provide students with an introductory to intermediate level knowledge of general business computer functions to include personal competency in word processing, spreadsheet, presentation software, and database applications. This course is for business majors.

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

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

**CIS 210 Introduction to Software Development (3cr.)** This course introduces basics of programming logic, as well as algorithm design and development, including constant, variables, expressions, arrays, files, and control structures for sequential, iterative, and decision processing. Students learn to design and document program specifications using tools such as flowcharts, structure charts, and pseudocode. Prerequisite: CIS 163, CSC 200, or equivalent.

**CIS 214 Foundations of Cyber Security (3cr.)**

This course introduces fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. Students learn critical security principles that will enable planning, development, and the performing of security tasks. Hardware, software, processes, communications, applications, and policies and procedures with respect to organizational IT Security and Risk Management are addressed. Prerequisite: CIS 163, CSC 200, or equivalent.

**CIS 215 Foundations of Digital Forensics (3cr.)**

This course focuses on the use of the most popular forensics tools and provides specific guidance on dealing with civil and criminal matters relating to the law and technology. Includes discussions on how to manage a digital forensics operation in today's business environment. Prerequisite: CIS 163, CSC 200, or equivalent.

**CIS 262 Advanced Business Computer Applications (3cr.)**

This course provides students with an advanced in-depth knowledge of business computer spreadsheet applications. Prerequisite: CIS 162.

**CIS 263 Data Communications (3cr.)**

Explores technologies and concepts of data communications and networks, implementation and management of local, metropolitan and wide area networks, infrastructure design, selection, implementation, and management of enterprise IT solutions. Frameworks and strategies for infrastructure management, and emerging technologies are also discussed. Students will sharpen their ability to communicate technology architecture strategies concisely to a general business audience. Prerequisite: CIS 163, CSC 200, or equivalent.

**CIS 265 Electronic Commerce (3cr.)**

Students are introduced to e-business solutions and their components. Coursework includes completion of an independent web project implemented with established and new technologies. Prerequisite: CIS 163, CSC 200, or equivalent.

**CIS 270 Cloud Storage Management (3cr.)**

This course provides fundamentals, concepts, and cloud service solutions for computing architectures, known threats, risks, vulnerabilities and privacy issues associated with actions to counteract dangers and threats. The course introduces comprehensive layered data protection, industry security standards, audit policies, and compliance requirements for Cloud infrastructures. Prerequisite: CIS 263

**CIS 360 Database Design and Implementation (3cr.)**

Provides students with an introduction to core concepts in data and information management. The course content is centered on relational database requirements, modeling and normalization techniques, database administration tasks, and key concepts of data quality and data security. The course also introduces data and information management technologies that provide decision support capabilities. Prerequisite: CIS 368, CSC 205, or equivalent.

**CIS 362 Computer Hardware and Software (3cr.)**

An introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level information and communication technology professionals. The curriculum covers the fundamentals of PC technology, networking, and security, and introduces advanced concepts. Prerequisite: Sophomore or Junior Standing.

**CIS 364 Systems Analysis and Design (3cr.)**

Topics include CASE tools, as well as methodologies, methods, techniques, processes, and procedures used for the purposes of analysis, design, and implementation of organizational information systems. The course also focuses on how computer-based technologies can effectively contribute to good business organization while covering a systematic methodology for analyzing a problem or opportunity. Prerequisite: Junior Standing.

**CIS 367 Information Assurance and Risk Management (3cr.)**

The course examines information risk assessment tools used to conduct security audits and risk remediation. Students are exposed to network, web, platform, and security governance policies which protect



information systems by guaranteeing the data availability, integrity, and confidentiality. Students will be also introduced to organizational audit risk assessments, secure design concepts, and defense against threats and attacks. Prerequisite: CIS 214 and Junior Standing.

**CIS 368 Application Programming (3cr.)**

Introduces students to fundamental concepts and models of application development to understand key processes related to building functioning applications. Students learn the basic concepts of program design, data structures, programming, problem solving, programming logic, and fundamental design techniques for event-driven programs. Prerequisite: CIS 210, CSC 205, or equivalent.

**CIS 369 Advanced Application Programming (3cr.)** Instruction centers on more fundamentals of object-oriented programming and program design for application development. The course emphasizes program construction, algorithm development, coding, debugging, and documentation of programming applications. Prerequisite: CIS 368, CSC 305, or equivalent.

**CIS 413 IT Strategy, Management and Acquisition (3cr.)**

Explores issues and approaches in managing information systems in organizations. Provides exposure from a senior management perspective in exploring acquisition, development, and the implementation of information systems plans and policies. Ideas developed and cultivated in this course are intended to provide a perspective for future leaders in an increasingly globalized and technology intensive business environment. Prerequisite: Junior status.

**CIS 460 IT Project Management (3cr.)**

The course provides knowledge about project management methodologies (such as Scrum and Agile), tools (such as Gantt and PERT charts), documentation (such as system, technical, paper-based, electronic, and specialist user documentation), and project lifecycle analysis, planning, design, and evaluation. Prerequisites: Junior status.

**CIS 461 Data Mining and Decision Support Systems (3cr.)**

This course discusses the techniques used in the analysis of large volumes of data (Big Data) and structured decision problems for business decision-making. The course highlights the foundations needed for applying decision analysis methods in decision support. Prerequisites: CIS 360, and Junior status.

**CIS 462 Network Security Management (3cr.)**

This course focuses on network security and its implementation. The course conducts an in-depth examination of various methods and protocols to secure different types of networks. The student will study implementation issues including protocols and methods used to secure and attack networks. Prerequisite: CIS 263 and Junior status.

**CIS 490 Senior Research: Special Topics (3cr.)** Students work independently under the supervision of one or more faculty members. Prerequisite: Senior status and permission of the Department Chair.

**CIS 492 Internship (1-5cr.)**

This course involves a field placement in an approved Information Technology department for integration of theory and practice through participant observation study. A maximum of 5 credit hours may be earned. This course may be offered every semester. Prerequisite: Permission of the Department Chair.

**CIS 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.

## COMPUTER SCIENCE

**CSC 160 Introduction to Computing (2cr.)** Introduces students to the basic concepts and procedures required to use the computer as a learning, problem-solving, communications, and research tool. This course is for non-business and non-CIS majors.

**CSC 200 Introduction to Computer Science (3cr.)**

An 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.

**CSC 201 Software Development (3cr.)**

An introduction to structured programming where topics emphasize the basics of a structured programming language, memory concepts, decision-making, equality and relational operators, control structures, and functions. Prerequisite: CSC 200, CIS 163, or equivalent.

**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 C# and Windows integrated development environment, designing Windows based applications, control structures, procedures and functions, arrays, basic graphical user interface controls, properties, events, and methods. Prerequisite: CSC 201 or CIS 210.

**CSC 263 Computer Networks (3cr.)**

This course introduces a broad overview of computer networking and the Internet (terminology and concepts), conceptual and implementation aspects of network applications, relationship between the transport and network layers, controlling the transmission rate of transport layer entities, causes and consequences of congestion, as well as commonly used congestion-control techniques, TCP's approach to congestion control, and exactly how the network layer implements the host-to-host communication service. CIS 163, CSC 200, or equivalent.

**CSC 305 Application Design II (3cr.)**

Instruction centers on more fundamentals of object-oriented programming and program design for application development. The course emphasizes program construction, algorithm development, coding, debugging, and documentation of programming applications. Prerequisite: CIS 368, CSC 305, or equivalent.

**CSC 310 Data Structures (3cr.)**

This course is a study of data structures using structured variables, stacks, queues, linked lists, and trees to learn different ways of organizing data. Students then analyze many sorting, searching, and graphing algorithms to determine their run-time efficiency. Other topics include recursive procedures, applications to sorting and merging, templates, exception handling, file processing sequential, random, bits and characters, strings, and the processor. Prerequisite: MAT 175 or MAT 160 and CSC 305.

**CSC 320 Cryptography Methods (3cr.)**

This course is an introduction to modern cryptography. Focus is given to understanding the goals of security protocols, i.e. on understanding what properties a protocol needs to achieve to be considered secure and truly

useful for computer applications, and on showing how to prove that some protocol achieves these properties, and hence is indeed secure. Prerequisite: MAT 175 and Junior status.

### **CSC 321 Internet Programming (3cr.)**

The course provides a study of the World Wide Web, the set-up and configuration of a web site domain and web site hosting space. Web pages include text and graphic intensive web pages, and modifications through HTML or a text editor. Prerequisite: CIS 163, CSC 200, or equivalent.

### **CSC 360 Database Systems (3cr.)**

This course provides students with an introduction to core concepts in data and information management. The course content is centered on relational database requirements, modeling and normalization techniques, database administration tasks, and key concepts of data quality and data security. Prerequisite: CIS 368, CSC 205, or equivalent.

### **CSC 351 Object Oriented Programming (3cr.)**

This course studies advanced object-oriented programming techniques. Topics include abstract data type, constructors, operator overloading, pointers, dynamic storage allocation, template function and template class. Prerequisite: CSC 310.

### **CSC 362 Computer Architecture (3cr.)**

This course includes the organization and architecture of computer systems hardware; instruction set architectures; addressing modes; register transfer notation; processor design and computer arithmetic; memory systems; hardware implementations of virtual memory, and input/output control and devices. Prerequisite: Sophomore or Junior Standing.

### **CSC 363 Operating Systems Software (3cr.)**

The goal of this course is to have students understand and appreciate the principles in the design and implementation of operating systems software. Topics include introduction to operating systems concepts, process management, memory management, file systems, virtualization, and smartphone operating systems. The laboratory exercises will require implementing a simple operating system. Prerequisite: Sophomore or Junior Standing.

### **CSC 364 Systems Analysis and Design (3cr.)**

This course examines the process of collecting and interpreting facts, identifying problems, and the decomposition of a system into its components. Emphasis is given on problem solving techniques to improve the system to ensure that all the components work effectively to accomplish their purpose operate efficiently. Prerequisite: Junior Standing.

### **CSC 390 Modeling and Simulation (3cr.)**

This course introduces the field of modeling and simulation (MandS) as an essential tool for decision making. Topics include an overview of the MandS discipline, the model/simulation development process, the types of models and simulations used in the various phases of the systems development life cycle, and the verification, validation, and accreditation of models and simulation. Prerequisites: CSC 310 and MAT 214.

### **CSC 405 Numerical Analysis (3cr.)**

Provide students the instruction on selected topics from solutions to nonlinear equations, polynomial interpolation, numerical differentiation and integration, and solutions to systems of linear equations and initial value problems. Prerequisite: CSC 205 and MAT 304.

**CSC 412 Introduction to Virtual Reality (3cr.)**

The course introduces the fundamentals and science of fully immersive, non-immersive, collaborative, web-based, and augmented virtual reality practices. Hardware and software platforms, optics, human-computer and interaction technologies will be explored. Prerequisite: Junior or Senior Standing.

**CSC 415 Principles of Programming Languages (3cr.)**

This course is an introduction to the principles of programming languages. It focuses on identifying the conceptual building blocks from which languages are assembled and specifying the semantics, including common type systems, of programming languages. Prerequisite: CSC 310.

**CSC 420 Theory of Computation (3cr.)**

This course introduces various models of computation and studies their power and limitations. Topics include the concepts of automata, formal languages, grammar, algorithms, computability, decidability, and complexity. Prerequisites: CSC 310.

**CSC 430 Deep Web Analysis (3cr.)**

Students will understand the depth and levels of the web for information and system security, data extraction, ideas, methods of investigation, and exploration. Upon successful completion of the course students will understand the management of web security using policies, controls, and tools. Prerequisite: Junior or Senior Standing.

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

Students work independently under the supervision of one or more faculty members. Suggested topics include Java, Python, or other object-oriented programming languages, advanced web site design, and advanced database development. Prerequisite: Junior or Senior status and permission of the Department Chair.

**CRIMINOLOGY AND CRIMAL JUSTICE****CCJ 180 Introduction to Criminal Justice (3cr.)**

This is a survey course of the process and agencies involved in the administration of criminal justice, including the legislature, the police, courts and corrections.

**CCJ 205 Criminology (3cr.)**

This course studies current and historical data pertaining to criminal and other deviant behavior and examines past and current theories that explain crime and criminal behavior in society.

**CCJ 210 Police in America (3cr.)**

This course studies current and historical data pertaining to criminal and other deviant behavior and examines past and current theories that explain crime and criminal behavior in society.

**CCJ 320 Correctional Theories and Practices (3cr.)**

This course focuses on the examination of corrections with special emphasis on the U.S. system, recent innovations, and current topics in correctional practice.

**CCJ 330 Criminal Court Procedures (3cr.)**

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

**CCJ 331 Juvenile Justice (3cr.)**

This course is an overview of the development, nature, purpose, and theoretical doctrines of juvenile justice. Topics to be covered throughout the course include the history and development of juvenile court, police decision making regarding juvenile offenders, juvenile detention, the court intake process, juvenile transfer policies, juvenile court decisions, the effectiveness of juvenile corrections, and delinquency prevention and intervention.

**CCJ 335/SOC 215/ MAT 201 Social Science Statistics (3cr.)**

This course introduces quantitative data analysis through the use of statistics. The course covers both descriptive and inferential statistics commonly used in the social sciences. Prerequisites: Math 115 and MAT 121

**CCJ 340/SWK 309 Research Methods (3cr.)**

This is a survey of elementary research methods used to conduct research in the social sciences, with specific emphasis on methodologies common in the disciplines of criminology and criminal justice, such as program evaluation. Research design, data collection techniques, and data analysis and interpretation are emphasized. Prerequisite: CCJ 335

**CCJ 360 Introduction to Forensic Investigations (3cr.)**

This course introduces students to crime scene investigations. Each step in processing a crime scene will be discussed and students will learn about evidence collection and different methods of processing evidence. Various cases will be analyzed as examples to allow for critical analysis of the investigative process.

**CCJ 370 Perspectives on Terrorism (3cr.)**

This class provides a comprehensive overview of contemporary terrorism in the world today. Students will examine theories of social control, the culture of group behavior, failures and successes of governments and societies in managing terrorism, and watershed events in the history of "change oriented violence".

**CCJ 375 Homeland Security (3cr.)**

The course provides a strong foundation comprised of principles commonly used for preparing, mitigating, managing and recovering from emergencies and disasters. In addition, a thorough history of these principles is outlined by surveying actual emergency management conditions in the past and present.

**CCJ 450 Criminal Law (3cr.)**

The course focuses on criminal procedures and 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 (3cr.)**

This course is 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 462 Victimology (3cr.)**

This course focuses on the role of victims in crimes, their treatment by the criminal justice system, their decisions to report crimes and help prosecute offenders, the victims' rights movement, including victim compensation.

**CCJ 464 Organized Crime (3cr.)**

This course examines the history, development and current status of the organization of crime and of criminal organizations, including an examination of law enforcement methods used to combat organized crime. Topics include 'traditional' organized crime, drug cartels, and organized white-collar crime.

**CCJ 480 Ethics in Criminal Justice (3cr.)**

This course emphasizes ethical theories and their relevance to the criminal justice system, including law enforcement, courts, and institutional and community-based corrections. Students will apply this information to resolve ethical and moral dilemmas facing the criminal justice system.

**CCJ 486 Senior Seminar I (3cr.)**

This course is one of a two-part internship course that integrates the diverse aspects of the criminal justice discipline through an examination of selected readings on current practices and problems in the field of criminal justice. The course emphasizes written and oral presentation skills, along with class discussions.

**CCJ 487 Senior Seminar II (3cr.)**

This course is two of two-part internship course that integrates the diverse aspects of the criminal justice discipline through an examination of selected readings on current practices and problems in the field of criminal justice. The course emphasizes written and oral presentation skills, along with class discussions.

**CCJ 490 Selected Topics (3cr.)**

This course is an in-depth study of a topic of current interest in the field of criminology and/or criminal justice. Prerequisite: CCJ 180

**CCJ 491 Financial Investigations (3cr.)**

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 to protect the assets of the firm. Prerequisites: 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 Internship (1-6cr.)**

This course involves a field placement in an approved criminal justice agency for the integration of theory and practice through participant observation study. A maximum of 6 hours of credit may be earned.

**CCJ 499 Independent Study (3cr.)**

In this course, the student is provided the opportunity to select and research a topic in the field of criminology and/or criminal justice under the supervision of the instructor. The course culminates in the preparation of an extensive research paper on the selected topic. Prerequisites: CCJ 340, a grade point average of 3.0 or better, and permission of the instructor.

**DATA SCIENCE****DSC 400 Machine Learning (3cr.)**

This course uses interdisciplinary techniques such as statistics, linear algebra, optimization, and computer science to create automated systems that can sift through large volumes of data at high speed to make predictions or decisions without human intervention. Prerequisite: Junior or Senior Standing.

**DSC 420 Data Visualization (3cr.)**

Data visualization techniques allow managers to use their perception to better understand this data. The goal of this course is to introduce students to data visualization including both the principles and techniques. Prerequisite: Junior or Senior Standing.

**DSC 451 Statistical Inference (3cr.)**

This course is an introduction to the ideas and methods of probability and *statistical inference* for students in mathematics and the sciences. Topics include confidence intervals, tests of significance, chi-square tests of goodness-of-fit and independence, regression analysis, and analysis of variance. Prerequisite: Junior or Senior Standing.

**DSC 465 Introduction to Artificial Intelligence (3cr.)**

The main learning objectives of the course are to identify problems where artificial intelligence techniques are applicable. Students will study the core topics of knowledge representation, reasoning and learning, Natural Language Processing, and Robotics. Prerequisite: Junior or Senior Standing.

**DSC 470 Regression Models (3cr.)**

This course covers regression analysis, least squares and inference using regression models. Special cases of the regression model, ANOVA and ANCOVA will be covered as well. Analysis of residuals and variability will be investigated. The course will cover modern thinking on model selection and novel uses of regression models including scatterplot smoothing. Prerequisite: Junior or Senior Standing.

**ECONOMICS****ECO 231 Principles of Economics (3 cr.)**

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 (3 cr.)**

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 490 Special Topics (1-3 cr.)**

Investigates in-depth study of a topic of current interest in the economics field. Course must be approved by the student advisor, the department chair and the dean. Prerequisite: Junior or Senior status.

**ECO 494 Internship (1 – 3 cr)**

Offers an opportunity for students to gain experience in a supervised business career through internship, mentorship, and/or work experience. Placement must be approved by the Internship Coordinator, the department chair, and the dean. 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 submits a report on the student's performance and progress. Prerequisite: junior or senior status.

**ECO 499 Independent Study (1 – 3 cr.)**

Provides an opportunity for a student to pursue a topic of study under the supervision of a designated faculty member, with monitoring by the department chair. Course must be approved by the student advisor, the department chair and the dean. Prerequisite: Junior or Senior status.

**EDUCATION****EDU 220 Foundations of Education (3 cr.)**

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. Ten (10) hrs of practicum required.

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

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 Virginia Standards of Learning. Multiple means of resources and technology are used as tools for instruction. Ten (10) hrs of practicum required.

**EDU 323 Adaptive Constructivist Teaching (3 cr.)**

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: differentiated instruction, cultural awareness, motivating reluctant learners, flexible grouping, and techniques for teaching elementary mathematics and science. Ten (10) hrs of practicum required.

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

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 and II (6 cr.)**

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

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 358 Classroom/ Behavior Management (3 cr.)**

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

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

Provides opportunities for elementary teacher candidates to move from observation to practicing techniques in a variety of educational settings. Thirty (30) hrs of practicum required.

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

Provides opportunities for secondary teacher candidates to move from observation to practicing techniques in a variety of 6-12 educational settings. Thirty (30) hrs of practicum required.

**EDU 424 Student Teaching (9 cr.)**

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 required assessments



**EDU 425 Reflective Teaching Colloquium (3 cr.)**

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 required assessments.

**ENGLISH****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 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 HUM 102, HUM 225 and HUM 226. Offered spring semester.

**ENG 304 Creative Writing (3cr.)**

Allows students opportunity to study and/or compose 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 ENG 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 ENG 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 novels. 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 historical 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 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 a conference with instructors. This course may be repeated for credit, provided that the content is different. Offered fall or spring semester in alternate years.

**ENG 495 Senior Seminar Part I (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 plan a researched, academic essay on an important topic in English. Other assignments involve editing a brief passage for errors and analyzing professional texts. Emphasis is on Research methods. Prerequisite: Senior status. Offered in fall semester.

**ENG 496 Senior Seminar Part II (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. Emphasis in ENG 496 is on writing, revising, editing, and publishing an original thesis. Prerequisite: ENG 495 and Senior status. Offered in spring semester.

**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.

## **ENTREPRENEUR MANAGEMENT**

**ENM 315 Entrepreneurship (3 cr.)**

The 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/Employee Relations (3 cr.)**

This course examines the policies and practices used to promote equitable treatment of employees. Topics include employee health and safety, employee communication, equal opportunity and affirmative action, performance management, workforce diversity, employee rights, conflict resolution, employee development, pay structure decisions, collective bargaining, labor relations. Also includes global aspects of employee relations.

**ENM 490 Special Topics (1-3 cr.)**

Investigates in-depth a topic of current interest in the entrepreneurial field. Course must be approved by the student's advisor; the department chair and the Dean. Prerequisite: Junior or Senior status.

**ENM 494 Internship (1-3 cr.)**

Offers an opportunity for students to gain experience in a supervised business career through internship, mentorship, and/or work experience. Placement must be approved by the Internship Coordinator, the department

chair, and the dean. 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 submits a report on the student's performance and progress. Prerequisite: junior or senior status.

**ENM 499      Independent Study (1-3 cr.)**

Provides an opportunity for a student to pursue a topic of study under the supervision of a designated faculty member, with monitoring by the department chair. Course must be approved by the student advisor, the department chair and the dean. Prerequisite: Junior or Senior status.

## **FINANCE**

**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 301      Personal Financial Planning (3cr.)**

This course focuses on personal financial planning issues one encounters as a responsible adult and provides an overview of the roles of the individual, business, government, and foreign trade in the global economy. This course answers fundamental questions of how to manage personal financial resources, keep up with the cost of living, make responsible spending decisions, and how to cope with economic complexities of a global marketplace. (This course is a general education course for non-business majors and restrictive elective for business majors.) No Prerequisite.

**FNB 302      Small Business Finance (3cr.)**

This course of small business and entrepreneurial finance that emphasizes the financial knowledge and tools needed to develop a successful venture from start-up through growth and maturity. The goal is to identify, assess, and explain the key decision-making processes required of a small business entrepreneur or financial manager. Topics include financial statement analysis, capital acquisition, legal and regulatory compliance, budgeting, forecasting, and client and vendor relationships. Projects include creation of a financial plan and completion of a loan application. Discussion also covers contemporary issues related to finance.

**FNB 344      Banking and the Financial System (3 cr.)**

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 440      Public Finance (3 cr.)**

Provides instruction on basic topics in public economics/finance. Topics include public goods, externalities, public choice, income redistribution, social security, and taxation. Prerequisite: ECO 232.

**FNB 441      Investments (3 cr.)**

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 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

**FNB 490 Special Topics (1-3 cr.)**

Investigates in-depth a topic of current interest in the finance field. Course must be approved by the student advisor, the department chair and the dean. Prerequisite: Junior or Senior status.

**FNB 494 Internship (1 – 3 cr.)**

Offers an opportunity for students to gain experience in a supervised business career through internship, mentorship, and/or work experience. Placement must be approved by the Internship Coordinator, the department chair, and the dean. 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 submits a report on the student's performance and progress. Prerequisite: junior or senior status.

**FNB 499 Independent Study (1 – 3 cr.)**

Provides an opportunity for a student to pursue a topic of study under the supervision of a designated faculty member, with monitoring by the department chair. Course must be approved by the student advisor, the department chair and the dean. Prerequisite: Junior or Senior status.

**FRENCH****FRE 101 and FRE 102 Elementary French (3cr. each)**

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

**FRE 205 and FRE 206 Intermediate French (3cr. each)**

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 and FRE 310 French Civilization (3cr. each)**

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.

## **GEOGRAPHY**

**GEO 203 World Regional Geography (3cr.)** Acquaints students with the broader geographic perspective in looking at the world through the study of the various geographic regions of the world and their underlying uniqueness and complexities. The course content mainly focuses on the nine geographic regions of the world – Europe; Russia and neighboring countries; East Asia; Southeast Asia; South Asia; North Africa and Southwest Asia; Sub-Saharan Africa; Central and South America; and North America.

**GEO 204 Cultural Geography (3cr.)**

A study of human activities and institutions as they relate to the world, inclusive of religion, language, and socio-political and economic structures.

**GEO 205 Physical Geography (3cr.)**

A study of the earth's material composition, inclusive of climate, landforms, natural phenomena, and human interaction with the greater environment.

## **HEALTH**

**HLH 101 Personal and Community Health (1 cr.)**

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.

**HEALTH SCIENCE****HSC 350 Nutrition (3cr.)**

This course introduces the basic concepts of nutrition. The content includes: the functions of the major nutrients (carbohydrates, lipids, proteins, vitamins, and minerals) and food sources of each. The principles of diet evaluation, nutritional assessment, energy balance, weight control, nutrition and fitness, and how food choices can enhance health, athletic performance, and reduce the risk of chronic disease are emphasized. Selected topics in protein quality, vegetarian diets, eating disorders, and food safety are explored. Ref: Saint John's University - Nutrition 125 Concepts of Nutrition Science

**HSC 310 Health Issues in the African American Community (3cr.)**

Examines health and health disparities among African Americans in the U.S. Explores the primary health concerns and issues in the African American community. Topics include impacts of infant mortality, cardiovascular disease, AIDS, violence and cancer on the overall health status of African Americans. Ref: VCU - AFAM 310. African American Health: Health Disparities.

**HSC 392/491/492 (1-6cr.)**

Internship opportunity for the student to work or serve in an internship with a health science profession. Prerequisites: Senior status.

**HISTORY****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 American History I (3cr.)**

A survey of American history on the national, state, and local levels from the Colonial Period to the Civil War.

**HIS 202 American History II (3cr.)**

A survey of American history at the national, state, and local levels since 1865.

**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.

**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 nepotism, the rise of modern political ideology, Romantic nationalism and state-building, post-Industrialism, and the Great War of 1914-1918.

**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.

**HIS 315 Ancient Egypt and Its Neighbors (3cr.)**

A study of the ancient civilizations of Northeastern Africa, with the emphasis on Egyptian civilization from c. 3100 – 31 B.C.; but encompassing pertinent information on nearby regional cultures, notably those of the Holy Land and Mesopotamia.

**HIS 316 Ancient Greece and Rome (3cr.)**

Expounds upon the history and culture of the ancient Greek and Roman civilizations from their purported origins to 476 A.D. The course content will be inclusive of the advent and rise of Christianity.

**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.

**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.

**HIS 323 History of England I (3cr.)**

Intensive study of the major developments of English history from its earliest beginnings to the Glorious Revolution.

**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.

**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.

**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.

### **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.

### **HIS 355 History of Russia (3cr.)**

A study of Russian history from the time of the Varangian incursions through the Tsarist, Soviet, and Post-Soviet eras, emphasizing the events of the 20<sup>th</sup>-21<sup>st</sup> centuries and their contemporary, global relevance.

### **HIS 356 History of China (3cr.)**

A study of China, and of Chinese civilization, from its beginnings along the banks of the Yellow River, through its medieval period apex, to a present state as a divided nation.

### **HIS 360 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 HIS 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.

### **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.

## **HOSPITALITY MANAGEMENT**

### **HMM 100 Introduction of Principles and Leadership of Hospitality Management (3 cr.)**

This course provides students with the basic knowledge and leadership principles, and concepts related to all aspects of the hospitality industry including lodging, marketing, accounting event management, food services management, retail and gaming management, and emphasizes the tracing of the hospitality industry's growth and

development to present-day and future trends. Students begin an assessment portfolio that is used throughout the years at Virginia Union University.

**HMM 102 Introduction to Travel and Tourism (2 cr.)**

This course is designed to provide students with knowledge, principles and concepts of tourism and travel development and management that are currently used, given economic conditions of the world. Practical applications are included to effectively apply the concepts to the hospitality and tourism industry.

**HMM 201 Principles of Food Production/Sanitation and Safety (4 cr.)**

This course addresses the study of food groups, their nutritional value, methods of preparation, presentations, holding, sanitation and safety and service techniques. Attention will be given to the application of scientific and cost principles in the preparation of a wide variety of foods. Students will also assess potential production problems, especially in the areas of sanitation and safety, and how to troubleshoot them.

**HMM 200 Hospitality Law and Legal Environment (3 cr.)**

An analysis and assessment of laws related to the operation of each of the Hospitality and Tourism components. Laws related to human resources, Fair Labor Standards Act, licensure and zoning requirements, contract/franchise negotiations, civil rights, food and beverage services, Inn keeping, and travel laws are emphasized. Case analyses, forums assessing court cases, and research related to legal issues are included.

**HMM 301 Internship I (3 cr.)**

This course requires hospitality work experience that introduces students to the challenges faced by managers in the hospitality industry. Students complete research assignments along with the documentation of work experiences. Self and the supervisor's evaluations are required. A minimum of 360 documented work hours is required. The assignment results are presented in a portfolio format. Prerequisites: Satisfactory completion of HMM 100 and HMM 102.

**HMM 313 Hospitality Lodging Operations (3 cr.)**

This course is an analysis of the historical development of lodging and inn keeping. Principles and management of operation, and lodging classifications and ratings, as well as aspects of the interactions between the guest services department, housekeeping, accounting, reservations, food and beverage, and other departments will be studied. REVPAR, Yield Management, Average Daily Rate and Occupancy Rate concepts will be studied and analyzed. The evaluation of technological innovations used to increase and maintain operational strategies and guests' satisfaction are emphasized.

**HMM 420 Food Services (3 cr.)**

This course requires each student to develop and participate as a manager of a food service venue operation that may include a restaurant, theme or sports bars, food services in lodging and other facilities, as well as kiosks and food trucks and other future venues. Course topics will include the issues involved in defining an entrepreneurial service philosophy, improving profit margins, securing adequate supplies, identifying target markets, and planning for organizational growth. Many aspects of production, leadership and service will be experienced, discussed, and demonstrated. Prerequisite: Satisfactory completion of HMM 201.

**HMM 310 Cost Controls (3 cr.)**

This course provides requisite competencies related to the application of cost controls and the development and implementation of systems of controls based on mission, goals, and objectives of hospitality operations related to foods, beverages, labor, supplies and services. Costing for profits will be the major focus of the course. An analysis of techniques currently used to generate revenue while controlling cost drivers is emphasized.

**HMM 400 Hospitality Accounting and Finance (3 cr.)**

This course provides requisite competencies related to the application of revenue and costs and the development and implementation of systems of accounting and finance based on mission, goals, and objectives of the hospitality operations. An evaluation of technological systems utilized for each unit in a hospitality setting. An analysis of techniques currently used to generate revenue and methods used to account for costs and investments will be explored. Prerequisites: Satisfactory completion of HMM 310.

**HMM 450 Event Planning and Management I (3 cr.)**

This course is designed to provide students with all aspects of event planning. Special emphasis will be placed on marketing, planning, costing, executing, and evaluation of events. Students will learn basic components of meeting/event setups, travel and lodging, and transportation information. Based on client needs, event venues will be developed based on goals, mission and budget. Leadership Essentials, planning and cost and accounting principles will be applied. Prerequisites: HMM 100, HMM 310.

**HMM 401 Internship II (3 cr.)**

Students are required to work during the summer, fall or spring semester in a supervised work experience. A detailed portfolio with a journal, pictures, documented work hours, evaluations, and solutions to specified situations is required. Students must participate in an internship seminar held during the fall semester following the internship. Three hundred and sixty (360) documented hours are required. Students must also be registered for internship during the time they are participating in a Work/internship experience. Prerequisites: HTM 214.

**HMM 420 Advanced Hospitality and Tourism Analytics (3 cr.)**

This course prepares students to use hospitality lodging data generated as REVPAR, Yield Management, Average Daily Rate and Occupancy Rate to assess operation and revenue streams, based on classification. The course will also be based on experiential learning and industry relevance and prepare students to conduct specific research related to hospitality venues that include market studies, event impact analyses, economic analyses and feasibility studies.

**HMM 451 Event Planning and Management II (3 cr.)**

This course is designed to provide students with aspects of event and convention planning. Special emphasis will be placed on marketing, planning, costing, executing, and evaluating of two- day events or conventions. Students will plan events for non-profit and for-profit organizations. Based on guests' needs, plans will be developed employing business and profitability skills.

**HMM 490 Special Topics in Hospitality Management (3 cr.)**

This course is an in-depth study of a topic of current interest in the Hospitality Management areas. Topics of students' interest are evaluated and researched. Papers may be developed based on the research for presentation during a special research symposium. Students may wish to conduct research or pursue topics of interest not covered in HMM courses. Prerequisite: Senior standing. Credit, three hours.

**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 212 History and Appreciation of Theatre, *listed under Department of Fine Arts* (2cr.)**

For students to develop their understanding of theatre as a vital part of today's society. This course is designed to give a historical overview of Western theatre from the Groits' of Africa to the rise of realism and American theatre to the early 20<sup>th</sup> century. 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 ENG 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 ENG 102. Offered fall and spring semesters.

## **INSTRUMENT**

**INS 101-102 Instrument (1cr. Each)**

Fundamental studies for the 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 (1cr. Each)**

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: Instrument 101-102.

**INS 301-302 Instrument (1cr. Each)**

More advanced technique studies, and literature including that for the Junior Recital. Prerequisite: Instrument 201-202.

**INS 401-402 Instrument (1cr. Each)**

Advanced studies in preparation for Senior Recital, which will comprise suitable works from standard classical and jazz literature. Prerequisite: Instrument 301-302 and Junior Recital.

## **INTERDISCIPLINARY STUDIES**

**IDS 119 Introduction to Teaching (1cr.)**

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

**IDS 190-191 Fundamentals of Learning I and II (1 cr. 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, and 194      Fundamentals of Teaching Praxis II**

This course is designed to provide students with information and guidance while preparing for the Praxis II 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 (1 cr.) (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 (3 cr.) (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 (2 cr.)**

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 (2 cr.)**

Design 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 (9 cr.) (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 (3 cr.) (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 Exploration of Educational Environments (3 cr.) (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 (3 cr.)**

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

**LATIN AMERICAN STUDIES****LCS 250 Introduction to Latin America and the Caribbean (3cr.)**

Interdisciplinary overview of topics related to Latin American and Caribbean cultural studies such as cultural and linguistic diversity, social movements and economic development. Guest lecturers from different fields and perspectives complement class content. Prerequisite: None.

**LCS 325 Migrations, Borders, Diasporas (3cr.)**

Foundational topics for understanding the current role of Latin American and Caribbean countries in the current globalization process. The first part of the course analyses internal processes in countries and regions; and the second part examines the external conditions that play a part in migratory patterns of peoples from Latin America and the Caribbean. Prerequisite: LCS 250.

**LCS 330 U.S. Latino Social and Cultural History (3cr.)**

Study of the history of Latino/a and Latinx communities in the United States from Spanish colonial times to the present. Emphasis will be given to western and southwestern communities and their cultural and economic contributions to U.S. society. Introduction to Latinx communities. Prerequisites: LCS 250 or LCS 325.

**LCS 332 Afro-Latino(a) Social and Cultural History (3cr.)**

History of Afro-Latinos from the pre-slavery trade era to the Americas to the present with emphasis on social and cultural development. Prerequisites: LCS 250 or LCS 325.

**LCS 333 Survey of Afro-Latino(a) Literature (3cr.)**

Survey of Afro-Latino(a) literature from the 1800s to the present. Prerequisites: LCS 250 or LCS 325.

**LCS 334 U.S. Latino Literatures (3cr.)**

Survey of literature of Latino/a communities in the United States from Spanish colonial times to the present. Prerequisites: LCS 250 or LCS 325.

**LCS 340 Special Topics in Afro-Latino(a) Cultural Studies (3cr.)**

Topics on Afro-Latin American Cultural Studies. Prerequisites: LCS 250, LCS 325, and LCS 332.

**LCS 342 Special Topics in U.S. Latino Cultural Studies (3cr.)**

Topics on U.S. Latino(a) Cultural Studies. Prerequisites: LCS 250, LCS 325, LCS 330, LCS

# MANAGEMENT

## **MGT 199 Professional and Ethical Development (3 cr.)**

Introduces the student to business principles, 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 business behaviors.

## **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 (3 cr.)**

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 (3 cr.)**

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 ENG 102 and SPD 217.

## **MGT 214 Principles of Management (3cr.)**

A survey and foundation course in management covering the development of management as a discipline. An examination of current theories, principles and practices of planning, organizing, leading, decision-making, communicating and controlling which are applicable to an enterprise. Prerequisite: MGT 199

## **MGT 313 Operations Management (3 cr.)**

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

## **MGT 316 Global Business (3 cr.)**

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 (3 cr.)**

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 490 Special Topics (1-3 cr.)**

Investigates in-depth a topic of current interest in the business management field. Course must be approved by the student advisor, the department chair and the dean. Prerequisite: Junior or Senior status.

## **MGT 494 Internship (1 – 3 cr.)**

Offers an opportunity for students to gain experience in a supervised business career through internship, mentorship, and/or work experience. Placement must be approved by the Internship Coordinator, the department chair, and the dean. 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 submits a report on the student's performance and progress. Prerequisite: junior or senior status.

**MGT 499 Independent Study (1 – 3 cr.)**

Provides an opportunity for a student to pursue a topic of study under the supervision of a designated faculty member, with monitoring by the department chair. Course must be approved by the student advisor, the department chair and the dean. 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 (3 cr.)**

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 (3 cr.)**

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 (3 cr.)**

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 (3 cr.)**

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 (3 cr.)**

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 (3 cr.)**

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 and 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 (3 cr.)**

Emphasizes the development of marketing programs utilizing computerized information systems that monitor and record the activities of customers. Included are the customizations of marketing communications for individuals by using database information and social media. The airline, banking and grocery industries are studied for their use of database marketing. (Prerequisite: MKT300)

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

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 Special Topics (1-3 cr.)**

Investigates in-depth a topic of current interest in the marketing field. Course must be approved by the student advisor, the department chair and the Dean.

**MKT 494 Internship (1-3 cr.)**

Offers an opportunity for students to gain experience in a supervised business career through internship, mentorship, and/or work experience. Placement must be approved by the Internship Coordinator, the department chair, and the dean. 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 submits a report on the student's performance and progress. Prerequisite: junior or senior status.

**MKT 499 Independent Study (1-3 cr.)**

Provides an opportunity for a student to pursue a topic of study under the supervision of a designated faculty member, with monitoring by the department chair. Course must be approved by the student advisor, the department chair and the Dean. Prerequisite: Junior or Senior status.

**MASS COMMUNICATIONS****MCM 101 Introduction to Mass Communications (3cr.)**

Prepares students to make an educated decision on selecting mass communications as a major of study. Students will examine various facets, aspects, and career choices within the communications field, including broadcast journalism, public relations, strategic communications, content creation, print journalism, digital communications, and social media strategy.

**MCM 200 Foundations of Mass Communications (3cr.)**

Provides a comprehensive survey of the mass media, including their histories, evolutions, economics, and impact on society. Prerequisites: ENG 101 and ENG 102.

**MCM 204 Language Skills for Communicators (3cr.)**

Prepares students for professional work, with a focus on mastering the basics of the Associated Press style, grammar, punctuation, and spelling. Prerequisite: None.

**MCM 206 Social Media (3cr.)**

Gives students a broad approach to the history, theory, technology, impact and strategic uses of social media. Twitter, Facebook, blogs, podcasts, etc. are accessible technologies that enable anyone to create, edit, publish, and access messages intended for the smallest to the largest of audiences. The course will examine the strategic uses of social media for community building, civic and political participation, advertising, marketing, public relations and journalism. It provides hands-on experience with the most current technology. Prerequisite: None.

**MCM 210 News Reporting (3cr.)**

Teaches research and critical thinking skills needed to gather and analyze information. The course also builds strong writing skills and proper language use for all forms of mass communications. It emphasizes language usage, grammar and the basics of the Associated Press style. Prerequisite: MCM 200.

**MCM 212 Principles of Public Relations (3cr.)**

Introduces students to the practice of public relations. The field's scope will be examined with emphasis on specialization, media relations and simultaneous multi-public workings. Prerequisite: MCM 200.

**MCM 245 Broadcast News Writing (3cr.)**

Teaches students the fundamentals of writing for radio and television news including interviewing techniques and electronic news gatherings. Students will examine differences between writing for print and broadcast media. Practice in script writing and delivery is required. Students will also be introduced to nonlinear editing. Prerequisites: MCM 200 and MCM 210.

**MCM 300 Research in Public Relations (3cr.)** Introduces students to qualitative and quantitative research methods of applied, basic and evaluative research used in developing, managing, and evaluating public relations campaigns and programs. Prerequisite: MCM 212.

**MCM 302 Public Relations Writing and Production (3cr.)**

Gives students practical experience in developing written communication tools used in public relations. The student will learn how to prepare press releases, surveys, biographies, fact sheets, speeches, brochures, newsletters, press kit, etc. Prerequisite: MCM 212.

**MCM 304 Minorities and Mass Media,  
formerly offered as MCM 304 Black Press (3cr.)**

Studies and discusses the portrayals of minority social groups in mainstream media (news, television, social media, and movies) and how it can and does shape societal opinions.

**MCM 307 Media Ethics (3cr.)**

Analyzes the principles and process of ethical decision making for practitioners in both news and persuasive journalism. The course employs classical ethical theories, moral reasoning models and critical thinking skills to resolve ethical problems involving reporters, editors, broadcasters, and practitioners in advertising and public relations. Prerequisites: MCM 200 and MCM 210.

**MCM 309 Radio Production (3cr.)**

Studies the history, law, ethics, theory, and practical use of radio technology. Learns the operational procedures and practices in a modern radio broadcast studio and various aspects of radio production that includes editing, announcing, producing studio-recordings, producing news or feature interview stories, pre-recorded newscasts, preparing content for radio programming, publishing content online, creating and maintaining audio streams, podcasts, and direct feed, creating content for a multimedia website, and producing ad spots and promotional posts.

**MCM 324 Media and Crisis Communications (3cr.)**

Provides students with a fundamental understanding of crisis management, risk communication, media relations and public-opinion research techniques in multiple contexts. It introduces students to crisis management principles, strategies, tactics and communication methods. Students will learn how to predict, manage and control real-world controversies that they may confront as they pursue their careers. Prerequisites: MCM 212, MCM 300 and MCM 302.

**MCM 326 Persuasion and Propaganda (3cr.)**

Studies persuasive communication as found in the media. The course analyzes the role of the mass media in the creation and use of public opinion and propaganda. It will emphasize the use and abuse of persuasive communication. Prerequisite: MCM 200.

**MCM 328 Event Planning (3cr.)**

Teaches students how to organize and plan all aspects of business and social events, including food, location, décor, etc. Students will learn the basics of planning and coordinating various events along with how to promote and market each event. Prerequisite: None.

**MCM 345 TV Production I (3cr.)**

Teaches practical aspects of television production; program planning, operation of cameras, lights, and audio components; control room discipline and simple direction. Knowledge of basic terms, work areas, and crew functions are emphasized. Prerequisites: MCM 245

**MCM 400 Mass Communications Portfolio I (1cr.)**

Clarifies how successfully the student has learned principles and practices in the mass communications program at VUU and illustrates to potential employers the extent of the student's learning. Students will submit professional-quality portfolios of their work as a major requirement of the course. Prerequisite: Taken in senior year.

**MCM 412 Communications Law (3cr.)**

Addresses mass media law in the United States from the adoption of the First Amendment to the most recent judicial opinions affecting print, broadcast, and Internet media. Students will examine libel elements, defenses, and damages. Other topics include appropriation, intrusion, prior restraint, and free press vs. fair trial arguments. Prerequisites: MCM 200, MCM 210, and Junior status.

**MCM 414 TV Production II (3cr.)**

Builds on and strengthens the skills gained in MCM 345. Study and practical experiences in television production and programming are emphasized. Planning and videotaping of students' projects are required, including more advanced features of nonlinear editing. Prerequisite: MCM 345.

**MCM 415 Internship (3cr.)**

Provides students opportunity to receive on-the-job training under the supervision of an instructor and the employer. Internships are available in newspapers, magazines, public relations, radio and television. Regular meetings with the faculty Internship Coordinator and weekly written reports are required. Prerequisite: Departmental approval.

**MCM 416 Public Relations Campaigns (3cr.)**

Instructs students in the strategic planning of a public relations campaign. Students will use practices of traditional PR methods as well as New Media methods in implementing strategic campaigns emphasizing a variety of cost-effective tactics. Prerequisites: MCM 212, MCM 300, and MCM 302.

**MCM 424 International Communication (3cr.)**

Cross-cultural study of the role of communication in global co-existence at socio-economic and political levels. Prerequisite: Permission of the instructor.

**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.)**

Provides opportunities for students to pursue their passions, develop specialized skills, and produce significant work that can enhance their academic and professional portfolios.

**MATHEMATICS****MAT 115 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 including exponential and logarithmic, and systems of equations and inequalities.

**MAT 121 Contemporary College Mathematics (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 115, satisfactory mathematics placement test score, or permission of the Department Chair.

**MAT 160 Pre-Calculus for Business Majors (3cr.)**

A study of algebra topics with a focus on business applications. Topics include graphing techniques, linear, quadratic, exponential and logarithmic functions, and systems of linear equations, matrices, linear programming, and introduction to probability. Prerequisite: MAT 115, satisfactory placement score, or permission of the Department Chair.

**MAT 170 Pre-Calculus (3cr.)**

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: MAT 115, satisfactory placement score, or permission of the Department Chair.

**MAT 175 Pre-Calculus with Trigonometry (3cr.)** Instruction designed to presents rational polynomials and functions, graphing higher order and nonlinear equations, exponential and logarithmic functions, applications in mathematical modeling, trigonometric functions, identities and equations, applications of trigonometry, selected topics in sequences and series. Prerequisite: MAT 115, MAT 170, satisfactory mathematics placement score or permission of the Department Chair.

**MAT 201 Elementary 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 115 or higher.

**MAT 210 Applied Calculus for Business (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: MAT 160, satisfactory placement score, or permission of the 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 the Department Chair.

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

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.)**

Axiomatic systems, methods of proofs, Euclidean and non-Euclidean geometries. Prerequisite: MAT 216 or permission of the Department Chair.

**MAT 304 Linear Algebra, formerly offered as MAT 221 (3cr.)**

A study of systems of linear equations, matrices, vector spaces, linear independence, spanning, basis, dimension, determinants, Eigen values, 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. Prerequisite: MAT 216.

**MAT 307 Modern Algebraic Theories II (3cr.)**

Topics emphasized include integral domains, ideals, polynomials, polynomials 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 calculus of multiple-dimensional spaces. 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 327 Differential Equations, formerly offered as MAT 427 (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 331 Probability and Statistics I, formerly offered as MAT 431 (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.

**MAT 332 Probability and Statistics II, formerly offered as MAT 432 (3cr.)**

Sampling, distribution estimations, mathematical expectations, normal, Poisson and related distributions, regression and correlation, hypothesis testing and analysis of variance. Prerequisite: MAT 331.

**MAT 420 Vector Analysis (3cr.)**

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.

**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.

**MAT 429 Advanced Calculus II (3cr.)**

Topics to be covered include Infinite series, limits and uniform convergence, line and surface integrals. Prerequisite: MAT 428.

**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.

**MAT 442 Complex Variables II (3cr.)**

Topics include series representation of analytic functions, residue theory, and conformal mappings, transform methods and applications. Prerequisite: MAT 441.

**MAT 450 Numerical Analysis (3cr.)**

Knowledge of a programming language or mathematical software package recommended. Topics covered: computational solutions (algorithm design, error analysis, and convergence), finding roots (equations, linear and non-linear systems), and methods of eigenvalues. Prerequisite: MAT 304.

**MAT 455 Numerical Solutions of ODEs (3cr.)** Introduction to theory of ordinary differential equations; existence and uniqueness and extendibility of solutions (continuous dependency of solutions on initial conditions), stability and linearization, Lyapunov theory of stability, invariance theorem, applications, and finite difference methods for linear/non-linear systems. Prerequisite: MAT 428 and MAT 429 or permission of instructor.

**MAT 460 Introduction to PDEs (3cr.)**

The basic partial differential equations: parabolic (such as heat equation), hyperbolic (wave equation) and elliptic (steady state) are studied. Solution methods such as separation of variables and integral transforms will be used. Practical problems and applications are emphasized. Prerequisite: MAT 327.

**MAT 465 Numerical Solutions of PDEs (3cr.)** Classification of partial differential equations, initial and boundary value problems, well-posedness; first order equations and method of characteristics; wave equations in higher dimensions; heat equation, transform methods, maximum principle, energy methods, Laplace's equation, Dirichlet problem for the disc; survey of non-linear equations. Prerequisite: MAT 455 or permission of the instructor.

**MAT 481 Independent Study (3cr.)**

The student will research a topic chosen by the instructor to present as an oral report. The research is guided by a faculty member. Prerequisite: Permission of the Department Chair.

**MAT 490 Topics Course in Advanced Mathematics (3cr.)**

The delivery varies from term to term but topics can be selected from: tensor analysis, special functions, dynamical systems, fractals, Fourier analysis, wavelets, topology, differential geometry, integral equations and asymptotic/perturbation methods, or contemporary mathematics topic selected by a faculty. Prerequisite: Permission of the Department Chair.

**MAT 499 Senior Research (2-4cr.)**

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 or by recommendation of the Department Chair.

**Military Science****MSC 101 Military Science and Leadership: Introduction to the Army, formerly Foundations of Officership (1cr.)**

Introduces students to fundamental components of service as an officer in the U.S. Army. Forms building blocks of progressive lessons in values, fitness, leadership and officership. Also addresses "life skills" including communications theory and practice (written and oral) and interpersonal relationships.

**MSC 102 Military Science and Leadership: Foundations of Agile and Adaptive Leadership (1cr.)**

Introduces students to "life skills" of problem solving, decision making and leadership. Designed to help students be more effective as leaders, both immediately on campus and in the long term in either military or civilian life. Introduces students to fundamental officer skills such as map reading, land navigation, tactics and leadership values/actions. Using these basic skills, students will build a rudimentary understanding of the core competencies necessary to become an Army officer and leader.

**MSC 201 Military Science and Leadership: Leadership and Decision Making (2cr.)**

Explores the dimensions of creative and innovative tactical leadership strategies and styles by examining team dynamics and two historical leadership theories that form the basis of the Army leadership framework. Aspects of personal motivation and team building are practiced by planning, executing and assessing team exercises, and by participating in leadership labs. The course continues to develop knowledge of leadership values and attributes through understanding Army rank, structure and duties as well as broadening knowledge of land navigation and squad tactics. Case studies provide a tangible context for learning the Soldiers Creed and Warrior Ethos as they apply in the contemporary operating environment. Prerequisites: MSC 101 or permission of advisor.

**MSC 202 Military Science and Leadership: Army Doctrine and Team Development (2cr.)** Examines the challenges of leading tactical teams in the complex contemporary operating environment (COE). Highlights dimensions of terrain analysis, patrolling and operation orders. Continued study of the theoretical basis of the Army leadership framework explores the dynamics of adaptive leadership in the context of military operations. Cadets develop greater self-awareness as they assess their own leadership styles, practice communication, and team-building skills. COE case studies give insight into the importance and practice of teamwork and tactics in real-world scenarios. Prerequisite: MSC 201 or permission of advisor.

**MSC 301 Military Science and Leadership:  
Training Management and Warfighting (3cr.)**

Challenges cadets to study, practice and evaluate adaptive team leadership skills as they are presented with the demands of the ROTC Leader Development and Assessment Course. Challenging scenarios related to small unit tactical operations are used to develop self-awareness and critical thinking skills. Cadets receive systematic and specific feedback on leadership abilities. Prerequisites: MSC 101, 102, 201, and 202 (or MSC 203), permission of advisor and military service obligation.

**MSC 302 Military Science and Leadership:  
Applied Leadership in Small Unit Operations (3cr.)**

Provides instruction and case studies that build upon leadership competencies and military skills attained in MILS 301 in preparation for future responsibilities as Army officers. Specific instruction is given in individual leader development, planning and execution of small unit operations, individual and team development, and the Army as a career choice. Prerequisite: MSC 301 or permission of advisor.

**MSC 401 Military Science and Leadership: The Army Officer (3cr.)**

Develops student proficiency in planning, executing and assessing complex operations, functioning as a member of a staff, and providing performance feedback to subordinates. Cadets are given situational opportunities to assess risk, make ethical decisions and lead fellow ROTC cadets. Lessons on military justice and personnel processes prepare cadets to make the transition to becoming Army officers. MS IV (senior) cadets lead lower-level cadets. Both classroom and battalion leadership experiences are designed to prepare MS IV cadets for their first unit of assignment. Cadets identify responsibilities of key staff, coordinate staff roles and use battalion operations situations to teach, train and develop subordinates. Prerequisite: MSC 302 or permission of advisor.

**MSC 402 Military Science and Leadership: Company Grade Leadership (3cr.)**

Explores the dynamics of leading in the complex situations of current military operations in the contemporary operating environment. Cadets examine differences in customs and courtesies, military law, principles of war, and rules of engagement in the face of international terrorism. Cadets also explore aspects of interacting with nongovernment organizations, civilians on the battlefield and host nation support. Course places significant emphasis on preparing cadets for Basic Officer Leadership courses and their first unit of assignment. Utilizes case studies, scenarios and "What now, Lieutenant?" exercises to prepare cadets to face the complex ethical and practical demands of leading as a commissioned officer in the U.S. Army. Prerequisites: MSC 301, 302 and 401, or permission of advisor.

**MUSIC**

**MUS 101X Choir (1cr.)**

Preparation of major works from choral literature for performing at services, campus concerts off-campus concerts, and special occasions.

**MUS 101Y Bands (1cr.)**

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.

**MUS 101Z Jazz Band (1cr.)**

Music ensemble providing instruction/performance of jazz music from all periods.

**MUS 102 Basic Music Skills I (3cr.)**

Designed for music majors to learn necessary written and performance skills.



**MUS 112 Ear Training and Sight Singing (3cr.)**

Incorporates ear training, sight singing, dictation, and keyboard harmony, related to the theoretical concepts of music.

**MUS 123 B Brass Survey (3cr.)**

A survey of brass instruments that includes performance instruction as well as history and theory related to the musical group. Prerequisites: MUS 102 and MUS 112.

**MUS 123 P Percussion Survey (3cr.)**

A survey of percussion instruments that includes performance instruction as well as history and theory related to the musical group. Prerequisites: MUS 102 and MUS 112.

**MUS 123 S Strings Survey (3cr.)**

A survey of string instruments that includes performance instruction as well as history and theory related to the musical group. Prerequisites: MUS 102 and MUS 112.

**MUS 123 V Vocal Survey (3cr.)**

A survey of vocal techniques that includes performance instruction as well as history and theory related to voice as an instrument. Prerequisites: MUS 102 and MUS 112.

**MUS 123 W Woodwind Survey (3cr.)**

A survey of woodwind instruments that includes performance instruction as well as history and theory related to the musical group. Prerequisites: MUS 102 and MUS 112.

**MUS 201 Music Literature (3cr.)**

A study of major composers, works, and styles of Western music, emphasizing Ancient through Baroque music and classical through 20th-century music.

**MUS 212 Basic Music Theory (3cr.)**

A continuation of Music 211, with greater emphasis on form, analysis, 20th century techniques, and creative writing. Prerequisite: MUS 102.

**MUS 301 Music History (3cr.)**

A survey of Western music from the ancient Greeks through the Baroque era, covering both major and lesser composers, works, and theoretical concepts.

**MUS 303 Piano Accompanying (3cr.)**

Designed for piano and organ majors or concentrations, principles of accompanying soloists or chorus, studio and rehearsal experience on accompanying student recitals. Offered on demand.

**MUS 304 Vocal Diction (3cr.)**

This course will introduce students to the IPA (International Phonetic Alphabet) and the rules for usage. Students will practice drills, reading and IPA translation in Italian, English, German, and French

**MUS 309 Computers in Music (3cr.)**

Designed to introduce the student to computer skills and terminology used in music composition and arrangement.

**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 102.

**MUS 313 Instrumental Survey (3cr.)**

A survey of woodwinds, string, and percussion instruments, including fundamentals, techniques, and performance of each.

**MUS 320 Formation for Christian Musicianship (3cr.)**

An introduction to selected aspects of Christian music ministry, including personal spiritual formation, the call to ministry, careers in Christian music and practical skills for music ministry.

**MUS 321 History of African American Music and Musicians (3cr.)**

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

**MUS 325 The Musician as Educator in the Church (3cr.)**

A survey of music education in the church, with particular emphasis upon the planning, implementation and ministerial facets of teaching, as well as a look at the practical, philosophical and psychological aspects within a church setting.

**MUS 330 Leadership in Music Ministry (3cr.)**

The course is a survey of the principles involved in organizing and implementing a comprehensive music ministry, including budgeting, programming and multiple staff relationships. An introduction to pastoral skills including visioning, hospital visitation and conflict management.

**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.

**MUS 335 Instrumental Music in the Church (3cr.)**

A study of the use of instruments in the church, seeking to provide students with both knowledge and skill set in the field of instrumental music arrangement and performance practice especially in the context of Christian Worship.

**MUS 340 Technology and Keyboards in the Church (3cr.)**

A survey of the use of technology, keyboard instruments and hand bells in the church; including the purchase, maintenance and use of the instruments/equipment.

**MUS 371 Marching Band Techniques (3cr.)**

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.

**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 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 425 Internship (3cr.)**

This course provides the opportunity for the student to obtain supervised work experience in the major at an off-campus or on-campus site approved by the Departmental Chairperson. Students are responsible for acceptance into an internship program prior to the course start date.

**MUS 430 Worship in the Church (3cr.)**

A study in music worship from biblical times to the present. Includes strengthening worship leadership and planning skills and thereby connecting the principles and practice of music making in worship to the broader life of the Church in a local context.

**MUS 435 The Song of the Church (3cr.)**

A survey of vocal music in the Christian Church, with particular emphasis upon the literary, scriptural, theological, musical, historical and performance background of congregational song, and an introduction to selected standard sacred choral literature.

**MUS 440 Sacred Choral Literature (3cr.)**

A study of the repertory, functions and performing forces of sacred choral music in various genres and periods of musical and church history.

**MUS 445 Choral Vocal Music Ministry (3cr.)**

A study of adult choirs, youth choirs and children's choirs, ensembles and soloists including rehearsal techniques, spiritual growth, promotion, management, vocal development, material and their role in the life of the church and community.

**MUS 450 Special 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 music faculty.

**MUS 480 Music of the Black Church (2cr.)**

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

**MUS 499 Independent Study (3cr.)**

An independent study course that provides students with the ability to pursue a specialized research topic or project under the guidance of a faculty member. Offered only with subject approval from faculty.

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

A sequence in original composition leading to a major in composition, beginning with small forms and progressing through sectional, variational, and multimovement 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.)

**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 socio-political economic 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. One hour lecture weekly. Offered spring semester of alternate years. No prerequisite.

**NSC 301 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. 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 Honors Research and Thesis (4cr.)**

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 (1 cr.)**

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 (1 cr. 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) (1 cr. 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 (1 cr. 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 (1 cr. 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 405-406      Organ (2 cr.)**

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 (3 cr.)**

This course will introduce students to the art of critical thinking. Toward this end, students will develop the ability to analyze and evaluate arguments. Course explorations will aid students in developing basic critical thinking skills which will include the ability to: recognize arguments, identify crucial issues, evaluate credibility, and identify fallacies. It also examines the nature of, and assumptions underlying, scientific inquiry.

## **PHI 212      History of Philosophy (Ancient) (3 cr.)**

This course explores ancient Greek philosophical texts as a means of understanding the ways in which certain aspects of Greek philosophical thought remain relevant in the present age. Students focus primarily on Platonic dialogues and Aristotelian texts as a means of examining the nature of virtue, friendship, political obligation, and their relationship to one's ability to live the "good life."

## **PHI 213      Modern Philosophy (3 cr.)**

This course is a survey of philosophy and philosophers from the "Modern" period of western philosophy, which is roughly from 1600 through 1800. Particular focus is Rene Descartes and the philosophical responses to his work in both the rationalist and empiricist traditions. Topics include (but are not limited to) skepticism, the existence and nature of God, free will, and ethics.

## **PHI 314      American Philosophy (3 cr.)**

This course covers the different areas of American Philosophy that have influenced the development of American society and philosophical thought. Specific topics include the role of Calvinist thought in colonial America, the Pragmatism of Peirce and James, and developments in African American Philosophy from the nineteenth century through today.

## **PHI 316      Contemporary Trends in Philosophy (3 cr.)**

This course covers contemporary philosophical theories, as well as current political, cultural, and social issues. Specific topics include the nature of the mind, recent questions about free will, and the political thought of John Rawls and Robert Nozick.

## **PHI 430      Philosophy of Religion (3 cr.)**

This course explores the philosophical exploration of the question of God. Among the issues explored are: Arguments concerning God's existence, the existence and nature of God, the ethics and commitments that arise based on beliefs, doubt, and faith; as well as what constitutes faith, and philosophical responses to crises of faith, with a particular focus on Blaise Pascal. Students will develop an awareness of philosophical methods and their application to questions concerning God.

**PHI 490 Special Topics in Philosophy** (The following courses are taught under the rubric of Special Topics in Philosophy)

### **---Ethics (3 cr.)**

This course provides a historical introduction to Western ethical thought. It explores classical and contemporary conceptions of ethics in an effort to define "ethics" in general. Students will gain a basic understanding of major ethical theories in the Western philosophical tradition and understand how these theories relate to their contemporary experiences.

### **---Introductory Philosophy (3 cr.)**

This course provides a historical introduction to Western Philosophical thought. Students will gain an introductory understanding of the history of western philosophy, methods of philosophical argumentation, and become aware of how course theories relate to their contemporary experiences.

**---Philosophy and Ethics in Politics and Society (3 cr.)**

This course explores the issues involved with determining that life is worth living and how what one values affects political and social concerns. Students will develop a basic understanding of classical and contemporary political philosophy. They will have a basic understanding of how it relates to ethical theories and how such theories enable them to make determinations about what is good for society, individuals, and/or groups.

## **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.

## **PHYSICS**

**PHY 101      Introduction to Physical Science, *formerly offered as SCI 151* (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 115 or higher (*may be taken concurrently*).

**PHY 201      Special Topics in Physics and Engineering (4cr.)**

A non-calculus based course of General Physics designed for STEM majors covering possible topics related to electricity, magnetism, optics, modern and nuclear physics, condensed matter physics, astronomy and others. Emphasis will be given on application, hands on activities and projects related to physics/engineering. Three hours lectures, two hours laboratory weekly. Prerequisite: PHY 101 and MAT 175 (may be taken concurrently) or permission of the instructor.

**PHY 221 and PHY 222 College Physics (4cr. 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 170.

**PHY 251 and PHY 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 PHY 252, and 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. Three hours lecture weekly. Prerequisites: PHY 251 and MAT 214.

**PHY 320 Electricity and 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. Three hours lecture weekly. Prerequisites: PHY 252 or PHY 222, and MAT 216.

**PHY 325 Electronics (3cr.)**

An introduction of basic electronics and instrumentation for Electrical Engineers and Physics majors. This lab/lecture course includes the study of AC and DC circuits, diodes, rectifiers, transistors and operational amplifiers. Two hours lecture and three hours laboratory weekly. Prerequisites: PHY 252 or PHY 222.

**PHY 330 Thermodynamics (3cr.)**

Fundamental concepts of thermodynamics include temperature, entropy, internal energy, thermodynamic potential, laws of thermodynamics and their consequences, thermodynamics of irreversible processes. Prerequisite: PHY 252 and MAT 322.

**PHY 340 Optics (3cr.)**

This course provides a solid introduction to both classical and modern optics from lenses to lasers. The students will learn about Geometric Optics, Interference, Diffraction, Light polarization, Coherence, Maxwell theory, Modes and Mode Propagation, Blackbody Radiation, Atomic Emission and Lasers, Optical Constants, Fourier Transformation and FT-Spectrometer, Imaging Using Wave Theory. Prerequisites: PHY 252 and MAT 322.

**PHY 401 Mathematical Methods in Physics I (3cr.)**

Vector Analysis, Tensor Analysis, Matrix Algebra, Sequences and Series, Functions of a Complex variable, Ordinary Differential Equations, Partial Differential Equations, Differential Forms, Fourier series, Fourier Transform, and Laplace Transform. Prerequisite: MAT 322.

**PHY 402 Mathematical Methods in Physics II (3cr.)**

Special Functions, Green's Functions, Integral Equations, Introduction to Dynamical Systems, Variational Methods. Probability and Statistics Prerequisite: PHY 401.

**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. Three hours lecture weekly. Prerequisites: PHY 305 and MAT 322.

**PHY 411 and PHY 412 Advanced Laboratory I and II (2cr.)**

A variety of experiments in diverse areas of Modern and classical physics, emphasizing independent work. These experiments develop the fundamental skills needed for a physicist and engineer. Four hours laboratory weekly. Prerequisite: PHY 222 or PHY 252.

**PHY 481 and PHY 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. Four to eight hours weekly. Prerequisite: permission of the department.



### **PHY 491 and PHY 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.

## **PIANO**

### **PIA 100 Piano (1 cr.)**

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 101-102 Piano (1 cr. each)**

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 (1 cr. 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 (1 cr. each)**

Prepares students for Junior Recital. Students are expected to be familiar with representative Classical and Romantic works including Debussy and Ravel and the sonatas of Beethoven, Mozart, and Hadyn. Prerequisite: PIA 201-202. (One-Hour Sequence)

### **PIA 401-402 Piano (1 cr. 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)

## **POLITICAL SCIENCE**

### **PSC 200 Research Methods (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.

### **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.

**PSC 230 Introduction to American Government (3cr.)**

Provides a basic introduction to how the American, and the state and local government of Virginia function. It will emphasize the institutional roles of the Presidency, the Congress, and the Supreme Court, as well as the more informal roles of political parties, interest groups, the media, and elections. The course will include a complete study of the structures, function, and powers of state and local government in Virginia. Also, the course will study the importance of citizen participation in the political process in state and local government in Virginia.

**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.

**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 332 Parties and Elections (3cr.)**

his course provides an understanding of the central role that parties play in American politics and other governmental systems. It explains the similarities and differences among political parties, interest groups and factions. There is a discussion of the evolution and the pervasiveness of parties in the United States; and an assessment how the two-party system has endured, and the role of minor parties in U.S. Political history. Prerequisite: PSC 230.

**PSC 340 Introduction to Comparative Politics (3cr.)**

An analysis of the theoretical varieties of government and a study of selected and illustrative contemporary foreign governments. Prerequisite: PSC 230.

**PSC 350 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. 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 230.

**PSC 400 The American Legal System (3cr.)**

This course serves as an introduction to the American legal system, including the structure, processes and personnel of the system. The emphasis of the course will be on certain core aspects of the system including the concept of judicial review and judicial decision making. We will also examine the Constitutional foundations of the American system and significant cases involving the criminal and civil aspects of the American judicial system.

**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. Prerequisite: PSC 230.

**PSC 435 Representation: Congress and the Constitution (3cr.)**

Examines the operations and function of the United States Congress, including its role within political institutions in both domestic and international affairs. Attention is given to the processes and patterns of the national government of the United States.

**PSC 450 The Urban Environment: 21<sup>st</sup> Century Challenges (3cr.)**

Given the dynamic and increasingly fluid nature of the contemporary American urban setting: this course will focus on specific, problematic topics, as selected by the Instructor; which may include: problems relation to education; the environment; racial, ethnic, and minority issues; policing; the criminal justice system; correctional facilities; homelessness; mass media and political reporting; or the inter-relationship of local state and federal entities in the decision making process.

**PSC 490 Selected Topics (1-3cr.)**

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. Prerequisite: 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, this course fulfills a general education social science requirement. Topics covered include modern approaches in psychology, learning and cognition, theories of personality, psychopathology and therapies.

**PSY 102 General Psychology II (3cr.)**

A continuation of General Psychology I. Enrollment is required of students intending to be psychology majors. Topics covered include biopsychology, memory, thought and language, developmental psychology and social psychology. Prerequisite: PSY 101.

**PSY 201 Human Growth and Development (3cr.)**

A life span approach to the study of developmental processes from conception to adolescence. Special emphasis is placed on the joint impact of cultural, social, emotional, cognitive, and biological factors on developmental processes. The primary goal of this course is to help students translate developmental theories into practical implications for teaching and caring for youngsters from diverse cultures. This course is intended for teacher education students.

**PSY 203 Research Methods I – Statistics (3cr.)**

An introduction to basic statistical concepts and the elements of research design necessary in psychological research. Topics include frequency distributions, measures of central tendency, measures of variability, z-scores, Pearson and Spearman correlations, hypotheses testing for correlation coefficients, and hypotheses testing for two independent samples. Prerequisites: PSY 101 and MAT 121.

**PSY 204 Research Methods II – Design (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      Infant and Child Development (3cr.)**

A life span approach to the study of developmental processes with special emphasis on infancy and childhood. The primary goal of this course is to help students appreciate the joint contributions of cultural, social, emotional, cognitive, and biological factors on early development. Prerequisite: PSY 102.

**PSY 206      Adolescent Development (3cr.)**

A multidisciplinary approach to the study of adolescent development from puberty to adulthood. A primary goal of this course is to help students understand that the psychological impact of the biological, cognitive, and sociocultural changes of adolescence is shaped by the contexts –family, peer, school, work and leisure – in which the changes take place. Prerequisite: PSY 102.

**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. Prerequisite: PSY 101.

**PSY 302      Theory and Practice I (3cr.)**

This course acquaints the student with the major techniques used in counseling. Emphasis is placed not only on the techniques but also on the rationale underlying the practice of counseling, theoretical approaches, counseling techniques, and the ethics of counseling. Prerequisite: PSY 102.

**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. Intended for education majors. Prerequisite: 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. Prerequisite: PSY 102.

**PSY 309      Theory and Practice II (3cr.)**

This course presents an overview of counseling and psychotherapy theories with an emphasis on those major concepts and modalities that are commonly used in therapeutic work with clients. The major modalities include Psychoanalytic, Humanistic, Behavioral, Cognitive and Family Systems therapies. The course will also present an eclectic approach to intervention strategies for dealing with psychological, emotional, and adjustment problems. Prerequisite: PSY 102.

**PSY 310      Advanced Statistics for Psychology (3cr.)**

A study of one-way analysis of variance, two-way analysis of variance, simple regression, Chi square, and Kruskal-Wallis H test. The goal of this course is to help students to perform descriptive and inferential procedures and to apply the answers within the context of research. Prerequisite: PSY 204.

**PSY 311      Adult Development and Aging (3cr.)**

A life span approach to study of development from early adulthood to old age. One goal of this course is to examine the physical, emotional, social, cultural, and cognitive factors in the growth and development of normal adults from young adulthood through old age. Prerequisites: PSY 102 or PSY 201.

**PSY 314      Positive Psychology (3cr.)**

An introduction to the use of the principles of psychology to promote health, wellbeing, and resilience. Prerequisites: PSY 102 or PSY 201.

**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 316      African American Psychology (3cr.)** Introduces the fundamental concepts in understanding the psychology of African Americans, drawing upon African and American cultures and perspectives. Topics will include foundations of African American psychology, intrapersonal and interpersonal issues such as family, community, and racial identity, as well as physical and mental health issues. Prerequisite: PSY 101

**PSY 317      Psychology of Women (3cr.)**

Introduces the fundamental concepts in understanding psychological issues affecting women. Topics will include perceptual values that influence differing concerns regarding weight and body image in males versus females; gender differences in expression of aggression; gender difference in incidence, treatment and prognosis for psychological disorders; and coping mechanisms African American women utilize to deal with the unique challenges associated with being a dual minority. Service hours required. Prerequisite: PSY 101.

**PSY 400      Field Placement (3cr.)**

Provides an opportunity for majors to observe and work with psychologists or other professionals. A primary goal of this course is to apply theory and skills learned in the classroom as students engage in supervised service activities. The course requires a 120-hour internship at a department approved off-campus work site in addition to class participation in weekly seminars. Students can take PSY 400 twice for a total of 6 credits. Prerequisites: PSY 204 and PSY 301 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.

**PSY 403      Social Psychology (3cr.)**

A study of the experimental findings and theories concerning the effects of social influence: the influences that people have upon the beliefs, feelings, and behaviors of others. Topics include conformity, persuasion, social cognition, and self-justification. 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 419      Behavioral Pharmacology (3cr.)** Introduces the fundamental concepts of behavioral pharmacology including pharmacokinetics, pharmacodynamics, the biological basis of addiction and mental

illness. The course also profiles drugs used to treat psychological disorders as well as drugs of abuse. Prerequisite: PSY 204.

**PSY 490      Selected Topics (3cr.)**

An in-depth study of a topic of current interest in Psychology. Prerequisites: PSY 102 or permission of the instructor.

**PSY 491      Child Psychopathology (3cr.)**

This course is designed to survey and study the biological, psychological, and social, origins of emotional and behavioral disorders first diagnosed in childhood. The diagnosis and treatment of disorders first diagnosed in childhood is examined from multiple perspectives. It is designed to examine childhood behaviors and mental phenomena that diverge from the norm. This course will further explore the symptoms and causes of various types of childhood psychological disorders from various psychological theories and perspectives. It is also designed to examine the theories of causation, therapeutic methods, and research developments in the field. Prerequisite PSY 102.

**PSY 495      Careers in Psychology (3cr.)**

Provides junior and senior psychology majors with information regarding career development, i.e., career options with a bachelor's degree, writing a resume, applying to graduate schools, preparing for the Graduate Record Examination, the financial costs of graduate school, and alternative graduate programs. Prerequisite: junior or senior level standing (min. 75 credits earned).

**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 and permission of the instructor.

## **PUBLIC ADMINISTRATION**

**PAD 320      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.

**PAD 368      Interest Groups and Public Policy (3cr.)**

The major purpose of this course is to assist the student in obtaining an understanding of the impact of interest groups on American politics and public policy, and vice versa. This course will focus on the historical events and institutional developments of organized groups; their role and functions in politics-including the policy making process; the impact on the institutions and why. Prerequisite: PSC 230.

**PAD 431      Urban Politics and Policy (3cr.)**

The study of political behavior in the urban environment. Special attention is given to various mayoral, council, 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 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

**PAD 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.

**PAD 472      Media and Public Policy (3cr.)**

The major purpose of this course is to assist the student in obtaining an understanding of the impact of mass media on American politics. This course will focus on the historical events and institutional developments of the media; the functions of the mass media in politics - news-making, interpretation, socialization, persuasion and agenda setting; and assess the process of information dissemination. The course also examines the impact of the media on policymakers and vice versa, especially on modern developments in foreign policy. Prerequisite: PSC 230.

**PAD 490      Special Topics (3cr.)**

In-depth study of topics and issues in public administration.

**PAD 492      Internship (1–3cr.)**

An opportunity for students to work or serve in an internship with a governmental/public agency or institution. Prerequisite: Junior or senior status, cumulative GPA of 2.5 or better, and permissions of the instructor.

**RELIGIOUS STUDIES****REL 201      Introduction to Religion (3 cr.)**

This course presents a survey of the religions of the world from ancient times to the present and their influence upon society then and now.

**REL 224      Religious Cults and Sects in the U.S. (3 cr.)**

A study of the variety of religious groups in the U.S. which while not considered to be mainline, are influential in American society.

**REL 235      Religious Trends in African American Communities (3 cr.)**

A study of the variety of religious expressions of African Americans in the United States from slavery to the present time.

**REL 311      Old Testament Literature I (3 cr.)**

An in-depth survey of the First Five Books of Moses a.k.a. Torah, Joshua, Judges, I and II Samuel, focusing on early Israelite history, conquest of Canaan and early settlement of the land.

**REL 312      New Testament Literature I (3 cr.)**

An in-depth survey of the Synoptic Gospels, The Gospel of John and the Book of Acts.

**REL 313      Old Testament Literature II (3 cr.)**

An in-depth survey of I and II Kings, the Major and Minor Prophets, biblical poetry found in the Book of Psalms and prose found in the Book of Proverbs.

**REL 314      New Testament Literature II (3 cr.)**

An in-depth survey of the Pauline Epistles, the Catholic Epistles, and the Book of Revelation.

**REL 316      Biblical Ethics (3 cr.)**

The study of ethics from a biblical perspective and the application of ethics to life in the 21st century.

**REL 366      Sociology of Religion (3 cr.)**

The study of the complex phenomena of religion from a sociological perspective. These phenomena are studied in terms of how they influence the many forms/varieties of religious practices that exist today.

**REL 417      Theological Communication (3 cr.)**

An examination of the unique phenomenon of preaching in the black church/black religion context, examining the topics of dialectical discourse and the hermeneutic of suspicion.

**REL 420      Survey of Christian Thought I (3 cr.)**

This course presents the study of Christian Thought from the time of early church in Egypt, North Africa and the areas of the Mediterranean Basin where the birth and early growth of Christianity took place; up to the birth of the Protestant Reformation. Offered fall semester.

---**Section 01**

Church History up to 1500-The Protestant Reformation

---**Section 02**

Church History from 1500 to the Late 20<sup>th</sup> Century

**REL 421      Womanist Religious Thought (3 cr.)**

---**Section 01**

A study of the writings of African American women, reflecting their struggles in society at large and in religious communities/organizations, to attain justice and equality, and have their voices heard.

---**Section 02**

A study of the writings of 20<sup>th</sup> Century African Women throughout the continent of Africa that reflect their ongoing struggle for empowerment within their religious communities and society.

**REL 422      Survey of Christian Thought II (3cr.)**

This course covers the period beginning with the Protestant Reformation and the spread of Protestantism and its diversity up to the present. Offered spring semester.

**REL 463      Contemporary Trends in Theology I (3 cr.)**

The course presents the foundation of modern theology and moves on to explore some of the issues being discussed in contemporary theology, including methods of asking theological questions about God, revelation, scripture, the church and faith itself.

**REL 464      Contemporary Trends in Theology II (3 cr.)**

The course explores the issues facing those who believe in God while living in a scientific world. Among the topics discussed are "Scientific Perspectives on the God-World Relation.

**REL 490      Topics in Religion**

---**Section 01 Culture and Anthropology of Women in Biblical Times (3 cr.)**

This course explores the lives and cultures of women during biblical times in Israel, Greece, Egypt and Ethiopia. It focuses on their impact upon various institutions of the societies in which they



lived; especially the temple, church, educational institutions, and the field of medicine. It also focuses on the impact that the lives and accomplishments of these women have on the world today.

**--- Section 02 Directed Field Work (4 cr.)**

Religious Studies majors will serve in churches or other church related institutions and their work will be coordinated by the field supervisor and the chair of the department or their advisor so as to ascertain the student's progress. Students may choose to substitute community service for this.

**--- Section 03A Biblical Hebrew (3cr.)**

This is the first half of the year-long course-introduction to Biblical Hebrew. The alphabet, vowel system, writing, basic reading and translation and grammar are introduced. By the end of the semester, the student is able to do basic reading and writing and is able to begin to read basic sentences in the biblical text.

**---Section 03B Biblical Hebrew (3 cr.)**

This is the second half of the year-long course-introduction to Biblical Hebrew. The course is reading and translation intensive. A heavy emphasis is also put on knowledge of grammar and syntax. By the end of the semester, students are able to read and translate the biblical text.

**\* Section 03A is a pre-requisite for Section 03B**

## **SOCIAL WORK**

**SWK 255 Introduction to Social Work (3cr.)**

This course is an introduction to the profession of social work and to the history of social welfare. Through an examination of the historical and current US social welfare system, students will gain an understanding of the development and the mission of the profession of social work. Students will discover that social work is a helping profession that strives to make a difference by providing service to others and a "field of action" by promoting social change. The course will introduce students to social work practice roles and methods, social service settings where social workers are employed, and to the variety of people with social challenges that they serve. Prerequisite: none; Offered in the fall term and spring term.

**SWK 256 Communication Skills (3cr.)**

This course focuses on professional communication skills for social workers. It includes verbal communication, active listening, and interviewing skills. The course also introduces professional writing skills for client-related work such as case notes and psychosocial assessments. Heavy emphasis is placed on developing writing skills for professional papers and research using the American Psychological Association (APA) format. Prerequisite: SWK 255 is offered in the spring term.

**SWK 304 Human Behavior and the Social Environment (3cr.)**

This is a required course for social work majors. It provides a system, ecological and macro perspective to the reciprocal relationships between individuals and their environments throughout the life cycle. It provides a conceptual framework that can serve as a foundation for examining human behavior and human events in the context of the social environment. Social Work 304 covers biological, psychological, social and environmental aspects of the lifespan from conception through death. Prerequisite: SWK 255 or permission of the instructor. Offered fall term.

**SWK 306 Substance Abuse (3cr.)**

This elective course examines the definitions, incidence and etiology of alcoholism, substance abuse, and chemical dependence. Included are the five definitions of substance abuse, the physiological effects of alcohol/drug use, and the influence of substance abuse on individuals, families and society. The course also

addresses pharmacological properties and psychosocial and cultural aspects of psychoactive substances. The course uses a bio- psycho-social framework for assessment, classification, and treatment of substance use disorders. Special emphasis is placed on the unique characteristics of diverse population groups as related to substance abuse incidence and treatment. Prerequisite: none. This course may be offered in the fall or spring term.

### **SWK 309 Social Research Methods I (3cr.)**

Social Research Methods is a two-term course in the “science of discovery”. The Research 1 course introduces students to basic research concepts and methodologies. It considers the application of scientific methods to knowledge development in both social work and the social sciences. It examines the evaluation of practice by the social work practitioner with an emphasis on the relationship with the research process, including problem identification formulation, sampling, research design and measurement. Emphasis will also be given to the effect of gender, racial, cultural and ethnic bias on the research process and research findings. People want to understand what is going on in the world around them and are constantly seeking the answers to questions that begin with what, why and how. The main concern in seeking answers to our inquiries is how much confidence can be placed in the accuracy of the conclusions that we reach. Science is one approach to “finding out” what has developed over the years. We can accept conclusions that we have reached using the scientific method with confidence.

### **SWK 310 Social Research Methods II (3cr.)**

This course is the second of a two-semester sequence that requires students to complete a research project. The course will introduce students to sampling techniques, measurement and basic statistical analysis exercises, all of which represent essential skills needed by generalist social work practitioners. In this semester, students will concentrate more on the practical application of theories and techniques learned in SWK 309 (Research 1). This will allow for a better empirical understanding of the effect of gender, racial, cultural, and ethnic bias on the research process. The role of ethics in the research process will continue to be a focus of classroom activities, and students will be introduced to the IRB certification process. Prerequisite: SWK 309 AND one of the following: MAT 201 OR SOC 215 OR PSC 200 OR PSY 203. Offered spring term.

### **SWK 311 Social Welfare Policy (3cr.)**

This is the first of a two-term sequence. The purpose of this course is to help students understand what drives social welfare policy, how it impacts lives, how it can be changed, and how social workers can advocate for clients. This course is designed to develop policy analysis skills so that students will be able to identify gaps in the service delivery system and inequitable or oppressive aspects of current policy delivery. The course also develops beginning policy practice skills so that students will know how to work toward social change congruent with social work ethics and the profession's commitment to social and economic justice. Prerequisite: SWK 255; Offered fall term.

### **SWK 314 Social Work Ethics (3cr.)**

This course provides a concentrated study and understanding of social work values and ethics on the micro and macro levels, and their application to direct practice, social policy formulation/application and organizational policies and procedures. Emphasis will be placed on utilizing an ethical decision-making model and the NASW Code of Ethics as they are applied to a variety of case examples and research projects. Prerequisite: SWK 255 or permission of the instructor; none; Offered fall term.

### **SWK 324 Social Work Practice II - Individuals (3cr.)**

This course is the first of a three-term sequence in social work practice for social work majors only. It is designed to provide a beginning orientation to generalist practice, including the concepts, skills, tasks, and activities essential to beginning professional social work practice in the micro, mezzo, and macro levels. Attention is given to the methods social workers employ in the treatment process. In this part of the sequence, effort is made to help the student conceptualize a generic model for generalist practice while detailing specific ways to practice. In addition to interviewing processes, the emphasis is on teaching contracting, relationship dynamics, problem

identification and assessment, goal planning and application of concepts. Practice I focus on individuals, families and groups and the related clinical skills. Prerequisites: SWK 255, SWK 304, and SWK 314. Offered in the Spring term.

**SWK 350 Social Work and Spirituality (3cr.)**

This course is designed to introduce students to the importance of integrating spirituality in social work practice while exploring their own spiritual perspectives. Social workers serve people from diverse spiritual cultures. This course is designed to assist students to appropriately utilize their clients' spiritual resources and strengths to address presenting problems. Prerequisite: none; Offered alternate Fall terms.

**SWK 360 Health and Aging (3cr.)**

This course will focus on problems and issues which most directly affect older individuals and their families. The course is designed to provide students' knowledge of the aging process, with a focus on social work intervention through social policy and social services that are designed to help elders and their families. Prerequisite: none; Offered alternate Spring terms.

**SWK 370 Child Welfare Policy (3cr.)**

This course examines current and historical child welfare and family policies and practices that occur in the field of social work. The ecological perspective will be utilized to analyze both child welfare, family practices, and policies. Family social work concepts and several child welfare policies will be the major focus of the course. Prerequisite: none; Offered alternate Fall terms.

**SWK 380 Social Discrimination (3cr.)**

This course explores the identification and etiology of institutional and individual prejudice, stereotypes, racism and discrimination, and their effects on the recipients. The inquiry is developed primarily using a social justice model that incorporates social work values and practice. Emphasis is placed on the difficulties faced by racial and ethnic minority populations as well as women, youth, the aged and LGBT populations. Prerequisite: none; Offered Fall and Spring terms.

**SWK 390 Pre-Field Placement Seminar (1cr.)**

This is a required course for social work majors prior to applying for the field placement course. This course is offered in Fall-Term 1, beginning in July. During this course, students prepare for their field placement experience by researching field placement options, completing their resume', cover letters, and interviews. Students learn the importance of documentation and complete their required criminal background checks, secure professional liability insurance, and prepare a personal safety plan in preparation for their field placement experience. Prerequisite: There is no prerequisite for this course.

**SWK 424 Families and Groups (3cr.)**

This course is the second of a three-semester sequence in social work practice for social work majors only. It is designed to expand on the skills and knowledge developed in Practice I. It utilizes the systems approach in mastering the core concepts, skills, tasks, and activities that are essential to the practice of social work. The course assists the student in becoming acquainted with how cultural, ethnic, gender, age, disability, race and sexual orientation issues affect practice. The relationship between practice, research and theory is also explored. Practice II targets case management, frontline practice and service delivery; it focuses on advocacy for services. It also supports an experiential component of 200 hours (Field Placement 1) in a single setting, monitored through the Senior Seminar I course. Prerequisites: SWK 255, SWK 302, SWK 303, SWK 314 and SWK 324. It is to be taken concurrently with SWK 426 and SWK 428. Offered fall term.

**SWK 425      Communities and Organizations (3cr.)**

This course is the last of a three-semester sequence in social work for social work majors only. It is designed to provide a beginning orientation to the common core of concepts, skills, tasks, and activities essential to beginning professional social work practice at the micro, mezzo and macro levels. A major thrust of the instructional focus is to integrate key concepts from human behavior, research, policy and practice courses already taken by the student. Practice III course focuses on organizations, communities and institutions (macro practice). It supports an experiential component of 200 hours (Field Placement II) in a single setting, normally the same setting for both Practice II and III, monitored through the Senior Seminar 2 course. Prerequisites: SWK 255, SWK 302, SWK 303, SWK 314, SWK 324, SWK 424 and SWK 428. It is to be taken concurrently with SWK 427 and SWK 429. Offered spring term.

**SWK 426 and SWK 427 Field Placement I and II (4 cr. each)**

This is a two term 400 total hour educationally directed field practicum open only to social work majors. Field placement is an integral part of the social work curriculum. It provides students opportunities to apply theory and skills learned in the classroom as they engage in supervised service activities. Prerequisites: SWK 255, SWK 302, SWK 303, SWK 314, and SWK 324. Taken concurrently with: SWK 424, SWK 425, SWK 428, and SWK 429. Offered fall and spring terms.

**SWK 428 and SWK 429 Senior Seminar I and II (2cr. each)**

This is a two-semester course that provides an opportunity for social work students to correlate and synthesize specific social work requirements. It allows for the integration of all previous course material, operationalizing the social work curriculum with the applied experience of the field practicum and focuses on managing professional ethics, the development of the professional self and an ongoing ability to process the field experience. Active participation of the student is required since the seminar supports and supplements field instruction. Prerequisites: SWK 255, SWK 302, SWK 303, SWK 314, and SWK 324. Taken concurrently with SWK 424, SWK 425, SWK 428 and SWK 429; offered fall and spring terms.

**SWK 440      Intro to Trauma-Informed Care (3cr.)**

This course provides students with an introduction to trauma-informed approaches, explores the types of traumatic experiences, and the impacts on the brain and body. Students will explore the principles of trauma-informed care and trauma-specific interventions. Prerequisites: General Education requirements, SWK 255 and SWK 256.

**SWK 450      Case Management (3cr.)**

This undergraduate course provides students with a comprehensive understanding of case management principles and practices within the field of social work. Students will develop the knowledge and skills necessary to effectively assess, plan, implement, monitor, and evaluate services to meet the needs of individuals, families, and communities. Students will learn about the role of a case manager, ethical considerations in case management, effective communication techniques, resource coordination, and advocacy for clients. Students will be equipped with the tools to navigate complex social service systems, collaborate with interdisciplinary teams, and empower clients to achieve their goals and enhance their well-being. This course is designed for students pursuing a career in social work, human services, counseling, or related fields. Prerequisites: General Education requirements.

**SWK 460      School Social Work (3cr.)**

This course focuses on the unique role of social workers in educational settings to support the well-being and academic success of students. Students will explore the intersection of social work and education, with a specific emphasis on the challenges and opportunities present in school environments. Through a combination of theoretical frameworks, research findings, and practical applications, students will learn how to effectively assess and address the social, emotional, and behavioral needs of students within the school system. Students will also examine the impact of diverse cultural backgrounds, trauma, and systemic inequalities on student outcomes, and

learn strategies for creating inclusive and supportive environments for all learners. This course will enhance students' understanding of the school social worker's role in promoting positive youth development and fostering a safe and nurturing school community. Prerequisites: General Education requirements.

**SWK 490      Selected Topics (3cr.)**

These topics provide students with an in-depth study on a particular topic of current interest in social work. Topics may include Family Violence, and Women and Mental Health and Social Administration and Human Service organizations. Prerequisite: SWK 255 or permission of the instructor.

**SWK 499      Independent Study (1–3cr.)**

This course provides an opportunity for students to select and research a relevant social work topic under the supervision of the instructor. Prerequisite: SWK 255, SWK 309, and 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 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      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 considering 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 contemporary. 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 / PAD 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, 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 Soc. Sci 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 and Sociology majors only.

**SOC 490 Selected Topics (3cr.)**

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 Elementary Spanish I (3cr.)**

In Spanish 101 Elementary Spanish I students begin to acquire Spanish communicative skills that emphasize speaking, reading, writing, comprehension of grammar, and cultural knowledge of Spanish-speaking cultures and societies. Students start transitioning from novice low to novice high proficiency levels: From using isolated,

memorized phrases to achieving uncomplicated communicative tasks on predictable topics necessary for survival in Spanish, such as basic personal information, and a limited number of activities, preferences, and immediate needs (ACTFL Proficiency Guidelines). Prerequisite: None

### **SPA 102      Elementary Spanish II (3cr.)**

Students continue to acquire Spanish communicative skills that emphasize speaking, reading, writing, comprehension of grammar, and cultural knowledge of Spanish-speaking cultures and societies. Students start transitioning from novice high to intermediate low proficiency levels: From using uncomplicated communicative tasks on predictable topics necessary for survival in Spanish to start creating sentences by recombining learned materials (ACTFL Proficiency Guidelines). Prerequisite: SPA 101 Elementary Spanish I or instructor's permission after a placement test.

### **SPA 205      Intermediate Spanish I (3cr.)**

In this intermediate Spanish course, I students continue to develop intermediate low proficiency levels as described in the ACTFL Proficiency Guidelines: Express personal meaning by creating with the language, combining and recombining known elements in conversations and texts using limited to predictable and concrete examples using sentences and string of sentences. Students continue acquiring Spanish communicative skills that emphasize speaking, reading, writing, comprehension of grammar, and cultural knowledge of Spanish-speaking cultures and societies. Prerequisite: SPA102 Elementary Spanish II, or instructor's permission after a placement test.

### **SPA 206      Intermediate Spanish II (3cr.)**

In this intermediate Spanish course II students start transitioning from intermediate low to intermediate mid proficiency levels as described in the ACTFL Proficiency Guidelines: Ask and answer information on a variety of uncomplicated communicative tasks in straightforward situations using sentence-length language typically in present time. Students continue acquiring Spanish communicative skills that emphasize speaking, reading, writing, comprehension of grammar, and cultural knowledge of Spanish-speaking cultures and societies. Prerequisite: SPA 205 or instructor's permission after a placement test.

### **SPA 220      Spanish and Latin American Cinema (3cr.)**

Selection of films and videos from Latin America and Spain. Prerequisite: None.

### **SPA 307      Conversation and Composition I (3cr.)**

An intermediate Spanish composition and conversation course for students who wish to increase their proficiency levels by integrating the four language skills, and their knowledge of Spanish-speaking cultures and societies. This course emphasizes writing and conversational communication skills. Students will start acquiring intermediate high proficiency levels as described in the ACTFL Proficiency Guidelines: Ask and answer moderately complex questions on familiar topics using learned expressions in cultural contexts using comparisons and descriptions, narrating in the past, and offering reactions and recommendations. Prerequisite: SPA 206 or the instructor's permission following a placement test.

### **SPA 308      Conversation and Composition II (3cr.)**

An intermediate Spanish composition and conversation course for students who wish to increase their proficiency levels by integrating the four language skills, and their knowledge of Spanish-speaking cultures and societies. This course emphasizes interpersonal and presentational communication skills through conversational and writing activities. Students will start transitioning from intermediate high to advanced low proficiency levels as described in the ACTFL Proficiency Guidelines: Ability to narrate and describe in the major time frames of past, present and future using paragraph-length discourse. Prerequisite: SPA 206 or SPA 307, or the instructor's permission following a placement test.

**SPA 309      Cultures of Latin America and the Caribbean (3cr.)**

Survey of the major themes in the cultural history of Latin America and the Spanish-speaking Caribbean from pre-Columbian societies to the present. Prerequisites: SPA 206 or instructor's permission.

**SPA 310      Cultures of Spain (3cr.)**

Survey of the major themes in the social and cultural history of Spain from antiquity to the present. Prerequisites: SPA 206 or instructor's permission.

**SPA 315      History of the Spanish Language (3cr.)**

This course introduces students to the historical development of the Spanish lexicon, morphology and phonology, and focuses on key historical and linguistic events shaping contemporary forms of Spanish. Designed for students with little or no previous background in linguistics. Prerequisite: SPA 206 or instructor's permission.

**SPA 333      Conversational Spanish I (3cr.)**

Emphasizes speaking skills in real-life interpersonal and interpretive communicative situations. Students practice oral and interpretive communication skills in Spanish in the intermediate mid to advanced low proficiency range: Speaking in paragraphs using simple and complex past, present and future tenses, and interpreting meaning from short to medium length texts. Prerequisite: SPA 307, SPA 308, or instructor's permission following a placement test.

**SPA 334      Conversational Spanish II (3cr.)**

Emphasizes speaking skills in real-life interpersonal and interpretive communicative situations. Students practice oral and interpretive communication skills in Spanish at the advanced low to advanced-mid proficiency level range: Successfully handle the linguistic challenges presented by a unexpected changes within the context of a routine situation or communicative task with which they are otherwise familiar using complex communicative strategies. Students are able to understand conventional narrative and descriptive texts, such as expanded descriptions of persons, places, and things and narrations about past, present, and future events. Prerequisites: SPA 307, SPA 308, SPA 333, or the instructor's permission following a placement test.

**SPA 336      Survey of Latin American Literature (3cr.)**

Students are introduced to the major works and movements in Latin American and Spanish-speaking Caribbean literature. Prerequisites: SPA 206 or instructor's permission.

**SPA 338      Survey of Peninsular Spanish Literature (3cr.)**

Students are introduced to the major works and movements in Peninsular Spanish literature from medieval times to the present. Prerequisites: SPA 206 or instructor's permission.

**SPA 345      Magical Realism in Latin America (3cr.)**

Study of the relationship between social history and literary magical realism in Latin America. Emphasis on the works of Alejo Carpentier and Gabriel García Márquez. Prerequisite: SPA 206 or instructor's permission.

**SPA 348 20<sup>th</sup> Century Latin American Literature (3cr.)**

Introduction to Latin American 20<sup>th</sup> century's poetry and short story literary movements. Prerequisite: SPA 206 or instructor's permission.

**SPA 350      Cervantes' Don Quixote (3cr.)**

This course explores themes related to the socio-cultural history of Spain as embodied in the character and adventures of Don Quixote by Miguel de Cervantes. Prerequisites: SPA 206, or instructor's permission.

**SPA 426      Advanced Speaking and Writing (3cr.)**



This course emphasizes speaking and writing skills at the low, mid and/or high advanced proficiency ranges in a variety of formats: Interpersonal, presentational and interpretive. Prerequisites: SPA 333, SPA 344, or the instructor's permission.

**SPA 440 Second Language Acquisition Teaching Methodology (3cr.)**

Spanish language teaching majors study the methodology of second language acquisition and its application in the classroom. Students familiarize themselves with national foreign language instruction standards, guidelines and pedagogical theories, design lesson plans, teach mini lessons, participate in peer evaluation and become familiar with the latest pedagogical technologies available. Prerequisite: Junior/Senior standing, and instructor's permission is required.

**SPA 490 Special Topics (3cr.)**

Special topics related to the history and cultures of Spanish-speaking societies. Prerequisite: Junior/Senior standing. Requires instructor's permission.

**SPA 495 Undergraduate Research (3cr.)**

For seniors interested in engaging in undergraduate research on themes related to the Spanish language, and/or the cultural history of any Spanish-speaking country. Prerequisite: Junior/Senior standing and permission from the Chair/Dean.

**SPA 496 Capstone: Proficiency Portfolio (3cr.)**

For the Spanish capstone, students prepare a portfolio that showcases important linguistic and cultural proficiencies achieved by students. Students prepare a topic of interest in consultation with the instructor. Prerequisite: Junior/Senior standing. Permission from the Chair/Dean.

**SPA 499 Independent Study (3cr.)**

Conducted entirely in Spanish. Students create a program of study in consultation with the instructor on a topic of interest. Prerequisite: Permission of the instructor following a placement test.

## **SPECIAL EDUCATION**

**SPE 250 Introduction to Special Education, Legal Issues, and Legal Aspects of Disability (3 cr.)**

This course focuses on the introduction of exceptional education including the gifted children who are at risk, with emphasis on historical overview, legal, medical, and ethical aspects, educational practices and teacher accountability.

**SPE 340 Characteristics of Exceptionalities (3 cr.)**

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. Ten (10) hrs. of practicum required.

**SPE 353 Language Acquisition and Reading for Exceptional Learners (3 cr.)**

Provides an overview of the structure and function of oral and written language, handwriting, spelling as they relate to the Virginia Standards of Learning and Curriculum in Special Education.

**SPE 355 Vocational Exploration and Transition for Exceptional Students (3 cr.)**

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

**SPE 358 Classroom Management for Exceptional Students (3 cr.)**

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

**SPE 453FB Instructional Programming for Exceptional Students (3 cr.)**

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

**SPEECH****SPH 203 Voice and Diction (3 cr.)**

Use of the International Phonetic Alphabet as an aid to improving pronunciation and articulation of the sounds of American English.

**SPH 217 Informative and Persuasive Speaking (2cr.)**

Provides instruction on the fundamentals of informative speaking. Students acquire awareness and understanding of informative and persuasive speeches.

**THEATRE****THR 110 University Players (1 cr.)**

Students participate in productions of the University Players. Participation is open to all University students, subject to the approval of the faculty. Fine Arts majors with the Theatre concentration is required to take this course each semester of their freshman, sophomore, and junior years, for a total of 6 semesters.

**THR 201 Introduction to Theatre (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.

**THR 202 Stagecraft (3 cr.)**

This course provides principles and application of theatrical scenography, construction, lighting and other technical elements of the theatre. Students participate in preparing and mounting the University Player's productions.

**THR 215 Acting I (3 cr.)**

This is an introduction to the fundamentals of stage technique – voice, character development, stage movement – through a structured series of exercises and acting assignments designed to stimulate the student's imagination and emotional responses.

**THR 301 Script Analysis (3 cr.)**

The course is designed to enable the student / actor / director / designer to critically analyze scripts for performance. Prerequisite: THR 215.

**THR 305 Theatre History (3 cr.)**

The development of theatre in society from the classical period through the modern era. Specific emphasis place on theatre architecture, the performer, production methods, the audience, and notable playwrights in the artistic period's studies. Prerequisite: THR 201.

**THR 306 Contemporary Theatre and Film (3 cr.)**

An examination of the writing and production styles of the modern theatre and the related media of television and film. Specific emphasis place on script analysis of the formative writers of the Modern Period. Offered in alternate years.

**THR 315 Acting II**

The focus of this course is the development of character, interpretation and movement as studied in varied genres and styles of stage performances. Prerequisites: THR 215 and THR 305.

**THR 320 Oral Interpretation of Literature (3 cr.)**

Appreciation of reading literature to an audience. Emphasis is on interpreting and orally communication selections of poetry, prose and plays. Prerequisite: ENG 101 and ENG 102

**THR 325 Stage Management (3 cr.)**

This course trains students in the fundamentals and regulations of theatrical stage managing. Prerequisite: THR 201

**THR 330 Scene Design (3 cr.)**

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: THR 202

**THR 331 Lighting Design (3 cr.)**

This is a practical course investigating theories of light, color and the principles governing stage lighting. Prerequisite: THR 202

**THR 333 Costume Design (3 cr.)**

This is a practical course investigating the principles governing costume design. Prerequisite: THR 201. Offered as needed.

**THR 335 Theatre Management (3 cr.)**

The techniques involved in theatrical management are studied with emphasis on publicity, public relations, box office management, ticket sales and budgeting.

**THR 340 Computer Aided – Drawing (3 cr.)**

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.

**THR 402 African American Theatre (3 cr.)**

An examination of the contributions of African Americans to American theatre. Traces the development of African American theatre from minstrels through modern theatre.

**THR 420 Directing (3 cr.)**

Principles and theories of stage movement, blocking casting and rehearsing. Students are required to direct scenes for class presentations. Prerequisite: THR 301

**THR 422 Theatre Workshop: Performing Arts Theatre (3 cr.)**

This course explores performing arts through spoken word, music, dance, and/or theatre technology. Prerequisite: THR 315

**THR 425 Advance Scene Study (3 cr.)**

Explores special topics in scenes with specific analytical character or other acting problems, focusing on scene study, script analysis and character development. Prerequisite: THR 315

**THR 430 Senior Seminar (3 cr.)**

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 Theatre majors only.

**THR 450 Professional Internship (1 – 6 cr.)**

The student will work with a professional theatre company as an intern, gaining practical experience in performance, theatre management or technical theatre. Eligibility is determined by interviews with faculty and participating theatre administrators.

**THR 498 Capstone Course (2 cr.)**

This is the culminating course for all senior departmental majors. The student must complete an individual project demonstrating his competence in the discipline. Prerequisite: All major requirements.

**THR 499 Independent Study (3 cr.)**

Selected reading or projects in a specialized area of theatre. Eligibility is determined after a conference with supervising faculty members.

**VOICE****VOI 100 Voice (1cr.)**

Prepares students with no previous formal training. An introduction to vocal techniques.

**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 using 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 103 Voice Class (1 cr.)**

Emphasizes the physiological aspects of vocal pedagogy and diction through vocalization and songs. Designed for those with instrumental or keyboard concentration.

**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, Cimera, 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.

## **GRADUATE COURSE DESCRIPTIONS**

### **BUSINESS ADMINISTRATION**

**ACCT 5100 Accounting for Decision Making. Accounting (3 cr.)**

The process of identifying, measuring and communicating economic information about an entity to a variety of users for decision-making purposes.

**BADM 6200 Globalization/International Business (3 cr.)**

Globalization of business is the change in a business from a company associated with a single country to one that operates in multiple countries.

**ECON 5102 Economics for Managers (3 cr.)**

Managerial economics deals with the application of economic concepts, theories, tools, and methodologies to solve practical problems in a business. It helps the manager in decision-making and acts as a link between practice and theory.

**FINC 5103 Financial Management (3 cr.)**

Financial management focuses on ratios, equities and debts. It also refers to the efficient and effective management of money (funds) in such a manner as to accomplish the objectives of the organization. It is the specialized function directly associated with the top management.

**MGMT 5200 Quantitative/ Business Analytics (3 cr.)**

Introduction to Business Analytics, an area of business administration that considers the extensive use of data, methods, and fact-based management to support and improve decision making. While business intelligence focuses on data handling, queries and reports to discover patterns and generate information associated with products, services and customers, business analytics uses data and models to explain the performance of a business and how it can be improved.

**MGMT 5201 Organizational Behavior and Effectiveness (3 cr.)**

Organizational effectiveness is the concept of how effective an organization is in achieving the outcomes the organization intends to produce. Organizational Effectiveness groups in organizations directly concern themselves with several key areas.

**MGMT 5202 Business Policy and Strategic Management (3 cr.)**

Business policy is the study of the roles and responsibilities of top-level management, the significant issues affecting organizational.

**MGMT 6210 The Legal Environment of Business (3 cr.)**

The nature of business spans over several legal realms, all of which are continuously influenced by the needs and demands of the business community, consumers, and the government.

**MGMT 6220 Leadership (3 cr.)**

Leadership is the art of motivating a group of people to act towards achieving a common goal.

**MGMT 6230 Human Resource Management (3 cr.)**

Human resource management (HRM) is the practice of recruiting, hiring, deploying and managing an organization's employees.

**MGMT 6240 Innovation Management & Venture Capital (3 cr.)**

Venture Capital is money, technical, or managerial expertise provided ... of hundreds of venture capital firms that offer to fund innovative enterprises. ... model, products, management, and operating history, among other things.

**MKTG 5203 Marketing Management (3 cr.)**

Marketing defines marketing management as the process of planning and executing the conception, pricing, promotion and distribution of ideas, goods and services to create, exchange and satisfy individual and organizational objectives.

**BIOLOGY****BIO 501-503 Graduate Seminar I-III (1 credit hour per semester.)**

This course represents the required graduate. Students will be required to attend weekly seminars throughout the academic year.

**BIO 510 Graduate Research Methods in Biology (3 cr.)**

This course emphasizes advanced biochemical and biomedical research techniques. Instruction provided on the use of selected instruments in professional laboratories.

**BIO 520 Advanced Cell Biology (3 cr.)**

This course provides an advanced 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.

**BIO 530 Advanced Microbiology (3 cr.)**

In this course, topics will be covered such as advanced-level 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.

**BIO 540 Advanced Genetics (3 cr.)**

This course provides instruction on the advanced 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.

**BIO 525 Statistical Methods in Biology (3 cr.)**

This course covers the application of statistical methods to a wide range of topics in biology.

**BIO 601      Research Seminar (3 cr.)**

This course represents the last semester wherein students present their final research to the department as part of the weekly seminar series.

**BIO 690      Graduate Biology Research (3 cr.)**

This course accounts for the time graduate students spend in the laboratory conducting specialized research for thesis defense.

**BIO 610      Advanced Ecology (3 cr.)**

This course is designed to present the advanced 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.

**BIO 620      Advanced Parasitology (3 cr.)**

Instruction provided on the general principles of parasitism and biological interrelationships as exhibited by protozoans, helminths and arthropods. Emphasis is placed on epidemiology, life cycles, diagnosis, pathogenicity, prevention, control, and treatment of pathogenic organisms and diseases.

**BIO 630      Advanced Topics in Neurobiology (3 cr.)**

This course represents an in-depth study of a topic of current interest in neurobiology.

**BIO 640      Neurophysiology (3 cr.)**

This course will examine the nervous system from a functional perspective. The goal is to understand how ion channels and other components of nerve cells give rise to electrical excitability and synaptic function, and how those properties are then used for coding information and higher order function in the nervous system.

**BIO 650      Environmental Genetics (3 cr.)**

This course covers the influences of the environment on genetic systems as well as the implications of genetic modifications on the environment. Environmental issues arising from research and human activity in agriculture, medicine, and other human activities will be presented.

**BIO 670      Plant Physiology (3 cr.)**

This course offers an examination of plant function ranging in complexity from the cell-level to the entire plant and the unique mechanisms to deal with non-ideal growing conditions. This course will focus on plant growth process under ideal conditions as well the physiology of stress-adaptation.

**BIO 680      Advanced Anatomy and Physiology (3 cr.)**

This course emphasizes advanced topics of human anatomy as a whole as indicated by the physiology and interrelationship of different 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.

**CHURCH ADMINISTRATION CONCENTRATION****BMDIV 6910 Intro to Church and Ministry (3 cr.)**

The purpose of this course is to introduce students to the philosophical and theological aspects of ministry. The primary thrust of the course is to help students develop a practical approach and skills which will enable them to function under shepherds in various ministry settings.

**BMDIV 6920 Formation for Ministry (3 cr.)**

Formation for Ministry (MC/SF 501) is a foundational course in the Division of Practical Theology that explores the processes and goals of spiritual formation in the life of the Christian minister, counselor or leader from a multi-disciplinary viewpoint including personal, biblical, theological and psychological.

**BMDIV 6930 Church Administration (3 cr.)**

Church administration, including organization, programming, aspects of leadership, and the relationship of the church to the denomination and to society. Gives attention to various aspects of the minister's work, including his or her schedule.

**BMDIV 6940 Christian Ethics (3 cr.)**

Individuals in this course will study the objective moral truth of the Christian ethic and examine how it differs from the subjective value systems of the atheist, moralist, humanist and evolutionist.

**ENTREPRENEURSHIP CONCENTRATION****ENT 6610 Taxation & Legal Issues for Small Businesses (3 cr.)**

The course provides detailed discussion on important issues such as filing and paying business taxes, accounting periods and methods, and general business tax credits.

**ENT 6620 Entrepreneurship & Innovation (3 cr.)**

Entrepreneurship and Innovation is focused on improving the entrepreneurial experience of students, connecting them to businesses, and gaining the skills to eventually launch a new business venture.

**ENT 6630 New Product Development (3 cr.)**

This course is designed to give the foundations of new product development and will focus on the principles and practices of developing new products.

**ENT 6640 Venture Capital and Private Finance (3 cr.)**

This course is designed to explore how Venture Capital (VC) funds operate within an industry and how those funds are invested and managed to help early-stage companies in exchange for equity or ownership stakes. In addition, to uncovering the methods and instruments used in Private Financing of projects.

**HOSPITALITY MANAGEMENT****HTM 6740 Mastering Technology in a Hospitality Management Operational Setting (3 cr.)**

Systems, techniques, strategies, and foundations of technology in hospitality, tourism, and recreation businesses and organizations with emphasis on performance metrics and system adaptability.

**HTM 6750 Sustainability in Hospitality, Recreation & Tourism Org. (3 cr.)**

Development of a comprehensive sustainability management system incorporation marketing and communication, goal setting, developing performance indicators and metrics, benchmarking, and strategies for ongoing, measurable, sustainability performance improvement

**HTM 6730 Systems Problems Resolution in Hospitality Management (3 cr.)**

Project oriented course on solving real problems in hospitality and tourism sectors.



**HTM 6770 Strategy Development and Critical Analysis (3 cr.)**

Case study analysis requiring command of all previously delivered program course material to include data analysis, effective teamwork and leadership, and overall organizational assessment.

**GLOBAL SUPPLY CHAIN MANAGEMENT****GLB 6800 Global Supply Chain Management (3 cr.)**

Global Supply Chain Management is a challenging major that prepares students to incorporate the systematic and global nature of supply chain operations in the decision-making process.

**GLB 6810 Procurement and Contract Management (3 cr.)**

The Procurement and Contract Management Certificate is designed to give you a strong foundation in the essentials of contract management, so you have the knowledge needed to manage contracts effectively.

**GLB 6820 Analytical Methods in Supply Chain Analysis (3 cr.)**

The course explores the framework for supply chain management, the key ... An introduction to the strategic importance and the analytic tools of operations management.

**GLB 6830 Advanced Quality Management (3 cr.)**

This course recaps the fundamentals of quality management and proceeds through an advanced quality management technique.

**POLITICAL SCIENCE****PSC 500 Advanced Research Methods in Political Science (3 cr.)**

Builds 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. Students will learn how to structure an academic paper, think and write more clearly, using appropriate style. An emphasis on how to properly incorporate the work of other authors into their own writing, and practice how to edit and refine your own written work.

**PSC 510 Classical Political Theory (3cr.)** Exploration of developments in the Western tradition of political thought from the time of the Greek city-state through the Enlightenment, focusing on such topics as the nature and purpose of politics, the relationship between the individual and the state, the political significance of religion and tradition, and the concept of natural law.

**PSC 520 Modern Political Theory (3 cr.)**

This course offers a survey of modern political thought in the West. We will examine some of the persistent dilemmas of political modernity and the attempts of several canonical political theorists to respond to them: Machiavelli, Hobbes, Locke, Rousseau, Burke, Mill, Marx, and Nietzsche. In each case, we will attend to the crises these theorists addressed in their work—such as the European wars of religion, the English Civil War, colonialism, the French Revolution, and industrial capitalism—as well as the broader philosophical and political issues they continue to pose to us now. Our approach will be both historical and conceptual, in other words, with the hopes of providing students with a nuanced but clear understanding of political theory as a distinctive form of political inquiry.

**PSC 525 Contemporary Political Theory (3 cr.)**

The course begins with Friedrich Nietzsche. Nietzsche's work at the end of the nineteenth century problematized traditional groundings of political morality and issued a challenge, or an invitation, to "philosophers of the future." In the body of the course, we consider how four theorists think about politics after Nietzsche. Initially, we analyze

John Rawls and his construction of a liberal political conception of justice. Then, we explore how Leo Strauss returns to classical political philosophy to justify a conservative, aristocratic politics. Next, we examine how Hannah Arendt appeals to the civic republican tradition. We close by considering the concept of 'justice' as described by Michael Sandel.

**PSC 530 Seminar in Research and Writing (3 cr.)**

The class is a workshop aimed at helping students communicate research orally and in writing. Students will draft the first half of their M.A. thesis and will present their research publicly, both to the class and to the department. Additionally, we will discuss strategies for preparing manuscripts for publication, writing and responding to manuscript reviews, working with the institutional review board, writing grant proposals, preparing for comprehensive examinations, and navigating the job market.

**PSC 535 Representation: Congress and the Constitution (3 cr.)**

The United States Congress is the most open of the national branches of government, and therefore the most closely studied. This course aims to find ways to deal with the vast array of information we have about Congress by asking two basic questions: What does Congress do (and why), and what are the various ways of studying congressional behavior? This course focuses on both the internal processes of the House and Senate, and on the changing role of Congress in the American political system.

**PSC 540 Seminar in Campaigns and Elections (3 cr.)**

Campaigns and elections are the cornerstones of our democracy. Formally, they are the way we select our elected officials; informally they tell us a lot about the American ethos, the preferences of demographics, and the future direction of our country. This year's elections will be no different. This class will examine American campaigns and elections through three lenses: the institutional structures that guide them, the candidates and voters that participate in them, and the political scientists that study them.

**PSC 542 Campaign Management (3 cr.)**

Campaign Tactics, Strategies, and Management will provide both case studies and practical instruction in the art and science of starting, running and succeeding in political campaigns. The class will include expert guest lectures on a variety of topics and will provide a well-rounded overview and practical framework for the potential candidate, campaign manager, campaign counsel, and student of the electoral process alike.

**PSC 545 African American Politics (3 cr.)**

In this course, students examine the politics and strategic vision of African Americans in order to gain a broader perspective of the American political process. Topics can vary and include a review of the major developments in African American politics, including the civil rights movement, Black Lives Matter, Black presidential bids, the continuing problem of racism, American public policy, as well as the responsiveness of key governing institutions, such as the courts and the U.S. Congress, to Black political interests.

**PSC 550 The American Presidency (3 cr.)**

This course will explore the historical development of the office of the presidency, from its development at the American founding to the current state of the office. How the presidency has changed as an institution; how the constraints of the office, constitutional and extra-constitutional, influence the president's relationship with Congress, political parties, and the public; The ways in which presidents achieve their policy goals, and how have these methods (and their effectiveness) changed over time?

**PSC 555 Seminar in American Government (3 cr.)**

This seminar focuses on topics related to the development and maintenance of the U.S. system of government. It surveys the nature of American political institutions, behavior, and ideas while understanding the importance of

these features for sustaining American democracy. Topics include the Constitution, federalism, civil rights, civil liberties, Congress, the Presidency, the Courts, political parties, interest groups, public opinion, the media, and campaigns and elections. Contemporary issues and debates in American politics and elections will be discussed.

**PSC 557      Global Politics (3 cr.)**

This course introduces students to the study of global politics and international relations. Topics include the historical emergence of states and the international system, the role of ideas and practices of colonialism and security, and the global pursuit of power, security, order, prosperity and emancipation. The focus is on how international organizations, states and non-state actors raise and address global challenges such as security, humanitarian intervention and peacebuilding, global gender, race, class, ethnic and other inequalities, development and poverty, economic governance in a globalized world, environmental degradation and the achievement of respect for human rights and cultural diversity. The course also introduces a range of international relations theories.

**PSC 577      Politics of Africa (3 cr.)**

This course is designed to introduce students to contemporary African politics and the historic patterns of development of the state in Africa including the process of de-colonialization, the Independence period and significant political developments in the post-cold war era.

**PSC 560      The American Judicial System (3 cr.)**

This course introduces methods and ideas that are fundamental components of the American Legal System, placed within the context of the American political system. It includes the history and development of the American Legal System and the impact Courts have had on society. The course specifically emphasizes case law analysis, statutory interpretation, and written and oral communication skills.

**PSC 565      Civil Liberties and Civil Rights (3 cr.)**

Examines civil rights/civil liberties based on the Constitution and their interpretation by the U.S. Supreme Court. Using a case law analysis approach, students will assess controversial issues, including freedom of expression, freedom of religion, abortion, euthanasia, affirmative action, and the rights of persons accused of crime.

**PSC 570      The Policy Paradox: Public Policy in the 21st Century (3 cr.)**

This course introduces the political significance and societal consequences of challenges facing U.S. and international policymakers. It is designed to develop skills to analyze policy proposals and advocate for their preferred options for issues on the public policy agenda. The class assumes basic knowledge about governing institutions and democratic processes, while recommending supplemental materials for further study. The course focuses on future policy challenges, while examining the broad historical context in which policies are adopted and implemented and examines how groups become effective policy advocates. Particular attention is paid to how winning coalitions are formed and how issue framing shapes the outcome of policy campaigns. The goal is to clarify the public policy challenges ahead and to enhance understanding of how policy options are adopted in the real world of contemporary politics.

**PSC 575      United States Foreign Policy (3 cr.)**

This course introduces the institutions and processes involved in making U.S. foreign, defense and intelligence policy. It provides a brief overview of the foreign and national security challenges facing the United States. It covers the State and Defense departments, the intelligence community, the Congress and other participants in the policy process using case studies or diplomatic history along with other materials. The course will also examine the evolving needs for the institutions and people for adapting to future changes in U.S. Foreign Policy.

**PSC 590      Special Topics (3 cr.)**

In-depth study of a topic of current interest in political science.

**PSC 592      Internship (- cr.)**

An opportunity for students to work or serve in an internship with a governmental/public agency or institution.

**PSC 600      Thesis Research (6 cr.)**

Designed for students to develop and complete their thesis project. Can be repeated for a total of six credit hours toward the completion of the degree requirements. It serves as an introduction to the Thesis Writing Process including the development of the project, the thesis timeline, how to conduct a literature review, conducting research and writing the final Thesis.

**Workshop in American Politics**

This workshop serves as a forum for the presentation and discussion of research by graduate students and faculty in Political Science. For graduate students, the Workshop is an opportunity to hear and present practice job talks, thesis chapters, and conference papers. Occasional Workshop sessions will feature research presentations by faculty from Virginia Union and major scholars from other universities.

**PUBLIC HEALTH****MPH 501      Introduction to Public Health (3 cr.)**

The main goal of this course is to familiarize students with the fundamentals of health, program development, and program evaluation. Although the course emphasizes general evaluation methodology, specific health programs and health policy applications are employed.

**MPH 502      Advanced Research Methods in Health Science I (3cr.)**

This course introduces clinical and non-clinical health science research with a comprehensive review of the designs and methods most frequently used in the discipline.

**MPH 503      Environmental Health (3 cr.)**

This course will introduce concepts, principles, and applications of the main natural and social science disciplines that form the basis of environmental health and describes how these disciplines, and their practitioners interact in the environmental health paradigm.

**MPH 510      Epidemiology (3 cr.)**

This course introduces principles and methods of epidemiologic investigation of infectious and noninfectious diseases. The course illustrates how methods of studies of the distribution and dynamic behavior of disease in a population can contribute to an understanding of etiologic factors, modes of transmission, and pathogenesis.

**MPH 520      Public Health Ethics (3 cr.)**

This course provides an overview of values and principles in public health ethics comparing them with those of biomedical ethics.

**MPH 530      Health Disparities in the African American Community (3 cr.)**

This course introduces students to the issue of health disparities. It will present the nature of racial and ethnic disparities and the prevalence of disparities in health status.

**MPH 540      Social and Behavioral Health (3 cr.)**

This course primarily focuses on the most contemporary issues in behavioral science and health education. A multi-level, multi-theoretical perspective is taken.

**MPH 600      Public Health Program Planning Evaluation (3 cr.)**

The main goal of this course is to familiarize students with the fundamentals of health, program development, and program evaluation.

**MPH 601      Public Health and Social Justice (3 cr.)**

This course examines public health as a social justice whose provision should be fairly and equitably distributed to all citizens irrespective of social status.

**MPH 602      Public Health Data Management (3 cr.)**

This course illuminates the ways data and analytics are used and how they drive innovation and evolution in the health and life sciences industries.

**MPH 603      Health Communication (3 cr.)**

This course will explore the communication process and practices that can be used to promote positive change in health care communication.

**MPH 604      Health Care Policy (3 cr.)**

The purpose of this course is to provide graduate students with an orientation to health policy, politics and the health policy process in the United States.

**MPH 607      Public Health Administration (3 cr.)**

This course examines the processes of public health administration with emphasis on industry structure, culture and leadership.

**MPH 605      Research Methods in Public Health II (3 cr.)**

This course reinforces aspects of clinical and non-clinical health science research with a comprehensive review of the designs and methods most frequently used in the discipline.

**MPH 606      Human Subjects Research Ethics (3 cr.)**

This course provides an overview of values and principles in public health ethics with a focus on human subjects.

**MPH 610      Global Health (3 cr.)**

This course prepares students to examine public health issues from a global perspective. It will guide students to understand how processes of globalization influence the health of populations throughout the world.

**MPH 650      Public Health Practicum (3 - 45 actual hrs.)**

This course is designed to give students opportunities for professional experience that is built into the curriculum. The practicum would have to be pre-approved except in unique circumstances where an individual's experience may substitute for field work.

**MPH 652      Public Health Research Practicum (6 - 90 actual hrs.)**

This course is an extension of MPH 650 Public Health Practicum where there is a specific requirement of research-based field experience. This experience may take place in a research lab within the department.

**BIO 500      Biostatistics (3 cr.)**

This course introduces the basic principles and methods of biostatistics. This course will focus on the interpretation and application of statistics to health care, medicine, public health, and epidemiology rather than derivations of statistical theory.

**BIO 540      Advanced Genetics (3 cr.)**

This course provides instruction on the advanced 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.

**DIVINITY****MISSION AND GLOBAL CHRISTIANITY****CH1 551      Missions Seminar - By Special Announcement (3 cr.)**

A lecture-discussion series by world Christian scholars and church leaders held from time to time for seminarians under the auspices of the Overseas Ministries Study Center, an international, interdenominational mission agency.

**CH1 644      Missiology (3 cr.)**

An Introduction to Mission History, Mission Theology, And Evangelization Designed to include (a) some re-thinking of the missionary task, emerging mission, and mission structures; (b) some discussion of the Christian mission and human transformation; (c) some emphasis on the development of people and the meaning of service; and (d) a delineation of the ecumenical imperative.

**CH1 646      Applied Anthropology for Christian Missions (3 cr.)**

This course is designed to apply anthropology, a behavioral science, to cross-cultural situations at home or overseas. Problems to be addressed will include how cultures differ and how differences in customs and cultures influence the communication or reception of and response to the Gospel by various societies around the church in different cultures and the role of the Christian mission and message in social change.

**CH1 648      Encounter of Christian Faith with Other Faiths (3 cr.)**

This course introduces the biblical basis for Christian understanding of, attitudes toward, approaches to, and encounters with persons of other faiths and belief systems. Special attention will be given to the major living religions: Hinduism, Buddhism, Judaism, Christianity, and Islam, and will include brief discussions of some other faith traditions like Primal Religions, Native American faith practices, and Sikhism. The course will help students explore ways for expressing the universality of the Christian faith in a religiously plural world and for deepening meaningful dialogue with persons of other faiths and ideologies. Teaching methodology will include selective use of media resources, visitation to worship sites, interviews with persons of other faiths, and exploration of print and internet resources.

**CH1 731      Ecumenical Mission Study of the Caribbean (3 cr.)**

This course is designed as a seminar designed to help people who are interested in an ecumenical mission study of the Caribbean. Issues relevant to the area such as work, family life, religion, ecology, intergroup relationships, and economics are investigated.

**CH1 750      Independent Study (3 cr.)**

Topics of interest not covered in the other course offerings may be chosen for independent study in consultation with the faculty.

**NEW TESTAMENT**

**NT1 501 Introduction to the New Testament (3 cr.)**

Designed to introduce New Testament literature, history, and theology. The New Testament materials are examined for the comments and insights they offer regarding the social and religious world of earliest Christians and for the theological perspectives espoused. Special attention is given to exegetical and contemporary issues.

**NT1 510 The Synoptic Gospels (3 cr.)**

Designed as a critical study of the four Gospels (Matthew, Mark, Luke, and John) with special attention to their literary arrangement and social and theological perspectives. Attention is also given to the historical Jesus question. This course is designed to complement NT1 501.

**NT1 511 The Pauline Epistles (3 cr.)**

Designed to be a complementary course to NT1 501 this course focuses on Paul's life and theology within early Christian experience, using authentic writings of Paul. Secondary allusions to Paul (e.g., Acts, Ephesians, etc.) are considered where appropriate. Contemporary concerns vis-a-vis Paul is stressed.

**NT1 512 Preaching from The Synoptic Gospels (3 cr.)**

This course will enable students to sharpen their exegetical skills and therefore write sermons that are more text-oriented and biblically based. All exegetical work in this course will be done with an eye toward preaching. The course will include lectures, class discussion, extensive practice in exegesis and the preaching of sermons. Particular attention will be given to texts drawn from the Synoptic Gospels.

**NT1 518 Parables of Jesus (3 cr.)**

This course will examine the parables of Jesus in their cultural and literary contexts. Special attention will be given to recent literary analysis of the parables in the Synoptic Gospels and the Gospel of Thomas. The parables of Jesus will be read as part of these gospel texts and interpreted from diverse interpretive perspectives.

**NT1 608 Paul's Letter to the Romans (3 cr.)**

This course is designed to introduce students to the life of Paul and his Letter to the Romans. In doing so, the course seeks to explore the historical, literary context of Romans and the various theological issues there. Students will engage the text critically from diverse perspectives.

**NT1 613 Elementary Greek I (3 cr.)**

Designed as an introduction to the grammar of Koine Greek. Emphasis on the mastery of forms, fundamentals of syntax, and basic vocabulary.

**NT1 614 Greek II (Exegesis) Continuation of NT1 513 (3 cr.)**

Designed to introduce issues focusing on Greek exegesis within the New Testament, with emphasis on historical and theological problems.

**NT1 620 The Environment of The New Testament (3 cr.)**

Designed to be a study of Jewish and Hellenistic philosophic/religious movements and traditions, and their influences on the life, world, and thoughts of early Christians. Emphasis is placed on the context-world of the New Testament, but some attention is given to the New Testament materials themselves. Prerequisites: BS1500, NT1501 and OT1501

**NT1 624 Early African Christianity (3 cr.)**

Designed as a study of African Christianity in the first four Christian centuries, focusing on the area of North and North-East Africa. Attention is given to the impact of African history and civilization on Christian foundations and expressions in this area. Prerequisites: BS1 500; OT1 501

**NT1 626      1st And 2nd Corinthians (3 cr.)**

Designed as an exegesis of the communications. Attention to the social and religious setting of the Corinthian church and Paul's critique of it.

**NT1 627      Exegesis: Book of Revelation (3 cr.)**

Designed as an exegesis of the Book of Revelation. As such it aims to establish the essentials of the work. Assuming the validity of critical and literary interpretative methods, it is intended that the student become conversant with the religious-social-political world responsible for the making of Revelation. More importantly, an effort is made to seek to be guided by the "word" Revelation generates.

**NT1 628      Exegesis: Philippians (3 cr.)**

Designed as a combination lecture and seminar course on the book of Philippians with attention to such problems as church order, stewardship, evangelization, eschatology, Christology, heresy, and above all, involvement in ethical problems within history; special attention will be paid to the important Christological hymn in 2:6-11. Comparisons will also be made with the other undisputed Pauline letters as well as Acts.

**NT1 634      Exegesis: The Gospel of John (3 cr.)**

Designed as an Exegesis of the Gospel of John, with attention to the community and theology of Johannine Christianity.

**NT1 721      Topics in Hermeneutics (3 cr.)**

Designed as a seminar on a New Testament topic, which grows out of contemporary faith issues. Whatever topic is selected is focused on throughout the semester and will be announced at least one semester in advance. An example of such a topic could be "Charismatic Figures and their Philosophies/Theologies in the New Testament World."

**NT1 750      Independent Study (3 cr.)**

Topics of interest not covered in the other course offerings may be chosen for independent study, in consultation with the faculty.

## **OLD TESTAMENT**

**OT1 501      History of Israel (3 cr.)**

Designed to give students an understanding of the ancient Yahwists' (Israelite and Judahite) interpretations of their historic events as presented in the Hebrew Bible and to introduce them to critical study (particularly, the historical-critical method) of the Hebrew Scriptures, by which the students may interpret the Hebrew Scriptures on a scholarly and relevant basis.

**OT1 502      Israelite Literature (3 cr.)**

Designed to give students familiarity with and understanding of the various kinds of literature in the Old Testament, their forms, settings and purposes. Old Testament forms and interpretations of salvation history' will be examined, assessed, and surveyed regarding the functions and intentions of the user/writers.

**OT1 503      Biblical Hebrew I (3 cr.)**

The aim of this course is to introduce students to the Hebrew language, including basic rules and grammatical principles. Students will learn the basic parts of speech, practice writing, reading, and translating Hebrew



sentences. The course seeks to facilitate reading of various sections of the Hebrew Bible as well as traditional stories in Biblical Hebrew.

**OT1 601      Biblical Hebrew II (3 cr.)**

The aim of this course is to further introduce students to Biblical Hebrew grammar, syntax, and vocabulary. Students will also be introduced to the basic Hebrew verb conjugation or stem and its inflections. The course seeks to facilitate reading comprehension of various sections of the Hebrew Bible by applying grammatical concepts and insights learned.

Prerequisite: OT1 503

**OT1 603      The Psalms (3 cr.)**

Designed to facilitate critical study of the Psalms as Hebrew poetry and liturgical literature, wherein the forms and the statements of the Psalms may be understood within their respective, socio- cultic settings and utilized within commensurate, modern settings.

**OT1 604      The Prophets (3 cr.)**

Designed to explore the basic forms of prophetic speech in the Old Testament and their messages in the light of the historical contexts, as indicated in the Hebrew Bible. The focus of the course will be analysis and interpretation of texts. Prerequisite: OT1 501

**OT1 605      Old Testament Law (3 cr.)**

Designed to develop the student's ability to interpret, critically and adequately, the legal traditions of the Old Testament and to appreciate the theology or principles presented for living therein, so as to apply these principles to contemporary ethical issues. Prerequisite: OT1 501

**OT1 606      Biblical Perspectives on Poverty and Wealth (3 cr.)**

Designed to introduce students to the problem of poverty and wealth in ancient Israel, as reflected in the Old Testament. It explores what poverty and wealth meant in that ancient context, who the poor and rich were, and how they were treated. The emphasis of the course is on the various perspectives on, and attitudes towards poverty and wealth as reflected in the different parts of the Bible. Prerequisite: OT1 501.

**OT1 607      Biblical Hebrew III (3 cr.)**

This course is designed to complete the full study of Hebrew grammar in order to enable students to fully engage the Hebrew Bible. By completing a full study of the derived Hebrew verbal conjugations or stems, students will be able to fully engage the Hebrew Bible in its entirety and with more facility. Prerequisite: OT1 503; 601.

**OT1 608      Rapid Reading Hebrew and Exegesis (3 cr.)**

This course is designed to complement the complete study of Biblical Hebrew grammar and all the seven Hebrew verbal conjugations, their stems, and inflections. As a result, the students will be able to fully engage most of the Hebrew Bible in its complexity and with more facility. The course will consist of rapid reading and exegesis of select parts and books of the Hebrew Bible. Students will be expected to read, translate, and parse relevant grammatical elements. The goal is to enhance the students' knowledge of Hebrew grammar through direct contact with the biblical text. The students will also be encouraged to use the Hebrew dictionary to facilitate competency in reading, translating, and performing exegesis from the Hebrew Bible. Prerequisites: OT1 503; OT1 601; and OT1 607.

**OT1 700      Old Testament Exegesis (3 cr.)**

Designed to sharpen students' skills in interpreting (words, phrases, and passages of) the Old Testament and to enable them to interpret systematically and methodically the Old Testament, so as to construct and develop sermons that are biblically sound. Prerequisite: OT1 501.

**OT1 701      The Pentateuch (3 cr.)**

Designed to facilitate an understanding of the diversity of ancient Yahwistic traditions that are found in the Pentateuch, that is, the distinguishing features of and conceptual developments within the various traditions, how the various traditions originated, how they countered, corrected, or critiqued their preceding or contemporary traditions, and how they were utilized within their respective contexts—their rationales or operative premises, their views of YHWH, evil, etc., and their significances for Yahwistic cult and society. The primary concern is to articulate and comprehend their message(s) and to consider such measures for critique of modern theologies. Prerequisites: BS1500, OT1501.

**OT1 720      Selected Old Testament Topics (3 cr.)**

Designed to be a seminar on an Old Testament topic. The topic selected will be focused on throughout the semester and will be announced at least one semester in advance. Prerequisites: OT1 501 and OT1 502.

**OT1 721      Ancient Israelite Culture (3 cr.)**

Designed to explore and examine the impact of the various cultures upon the ancient Israelites and to compare Israelite culture to its surrounding cultures, particularly the Egyptian culture, to show the distinctiveness or compatibility of Israel in regard to its neighbors. Prerequisites: OT1 501 and OT1 502.

**OT1 722      Yahwistic Short Stories (3 cr.)**

Designed to facilitate reading and appreciation of Yahwistic short stories as forms of communication for teaching or inculcating Yahwistic values that are directed toward survival in response to a culturally diverse and politically dominating society and/or for reclamation of Yahwistic identity as an act of minority consciousness. Prerequisites: BS1 500, OT1 501, PT1 533, PT1 536.

**OT1 750      Independent Study (3 cr.)**

Topics of interest not covered in the other course offerings may be chosen for independent study, in consultation with the faculty. Prerequisites: OT1 501 and OT1 502.

**PASTORAL STUDIES****PT1 520      Field Education I (3 cr.)**

This course requires the student to learn the practical application of theology and ministry in the context of a social agency in their first academic year. The student works within a social service type agency for seven months, from October to April. The overall objective is to keep students in the instructional tension of the academic environment while being exposed to the practice and practical realities of ministry in a social agency or social ministry environment.

**PT1 520-02      UM Field Education 1 (3 cr.)**

This course requires the student to learn the practical application of theology and ministry in the context of a social agency, institutional, or non-parish ministry setting.

**PT1 622-02      UM Field Education II (3 cr.)**

This course requires the student to learn practical applications of theology and ministry in a parish setting. Each year's field education experience covers eight months, from September to April. United Methodist students are in a track specifically designed to address particular requirements of Boards of Ordained Ministry for Annual Conferences, and to assist UM students in their candidacy and ordination process. Students of other traditions and denominations may also be in the United Methodist sections of Field Education from time to time as their course schedules indicate.

Students are strongly encouraged to register for Field Education and Formation in the first year at STVU. Some students also consider and enroll in a ½ unit of CPE (Clinical Pastoral Education) in the third year. CPE is not required for graduation. However, United Methodist candidates for ordination in the Virginia Conference are required to complete at least ½ unit of CPE in the three years between becoming a Provisional Elder and applying for Elders Orders.

## **THEOLOGICAL STUDIES**

### **CT1 621 Theology and Theological Thinking (3 cr.)**

Designed as an introductory course to theology and theological thinking for graduate students, this course critically examines some of the dominant themes, ideas, concepts, and frameworks for graduate theological education with acute and sustained attention to the histories, thoughts, cultures, and expressions of continental and diasporic Africans across space and time. Students will examine some of the key debates framing discourses in theology, philosophy, history, cultural studies, literature, and politics in the work of scholars that form and inform graduate theological education.

### **CT1 622 Systematic Theology I (3 cr.)**

Designed as the first component of a two-semester comprehensive study of the meaning, nature, and content of theology. This first course focuses on introductory investigations related to theological prolegomena and methodology.

### **CT1 623 Systematic Theology II (3 cr.)**

Designed as the second component of the theology requirement focuses upon doctrine proper and considers anthropology, Christology, ecclesiology, the doctrine of God, and eschatology. During this course, each student will write and present a constructive statement of his/her theological position.

### **CT1 627 Womanist Theology (3 cr.)**

Designed to introduce students to Womanist Theology as both theoretical framework for “unmasking, disentangling and debunking” systems of oppression and as theo-ethical resource for constructing paradigms for social justice.

### **CT1 725 Advanced Seminar in Theological Studies (3 cr.)**

Designed to probe the frontiers of theology. Sometimes it considers contemporary doctrinal developments, the status of a movement in theology, or the work of a single theologian.

### **CT1 726 Christian Theology in Africa (3 cr.)**

Designed as an examination of the practical and conceptual theological developments in the Christian churches of Africa, as they relate to traditional African religion, classical Christian doctrine, and other world religions.

### **CT1 729 Black Religion and Black Theology (3 cr.)**

Designed as an in-depth study of the implicit theology emerging from the African American religious experience, with particular attention given to developments, discussions, and debates in contemporary African American theology.

### **CT1 730 Christology (3 cr.)**

Designed as a critical interpretation and analysis of selected views of the person of Christ.

### **CT1 731 Theological Images and Black Literature (3 cr.)**

Designed as an assessment of the theological character of ideas and themes conveyed in African American literature.

**CT1 732      Ecclesiology (3 cr.)**

Designed to be a critical examination of some historical and contemporary reflections of the Church.

**CT1 733      Theology from The Black Perspective (3 cr.)**

Designed as an in-depth, critical, and constructive theological interpretation of a selected African American thinker from among such names as Martin Luther King, Jr., Howard Thurman, Adam Clayton Powell, and others.

**CT1 734      Transformed Theology (3 cr.)**

Designed to be a creative engagement of the episodes in the worship experience as the foundation for theological construction and Christian praxis.

**CT1 735      Tradition and Contemporary Theology (3 cr.)**

Designed as a critical interpretative analysis of creedal development in the pre-Reformation Church and a constructive analysis of its contribution to contemporary theological discussion and models.

**CT1 736      Anthropology (3 cr.)**

Designed as a critical examination of some historical and contemporary reflections on the nature of humanity.

**CT1 737      Eschatology (3 cr.)**

Designed to provide a critical examination and analysis of selected reflection on the meaning of the "Kingdom of God."

**CHURCH ADMINISTRATION AND WORSHIP**

**PT1 561      Managing Debt in Ministry and Life (3 cr.)**

Prevent or reduce excessive student loan debt by learning how to create and manage personal and church ministry budgets. Students learn how to create multiple, diversified streams of income as a part of their regular ministries. Certified Public Accountants and Personal Financial Planners are provided as a part of this course to help students learn how to plan for and organize their personal/home finances. No accounting and finance background is needed.

**PT1 611      United Methodist Polity (3 cr.)**

This course provides an overview of basic United Methodist Polity as found in The Book of Discipline (BOD) of The United Methodist Church (UMC), and helps students explore some of the links between polity, history, and theology of the UMC. The course also explores practical applications of patterns for organization, order, and administration in local church/ministry settings, and helps students understand local church organization in the larger context of connectional relationships of The United Methodist Church. No prerequisites. Course meets BOD and Board of Ordained Ministry requirements for students pursuing ordination in the UMC.

**PT1 612      United Methodist History (3 cr.)**

An introductory survey of the history of the Methodist movement in England and especially in the United States, from the period of the Wesleys to the present. The focus will be on that stream of the movement which became a part of The United Methodist Church.

**PT1 613      United Methodist Doctrine (3 cr.)**

This course is designed as an exploration of the foundational, definitive theological affirmations of the United Methodist Church. Considering Wesleyan teaching, emphasis, and tradition; exploring Wesleyan theological heritage and interpretation; and considering the history of the various church mergers that have given rise to the

modern UMC; the course seeks to thoroughly explore the UMC's current doctrinal stance. We will develop a working understanding of UMC doctrine and become well-informed and well-grounded apologists for it.

**PT1 614      Women in Ministry (3)**

Designed to explore how God's call of women to the ministry is facilitating a refocus and reshaping of the ministry. The course will explore the biblical, theological, and practical issues related to women in ministry and their effect on the African American church.

**PT1 629      Worship and The Sacraments (3 cr.)**

This course will provide students with an overview of historical, biblical, and theological foundations for worship; provide them with an opportunity to explore various worship traditions and rituals practiced in North American Christianity in the 21st century, equip them with tools and practices for worship design and development, and will offer some approaches to daily spiritual disciplines that will guide and sustain the pastor's personal practices for meaningful worship in their local contexts.

**PT1 632      Church Administration (3 cr.)**

Designed to introduce the student to the theory and practice of managing and leading the church. The focus is on leadership as a necessary correlation to management and administration. Topics range from strategic planning and budgeting to the spiritual life of the church leader.

**PT1 633      Baptist Polity (3 cr.)**

Designed as a study of polity and practices in Baptist churches. This course explores doctrines, governances, customs, and practices peculiar to Baptist churches from both theological and historical perspectives.

**PT1 636      Church Growth and Renewal (3 cr.)**

Designed to explore the new paradigms that shape ministry and influence church growth and renewal. The course will focus on congregational mega trends and principles of church growth. Included in the course will be site visits and presentations by churches undergoing growth and renewal.

**PT1 637      Preparing for the Pastorate (3 cr.)**

Designed to explore principles and practices of worship in the Protestant context, from both historical and contemporary perspectives, and develops skills in the planning and conduct of public worship, including the administration of the ordinances or sacraments and the conduct of funerals, weddings, and other special services.

**PT1 638      Religion and the Law (3 cr.)**

Designed as a practical guide to the law as it pertains to ministerial and church functions. The course will survey the vital role the courts play in recognizing and defining religious practices, and in protecting religious beliefs. In addition, the student will understand the interface between law and religion regarding contemporary social issues. The religious professional will also become sensitized to his/her personal and professional liabilities in the practice of ministry.

**PT1 639      Music in Worship in African American Churches (3 cr.)**

Designed as a survey of music and its uses in worship in churches of the African American tradition. Emphasis will be placed on helping participants develop a methodology for selecting appropriate music for worship services for all occasions. Students will make use of scripture, which is normative and primary, the history and traditions of churches' cultural analysis, and reasons as they seek to gain a clearer understanding of music in worship.

**PT1 649      Management for Ministry (3 cr.)**

Designed to explore in detail a wide range of management theories and practices affecting the church and its ministries. The course is divided into six major areas: Management and Organizational Theory in the Church,

Administration and Strategic Planning, Leadership Development, Stewardship and Financial Resource Development, Congregational Studies and Church Growth, and Social Ministry and Community Development. Students will come to understand and appreciate the complexity of the church as an organization and will learn some of the skills and techniques needed to improve both the effectiveness of the church and the effectiveness of church leadership.

**PT1 653      Substance Abuse Ministry (3 cr.)**

Designed to provide a comprehensive overview of the alcohol and drug community. Students will explore the specific dynamics of human behavior that lead to an addictive lifestyle and how this lifestyle affects the family and immediate spiritual community. Students will examine and obtain a clear understanding of how to employ appropriate spiritual counseling techniques for the substance-abusing population. Through experiential exercises, they will be exposed to the basic elements of designing a faith-based substance abuse program.

**PT1 654      United Methodist Studies (3 cr.)**

Designed as an examination of the History, Doctrine, and Polity of the United Methodist Church.

**PT1 655      AID's Ministry (3 cr.)**

Designed for persons who provide (or will be providing) HIV prevention education within their congregation and community and pastoral care to HIV-infected and affected persons. Course content focuses on culturally specific education and training strategies and skill development in AIDS-related issues.

**PT1 656      Evangelism (3cr.)**

This course provides an overview of the biblical and theological foundations for evangelism; explores the historical development of witness, assists students in developing personal theologies of evangelism, and explores various models/approaches to evangelism. Students will be challenged to investigate evangelistic strategies in cross-cultural contexts and practice critical theological reflection on Christianity in a world of religious pluralism.

The course is open to all students. The course meets The Book of Discipline and ordination requirements for United Methodist students. There are no prerequisites for the course.

**PT1 657      Spousal/Family Relationships (3 cr.)**

Designed to help seminary students cope with the call to both ministry and to be a part of a family unit. The course will explore the minister's understanding of both calls and how these calls impact one another. There will be special emphasis placed on marital relationships, but information will be shared relative to clergy divorce and single parenting. The course is designed to involve dialogue and group sharing. Clergy spouses are encouraged to attend.

**PT1 658      Coping Through Loss: Helping Families Cope with Death and Bereavement (3 cr.)**

Designed as an intensive study to help families and loved ones cope with the emotional effects of grief and mourning. Theory and practice will be blended in providing support to the bereaved person(s).

**PT1 659      Taxes and Legal Issues for Ministers (3 cr.)**

Designed to provide persons with a basic understanding of many of the substantive legal principles that apply to churches and clergy.

**PT1 661      Denominational Issues (3 cr.)**

Designed to explore issues facing denominations as we look toward the new millennium. Particular attention will begin to mainline denominations, their current state, the importance of affiliation, and ways in which they benefit the local church. The student will have the opportunity to dialogue with several denominational officials and discuss the relevance of denominational structures.

**PT1 748      Developing Church Facilities (3 cr.)**

Designed to help students acquire a basic understanding of how to develop church facilities. The class will discuss philosophy and goals, current trends, building concepts, program/facility needs, and the important elements of

**PT1 761      The John Malcus Ellison – Miles Jerome Jones Convocation (3 cr.)**

This course revolves around Ellison – Jones Convocation considering the power, purpose, practice, and promise of preaching engaged through annual themes. The course considers the publications and presentations of the scholars and practitioners invited to engage the established theme reflectively and constructively.

**PT1 765      Creation Care, Grassroots Organizing and The Faith Community (3 cr.)**

Designed as a seminar to introduce students to the broad contemporary features of ecology, environmental justice, and the global climate crisis with particular attention to impacts in the state of Virginia. Students explore and develop practical theological strategies and expertise borrowed from grassroots organizing for use in their current and future ministry contexts. The course employs site visits and guest lecturers, as well as readings and videos to provide students with a variety of tools, skills, and inspiration.

**PT1 766      The Center for African American Pentecostal Convocation (3 cr.)**

This course revolves around the annual Pentecostal Convocation examining the history, theology, practices, worship, contribution, and the developing character of Pentecostal assemblies. Each gathering is guided by a theme and students will engage in the publications and presentation of the scholars and practitioners invited to address the established theme.

**PASTORAL CARE**

**PT1 530      Introduction to Pastoral Care (3 cr.)**

Designed as an introductory course to the field of pastoral care which offers the student the opportunity to share his/her life story for personal insight and spiritual growth. The Myers-Briggs Personality Type Indicator and genogram are used to help familiarize the student with assessing personality and family functioning. The goal of this course is to enable the student to further develop and assess his/her personal and pastoral identity and development.

**PT1 631      The Ministry of Pastoral Care (3cr.)**

Designed to provide the student with a basic orientation to the field of pastoral care with actual experiences in ministry. Students are assigned pastoral responsibilities at the Veterans Affairs Medical Center in Richmond through which pastoral visitation is accomplished. Lectures, verbatim reports, and readings from the field of pastoral care and counseling will be utilized to increase the student's effectiveness as a pastoral caregiver. The goal of this course is the enhancement of the student's ability to utilize pastoral care and counseling skills and growth of professional competence as a minister.

**PT 636      Leading Growth in Ministry: A Biblical and Leadership Perspective**

This course explores the dynamics of leadership within the context of ministry, focusing on both spiritual and organizational growth. Students will engage with biblical principles of leadership while learning contemporary strategies for fostering growth within their ministries. The course balances theological reflection with practical leadership skills, equipping students to lead their communities effectively and sustainably.

**PT1 658      Grief and Loss (3 cr.)**

Loss, grief, death, bereavement, and mourning are pervasive and fundamental to the human experience. An understanding of the grief process and the ways in which clergy may compassionately respond to those who suffer loss and grief is essential to effective ministerial practice in all settings and with all age groups. The purpose

of this course is to introduce students to the evolving nature and centrality of the experience of loss, and subsequent perspectives of grief in contemporary society. The course seeks to bridge current research and best practices and foster effective pastoral skills that respond appropriately to care with persons, families, and communities in situations of death, dying, and bereavement. The course increases participants' awareness of creative self-care practices for pastoral ministry when ministering to those who are dying and grieving. Emphasis is placed on learning about grief from a biblical, theological, religious, cultural, social, psychological, and practical approach. Models for helping grieving people who experience loss from a variety of life circumstances are explored. Course participants gain new awareness and sensitivity to types of loss, and pastoral theological and ethical issues related to death, dying, and bereavement care.

**PT1 730      Pastoral Care, Ministry and Special Situations (3 cr.)**

Designed to deal with special problems that may arise in the ministry such as abortion, issues for the terminally ill, genetic counseling, childbirth out-of-wedlock, gay/lesbian relationships, truth in diagnosis, care of the elderly, marriage counseling, etc.

**PT1 732      Pastoral Counseling (3 cr.)**

Designed as a search for integration of biblical and theological traditions with the practice of pastoral counseling. Video-stimulated learning is used along with pastoral assessment tools to foster growth in both theory and skill development. Basic theories of counseling are employed in relation to both informal and formal structures of caring within the local church. A small group will be used to practice the art of counseling.

**PT1 733      Pastoral Care for The Minister (3 cr.)**

Designed to examine issues facing the minister as a person and as a professional are examined through lectures, reading, and special projects. Emphasis is on the integration of pastoral care skills, in one's own life as well as into one's ministry to others. Prerequisites: PT 730 and PT 731, or current ministry placement.

**PT1 734      Pastoral Care and Counseling in Grief Situations (3 cr.)**

Designed to apply basic principles of pastoral care to a variety of grief situations that occur within a congregation, such as natural and accidental death, suicide, a miscarriage, divorce, family and congregational schisms, natural disasters and catastrophes, and social and economic changes. Prerequisites: PT 730 and PT 731.

**PT1 737      Spiritual Disciplines and Resources for Ministers (3 cr.)**

Designed to present and aware of, attuned to, and accepting of interior and exterior resources available as gifts and graces for spiritual care. Participants will benefit from individual, small group, and total group experiences.

**PT1 739      Religion and Health (3 cr.)**

Designed to develop the necessary foundation for the integration of a health ministry within the theological context of the African American church. This course will explore the relationship between religious theory and health and justify emphasizing health as a critical focus in the church. In addition, more practical aspects of organizing and administering a health ministry will be addressed.

**PT1 750      Independent Study (3 cr.)**

Topics of interest not covered in the other course offerings may be chosen for independent study, in consultation with the faculty.

**PT1 751      Advanced Independent Study (3 cr.)**

Additional study of a specific topic covered in other pastoral care courses may be approved for independent study, in consultation with the faculty.



## INTERDISCIPLINARY STUDY

### **ID1 500 Introduction to the Church and Its Ministry (3 cr.)**

Designed to explore the purpose and role of the church and its ministry. Particular attention will be given to the minister's work in and through the church. As an introductory course, it will help the student adjust to seminary education and examine key issues that may have an impact on one's ministry.

### **ID1 550 The Urban Term (3 cr.)**

Designed to discuss and analyze the complex issues that pervade the urban milieu. Focus is placed on the pastor's and the church's understanding of issues such as violent crime, urban education, and the relationship between the church and the community. Students will also receive hands-on experience with urban agencies, policies, and programs and seek to correlate this experience with the church's ministry. The course is both field and- classroom-based

### **ID1 601 Faith in the City (3cr.)**

This course brings together seminarians, pastors, and community and congregational leaders for the examination of critical issues facing the City (of Richmond, VA) and guides the participants in the development of applied responses to the identifying issues. Issues that have been considered include poverty, housing, employment, education, transportation, criminal justice, economic development, regional planning, etc.

### **ID1 605 Race, Crime and Justice (3 cr.)**

This course explores the politics of the criminal justice system and seeks to educate and equip faith leaders and congregations in making theological and practical responses to racial disparities in the system. Within the context of embodied faith, the course examines the racial dynamics of the criminal justice system, the socio-economic policies, and incarceration, the value of restorative justice, reentry programs, and alternatives to incarceration.

### **ID1 607 Ethics and Politics (3 cr.)**

This course examines the ethical framework of social and political tension, the intersections of personal decisions and social consequences, and the quest for the community to fulfill the intent and design of the Creator. Issues examined include wealth and poverty, war and peace, crime and violence, environmental ethics, criminal systems and criminal justice, gender and family, etc. The course is taught onsite in the District of Columbia Department of Correction Jail and will include residents of the jail and other seminarians in the Washington Theological Consortium.

### **ID1 609 African American Perspectives & Religious Freedom (3 cr.)**

This blended learning course critically engages the contentious politics of race and religious freedom in American public life. Particular attention will be given to the how and in what ways power, violence, identity, and pluralism form and frame the discourse of religious freedom across time and space. The course will feature a team of scholars and professional experts actively engaged in addressing these issues in multiple contexts.

### **ID1 700 Senior Seminar (3 cr.)**

A student-faculty colloquy designed to allow seniors to facilitate the integration of the various disciplines of theological education, i.e., biblical, historical, theological, and pastoral studies, as they may bear on the practice of ministry. Enrollment is limited to seniors. Students who enroll at times other than September and all transfer students will be assisted in fulfilling the requirements in the best possible sequence. The degree will be conferred at the next commencement following the completion of the course of study.

## **CHRISTIAN EDUCATION**

### **PT1 536      Christian Education (3 cr.)**

This course is designed to assist the student in acquiring knowledge, understanding, and appreciation of the ministry of Christian education from a theoretical as well as a practical stance. Through various readings and activities students will experience Christian education as how persons are introduced to the life, mission, and ministries of the church and systematically enabled to grow in faith. This course explores foundational issues, organizational structures, and basic principles of teaching and learning.

### **PT1 536      Educational Ministry of The Church (3 cr.)**

Designed to provide a context for understanding Christian Education as a discipline as well as a distinct ministry of the Christian church. Explores foundational issues, organizational structures, role of the pastor as educator, and basic principles of teaching and learning.

### **PT1 537      Philosophy of Christian Education (3 cr.)**

Designed to promote critical reflection about the nature of what it means to know. Students will be encouraged to formulate his/her worldview and examine values of education and learning from a Christian perspective.

### **PT1 550      Intro to Life Cycle Ministries (3 cr.)**

Students will demonstrate their understanding of nurturing faith people of all ages by focusing on the developmental needs of children, youth, and adults at various stages of life. We will pay special attention to how the whole church organizes to attend to the faith development of people of all ages. Emphasis will be given to spiritual formation in adults (emerging young, middle, and older) in the fall, youth in the winter, and children in the spring. Participants in the course will develop a resource notebook and identify/create models for an educational ministry program for a local church.

### **PT1 560      Educational Internship (3 cr.)**

The purpose of this course is to provide opportunities for students to chronicle their learning experience in the Master of Arts in Christian Education Program and to demonstrate that learning by their ability to design a church or church-based ministry proposal. Students will also develop an Educational Portfolio of artifacts representing their work in the program. Finally, the course will also provide opportunity for students to become more keenly acquainted with 20th Century Christian Educators and their historical impact on current Christian education best practices.

### **PT1 572      Creativity in Christian Education (3 cr.)**

Creativity in Christian Education is a hybrid course is designed to motivate learners to examine and utilize non-traditional methods of teaching and learning Christian Education. This course will teach students how to reach, encourage and engage the current and future generations. This course will discuss the relevance of creativity in teaching Christian Education, provide a variety of examples in which to teach and experience Christian Education and utilize tools for incorporating creativity in educational experiences for people of all ages in the local congregation. This course will also employ a variety of creative and experiential strategies along with readings, papers and technology to challenge students as they consider the role of creative thinking in the learning and teaching of Christian Education.

### **PT1 603      Multicultural Ministry (3 cr.)**

In this course we study the biblical, theological and other interdisciplinary foundations of multicultural ministry with special emphasis on its educational implications. This study is done within the framework of an increasingly multicultural and diverse society, the complexity of a world that is in many ways a global village, and the prevalence of racism as an obstacle to multiculturalism. During the course, participants have the opportunity to

give particular attention to the challenges and possibilities for applying multicultural principles and practices to different aspects of congregational life.

**PT1 606 Teaching for Biblical Faith (3 cr.)**

Christians have been called people of the book. The profession of most Christian churches is that the Bible contains the witness sufficient for faith and life (some claim it contains the Word of God). People across the theological spectrum claim to “take the Bible seriously”, but what does that mean? This course will focus opening the Bible to laypersons in congregations, building skills for exegesis and effective teaching strategies applicable for pastors, Christian educators, chaplains, and lay leaders.

**PT1 623 Leadership in the Church (3 cr.)**

This course is designed to assist the student in acquiring knowledge, understanding, and skills needed for leadership in a congregational setting from a theoretical as well as a practical stance. Through various readings and activities students will explore leadership as how persons are directed in the mission and ministry of the church.

**PT1 625 Group Dynamics (3 cr.)**

This course is designed as a study of how to cause groups to function cohesively in accomplishing assigned tasks. Through various readings and experiential activities students will experience the process in which groups operate. Attention will be given to the value of each participant showing care and being cared for in the context of a supportive learning environment.

**PT1 626 Music and The Arts in Christian Education (3 cr.)**

Designed to focus on the unique place of music and the arts—drama, paintings, sculptures, etc.--as aids to learning and understanding the Christian faith and life.

**PT1 628 Church Finance & Administration (3 cr.)**

This course prepares ministers and church officers for leadership and employment in the modern-day church. Students are challenged with academic and practical church administration training on church employment, finances, organizational models, staffing structures, and other key elements of church business. Additionally, training is provided on how to best use and implement the administration tools and resources provided as a part of this course.

**PT1 640 Ministry with Children in the Black Church (3 cr.)**

Designed to focus on the developmental needs of children and how the total church organizes to meet these needs. Special attention is given to faith growth in children. Participation in the course will include experiences in organizing a ministry of advocacy, including the selection of resources appropriate to the level of development.

**PT1 641 Ministry with Youth in The Black Church (3 cr.)**

Designed as an in-depth study of the issues, methods and settings for a viable ministry with 21st century youth. Attention will be directed to the total development of youth, with special attention to faith and spiritual development. Primary concern is given to integrating youth into congregational life.

**PT1 642 Ministry with Adults in The Black Church (3 cr.)**

Designed as a review of contemporary insights into the dynamics of learning and developmental characteristics of adults of all ages. Special focus will include expanding the horizon of adult education and planning how the ministry of the church can become a center of learning related to preparing leaders for service to the church and world.

**PT1 643      Theology and Education (3 cr.)**

Designed to explore the foundational relationship of theology and Christian education. Attention will focus on the contextual nature of theology and education, seeking to confirm a relationship of mutual respect and collaboration. Various theologies will be examined for the value of each as basic to Black church education.

**PT1 644      Curriculum Theory and Design (3 cr.)**

Designed to introduce students to the concept of curriculum as integral to total church ministry. Traces history of Christian curriculum from the nineteenth century and shows how the contemporary understanding is designed to foster effectiveness in ministry implementation.

**PT1 645      Biblical Models for Education (3 cr.)**

Designed to consider various models of teaching/learning taken from the Old and New Testaments. Particular attention is paid to the methods of Jesus as Teacher. Students will determine how these biblical models may lend variety and authenticity to modern teaching and learning.

**PT1 647      Technology in The Church (3 cr.)**

This course is designed to explore the ways technology and faith can be hospitable to each other. In particular, the course will explore ways that pastors and church educators can make informed decisions about and implement the use of technology in the local church. Because this is a course about technology, you will need access to a computer to be successful. Though not required, access to a laptop or tablet that you can bring with you to class will add significantly to your experience.

**PT1 648      Faith and Human Development (3 cr.)**

The purpose of this course is to bring selected human development and other educational learning theories into dialogue with matters of faith. It is the premise of this course that understanding how learners develop throughout the lifespan helps us to create pedagogically appropriate learning environments in church education and provides us with the skills to nurture persons into mature Christ-like individuals.

**PT1 672      Congregational Research Methods for Ministry (3 cr.)**

Designed to introduce students to principles and methods of qualitative research in congregations, presupposing that research in congregations contributes to the vitality of the church. Students will examine various epistemologies and differing approaches to qualitative research and will practice research techniques useful in ministry.

**PT1 703      Youth Ministry: Companionship Youth on Spiritual Journeys (3 cr.)**

This course focuses on ministry with adolescents as part of the life cycle. The aim is to broaden our understanding of Christian education and its role in engaging in spiritual development and faith formation with youth. The course will examine human development and culture of the current adolescent generation, the context necessary for spiritual development to take place, and various ministry strategies and pedagogical models that can be used to companion youth in their spiritual passage from adolescence to young adulthood. We will engage the interplay between youth, culture and the church, paying particular attention to the North American context and the variety of subcultures in which youth develop. The foremost goal of this course is to provide a setting in which course participants can develop a working theology of ministry with youth that equips and fosters their leadership in congregations and other faith communities.

**PT1 748      Teaching Practicum (3 cr.)**

This course focuses on teaching and learning in the church. Through theological, educational, and ministerial lenses, the course explores a variety of pedagogical models. Students teach in class and in the parish, focusing on continual growth and development through reflection on the self as teacher.

**PT1 759 Self-Care as a Spiritual Practice (3 cr.)**

The purpose of this course is to understand the ethical and spiritual necessity of self-care as a part of the task of the ministerial call. Students will learn about the purpose of self-care as a ministerial task, understand their personal self-care needs, and engage in experiential exercises to build the practice of health self-care.

**DOCTOR OF MINISTRY****DM 601 Pre-Residency**

The purpose of this course is to provide the information needed for first-year students as they prepare for Residency. This course will offer the framework needed to maintain pace for completion.

**DM602-605 Colloquium II through IV**

This course will provide preparation for the development of the student's project methodologies. Included will be advising, monitoring and guidance as the student begins the work of forming the project.

**DM711: On-line Course Requirement I**

Theoretical Foundations for Ministry – Exposes students to the breath of project design; presents introductory IRB course matters and program writing expectations. Expected outcomes of this course – Literature Review and Research Paper outlying student's research.

**DM 712: On-line Course Requirement II**

Resources for Doctoral Research Methods - Integrates advanced topics in theological studies with ministry project focus; engages resources informing theories informing the project of the student; develops the Candidacy Proposal and outlines the Project Document. Expected outcomes – research paper defining theoretical foundations informing the project and foundation for Candidacy Proposal PowerPoint presentation.

**DM713: On-line Course Requirement III**

Religion and Society: Interdisciplinary Conversations – Employs ideas, theories and methods found in disciplines that intersect project research. Expected outcomes – research paper defining methodological approaches feeding into eventual project document.

**CONSULTATION WITH ADVISOR (CON 605 - 610)**

During the colloquia, there are scheduled Faculty Consultation periods for which the student is responsible for participation in group advisement sessions and contacting the Faculty Advisor. In addition, regular consultations should be held with the Advisor until the Project/Document is completed. These consultations will be devoted to providing guidance, monitoring progress and maintenance of quality work.

**THE PROJECT/DOCUMENT (DM 608)**

The Project Document will represent a model for ministry that incorporates insights from relevant theological disciplines and should show originality, intellectual rigor, and spiritual depth. Upon the granting of candidacy, a Candidate must complete all requirements for research with human subjects (forms and guidelines are available on-line and in the DMin Office.)