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99-00 catalog



**SOUTHERN ADVENTIST  
UNIVERSITY**  
1999-2000 CATALOG

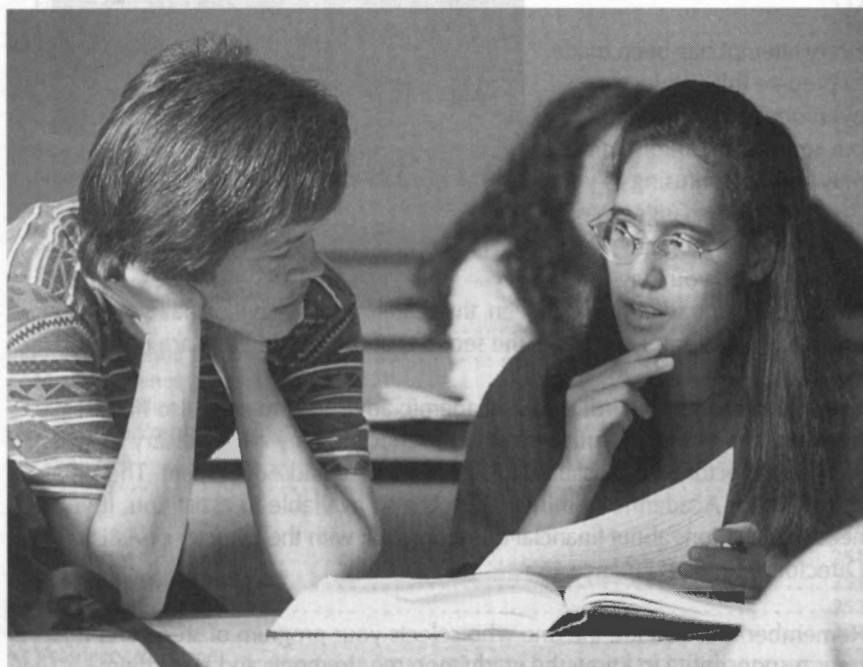
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## ***Something to keep in mind —***

Although this CATALOG is not a textbook, you will refer to it often during your university career. It describes the academic program you select and the requirements you must fulfill to graduate. Before you enroll at Southern or register for any succeeding semester, you should satisfy yourself that you are familiar with this catalog.

Two important parts of your academic life are General Education and your field of concentration. You will find it especially valuable to read carefully the sections of the catalog that explain these programs.

Every attempt has been made to prepare this catalog so everyone may understand it, but some of the information may still be confusing to you. Also, because changes may occur in your program requirements, you may encounter contradictions between this catalog and advice that you later receive. Talk to someone about the sections of this catalog that are not clear.

The first person to talk to is your academic adviser. You may also find help from the chair/dean of your department/school. It may be necessary to visit with the Director and Assistant Director of Records and Advisement. The Vice President for Academic Administration is also available to assist you. If you need explanations about financial questions, talk with the Director or Assistant Director of Student Finance.

Remember that you are the one who selects your program of study and it is your responsibility to know the graduation requirements and meet them.

**Do not lose this catalog. It is your "university manual."**



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# ACADEMIC CALENDAR

## 1999-00 School Year

The Southern Adventist University summer term consists of four 4-week sessions. Students in attendance during the 1998-99 school year may register at any time during the week immediately preceding the session.

### 1st Summer Session, 1999

May 4	Registration
May 4	Classes Begin
May 5	Late Registration Fee
May 6	Last Day to Add a Course/Fee for Class Change
May 14	Last Day to Drop and Automatically Receive a "W"
May 21	All Withdrawals After This Date Receive "F"
May 28	Classes End

### 2nd Summer Session, 1999

Jun 1	Registration
Jun 1	Classes Begin
Jun 2	Late Registration Fee
Jun 3	Last Day to Add a Course/Fee for Class Change
Jun 11	Last Day to Drop and Automatically Receive a "W"
Jun 18	All Withdrawals After This Date Receive "F"
Jun 25	Classes End

### 3rd Summer Session, 1999

Jun 28	Registration
Jun 28	Classes Begin
Jun 29	Late Registration Fee
Jun 30	Last Day to Add a Course/Fee for Class Change
Jul 9	Last Day to Drop and Automatically Receive a "W"
Jul 16	All Withdrawals After This Date Receive "F"
Jul 23	Classes End

### 4th Summer Session, 1999

Jul 25	Registration
Jul 26	Classes Begin
Jul 27	Late Registration Fee
Jul 28	Last Day to Add a Course/Fee for Class Change
Aug 6	Last Day to Drop and Automatically Receive a "W"
Aug 13	All Withdrawals After This Date Receive "F"
Aug 16-22	ACT Exam
Aug 19	Classes End

### 1st Semester

Aug 12-16	Faculty Colloquium
Aug 22	ACT Exam
Aug 22, 23	Freshman Orientation
Aug 22, 23	Registration for pre-registered returning students
Aug 23	Registration by appointment for new students

**1st Semester, cont.**

Aug 24	Classes Begin
Aug 24	Late Registration Fee
Aug 30	Fee for Class Change
Sep 6	Last Day to Add Course
Sep 29	Community Service Day
Oct 3, 4	College Days
Oct 14	Mid-term Ends
Oct 14-17	Mid-semester Break
Oct 28-31	Alumni Homecoming
Oct 28	Last Day to Drop and Automatically Receive a "W"
Nov 1-12	Pre-Registration/Advisement
Nov 24-28	Thanksgiving Vacation
Dec 3	All Withdrawals After This Date Receive "F"
Dec 13-16	Semester Exams
Dec 17-Jan 9	Christmas Vacation

**2nd Semester**

Jan 9, 10	Registration for Pre-registered Students
Jan 10	Registration by Appointment
Jan 11	Classes Begin
Jan 11	Late Registration Fee
Jan 17	Martin Luther King, Jr. Day/No Class
Jan 18	Fee for Class Change
Jan 24	Last Day to Add Course
Jan 25	Senior Class Organization
Mar 3	Mid-term Ends
Mar 3-12	Spring Break
Mar 23	Last Day to Drop and Automatically Receive a "W"
Mar 27-Apr 7	Pre-Registration/Advisement
Apr 10	Senior Deadline for Correspondence/Incompletes
Apr 21	All Withdrawals After This Date Receive "F"
May 1-4	Semester Exams
May 7	Commencement/Semester Ends

**1st Summer Session, 2000**

May 9	Registration and Classes Begin
Jun 2	Classes End

**2nd Summer Session, 2000**

Jun 5	Registration and Classes Begin
Jun 30	Classes End

**3rd Summer Session, 2000**

Jul 3	Registration and Classes Begin
Jul 28	Classes End

**4th Summer Session, 2000**

Jul 30	Registration
Jul 31	Classes Begin
Aug 24	Classes End

# THIS IS SOUTHERN ADVENTIST UNIVERSITY

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Southern Adventist University is a co-educational institution established by the Seventh-day Adventist Church.

## MISSION STATEMENT

### The Mission

Southern Adventist University provides a Christian environment where all are encouraged to pursue truth, wellness and a life of service.

### Core Values

- A Christ-centered Seventh-day Adventist campus
- Academic and professional excellence
- Hospitality and service
- Affordable education
- Balanced lifestyle

## EDUCATIONAL PHILOSOPHY AND OBJECTIVES

The purpose of higher education in the Seventh-day Adventist Church is rooted in a comprehensive theological understanding of humanity in the world. The following is a summary of this understanding:

- (1) Seventh-day Adventists believe that God is the Creator and Sustainer of the earth and its inhabitants. He is the Source of all knowledge.
- (2) Created in the image of God for the purpose of communion with Him, mankind possessed harmonious physical, mental, spiritual, and social attributes.
- (3) As a result of sin, these attributes were seriously marred, but God in His love provided a redemptive plan for the restoration of His image in humanity, thus preparing individuals for eternal personal fellowship with God.

In the context of this theological understanding, education is viewed as an essential element of redemption, including an awareness of each individual's relationship to God and a commitment of service to mankind. Education, consequently, must focus on developing the whole person. Southern Adventist University attempts to provide a spiritual, intellectual, social, and physical environment which encourages this development through the following specific objectives.

### *Spiritual*

The spiritual goal of Southern Adventist University is to enable students to grasp Christian beliefs and values as understood by the Seventh-day Adventist Church. Along with three hours of mandatory religion course work for each year of attendance, students have religious convocations and various opportunities for Christian fellowship and service to help them better internalize these ideals.

### *Intellectual*

The intellectual goal of Southern Adventist University is to help students confront the ideas and values which underlie civilization. Course requirements and general education options aim at broadening and deepening the students' outlook. An honors program challenges the most capable students, while academic awards recognize a range of scholarly achievements.

### *Occupational*

The occupational goal of Southern Adventist University is to prepare students for service in a practical world. Although that does not always mean specific career orientation, the major and minor course work offers useful competencies as well as skills related to specific vocations.

### *Social*

Regarding the relationship of individuals to society, the goal of Southern Adventist University is to encourage students to attain the social maturity necessary for successful family and community living. Southern Adventist University provides activities and courses aimed at developing healthy interpersonal relations, communication skills, and decision-making abilities. This goal includes a commitment by the University to involve its students and staff in service activities which benefit both its regional constituency and local community.

### *Physical*

Regarding personal health, the goal of Southern Adventist University is to educate students to be active in promoting their own physical well-being. Southern Adventist University is smoke-, alcohol-, and drug-free by policy, and the cafeteria offers a meatless diet. Health-oriented courses and activities combine to encourage a balance of exercise, rest, diet, study, work, and recreation.

## **HISTORY**

In 1892 the educational venture that developed into Southern Adventist University had its beginning in the small village of Graysville, Tennessee. The school became known as Graysville Academy. In 1896 the name was changed to Southern Industrial School and five years later to Southern Training School.

In 1916, because of limited acreage available for further expansion of plant facilities, the school was moved to the Thatcher farm in Hamilton County, Tennessee. The name "Collegedale" was given to the anticipated community. At its new location, the school opened as Southern Junior College and continued as such until 1944 when it achieved senior college status and the name was changed to Southern Missionary College. In 1982 the name was changed to Southern College of Seventh-day Adventists.

In 1996 graduate studies were added to the curriculum and the name was changed again, this time to Southern Adventist University.

## **SETTING**

Southern Adventist University's one-thousand-acre Collegedale campus is nestled in a valley 18 miles east of Chattanooga. The quietness and beauty of the surroundings are in keeping with the University's educational philosophy.



## **ACCREDITATION AND MEMBERSHIPS**

Southern Adventist University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, telephone number 404-679-4501) to award one-year certificates, associate degrees, baccalaureate degrees and masters degrees. It is also accredited by the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities. It is also licensed by the Florida State Board of Independent Colleges and Universities to offer the master of business management and bachelor of science with a major in nursing. Additional information regarding the university may be obtained by contacting the State Board of Independent Colleges and Universities, Department of Education, Tallahassee, FL 32399, 850-488-8695.

Schools and departments of the University are also accredited by various organizations. The Associate of Science and Bachelor of Science degree programs in nursing are accredited by the National League for Nursing Accrediting Commission (61 Broadway, New York, NY 10006, telephone number, 1-212-363-5555 ext. 153). The School of Nursing is an agency member of the Council of Baccalaureate and Higher Degree Programs and the Council of Associate Degree Programs of the National League for Nursing. The School of Nursing is approved by the Tennessee Board of Nursing. Additional information regarding the University may be obtained by contacting the State Board of Independent Colleges and Universities, Department of Education, Tallahassee, FL 32399, 850-488-8695. The School of Education and Psychology is accredited by the National Council for Accreditation of Teacher Education. The University is approved by the Tennessee State Board of Education for the preparation of secondary and elementary teachers. The School of Music is accredited by the National Association for Schools of Music. The Long-Term Care Administration program is accredited by the National Association of Boards of Examiners for Nursing Home Administrators, Inc. The Social Work program is accredited by the Council of Social Work Education.

Southern Adventist University is also a member of the Association of American Colleges, the American Council on Education, the Tennessee College Association, and the American Association of Colleges for Teacher Education.

## **ACADEMIC PROGRAM**

Southern Adventist University offers 6 master's degree programs, 41 baccalaureate degree majors, 42 minors, 17 associate degree majors, and 2 one-year certificates. Additional preprofessional and terminal curricula are available to students seeking admission to professional schools. (See "Degrees and Curricula," page 33). Nine departments/schools offer secondary teaching certification.

## **STUDENTS**

Sixty percent of the students of Southern Adventist University come from the eight states constituting the Southern Union Conference of Seventh-day Adventists. However, most of the additional states and 58 foreign countries are also represented. There are a few more women than men.

Former Southern Adventist University students are now serving in the ministerial, teaching, medical, and other services of the Seventh-day Adventist

Church at home and abroad. Others are engaged in advanced study, business pursuits, government service, research activities, private and institutional medical services, and the teaching professions on all levels.

## FACILITIES

The following buildings house the academic and other activities of the University:

- Brock Hall—Art and Graphic Design, Business and Management, English, History, Journalism and Communication, Modern Languages, WSMC FM90.5
- Daniells Hall—Social Work and Family Studies, Instructional Media
- Hickman Science Center—Biology, Chemistry, Computing, Mathematics, Physics
- Mazie Herin Hall—Nursing
- William Iles Physical Education Center—Physical Education, Health, and Wellness, Swimming Pool
- Ledford Hall—Technology
- McKee Library—Center for Learning Success
- Miller Hall—Religion
- Sanford & Martha Ulmer Student Center—Computer Center, Cafeteria, Counseling and Testing Center, Campus Ministries, student activity rooms, K.R.'s Place, Student Services
- Summerour Hall—Education and Psychology, Teaching Material Centers, 21st Century Classroom
- J. Mabel Wood Hall—Music
- Lynn Wood Hall—Heritage Museum, Conference Rooms, Security
- Wright Hall—Administration

Other facilities on or near campus that may serve student needs:

- Collegedale Academy—secondary laboratory school
- Collegedale Korean Church
- Collegedale Seventh-day Adventist Church
- Charles Fleming Plaza—shopping center with businesses serving the University and community. Includes:
  - Adventist Book Center
  - Campus Kitchen—fast foods
  - Campus Shop—student bookstore and gift shop
  - Collegedale Credit Union
  - COMSOFT—a computer technology center
  - United States Post Office
  - Village Market with grocery, deli, bakery
- Conference Center—guest rooms available for a fee (1-800-277-7273)
- Health Service—located at the east end of the Conference Center
- Recreational Area—tennis courts, track, playing fields
- Spanish-American Seventh-day Adventist Church
- Arthur W. Spalding Elementary School—laboratory school
- Student Apartments
- Student Park
- Talge Hall—men's residence hall
- Thatcher Hall—women's residence hall

# ADMISSIONS

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Southern Adventist University welcomes applications from students who seek a university career that unites spirituality and academic integrity and who commit themselves to an educational program designed according to Christian principles as taught by the Seventh-day Adventist Church. The University does not discriminate in admissions on the basis of age, gender, race, color, ethnic or national origin, religion, or handicap.

## **PREPARATION FOR FRESHMAN STANDING<sup>1</sup>**

Applicants for regular admission as freshmen must submit two satisfactory recommendations to the Admissions Office and satisfy one of the following three conditions at the time of enrollment:

### ***Regular Acceptance***

- A. Graduate from an approved secondary school, including Home Study International, with a grade point average (GPA) of at least 2.00 (on a 4.00 scale) in major subjects,<sup>2</sup> have a minimum composite score of 18 on the Enhanced American College Test (ACT) or a minimum of 710 on the Scholastic Aptitude Test (SAT) or 840 on the Recentered SAT I.
- B. Pass the General Education Development (GED) test with all sections not less than 45 or total score of not less than 225, have a composite score of 18 on the Enhanced ACT or a minimum of 710 on the Scholastic Aptitude Test (SAT) or 840 on the Recentered SAT I, and be eighteen years old by June 1 (prior to admission). Each applicant must have an official transcript of his or her grades and credits sent to the Admissions Office from the high school most recently attended.
- C. Complete a minimum of eighteen secondary school units, fourteen of which must be in major subjects<sup>2</sup>, with a minimum GPA of 3.00 in the major subjects, and have a minimum composite score of 18 on the Enhanced ACT or a minimum of 710 on the Scholastic Aptitude Test (SAT) or 840 on the Recentered SAT I. It is recommended that the GED exam be taken prior to enrolling at SAU if you plan on attending graduate or professional school.

Students meeting early entrance requirements and planning on Federal Financial Aid, please refer to the financial section for additional information.

**Southern Adventist University must have received a final official high school transcript or GED scores and a transcript from the high school last attended from each new student before he or she will be admitted to registration.**

### ***Acceptance on Academic Probation***

- A. If either the high school GPA or ACT/SAT composite score is below the minimum requirements as stated above, the student may be accepted on academic probationary status.

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<sup>1</sup>Those planning to enter professions such as nursing or music education should consult school admission requirements.

<sup>2</sup>Bible, English, mathematics, natural science, social science, and foreign language.

- B. Students accepted on academic probation may take no more than 12 semester hours during the first semester.

If both the high school GPA and the Enhanced ACT composite score or SAT score are below the minimum requirements (2.00 and 18 or 710 respectively), it will be necessary for the student to take a minimum of six semester hours (in solid courses) and maintain a college GPA of 2.25 before being accepted at Southern Adventist University. These six hours may be taken at Southern Adventist University during the summer (last session excluded) or at another accredited college or university.

### **Subjects Required for Admission**

Applicants to freshman standing must have the following subjects in their secondary program:

1. Three units of English, excluding journalism and communication.
2. Two units of mathematics, including algebra.
3. Two units of science or an ACT score of 14 in science reasoning. A college class in biology, chemistry, or physics must be taken in addition to general education science requirements if this condition is not met.
4. Two units of social studies. If one of these two units is not World History, HIST 174, 175, 364, 365, 374, 375, 386 or 389 must be taken as part of the general education requirements.
5. Two units in a foreign language are required for a B.A. degree. If deficient, one year of a foreign language at the college level will be required.
6. Computer competency is strongly recommended.

### **ADMISSION OF HOME SCHOOLED STUDENTS**

Students who have had three or more years of their high school education in a Home School setting, must submit the following documents to facilitate the admissions process at Southern Adventist University.

1. A regular Southern Adventist University undergraduate application.
2. A comprehensive description of their program of study at home.
3. A personal statement reflecting on the value of their Home School experience.
4. ACT or SAT test results.
5. Two recommendations from outside the home.

A home schooled student is also required to pass the GED exam if they have less than one year of formal high school education and if they have not received a valid official high school diploma.

High school correspondence courses presented for credit must be accredited by the Distance Learning and Training Council (DETC), formerly the Accrediting Commission of the National Home Study Council. The official transcript must be sent directly to the SAU Admissions Office with date of graduation indicated.

### **ADMISSION TO THE SCHOOL OF NURSING**

Students applying to nursing courses as freshmen or as transfer students should refer to the Nursing section of the catalog for admission requirements.

### **ADMISSION TO THE SCHOOL OF EDUCATION AND PSYCHOLOGY**

Students who plan to teach in elementary or secondary schools should refer to the School of Education and Psychology section of the catalog for admission requirements to the Teacher Education Program.

**ADMISSION TO THE SCHOOL OF BUSINESS AND MANAGEMENT**

Students majoring in business and management should refer to the School of Business and Management for requirements pertaining to the admission into the School.

**ADMISSION OF TRANSFER STUDENTS**

Students wishing to transfer to Southern Adventist University from another accredited college or university must follow the same application procedure as other students. Transfer credits may be applied toward the requirements for a degree when the student has satisfactorily completed a minimum of twelve semester hours in residence. Credit by examination taken at other colleges will be accepted according to Southern Adventist University standards (see "University Credit by Examination" in the Academic Policies section of the catalog on page 43). A maximum of 72 semester hours may be accepted from a college where the highest degree offered is the associate degree. Background deficiencies revealed by transcripts and entrance examinations will be given individual attention.

Credit will be granted for courses taken at institutions which are not regionally accredited only after the student has completed at least 16 semester hours at Southern Adventist University with a 2.00 or better average. Only those courses that are comparable to Southern Adventist University courses and for which the student has earned a "C" grade or better will be accepted.

A student who has been dismissed from another institution because of poor scholarship or citizenship, or who is on probation from that institution, is not generally eligible for admission until he can qualify for readmission to the institution from which he has been dismissed. **Transfer students must submit both their college and high school official transcripts to the Admissions Office before being admitted to registration. All transfer students must show evidence of ACT (American College Test) or SAT (Scholastic Aptitude Test) prior to registration at Southern Adventist University.**

**ADMISSION OF SPECIAL STUDENTS**

Mature individuals who do not meet the above University admission requirements and who do not wish to become degree candidates, or otherwise qualified students who may desire limited credit for transfer to another institution of higher learning, may register as special students. A special student may enroll for a maximum of five semester hours per term.

**EXTENSION CLASSES**

Extension classes are university classes offered on the campuses of Southern Union academies as an opportunity for seniors to earn university credit in skills areas that will fulfill part of the General Education requirements at Southern Adventist University. Instructors are academy teachers who are qualified with appropriate credentials and experience.

To enroll in an extension class, students must be members of the senior class with a grade point average of 3.00 or above during the years of their secondary education.

The extension classes must duplicate as nearly as possible their university counterparts in content, degree of difficulty, testing and grading. The use of formal Advanced Placement (AP) courses may be used where such are available.

Academies that would like to participate in this program must contact the Academic Dean to make application.

### ADMISSION OF INTERNATIONAL STUDENTS

An international student applying to Southern Adventist University must have completed the equivalent of a United States high school (secondary) education. The student is required to list only the institutions and dates attended on the application forms, but will not be accepted to Southern Adventist University until the University has received original records or official copies of all credits, degrees, diplomas and other credentials, with validation by school or national officials. These should be in the original language, accompanied by a translation (not an interpretation) in English, and certified by an American Embassy official if possible.

The Director of Records of Southern Adventist University will evaluate academic documents received for international students based on the recommendations found in the World Education series of booklets published by the American Association of Collegiate Registrars and Admissions Officers and Patterns of Seventh-day Adventist Education, published by the General Conference of Seventh-day Adventists.

Students from countries which administer the G.C.E. (General Certificate of Education) examinations must have earned five (5) or more "O" level academic subject passes (generally at one sitting, with marks 1 through 6 or A through D). Subjects must include English, a natural science, and three others selected from a second language, mathematics, science, and social studies.

Proficiency in English, both written and oral, must be proven before admission. This may be done by taking: (1) the Test of English as a Foreign Language (TOEFL) paper-pencil test; (2) the TOEFL Computer Based Test (CBT). Students whose TOEFL score is 550 (CBT 213) meet the official admission level, but students with scores between 450 and 549 (CBT 133-212) may be admitted only on condition that they will enroll for special English language proficiency classes. These students must enroll as special advisees of the English Department which administers the language classes. Students whose TOEFL scores are below 450 (CBT 133) are not eligible for admission to the University. The ESL adviser will retest all students who arrive without TOEFL scores or who do not meet the above criteria. (Students who present a Michigan test score for admission to the ESL program will be placed accordingly. See criteria for placement.)

All ESL students on F-1 visas must register for no fewer than 12 credit hours; therefore, ESL students in the Intermediate level will register for a minimum of 12 credit hours: 10 credit hours in the ESL program and 2-3 credit hours in a course designated by the ESL adviser in the English Department. ESL students in the Advanced level will register for a minimum of 12 credit hours: 7 credit hours in the ESL program and 5-6 hours in courses designated by the ESL adviser in the English Department in consultation with an adviser in the student's concentration. For details, see the English Department sections of the catalog.

In addition to the regular University expenses, there are other expenses for an international student. (Please refer to the Financial Information section of the catalog.)

According to the current immigration laws, international students with student visas may work on campus provided that employment is available, and provided that the student is enrolled in a full course of study (minimum of 12 hours) for each semester in attendance and is making progress to the completion of a degree.

On-campus employment is limited up to 20 hours per week when there are regular classes held. Such employment may be full time (up to 40 hours per week) during school vacation periods provided that the student intends to register for the subsequent academic semester. The Human Resources Office will monitor hours worked and notify the student and the campus employer when a student works in excess of 20 hours per week. Spouses may work only if they have student visas of their own or have immigrant visas.

International students on non-immigrant visas are required by law to secure permission before accepting any off-campus employment.

International students should not leave their homeland until they have in their possession:

1. An admissions letter of acceptance from Southern Adventist University
2. I-20 form (Immigration and Naturalization Service)
3. A valid passport
4. A valid visa to enter the United States
5. Sufficient funds for the first year at Southern Adventist University (in addition to the international security deposit of \$4,000 U.S. required of all non-U.S. citizens).

### **APPLICATION PROCEDURE FOR ADMISSION**

- ◆ Prospective students should request application forms from the Office of Admissions or can apply on the Internet at [www.southern.edu](http://www.southern.edu).
- ◆ Completed applications should be returned to the Office of Admissions with an application fee of \$20.
- ◆ It is the student's responsibility to request any former schools (high school and college) to forward transcripts to the Office of Admissions in support of the application. These will become the property of the University. **NO TRANSCRIPT WILL BE ACCEPTED DIRECTLY FROM AN APPLICANT.**
- ◆ Students transferring from another college or university must show evidence of ACT (American College Test) or SAT (Scholastic Aptitude Test) prior to registration at Southern Adventist University.
- ◆ Upon receipt and evaluation of the application, transcripts of credits, recommendations, and test scores, the Admissions Office will notify the applicant of the action taken.

### **WHEN TO APPLY OR REAPPLY**

New students are urged to submit applications no later than the last term of the senior year of high school. Applications submitted at the beginning of the senior year will sometimes enable the University to suggest ways of strengthening the student's preparation. Because of the difficulty sometimes encountered during the summer months in obtaining necessary transcripts, test scores, and recommendations, more time will be necessary for processing late applications.

A student must reapply, through the Office of Admissions, if they have been out of school for one semester or longer. The regular application fee of \$25 will be required.

### **ADMISSION TO GRADUATE PROGRAMS**

Students planning to enroll in master's degree programs should write for information from the respective School from which the graduate degree is offered.

# STUDENT LIFE AND SERVICES

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A university is not only classroom instruction, but also a mode of association. The effectiveness of the University program is enhanced if students develop their interests and meet their needs through participation in the nonacademic activities provided. Students are encouraged to take advantage of the facilities and opportunities planned for their cultural, social, and spiritual growth.

## **RESIDENCE HALL LIVING**

Living in a university residence hall with its daily "give and take" prepares the student to meet life with equanimity, teaches respect for the rights and opinions of others, and offers first-hand experience in adjusting to a social group. Talge Hall houses male students and Thatcher Hall houses female students.

To assure students this beneficial experience, the University requires those students who take more than three semester hours of class work and who are unmarried, under 23 years of age, and not living with their parents or other approved relatives in the vicinity, to reside in one of the residence halls.

## **REHABILITATION ACT (1973) Section 504: Services for Students with Special Needs**

Students with disabilities should contact the Center for Learning Success when they arrive on campus by calling ext. 2574 or 2838 or by visiting the office on the second floor of the library. Southern Adventist University is in compliance with Section 504 of the Rehabilitation Act and is dedicated to the elimination of architectural and prejudicial barriers which prevent any qualified person from attending. Furthermore, SAU has established the Center for Learning Success to assist in advocating for reasonable accommodations. However, the University does not assume responsibility for providing accommodations or special services to students who have not voluntarily and confidentially identified themselves as having a qualifying disability or to those who have not provided the Center for Learning Success with appropriate documentation of their disability.

## **DINING**

For the promotion of student health and enjoyment, Southern Adventist University provides a complete vegetarian cafeteria service, organized to serve the students' needs. The spacious dining hall is an inviting center of social and cultural life at the University, and service by the cafeteria staff is available for the many student and faculty social functions. Auxiliary dining rooms are available for meetings of various student or faculty organizations. Two vegetarian fast-food shops are also operated on the campus by the Food Service Department. K.R.'s Place is conveniently located in the Student Center and the Campus Kitchen is at nearby Fleming Plaza.

## **CHAPLAIN'S OFFICE**

Any student of Southern Adventist University has the opportunity to enrich his/her personal relationship with Jesus through Campus Ministries' activities. Through the programs coordinated from the Chaplain's Office, students can engage in a wide variety of on- and off-campus spiritual activities. CARE ministries



is the acronym for Collegiate Adventist Reaching Everyone. Student leaders working with the campus chaplain direct out-reach activities such as Campus Ministries, CABL (Collegiate Adventist for Better Living), Destiny Drama Company, Collegiate Missions, and numerous religious programs.

Southern Adventist University enjoys a reputation of having a strong commitment to mission service. There are opportunities for short-term mission projects as well as traditional student missionary positions or volunteer task force positions. The "Call Book" which is published by the General Conference Youth Ministries Department is available in the Chaplain's Office located in the Student Center on the third floor of Wright Hall. Students interested in any mission or task force position may work through the Chaplain's Office for information and placement in mission positions.

The campus chaplain serves as a pastor for the University campus. The chaplain is available for spiritual counseling, personal and relationship concerns, or any situation in which students desire personal and professional counseling. It is the desire of the Chaplain's Office to provide a safe, confidential setting for students to discuss personal issues.

Since many university students choose a life partner while here at the University, the Chaplain's Office provides various premarital inventories and counseling programs to aid in the establishment of healthy Christian relationships.

### **CAREER SERVICES**

Key elements in selecting an academic major and career are discovering one's interests and abilities. The Counseling Center invites students to discuss career options, self-assessment, aptitudes, interests, and goals with a counselor.

The Counseling Center offers assistance in résumé and cover letter preparation, graduate school and employment application processing, and job interview preparation. Recruiters from professional schools and businesses regularly visit the University to interview seniors. Annual job opportunities and health career fairs provide students with opportunities to network with employers.

### **COUNSELING AND TESTING SERVICE**

During registration each student is assigned an academic adviser who will assist in program planning and give advice and guidance on academic questions throughout the school year. Students may also seek counsel concerning academic or personal problems from any member of the faculty.

Students with personal problems who wish assistance from a professional counselor should contact the Counseling and Testing Center. Personnel trained in counseling and testing are available to those with social and personal problems.

The testing service works in close cooperation with the counseling service in providing guidance information to both students and counselors. Students are urged to take advantage of the testing service as a means of obtaining information useful in personal, educational, and career planning.

Southern Adventist University is an established non-Saturday National Test Center for the administration of entrance examinations for students applying to graduate and professional schools. Contact the Counseling and Testing Center for test applications and test date information.

### **HEALTH SERVICE**

The Health Service is administered by a nurse director in cooperation with a university physician and the Vice President for Student Services. The director uses

the physician's standing orders and maintains regular office hours. The University physician holds regular clinic hours each weekday morning.

An infirmary is provided and staffed in the evenings and at night by live-in registered nurses who are continuing for their B.S. degrees. These nurses are available to students on an on-call basis.

The Health Service is available to all residence hall occupants and all students taking six or more hours (three hours in the summer). The infirmary is available to all residence hall occupants. There is no charge for seeing a nurse or using the infirmary. There is a minimal charge to cover costs of equipment and supplies used in some treatments. Medications given are charged by the pharmacy.

All international students, including spouses and all dependents, must purchase the Student Accident and Sickness Insurance Plan. All other students who are taking six hours or more, or who are living in University housing must purchase the insurance or show proof of coverage by another policy. Spouses of students and those taking less than six hours may also purchase the plan. A policy brochure describing complete benefits and terms is given to each student at registration. In case of major illness, students may be referred to off-campus hospital facilities.

## ORIENTATION PROGRAM

Southern Adventist University has a personal interest in the success of the student desiring a university education. There is much that the student must do to get acquainted with the academic, social, and religious life of the University by perusing this bulletin and the *Southern Adventist University Student Handbook*. Instruction and counsel are given which will help the student better understand the University program and what is expected of him/her as a citizen of the University community.

Orientation for new freshman students is held prior to registration for the fall term. It includes examinations and instruction helpful in course planning. The student is introduced to the facilities, purposes, and functions of the University. Social occasions are also provided when students may meet faculty members and fellow students. All new freshman students are required to attend the orientation program.

## STUDENT EMPLOYMENT SERVICE

Southern Adventist University encourages every student enrolled to organize his/her educational program on the study-work plan. It is a policy of the University to give students first priority for jobs. If a student wants to work, is physically and emotionally able to work, and has arranged his class schedule to accommodate a reasonable work schedule, he should be able to obtain employment on campus. Students seeking employment should contact the Human Resources/Student Employment Office.

## STUDENT ASSOCIATION

Every undergraduate student at Southern Adventist University who is taking eight or more semester hours of class work is a member of the Student Association with voting privileges in the election of officers. Opportunities for leadership development and for cooperation in achieving the objectives of Southern Adventist University are afforded by the Association. The Association assists the University administration and faculty in the implementation of policies and assumes responsibility in giving direction to campus activities entrusted to it. The Association's activities are coordinated and communicated through the Student

Senate and Cabinet and their several committees. The Student Association receives its authorization in the University Handbook. The activities and responsibilities of the officers and the detailed organization of the Student Association are outlined in the *Student Association Constitution and Bylaws*.

### **CAMPUS ORGANIZATIONS**

In addition to the Student Association, more than thirty campus organizations provide opportunities for enrichment, leadership training, and enjoyment. They include church-related organizations—Campus Ministries, Student Ministerial Association, Collegiate Adventists for Better Living; clubs related to academic interests sponsored by the departments; social clubs—Married Couples' Forum, Sigma Theta Chi (women), Upsilon Delta Phi (men), Black Christian Union, and special interest or hobby clubs.

Students may join any of the clubs but must have a cumulative grade point average of 2.25 or a grade point average of 2.50 for the previous semester to hold any office.

### **CONCERT-LECTURE SERIES**

Each year a concert-lecture series featuring significant artists and lecturers is provided for students, generally in connection with the weekly assembly program. The cost of admission for students is included in the tuition.

### **STANDARDS OF CONDUCT**

In harmony with the objectives of the University, high standards of behavior are maintained to encourage the development of genuine Christian character. Mature Christian students of sound spiritual and social integrity appreciate standards that elevate and ennoble. Admission to Southern Adventist University is a privilege that requires the acceptance of and compliance with published and announced regulations. Only those whose principles and interests are in harmony with the ideals of the University and who willingly subscribe to the social program as ordered are welcomed. It therefore follows that since students at Southern Adventist University receive an education subsidized by the Seventh-day Adventist Church, those who engage in activities determined to be detrimental to the church on or off campus will not be knowingly accepted or retained.

A student who is out of harmony with the social policies of the University, who is uncooperative, and whose attitude gives evidence of an unresponsive nature may be advised to withdraw without specific charge. The use of tobacco or alcoholic beverages, the improper use of drugs, card playing, dancing, profane or vulgar language, hazing, and improper associations are to be avoided.

Each student is expected to acquaint himself with the standards of conduct published in the *Southern Adventist University Student Handbook*. The handbook includes levels of social discipline and the appeal route. A copy may be obtained from the office of the Vice President for Student Services. Interim announcements of policies adopted by the faculty are of equal force with those listed in official publications.

### **ASSEMBLY AND WORSHIP SERVICES**

In private parochial education it has been shown that elimination of residence hall worships and school-wide convocations is the first step toward the separation of the school from its sponsoring church. Convocation exercises in the residence halls and for the entire student body serve educational and spiritual purposes.

They also provide an element of unity which is one of the most desirable features of private education such as is found at Southern Adventist University. The spiritual emphasis weeks and the weekend church services assist in the spiritual growth of the students. Students are required to attend these services regularly.

Failure to do so will jeopardize the student's current status and readmission privileges.

## PHOTO RELEASE

By registering at Southern Adventist University, students authorize the use and reproduction by the University, or anyone authorized by the University, of any pictorial images (including conventional, video, and digital photography) taken of them while enrolled at Southern Adventist University, without compensation. All negatives, positives, and prints shall constitute Southern Adventist University property, solely and completely.

# ACADEMIC ENRICHMENT SERVICES

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## **E. A. ANDERSON LECTURE SERIES**

The E. A. Anderson Lecture Series is an annual feature of the business curriculum. The series is made possible by the generosity of E. A. Anderson of Atlanta, Georgia, for the purpose of giving the student a broader understanding of the business world. The public is invited to attend the lectures free of charge; however, for a fee, continuing education credit is available. Lectures are presented at 8 p.m. on Monday evenings during the second semester, in the E. A. Anderson Business Seminar Room, Brock Hall, Room 333.

## **EUGENE A. ANDERSON HEILLER ORGAN CONCERT SERIES**

The Anderson Heiller Organ Concert Series was initiated in 1986 to provide world-class organ concerts. These concerts and workshops are presented by foremost organists from throughout the world. Selected performances are broadcast internationally on the American Public Radio Program, "Pipe Dreams." The series is made possible through the generosity of Eugene A. Anderson of Atlanta, Georgia, for the education and enjoyment of the students and the public. Because of its uniqueness, this series attracts organists and other fine arts enthusiasts from all areas of the country.

The Anton Heiller Memorial Organ, a 70-stop 108-rank tracker, was dedicated in the Collegedale Seventh-day Adventist Church in April 1986. A second instrument, a mean-tone organ with two manuals and 13 stops, is housed in Ackerman Auditorium. Both were built by John Brombaugh and Associates of Eugene, Oregon.

## **FLORENCE OLIVER ANDERSON LECTURE SERIES**

Each year the School of Nursing at Southern Adventist University brings nationally recognized experts in the health field on campus to address the professional community. Southern Adventist University believes education to be a dynamic lifelong process and is committed to providing professional nurses with continuing education opportunities, as well as exposing student nurses to the importance of self-initiated education.

This series of seminars is dedicated to excellence in nursing and is made possible by the generosity of the late Florence Oliver Anderson.

## **CHAMBER MUSIC SERIES**

Ackerman Auditorium in J. Mabel Wood Hall is the setting for the Chamber Music Series. Each semester two or three artists and/or ensembles provide a variety of listening experiences for students, faculty, and the community. Artists are chosen in such a fashion that over a four-year period a student can become acquainted with solo and ensemble music of many style periods. Master classes are often scheduled in conjunction with a concert.

## **CLASSIC FILM SERIES**

Christian education involves the difficult challenge of learning to live in a secular society while remaining critical of its values. To this end, the Classic Film series, sponsored by Student Services and the History Department, seeks to present films that are historically significant but also informative and entertaining. They are intended to augment the educational and cultural experience of students at the

university level and encourage the application of critical thinking to popular culture. Critical notes are provided to aid in deciphering the film's latent content from its manifest content.

### **E. O. GRUNDSET LECTURE SERIES**

The E. O. Grundset Lecture Series is jointly sponsored by the Southern Adventist University Chapter (Kappa Phi) of the Beta Beta Beta National Biological Honor Society and the Biology Department. Five or more lectures are presented each semester by guest speakers. The general public is invited.

The lectures are divided into two categories. The *Technical Research Seminars* are designed to update students, faculty, and the community on current biological research as well as to illustrate to students how biological knowledge is acquired through research. The *Natural History Lectures* are less technical and provide a general understanding of organismic and ecological biology, either by a description of the plants or animals in a certain region or an account of the behavior, habits, or ecology of certain species.

### **ROBERT H. PIERSON LECTURE SERIES**

The Robert H. Pierson Lectureship is sponsored annually by the School of Religion at Southern Adventist University under the auspices of the Ellen G. White Memorial Chair in Religion to facilitate the training of ministers in Biblical Studies, Theology, History, Adventist Heritage, Homiletics, Administration, and in other areas of preparation.

### **THOMAS F. STALEY LECTURE SERIES**

The Thomas F. Staley Foundation is a private, nonprofit organization, established to administer funds to further the Evangelical witness of the Christian church on university campuses.

Administered through the School of Religion, the trustees of this Foundation provide speakers who truly believe and effectively propagate the Gospel of Jesus Christ in its historical and scriptural fullness.

### **CENTER FOR LEARNING SUCCESS**

The Center for Learning Success provides staff and equipment in a supportive environment to help students, particularly those with learning differences, discover and utilize their strengths in the achievement of their spiritual, social, and academic goals. Students have access to specialized equipment, trained tutors, and a Learning Disabilities Specialist. All students with documented disabilities are advised to register with the Center soon after they first arrive on campus. Call 238-2574 for information or appointments.

### **INSTRUCTIONAL MEDIA**

The Instructional Media Service provides audio-visual services to the University administration, faculty, staff, and students. The full-time staff includes a director, secretary, and service technician.

### **LIBRARIES**

McKee Library provides both print and nonprint educational materials for the students and faculty of the University. Open stacks, pleasant areas to read or study, current periodicals, and a large microform collection contribute to the enjoyment of learning. Special collections in the library include the Seventh-day Adventist

Heritage Collection: books and materials by SDA authors and about the Seventh-day Adventist Church; and the Dr. Vernon Thomas Memorial Civil War and Abraham Lincoln Collection: books, letters, manuscripts, newspapers, pamphlets, pictures, paintings, maps, and artifacts of this period in American History.

The combined collection of these libraries contains over 500,000 items. Over 1,100 periodicals are currently received which include a large number of titles kept permanently on microform. McKee Library has an online computerized card catalog as well as a computerized magazine index and offers access to the Internet. Various databases are available on CD-ROM. The library is a member of Ohio College Library Center and charter member of the Southeastern Library Network automated systems.

The facility has been in use since 1970, and provides seating for 350, including 183 individual study carrels.

An educational curriculum library, the Teaching Materials Center, is housed on the second floor of Summerour Hall. It contains elementary and secondary textbooks, curriculum guides, teaching aids, a laminator, copier, computers, and video viewers. The center features a large collection of Ellison letter cutters in a handy work area. The TMC contains over 10,000 books, pictures, videos, posters, and realia designed to help teachers, students, and community members produce interesting presentations.

### **MARINE BIOLOGICAL STATION**

Southern Adventist University is affiliated with Walla Walla College's Rosario Beach Marine Biological Station to enrich and supplement its on-campus programs.

This Marine Biological Station is located on Fidalgo Island in the Puget Sound in the state of Washington and provides students with opportunities to study marine habitats in a temperate climate. This station also furnishes facilities for summer class work and research. Its close proximity to biomes ranging from sea bottom to Alpine tundra provides an excellent opportunity for instruction and investigation.

### **WSMC FM90.5**

WSMC FM90.5 (Chattanooga's classical station) is a 100,000 watt, noncommercial, fine arts radio station licensed to Southern Adventist University.

WSMC provides training for students in the field of broadcasting. The station regularly hires between 15 and 20 students as on-air announcers, reporters, or production assistants. The station is an excellent way for the student to receive hands-on experience in the field of broadcasting.

WSMC represents the University to the Greater Chattanooga community, with a coverage area including a 100-mile radius of Chattanooga. Founded in 1961, it is the oldest noncommercial fine arts station in southeastern Tennessee. WSMC was the first radio station in a seven-state region to receive satellite capability. The station also exists as an outreach of the University—striving to enhance the quality of life in the community.

The station produces high-quality fine arts, informational, educational, and inspirational programs. WSMC is affiliated with Public Radio International.

WSMC's broadcast studios are located in Brock Hall. The facility includes a studio-quality production room, news room, music library, and on-air studios.

# ACADEMIC POLICIES

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## PLANNING A COURSE OF STUDY

When planning their course work, students should acquaint themselves with their chosen program of study and graduation requirements outlined in this catalog. Students who have not decided their course of study before entering the University may take a general program exploring several fields. This approach need not result in loss of credits if carefully planned.

Freshman students may consult faculty members during the summer months before the beginning of the fall term. Students planning to teach should consult the School of Education and Psychology to include teacher education courses as a part of their program in order to qualify for denominational and state certification.

Degree candidates are responsible for satisfying all degree requirements. They may choose to meet the requirements of any one catalog in effect during the period of residency. If students discontinue their education for a period of twelve months or more, they must qualify according to the catalog in force at the time of their return.

## GENERAL DEGREE REQUIREMENTS: Master's Degree

The general and specific degree requirements for a master's degree are described in a separate *Graduate Catalog*, available by writing to the graduate school. Master's degrees are available in the fields of Education, Counseling, Business, Software Engineering, and Religion.

## GENERAL DEGREE REQUIREMENTS: Baccalaureate Degree

The general degree requirements for a baccalaureate degree are as follows:

- ◆ Satisfactory make-up of admissions deficiencies.
- ◆ A minimum of 124 semester hours with a resident and cumulative grade point average of 2.00 (C) or above.\* Students earning the Bachelor of Music degree will take 132 semester hours. Majors in Graphic Design require 127 hours to graduate.
- ◆ A minimum of 40 hours of upper division credit, to include at least 14 upper division hours in the major for a B.A. degree and at least 18 upper division hours in the major for all other degrees.
- ◆ Completion of a major and minor (two majors accepted) for a B.A. degree or completion of a major for other degrees with a cumulative grade point average of 2.25 in the major,\* completion of the general education requirements, and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than a "C-" will not be applied on a major or minor. Grades of "C" or better are required for the Nursing major and grades of "C" or better are required for Nursing cognate courses.
- ◆ More than one major may be earned provided all courses required for each major and its cognates are completed. Each major must include a minimum of 20 semester hours that do not overlap with any other major or minor.

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\*For educational certification, all secondary and elementary majors must have a minimum overall grade point, major, and education average of 2.75. The nursing major requires a GPA of 2.50 in cognate courses as well as in the major. The medical technology major requires minimum grades of C- and a minimum average of 2.25 in the major and cognates. The Schools of Business and Management, Computing, and the majors theology [ministerial] and social work require a minimum overall G.P.A. of 2.50.



**GENERAL DEGREE REQUIREMENTS: Baccalaureate, cont.**

- ◆ More than one minor may be earned provided all courses required for each minor are completed. Each minor must include a minimum of 12 semester hours that do not overlap with any other major or minor.
- ◆ Bachelor of Art degrees are exempt from completing a minor if the student is a Southern Scholar or working towards certification.
- ◆ Completion of an examination as required by the department or school.
- ◆ Students wishing to obtain a second degree will need to complete, beyond the 124 minimum hours required, a minimum of 30 hours, including 16 hours upper division, and a new major.
- ◆ Completion of General Education requirements as spelled out in the "General Education Requirements" section of this catalog.

**GENERAL DEGREE REQUIREMENTS: Associate Degree**

- ◆ A minimum of 64 semester hours and a resident and cumulative grade point average of 2.00 (C) or above. Nursing majors need 69 semester hours and a minimum cumulative GPA of 2.50.
- ◆ Completion of a major, the general education requirements, and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than "C-" will not be applied on a major.
- ◆ Students who have completed one associate degree and who wish to obtain another associate degree may do so upon completion of the curriculum prescribed for the second degree.  
The work completed for the second degree must include at least 24 hours in residence over and above the number of hours earned for the first degree. If the second associate degree is earned subsequent to the first associate degree, the requirements for the second degree will be governed by the provisions of the catalog in effect at the time the student re-enters the University for work toward the second degree.
- ◆ Students who wish to obtain an associate degree at the time they receive a baccalaureate degree may do so if the degrees are in different fields. If requirements for an associate and a baccalaureate degree in the same field are completed at the same time, only the higher degree will be conferred.

**ONE-YEAR CERTIFICATE REQUIREMENTS**

- ◆ A minimum of 32 semester hours which meet the requirements of a specific one-year program.
- ◆ A resident and cumulative grade point average of 2.00 (C) or above. Grades in the technical area below "C-" will not be accepted.

**GENERAL REQUIREMENTS: Minor**

- ◆ A minimum of eighteen semester hours of which six must be upper division credit.

**CLASS STANDING**

Freshmen .....	0-23 semester hours
Sophomores .....	24-54 semester hours
Juniors .....	55-93 semester hours
Seniors .....	94 semester hours

Eligibility for class office requires a grade point average of 2.25 and a good citizenship record.

## GRADUATION REQUIREMENTS

**Degree Candidacy:** A student becomes a degree candidate when s/he enters the school term during which it will be possible to complete all requirements for graduation. Formal application for graduation must be made during the fall registration of the senior year.

**Dates of Graduation:** The date of graduation will be (a) the date of commencement for those graduating at the close of the school year; (b) the last day of the semester for those finishing first semester; and (c) for others, the last day of the month in which graduation requirements are met and an official transcript is received at the Records Office. A commencement service occurs at the end of the second semester of each school year.

**Transcripts:** Before a student will be allowed to graduate, transcripts of all correspondence and transfer credits must be received at the Records Office.

**Participation in Graduation Exercises:** Students are allowed to participate in commencement exercises only if they have completed all the courses they need for graduation or if they submit approved plan for completing their courses during the summer.

**Prospective Summer Graduates:** A \$200 summer graduation deposit is required of all students who are listed on the May graduation program as prospective summer graduates. This deposit must be paid by cash, check, or credit card before students may participate in the May graduation. It is held in a deposit account and is refundable only if the degree requirements are completed by August 31 and an official transcript is on file in the Records Office. Criteria for students to be listed on the graduation program as prospective summer graduates are as follows:

1. They must lack no more than six hours of regular course work or eight hours of internship.
2. They must submit a plan showing how they can complete the hours they lack in the summer.
3. They must have all Incomplete grades made up, challenge examinations completed, etc. at the same time as the May graduates—three to four weeks prior to commencement.
4. They must meet the minimum GPA standards at Southern Adventist University, overall, and in the major as of midterm of the second semester.

**Deferred Graduation:** Students ordinarily graduate under the requirements of the catalog of the year in which they enter the University. Students who are studying for a baccalaureate degree and fail to graduate within six calendar years (four years for an associate degree), must plan to conform to the current catalog.

## RESIDENCE REQUIREMENTS

**Baccalaureate Degree:** Thirty of the thirty-six semester hours completed immediately preceding the conferment of the baccalaureate degree must be taken in residency. The total hours taken in residence must include fifteen in upper division, of which nine must be in the major and three in the minor fields.

**Associate Degree:** Thirty of the thirty-six semester hours completed immediately preceding the conferment of the associate degree must be taken in residence. The total hours taken in residence must include fifteen in the major field of study and three in the minor if a minor is taken.

**Certificate Programs:** Eighteen semester hours of credit must be completed in residence immediately preceding the conferment of a one-year certificate.

**Transfer Credit:** Prior arrangements must be made with the Records Office to take courses for transfer credit at another college or university during any session the student is simultaneously enrolled at Southern Adventist University and during any summer after initial enrollment. See department/school sections of the catalog for classes which must be taken in residence.

### PREREQUISITE FOR TAKING UPPER DIVISION CLASSES

Students must complete forty semester hours of 100 and 200 level courses (lower division) before enrolling in a 300 or 400 level course (upper division). **The English Composition and mathematics requirements in area A, Basic Academic Skills, of General Education must be met before enrollment in upper division classes.**

### GENERAL EDUCATION

General Education is an important part of what students experience at Southern Adventist University. It is provided through several programs, four of which are described here—Writing Across the Curriculum, Community Service, General Education Course Requirements, and Southern Scholars.

**Writing Across the Curriculum:** The Writing Across the Curriculum program at Southern Adventist University is one of the longest-running programs of its kind in the nation. The goal of the program is to assist students in developing writing skills suitable to various disciplines. Such skills will also make students more competitive in the job market. Thus, candidates for the bachelor's degree must complete three writing-emphasis classes as outlined in the general education requirements. These classes are carefully tailored to emphasize personal growth in writing skills through both spontaneous and planned writing exercises. Students should also expect writing requirements in courses other than those designated as writing-emphasis courses.

**Community Service:** Promotion of voluntary, unselfish service to mankind is a thread that runs through all programs of study at Southern Adventist University. Volunteerism, however, cannot be mandated. It can only be encouraged. Students at Southern are encouraged to volunteer for community service through government, philanthropic, cultural, political, church, medical, educational, environmental, and other organizations and agencies or through individual projects. Based on nominations from each academic department/school, Community Service Awards are presented each year at the annual Awards Assembly to students who have made an exceptional contribution of time and effort in serving others.

**General Education Course Requirements:** While recognizing the validity of many different general education programs, the faculty of Southern Adventist University have designed the following sequence that provides development of academic skills and opportunities for self-fulfillment, and conveys basic values of both the Seventh-day Adventist Church and western civilization. Students may exercise considerable latitude when selecting courses to comply with General Education requirements. A comprehensive general education test is required of all four-year seniors.

Semester Hours  
Assoc. Bachelor's**AREA A. ACADEMIC & COMMUNICATION SKILLS**

A graduate of Southern Adventist University can use the skills of reading, writing, and mathematics.

Underlying all general education requirements are the basic academic skills of English and mathematics. It is important for a graduate to be able to discern an author's organization, arguments, and supports, and to write coherently, fluently, and grammatically. Graduates need numeric and symbolic computation skills to function successfully in our scientific and technological society.

**All English Composition and mathematics** requirements in Area A must be completed before upper division work is undertaken.

*Upper division transfer students may take Area A requirements concurrently with upper division classes.*

**1. English** **6-9**    **6-9**

ENGL 101 and 102 are required for both the associate and bachelor's degrees. Students with an Enhanced ACT English score below 17 must take English 100 before enrolling in ENGL 101. ESL students with TOEFL scores below 550 must take the designated ESL courses and raise their TOEFL scores to 550 before enrolling in ENGL 101.

**2. Mathematics** **0-3**    **0-3**

Students with a Mathematics ACT score below 22 must take one mathematics course (100 level or above). MATH 080 is required of all students who meet none of the following criteria: 1) ACT Mathematics score of 16 or above, 2) ACT Mathematics Elementary Algebra subscore of 8 or above, 3) Completion of high school Algebra II with a grade of C or better.

**3. Candidates for the bachelor's degree must complete three writing-emphasis classes.**

These classes are identified by a "(W)" following the course name, [e.g., History of the South (W)] in the departmental listings. One such class must be in the student's major field and one must be outside the major field. The third may be chosen from any area. The writing done as a part of the program overseas completed by students majoring in International Studies will be accepted in place of a specially designated "W" course in the major.

**AREA B. RELIGION** **6**    **12**

A graduate of Southern Adventist University has a knowledge of the Bible and a sense of Christian community based on the teachings, beliefs, and history of the Seventh-day Adventist Church.

A correct understanding of the human condition results from a knowledge of the Bible as God's word, a commitment that springs from that truth, and a system of values derived from such knowledge and insight.

*Transfer students must take 3 hours for each year or part thereof in attendance at an SDA college or university with a minimum of 6 hours. Bachelor's degree students must take 12 hours of Religion and include one upper-division class.*

**AREA B. RELIGION, cont.****1. Biblical Studies**

All RELB courses.

**2. Religion and Theology Studies**

All RELT courses.

**3. Professional Studies**

One course may be chosen from RELP 251, 354, 465, or 468.

**AREA C. HISTORY, POLITICAL,  
AND ECONOMIC SYSTEMS**

A graduate of Southern Adventist University has knowledge of history and the skill to analyze political and economic systems. It is essential that one have an historical perspective in a society that allows its members a voice in shaping its political, social, and economic institutions. *Students with less than one secondary school credit for World History must include one of the following: HIST 174, 175, 364, 365, 374, 375, 386 or 389.*

**1. History**

All HIST courses except 490.

**2. Political and Economic Systems**

All PLSC courses; GEOG 306; ECON 213, 224, 225.

[Students studying for licensure in elementary education may take GEOG 204 for C-2 credit.]

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3

**AREA D. LANGUAGE, LITERATURE, FINE ARTS**

A graduate of Southern Adventist University can recognize the impact of arts and humanities on life and integrate such knowledge into personal experience.

Language, literature, speech, and the fine arts convey ideas, values, and emotions. An acquaintance with these modes of communication enhances the ability to express oneself and fosters an appreciation of the cultural heritage of world civilization and the complexities of human existence.

*Bachelor's degree students must include at least 2 hours in each of 3 sub-areas. Students entering Southern Adventist University who have less than two secondary school credits of foreign language and who are pursuing a Bachelor of Arts degree must complete the elementary level of a foreign language. Degree programs that do not require COMM 135, 136, or 236 have at least one required course in the major that contains an oral communication emphasis.*

**1. Foreign Language**

FREN 101-102, 207-208; GRMN 101-102, 207-208;

MDLG 265; SPAN 101-102, 207-208;

RELL 251-252, 271-272.

3 9

**AREA D. LANGUAGE, LITERATURE, FINE ARTS, cont.****2. Literature**

All literature courses offered by the English Department and COMM 326.

**3. Music and Art Appreciation**

HMNT 205; MUHL 115, 320, 321, 322, 323;  
MUCH 215; ART 218/318, 344, 345.

**4. Communication**

COMM 135 or 136.

**AREA E. NATURAL SCIENCE**

3-6 6-9

A graduate of Southern Adventist University comprehends the basic concepts of science and can apply the scientific method to problem solving.

A study of the sciences develops an inquiring attitude toward one's environment. It provides individuals with empirical and rational methods of inquiry and an awareness of both the potential and the limitations of pure and applied science in solving problems.

*Bachelor's degree students must take at least 3 hours from each of 2 sub-areas. Only one of the following may apply: BIOL 424, PHYS 317, 318.*

*Students who have less than two secondary school units in science, and a Science Reasoning ACT standard score less than 14, must take 3 hours of science above the usual requirements; e.g. associate degree students must take 6 hours and bachelor's degree students must take 9 hours.*

*Southern Scholars must take a sequence of two classes from the same department. See the "Honors Studies Sequence" section on page 31 of the catalog for clarification.*

**1. Biology**

BIOL 101-102, 103, 151-152, 225, 226, 250,  
314, 424.

**2. Chemistry**

CHEM 111-112, 113-114, 115, 151-152.

**3. Physics**

PHYS 137, 138, 155, 211-212, 213-214, 317, 318.

**4. Earth Science**

ERSC 105.

**AREA F. BEHAVIORAL, FAMILY,  
HEALTH SCIENCES**

2 5

A graduate of Southern Adventist University will have a knowledge of and be able to apply the dynamics of personal relationships, social interaction, and healthful living toward effective service.

The basic social units significantly shape people's lives, and a knowledge of their workings is necessary to understand ourselves and others.

**AREA F. BEHAVIORAL, FAMILY,  
HEALTH SCIENCES, cont.**

Bachelor's degree students must include at least 2 hours in 2 of the following sub-areas:

1. **Social Work and Family Studies**  
PSYC 124, 128, 217, 224, 233, 315, 349, 377, 415; SOCW 211, 212, 230, 233, 375, 296/496; EDUC 217; all SOCI courses except 201, 223, 230, 365.
2. **Family Science**  
BUAD 128; SOCI 201, 223, 233, 365; SOCW 233; PSYC 233.
3. **Health Science**  
HLED 173; FDNT 125, 135; NRSG 265.

**AREA G. ACTIVITY SKILLS**

A graduate of Southern Adventist University will understand how to live a balanced life by following the principles of wellness and using leisure time wisely. The Seventh-day Adventist philosophy stresses the balanced development of the whole person. Toward this goal, education in the use of leisure time is important, particularly in creative, recreational, and practical skills. Associate degree students may take a maximum of 2 hours in any sub-area; bachelor's degree students may take a maximum of 3 hours in any sub-area. All students must take course work from G-3.

**1. Creative Skills**

All MUPF courses; ART 104-105, 109-110, 221-222, 235; ARTG 119; ENGL 314; JOUR 125, 315.

[Students studying for licensure in elementary education may take ART 230 for G-1 credit.]

**2. Practical Skills**

ACCT 103, 221-222; ADMN 105, 115, 218, 223, 345; AVIA 103, 104, 203; BCPT 105; BUAD 126; CPIS 220; CPTC 102, 104, 105, 106, 107, 109, 245/345, 249; CPTR 103, 124, 215; EDUC 250; ENGL 313; ENGR 149; JOUR 103, 105, 205; SOCW 101; TECH 145, 149, 154, 164, 264.

**3. Recreational Skills**

PEAC 225 is required for both the associate and the bachelor's degrees. An additional PEAC course is required for the bachelor's degree. Optional pass/fail grading is available for these courses.

**AMERICAN HUMANICS**

In the fall of 1997, Southern Adventist University affiliated with American Humanics, to provide non-profit management certification for graduates meeting the requirements for entry-level management positions in the non-profit sector. Southern Adventist University is a joint participant in the Southeast Consortium for Nonprofit Administration, Education, and Training along with Covenant College and the University of Tennessee at Chattanooga. This joint partnership affords Southern Adventist University students the opportunity to meet curricular

and co-curricular requirements for American Humanics certification. American Humanics and its many non-profit partners provide scholarship and job opportunities to those working towards certification. Dr. Pam Harris coordinates the program as the campus executive director. See page 155 for further information.

### **SOUTHERN SCHOLARS (Honors Program):**

The honors program is designed for students who bring to their baccalaureate studies a high degree of motivation and intellectual curiosity. Special projects, inter-disciplinary studies, and designated honors courses provide a challenging and intellectually stimulating educational experience. Degrees of depth and breadth are attained in this experience beyond those normally attained in regular baccalaureate studies.

The program is administered by an Honors Committee which admits students to the program and discontinues honors status of those who fail to maintain minimum program standards. Its members also advise individual Southern Scholars and continually monitor their progress.

Eligible students will be invited to become Southern Scholars during registration. Freshmen are eligible if they have a high school GPA of 3.70 or higher. Other students must have completed at least 31 and at most 62 semester hours (exceptions may be granted under special conditions) with a cumulative GPA of 3.50 or higher.

To continue as Southern Scholars, students must complete a minimum of twelve credits each semester and thirty-one credits each calendar year. They must also enroll in appropriate honors sequence courses, receive a B (3.00) average or higher in the honors sequence courses and maintain a minimum cumulative GPA of 3.50. All honors students are expected to graduate within a four-year period unless extenuating circumstances justify an extension by the honors committee.

Ordinarily, all courses of the honors sequence must be taken in residence. Limited exceptions may be made by the honors committee in the case of transfer students. Students already enrolled at Southern Adventist University who wish to take honors sequence classes at another institution must secure prior approval from the honors committee.

After completing one year in the honors program, Southern Scholars may receive a waiver for the cost of auditing one class each semester that they remain in the program. Once having earned junior status and having finished one year in the program, Southern Scholars will receive a tuition refund equivalent to four three-hour classes. The "per hour" rate for a 16-hour class load will be the basis for calculating the refund. Southern Scholars also receive a 100 percent tuition waiver for Honors Seminar, HMNT 451 and 452. Refer to the scholarship on page 271.

## **HONORS STUDIES SEQUENCE**

### **A. General Education**

Honors students must meet regular general education requirements with the following stipulations:

1. Area B-2. One of the following courses must be selected: RELT 317, 368, 424, or 467.
2. Area D-1. Foreign language competency must be attained at the intermediate level.
3. Area D-2. ENGL 445 must be selected.
4. Area D-3. HMNT 205 must be selected.



5. Area E. MATH 181 or MATH 215 and one of the following science sequences must be selected: BIOL 151-152; CHEM 151-152; PHYS 211-212 with PHYS 213-214.
- B. Honors Seminar  
HMNT 451, 452, a sequence of eight seminar sessions, one each month, September through April. Taken during the junior or senior year.
- C. Project (2-3 hours, Directed Study)  
A significant scholarly project, involving research, writing, or special performance, appropriate to the major in question, is ordinarily completed the senior year. Ideally, this project will demonstrate an understanding of the relationship between the student's major field and some other discipline. The project is expected to be of sufficiently high quality to warrant a grade of A and to justify public presentation. The completed project submitted in duplicate must be approved by the Honors Committee in consultation with the student's supervising professor three weeks prior to graduation. The 2-3 hours of credit for this project is done as directed study or in a research class.

### **GRADUATION WITH ACADEMIC HONORS**

Students graduating with a cumulative GPA of 3.50 or above will have the degree conferred as follows: 3.50-3.74, *cum laude*; 3.75-3.89, *magna cum laude*; 3.90-4.00, *summa cum laude*. The appropriate designations will appear on the diploma.

### **HONOR ROLL/DEAN'S LIST**

At the conclusion of each semester of the school year, students who have carried a minimum of 12 semester hours and who have attained the following grade point averages will be included in the honors group indicated:

3.50 - 3.74 Honor Roll

3.75 - 3.89 Dean's List

3.90 - 4.00 Distinguished Dean's List

### **STUDENT MISSION/TASK FORCE CREDIT**

Students may earn twelve hours of elective credit while participating in the Student Mission/Task Force programs. Details are available in the office of the University Chaplain. Students who wish to serve as student missionaries or task force workers must plan their programs a year in advance to fulfill necessary prerequisites.

### **MAJOR AND MINOR REQUIREMENTS**

Each major consists of thirty hours or more in the chosen field of specialization of which a minimum of fourteen for a Bachelor of Arts degree and eighteen for all other bachelor's degrees must be upper division credit. The total semester hours required for each major for the Bachelor of Science, Bachelor of Business Administration, Bachelor of Music, and Bachelor of Social Work degrees varies with the field of specialization chosen.

All minors consist of at least eighteen semester hours. Six hours of a minor must be upper division credit.

The specific requirements for majors and minors are given under the respective disciplines in the section "Courses of Study."

## DEGREES AND CURRICULA

A **Master's Degree** consists of at least one additional year of course work beyond the bachelor's degree. It includes a field of concentration and may require a thesis.

The **Bachelor of Arts** degree consists of four years of course work that places a student's major field of study in the context of a liberal arts education. To encourage a wide range of studies, a minor is required. A foreign language component is required.

The **Bachelor of Science** degree consists of four years of course work that places the student's major field of study in the context of a liberal arts education. The degree permits greater concentration in the field of study. No minor or foreign language study is required except as specified for certain majors.

The **Bachelor of Business Administration** degree is a professional degree consisting of a four-year program with concentrations available in various fields of business. Requirements for this degree are outlined in the School of Business section.

The **Bachelor of Music** degree is a professional degree consisting of four years of course work designed to meet the needs of students wishing to receive teaching credentials. Requirements for this degree are outlined in the School of Music section.

The **Bachelor of Social Work** degree is a professional degree consisting of a four-year program of courses designed to meet the needs of students wishing to go into the social work profession. Requirements for this degree are outlined in the Social Work and Family Studies Department section.

The **Associate of Arts** degrees is a two-year program designed to meet the needs of students who wish to pursue a short general studies program.

The **Associate of Science** degree is a two-year program designed to meet the needs of students who wish to pursue a short occupational or pre-professional program.

The **Associate of Technology** degree is a two-year program designed to meet the needs of students who wish to pursue an occupational program.

The **One-Year Certificate** is available for students in the Auto Body Technician and Auto Mechanics Technician programs. Requirements for these certificates are outlined in the Technology Department section.

**Paraprofessional Curricula** are programs designed to prepare students to enter professional schools. In some cases paraprofessional curricula will lead to an associate degree.

## CURRICULUM CHART

Department/ School	Degree	Major	Minor
Allied Health	B.S.	Medical Technology	
	A.S.	Pre-Cytotechnology	
	A.S.	Pre-Dental Hygiene	
	A.S.	Pre-Nutrition and Dietetics	
	A.S.	Pre-Occupational Therapy	
	A.S.	Pre-Physical Therapy	
	A.S.	Pre-Physician Assistant	
	A.S.	Pre-Speech Language Pathology & Audiology	
	A.S.	Pre-Surgical Physician Assistant	
Art and Graphic Design	B.A.	Art	Art
	B.S.	Art-Graphic Design	Art-Graphic Design

<u>Department/ School</u>	<u>Degree</u>	<u>Major</u>	<u>Minor</u>
<b>Biology</b>	B.A. B.S.	*Biology *Biology	Biology
<b>Business and Management</b>	M.B.A. M.S.  B.B.A. B.B.A. B.B.A. B.B.A. B.B.A. B.S. B.S. A.S. A.S.	Business (4 different emphases) Administration (See <i>Graduate Catalog</i> ) Accounting International Business Long-Term Care Administration Management Marketing Business Administration Administrative Management Accounting Administrative Management	Admin Management Business Admin Entrepreneurial Mgmt Marketing
<b>Chemistry</b>	B.A. B.S. B.S.	*Chemistry *Chemistry *Chemistry, Biochemistry Emphasis	Chemistry
<b>Computing</b>	M.S.E.  B.A. B.S. B.S. B.S. A.S.	Software Engineering (See <i>Graduate Catalog</i> ) Computer Science Computer Science Computer Information Systems Computer Systems Administration Computer Systems Administration	Computer Science Cptr Information Systems Cptr Systems Admin
<b>Education and Psychology</b>	M.S. M.S.ED.  B.A. B.S. B.A. B.A. B.S.	Counseling (2 different emphases) (See <i>Graduate Catalog</i> ) Education (5 different emphases) (See <i>Graduate Catalog</i> ) Psychology Psychology Psychology (Elem Ed K-8) Social Science (Elem Ed K-8) Science and Math Studies (Elem Ed K-8) Secondary Teaching—see *asterisked majors	Education Psychology
<b>English</b>	B.A.	*English	English
<b>General Studies</b>	A.A. A.S.	General Studies General Studies	
<b>History</b>	B.A.	*History	History Political Economy Political Science
<b>Journalism and Communication</b>	B.A. B.A. B.A. B.S. B.S. A.S.	Broadcast Journalism Journalism (News Editorial) Public Relations Mass Communication Nonprofit Management & Development Media Technology	Advertising Broadcast Journalism Journ (News Editorial) Media Sales Public Relations Visual Communications
<b>Mathematics</b>	B.S. B.A. B.S.	Actuarial Studies *Mathematics *Mathematics	Mathematics

\*Secondary teaching certification available for these disciplines

<u>Department/ School</u>	<u>Degree</u>	<u>Major</u>	<u>Minor</u>
Modern Languages	(1 year abroad req)	(1 semester abroad req)	
	B.A.	International Studies Emphasis in French, German, or Spanish	French German Spanish
Music	B.S.	Music (3 emphases)	Music
	B.Mus.	*Music Education	
Nursing	B.S.	Nursing	
	A.S.	Nursing	
PE, Health and Wellness	B.S.	*Health, PE, Recreation	Physical Education
	B.S.	Health Science	
	B.S.	Corp/Com Wellness Mgmt	
Physics	B.A.	*Physics	Physics
	B.S.	Physics	
	A.S.	Engineering Studies	
Religion	M.A.	Religion (3 different emphases) (See <i>Graduate Catalog</i> )	
	B.A.	*Religious Education	Biblical Languages Christian Service Practical Theology Religion
	B.A.	Religious Studies	
	B.A.	Theology	
	A.A.	Religion	
Social Work and Family Studies	B.S.	Family Studies	Behavioral Science Family Studies Social Work Sociology
	B.S.W.	Social Work	
Technology	A.T.	Technology	Auto Body Auto Service Aviation Technology
	Cert.	Auto Body Technician	
	Cert.	Auto Service Technician	

Cert = One-year certificate program

\*Secondary teaching certification available for these disciplines

## PREPROFESSIONAL CURRICULA

Southern Adventist University offers preprofessional and pre-technical programs in a wide variety of fields which may prepare students for admission to professional schools or to enter technical careers. The following nondegree preprofessional curricula are offered at Southern Adventist University:

Anesthesia	Optometry
Dentistry	Osteopathic Medicine
Law	Pharmacy
Medicine	Veterinary Medicine

Detailed requirements for non-degree preprofessional curricula are outlined by department or in the section on "Interdepartmental Programs" (See Index).

Associate degrees in Allied Health are available to students who fulfill preprofessional requirements for programs designated in the Allied Health section. Because preprofessional and technical admission requirements may vary from one professional school to another, students should become acquainted with the admission requirements of their chosen school.

## REGISTRATION

Students are expected to register during the scheduled registration periods designated in the school calendar. Registration is complete only after they have finished all procedures and returned registration forms to the Records Office. Freshmen are required to participate in the orientation activities.

*Late Registration.* Permission to register late must be obtained from the Director of Records. Students failing to register during the scheduled registration periods will be charged a late registration fee. The course load of a late registrant may be reduced according to the amount of class work missed. No student may register after two weeks of the semester have elapsed.

*Changes in Registration.* To avoid changes in registration, students should carefully consider the program of courses necessary to meet their objectives. To avoid subsequent adjustments, a balance should be maintained between the course load, work program, and extracurricular activities.

To make program changes, students must obtain the appropriate change of registration voucher at the Records Office, obtain the necessary signatures indicating approval of the change, and return the form to the Records Office. Course changes and complete withdrawals from the school become effective on the date the voucher is filed at the Records Office. A fee will be assessed for each change in program after the first week of instruction.

A student may not change from one section to another of the same course without the approval of the instructor.

A student may withdraw from a class up to two weeks after midterm and receive a grade of "W" automatically. A student withdrawing from a class after that date and up to two weeks before the last day of classes will be assigned a grade of "W" or "WF" by the teacher. The grade for any withdrawal during the final two weeks of the semester will automatically be "F."

*Auditing Courses.* With the approval of the department/school, students may register on an audit basis in courses (other than private lessons) for which they are qualified. Auditors are to be admitted to classes of limited enrollment only if there are places after all students who wish to enroll for credit have been accommodated. Class attendance is expected but examinations and reports may be omitted. With the approval of the instructor, a student may change a course registration from audit to credit or from credit to audit only **during the first week of instruction**. No credit is given for courses audited, and the fee is one-half of the regular tuition charge.

*Canceled Classes.* The Vice President for Academic Administration or a department/school may cancel a class for which fewer than six tuition paying students enroll. This policy applies to ordinary classes but not to directed study courses, private lessons, and other special classes such as special methods of secondary teaching. Students enrolled in canceled classes should confer with their advisers to determine alternate means to complete their schedules.

## COURSE LOAD

University courses are expressed in semester hours. A semester hour consists of one fifty-minute class period per week for one semester. Thus, two-semester-hour classes meet two hours a week and three-semester-hour classes meet three hours a week. A laboratory period of two and one-half to three hours is equal to one class period. Students should expect to study up to two hours outside of class for each fifty-minute period the class meets. Ideally, a sixteen-semester-hour class load

should require up to 32 hours of study each week by the student. Except by permission of the Vice President for Academic Administration, a student may not register for eighteen or more semester hours.

To qualify for a baccalaureate degree in four years, a student must average between fifteen and sixteen hours per semester. The summer term may be used to advantage by students wishing to complete degree requirements in less than four years or by students having to take reduced programs of studies during the regular academic year. The typical class load during the summer is one three-hour class per session.

**Study-Work Program.** It is important that the student adjust the course load to achieve a reasonable balance in study and work. During registration the student should confer with his/her adviser in planning the proper balance of study and work.

In determining an acceptable study-work program, the following will serve as a guide:

<u>Course Load</u>	<u>Maximum Work Load</u>
16 hours.....	16 hours
14 hours.....	.20 hours
12 hours.....	.26 hours
10 hours.....	.32 hours
8 hours.....	38 hours

## ACADEMIC ADVISEMENT

Southern Adventist University is committed to assist every student in the area of academic advisement. Full-time students are assigned an academic adviser from their major field and are required to consult with their advisers before registering for classes.

The responsibility of meeting graduation requirements belongs to the individual student. In planning their schedules all students should carefully follow the instructions in the catalog, recommendations of their advisers, and reports of academic progress issued from the Records Office. In the event of a discrepancy between an adviser's word and the catalog, final interpretation of graduation requirements rests with the Records and Advisement Office.

Seniors must file an application for graduation at the fall registration of their senior year. Previous to their senior year students should check periodically with the Records and Advisement office to determine whether they are meeting all curriculum requirements satisfactorily.

As early as possible in the process of curriculum planning, students who have chosen a career in teaching should consult the Teacher Certification Officer regarding the requirements for teaching credentials.

## GRADING SYSTEM

Southern Adventist University does not have an institutional grading policy. Teachers use a variety of methods to evaluate students' performance, but the grades they issue are defined as follows:

- A Superior;** the student demonstrates exceptional capability in handling course material
- B Above average;** the student's demonstrated capability in handling course material exceeds the expectation of the teacher

- C** **Average**; the student demonstrates a satisfactory grasp of course material which the instructor intends students to learn in the class
- D** **Below average**; the student's demonstrated ability to deal with the course material is less than the teacher intends students to learn
- F** **Failing**; the student does not demonstrate sufficient capability with the course material to merit a passing grade
- W** **Withdrawn from the class**; is not calculated in the GPA
- WF** **Withdrawn Failing**; calculated as an "F" in the GPA
- AU** **Audit**; no credit
- I** **Incomplete**; is not calculated in the GPA
- IP** **In Progress**; a temporary passing grade for interrupted course work still in progress; is not calculated in the GPA
- P** **Pass**; is not calculated in the GPA

The Pass/Fail option is available only in Physical Education activity classes (PEAC). **Students enrolling in these classes must make a decision either to receive a grade of Pass/Fail or a conventional grade before the final grades are submitted. The decision will be final.**

A student may receive an "I" (Incomplete) because of illness or other unavoidable delay. Students who are eligible for an incomplete must secure from the Records Office the proper form and file the application with the teacher to receive an incomplete. There is a charge of \$10 for processing grades of incomplete. **Any incomplete which is not removed by the end of the following term (Fall, Winter) will automatically become an "F."** A teacher may assign a temporary "IP" (in progress) when an unavoidable problem prevents the issuance of a grade.

A course may be repeated before the student takes a more advanced course in the same field. Only the last grade will be counted on repeated courses. No course may be repeated more than once without permission from the Vice President for Academic Administration.

Mid-semester and semester grade reports are issued to the student and parents of students termed "dependent" for income tax purposes. Only semester grades are recorded on the student's permanent record. The following system of grading and grade point values is used:

A	4.00 grade points per hour	C	2.00 grade points per hour
A-	3.70 grade points per hour	C-	1.70 grade points per hour
B+	3.30 grade points per hour	D+	1.30 grade points per hour
B	3.00 grade points per hour	D	1.00 grade points per hour
B-	2.70 grade points per hour	D-	0.70 grade points per hour
C+	2.30 grade points per hour	F	0.00 grade points per hour
		WF	0.00 grade points per hour

The grade point average is calculated by dividing the total number of grade points earned by the credit hours attempted.

## STUDENT RECORDS

A student's record is regarded as confidential, and release of the record or of information contained therein is governed by regulations of the federal law on "Family Educational Rights and Privacy." Only directory information, such as a student's name, photograph, address, e-mail address, telephone listing, birthplace and date, major fields of study, participation in officially recognized activities and

sports, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended, may be released by the institution without consent of the student unless the student has asked SAU to withhold such information.

Parents of students termed "dependent" for income tax purposes are entitled to access to the student's educational records. The law also provides for the release of information to university personnel who demonstrate a legitimate educational interest, other institutions engaged in research (provided information is not revealed to any other parties), and certain federal and state government officials.

A student may inspect and review records and is entitled to challenge the content of records.

A more thorough explanation of records may be obtained from the Records Office. The Director of Records will further explain and clarify the Family Educational Rights and Privacy Act to students, parents, or interested parties upon request.

## ACADEMIC HONESTY

Morally and spiritually, Southern Adventist University is dedicated to scholastic integrity. Consequently, both students and faculty are required to maintain high, ethical Christian levels of honesty.

### *Faculty Responsibilities:*

1. Teachers must explain clearly the requirements for assignments, examinations, and projects, such as "open book," "take home," or "peer collaboration."
2. Teachers may assume "no collaboration" is the rule unless they state otherwise.

### *Student Responsibilities:*

1. Students assume responsibility to avoid plagiarism by learning the proper procedures for acknowledging borrowed wording, information, or ideas. Otherwise students might innocently misrepresent others' material as their own.
2. Students unfamiliar with procedures for citing sources should confer with their teachers.
3. Students are to assume that all course work is "no collaboration" unless stated otherwise by the teacher.

### *Schools/Departmental Policies:*

Some departments/schools, because of the nature of their programs, have additional honesty policies which have the same force as those published here. Such policies will be presented to students before implementation.

### *Procedures for Handling Academic Dishonesty:*

1. When a teacher suspects academic dishonesty in some form, such as cheating or plagiarizing, the teacher must first confront the student with the dishonesty. If the student and teacher cannot resolve the situation, or if the student's grade will be affected, then the Vice President for Academic Administration must be consulted.
2. In established instances of academic dishonesty, the usual procedures for the teacher to follow will be to:
  - a. Give the student a failing grade on the exam, assignment or project if the magnitude of either is not sufficient for failing the class.
  - b. Give the student a failing grade in the class if failing the exam, assignment or project would constitute failing the class. The teacher will then write up the incident and state the penalty administered, giving a copy to both the Vice President for Academic Administration and the student.



3. Two incidents of academic dishonesty make a student eligible to be dismissed from the University. However, the student may then appeal the action through the established appeal procedures spelled out in the "Grievance Procedure" section of this catalog.

### **ACADEMIC PROBATION AND DISMISSAL**

Any student whose GPA does not meet the criteria for graduation is on academic probation. The following are four categories of students who are on academic probation:

1. Students whose Southern Adventist University or cumulative GPA falls below 2.00. They are not eligible to hold office in any student organization.
2. Entering freshmen whose high school GPA is below 2.00 or if their composite ACT score is less than 18.
3. Transfer students whose GPA is less than 2.00.
4. Students in baccalaureate programs completing their sophomore year with a GPA in their major field less than the level required for graduation. For most degrees the institutional graduation requirement is 2.25, but some programs may designate a higher GPA.

Students on academic probation are allowed to remain in school but must demonstrate progressive improvement to meet graduation requirements as well as comply with the Academic Support Group Program.

The objectives of the Academic Support Group are to help students improve their study skills and facilitate accelerated development of effective study habits using a variety of methods and tools. The Academic Support Group Program has open seminars that meet once a week for six consecutive weeks. One six-week program will meet per semester. The facilitator will monitor the progress of the students on academic probation and report the progress to the Academic Dean.

Candidates for a baccalaureate degree must achieve a minimum GPA of 2.00 after 55 semester hours have been attempted. Candidates for an associate or certificate program must have a GPA of 2.00 before beginning their final semester. Veterans enrolled for baccalaureate degrees, associate degrees, or certificate programs must maintain a cumulative grade point average of 2.00, or they will not be certified for veterans benefits. Veterans may be certified for repeat of "F" grades or for a major that requires a specific minimum grade and the grade received was lower than specified.

Government regulations require all financial aid recipients to maintain satisfactory academic progress towards a degree as measured both qualitatively and quantitatively in order to receive financial aid. This requirement applies to the entire enrollment at Southern Adventist University—even periods during which a student does not receive financial aid. Failure to comply with this requirement may result in a student becoming ineligible for financial aid.

This policy defines the minimum standards for eligibility for state and/or federal financial aid.

Students are subject to academic dismissal if their Southern Adventist University or cumulative GPA does not reach the levels indicated in the preceding paragraph or the levels in the following table:

**Cumulative Credit Hours Attempted****Cumulative Grade Point Average**

0 - 24

1.50 or above

25 - 54

1.75 or above

55 or above

2.00 or above

At the end of each semester the Academic Review Committee reviews the records of students who are subject to dismissal and the Vice President for Academic Administration will notify students in writing whether or not they may continue. A student academically dismissed may be readmitted only after demonstrating maturity and motivation for a university career. The dismissed student may be required to complete successfully at least one term of college-level courses at another institution prior to readmission at Southern Adventist University.

Students receiving financial aid must also meet an academic progress policy set by the federal government. For further explanation see page 275, "Southern Adventist University Academic Progress for Federal and Institutional Student Financial Aid."

**RIGHT OF PETITION**

Students who believe there is a valid reason for requesting variance from or exception to an academic policy stated in the catalog may make a petition to the Director of Records for consideration of their case after obtaining the advice and signature of the department chair or school dean of their major. The petition must contain a statement of the request and supporting reasons. Highly unusual requests will be referred to the Vice President for Academic Administration. Students will be notified in writing by the Director of Records of the action on petitions within five working days. Petition forms are available from the Records Office.

**GRIEVANCE PROCEDURE**

Students who believe that their academic rights have been infringed upon or that they have been treated unjustly with respect to their academic program are entitled to a fair and impartial consideration of their cases. They should do the following to effect a solution:

1. Present the case to the teacher or teachers concerned.
2. If necessary, discuss the problem with the department chair or school dean.
3. If agreement is not reached at this level, submit the matter to the Vice President for Academic Administration.
4. Finally, ask for a review of the case by the Grievance Committee, chaired by the Vice President for Academic Administration or his designee and including three other faculty members and two students selected by the Academic Affairs Committee. Both the student and the teacher involved in the case are entitled to appear before the committee or to present a written statement of the case. The decision of the committee shall be presented in writing to the individuals involved within three days of the committee meeting unless a later time is agreed upon by both parties. The decision of the committee is binding and will be implemented by the teacher involved or the Vice President for Academic Administration.

## ABSENCES

*Class.* Attendance at class and laboratory appointments is expected. Teachers prepare an absence policy for each class, which includes an explanation of penalties, if any, for absences, and the procedure for making up work, if such is allowed. It is the responsibility of teachers to publish their policies for each class at the beginning of each semester, but it is the students' responsibility to familiarize themselves with the practices of each teacher from whom they are taking classes. Generally speaking, teachers will not excuse absences for reasons other than illness, authorized school trips, or emergencies beyond the students' control.

Students are not penalized if they incur absences while participating in school-authorized activities, but they are held responsible for work they miss and it is their responsibility to initiate arrangements to make up their assignments. One and one-half absences are given for missing a 75-minute class, two for missing a 100-minute class, etc.

*Examination.* Because of problems concerning time, expense and fairness, final examinations will be taken as scheduled in the official examinations schedule. In the case of illness verified by Student Health Service or a physician, death in the immediate family, three examinations scheduled consecutively in one day, or four or more examinations scheduled in one day, a final exam may be rescheduled upon approval by the teacher and the Vice President for Academic Administration. The rescheduled examination will be given at a time convenient to the teacher.

When examinations are rescheduled because of three scheduled consecutively in one day or four in one day, the last examination of the day will normally be the one rescheduled. Examinations rescheduled for any reason other than those listed above, may require a fee of \$65 per examination. All rescheduling requests will be made on a form available at the office of the Vice President for Academic Administration.

*Assembly.* Assemblies are held each Thursday at 11:00 a.m. During weeks of spiritual emphasis, assemblies are held on Tuesday as well. Occasionally, assemblies will be held in the evening or may begin at 10:30 a.m. on Thursday. All students are required to attend 16 assemblies each semester. Failure to meet this assembly requirement may result in suspension of registration. Exceptions to the assembly attendance requirement are made by the Office of Student Services only for legitimate direct work or class conflicts with scheduled assemblies. Any excuses for absences from assembly must be approved by the Vice President for Student Services.

A special series of orientation assemblies is scheduled during the fourth summer session.

## LIMITATIONS ON CLASS ATTENDANCE

Classes at Southern Adventist University are open to registered students only. Information disseminated in the classroom or other places of learning is the primary product that the University sells, hence visitors may not enter such gatherings unless they are official guests of the institution with legitimate business in a classroom or have the permission of the instructor. Visitors who attend classes may not engage in the discussions of a class unless invited to do so.

Teachers and the institution reserve the right to remove legitimate students from classes if their behavior threatens the purposes of the class by exceeding the bounds of normal academic freedom.

Teachers conducting extension classes from other institutions on the Southern Adventist University campus share the rights spelled out by this policy.

### WAIVER EXAMINATIONS

Upon the approval of the department chair or school dean and the Vice President for Academic Administration, students may obtain a waiver of curricular requirements by successfully completing a comprehensive examination—written, oral, manipulative, or otherwise, as determined by the department/school involved. A fee of \$50 per examination is charged.

### ENGLISH AS A SECOND LANGUAGE

Southern Adventist University offers a program in English as a Second Language for Intermediate and Advanced level students whose English language skills are below the official admission level of the TOEFL score of 550 (CBT 213). For details, see the Admissions and English Department sections of the catalog.

### NONTRADITIONAL COLLEGE CREDIT

In addition to credit earned in the traditional classroom setting, Southern Adventist University accepts credit earned by two other means—challenge examinations and correspondence courses.

The goals and objectives of the University emphasize not only facts and concepts but also values and attitudes which are not easily transmitted through correspondence courses or measured by examinations. These values and attitudes can best be developed by the student's interacting over a period of time with peers and teachers committed to moral excellence, critical thinking, and the pursuit of truth. For this reason, most university credits should be earned through class participation. However, the University will permit a maximum of one-fourth of the credit required for a given degree to be earned by these nontraditional means.

*University Credit by Examination.* The University recognizes three types of examinations for credit: challenge examinations prepared by a department which must be passed at "B" level or above, approved College Level Examination Program (CLEP) subject examinations which must be passed at the sixty-fifth percentile or above, and the Advanced Placement Examinations which must be passed with a score of three or better.

Not all classes listed in the catalog are open to challenge examinations. Students must obtain clearance from the department chair or school dean or the class they propose to challenge before petitioning to earn credit by examination. Students must also furnish evidence of adequate preparation to challenge a class before the department chair or school dean assigns a teacher to prepare a challenge examination. A student may challenge a given course by examination only once. No CLEP or challenge exam may be attempted after the student has been enrolled in that course beyond the second week of a semester. **No course may be challenged as part of the last thirty hours of any degree.** Grades are recorded for departmental challenge examinations and scaled scores are recorded for nationally formed examinations. Permission to take a challenge examination while in residence must be obtained from both the department chair or school dean and the Vice President for Academic Administration. A challenge test may not be taken if the student has audited the class.

Students may earn a maximum of twelve hours of credit by examination in courses that do not appear in the University catalog if the evaluating tests are approved by the Academic Affairs Committee.

Credit for challenge and/or validation examinations will not be placed on a student's permanent record and is, therefore, not transferable until that student has successfully completed twelve semester hours in residence at Southern Adventist University.

Fees charged for challenge examination and credit are listed under "Special Fees and Charges" in the financial section of this catalog.

Additional information concerning challenge examinations may be obtained from the Records Office or the Counseling and Testing Center.

*Correspondence.* A maximum of twelve semester hours of correspondence or extension credit may apply toward a baccalaureate degree program and eight hours toward an associate degree.

Griggs University, a department of Home Study International, Silver Spring, MD, is the officially recognized correspondence school. Southern Adventist University recommends Home Study International for those students needing correspondence credit and accepts all such credits when the study program is approved by the University prior to enrollment. The University accepts credits from correspondence schools which are accredited by NUCEA (National University Continuing Education Association) on the basis that credits are accepted from other regionally accredited colleges or universities.

A student will be permitted to carry correspondence work while in residence only if the required course is unobtainable at the University. Correspondence courses, whether taken while in residence or during the summer, must be approved in advance by the University.

Correspondence work may not apply on the upper division requirements of the major or minor. A minimum grade of "B" must be earned to apply on the lower division requirements for a major. A course in which the student earned a grade of "D" or "F" while in residence may not be repeated by correspondence. No correspondence credit will be entered on the student's record until s/he has earned a minimum of twelve hours in residence with an average of at least "C." Official transcripts must be in the Records Office before a diploma will be ordered. The graduation date will be the last day of the month after the official transcript is received.

*Practicums and Internships.* Suggested departmental/school guidelines for practicums and internships.

Practicums:

- a. A minimum of 50 clock hours per one credit hour.
- b. The process of learning a job on a part-time basis.
- c. The work may be done at various job sites.

Internships:

- a. A minimum of 100 clock hours per one credit hour.
- b. The application of learning the skills of a job on a full-time basis.
- c. The work must be supervised on one job site.

## **TRANSIENT STUDENT**

A Southern Adventist University student acquires transient student status when s/he is granted permission through the Southern Adventist University Records Office to enroll for automatically transferrable credit at another accredited institution. The credit that students may transfer must meet Southern Adventist University criteria for transfer credit and residence requirements.

To receive transient status, a student must:

1. have completed a minimum of twelve hours in residence at Southern Adventist University and
2. be enrolled simultaneously at Southern Adventist University for a minimum of three hours of class credit. (This condition does not apply to summer classes.)

Students may not receive transient status for more than one semester during which the amount of transferrable credit exceeds the amount of simultaneous credit earned at Southern Adventist University.

### EXTENSION CLASSES

Extension classes are university classes offered on the campuses of Southern Union academies as an opportunity for seniors to earn university credit in skills areas that will fulfill part of the General Education requirements at Southern Adventist University. Instructors are academy teachers who are qualified with appropriate credentials and experience.

To enroll in an extension class, students must be members of the senior class with a grade point average of 3.00 or above during the years of their secondary education.

The extension classes must duplicate as nearly as possible their university counterparts in content, degree of difficulty, testing and grading.

### CONTINUING EDUCATION

Southern Adventist University makes continuing education credit available through the Records and Advisement Office. Sponsors of organizations wishing to offer Southern Adventist University continuing education certificates must complete the following steps:

1. Secure approval of the program by
  - a. applying at the Records and Advisement Office at least two weeks before conducting the workshop/seminar/conference and
  - b. submitting with their application the topic of the presentation, an outline of the presentation, and the name of the presenter(s) with evidence credentials.
2. File an evaluation of the workshop/seminar/conference following the presentation. The University will furnish evaluation forms.
3. Participants in continuing education events must pay institutional processing fees to receive their certificates.

### TRANSCRIPTS

Students may obtain transcripts of their academic record upon a written request to the Office of Records and Advisement. A \$5 fee will be charged for all transcripts requiring one-day services and individual requests requiring an excess of more than five transcripts. Telephone or E-mail requests from students, and telephone and written requests from someone on their behalf cannot be honored.

A student may receive an unofficial transcript for evaluative purposes by applying in person at the Records Office. Official transcripts given directly to a student will be stamped "Student Copy." No transcript will be issued for a student whose account is not paid in full or who is delinquent in payment of student loans. For further clarification regarding transcripts, diplomas, and test scores see page 267.

**SEQUENCE OF COURSES**

A student may not receive credit for a course which is a prerequisite to a course for which s/he has already received credit.

**AFFILIATION AND EXTENSION SITES**

Southern Adventist University operates off-campus sites for the purpose of offering baccalaureate degrees. These sites and degrees are:

East Pasco Medical Center Zephyrhills, FL	B.S., Nursing
Helderberg College Somerset West, South Africa	B.B.A., Accounting; Management
Spicer Memorial College Puna, India	B.B.A., Accounting; Management
Adventist College of Management Studies Surat, India	B.B.A., Accounting; Management

**TRANSCRIPTS**

Students may obtain transcripts of their academic program as follows: 1. Students may obtain transcripts from the Office of Records and Advisement. A \$25 fee will be charged for all transcripts requiring one-day service and individual requests requiring services of more than five transcripts. Telephone or e-mail requests from students and telephone and written requests from parents on their behalf, cannot be processed. 2. A student may receive an unofficial transcript for evaluative purposes by applying in person at the Records Office. Official transcripts given directly to a student will be stamped "Student Copy." No transcript will be issued for a student whose account is not paid in full or who is delinquent in payment to student loans. For further clarification regarding transcripts, diploimas, and diplomas, contact the Office of Records and Advisement. 3. Parents in continuing education must pay institutional processing fees to receive their transcripts.

**COURSE NUMBERS**

Each course number consists of three figures as follows:

**HIST 354. Latin America (C-1), (W)****3 hours**

The first numeral indicates class year status as follows:

- 0—Developmental (no credit)
- 1—freshman level (lower division)
- 2—sophomore level (lower division)
- 3—junior level (upper division)
- 4—senior level (upper division)

Within a given 100 sequence there is no significance in one course number being higher than another. For instance, 265 does not necessarily mean that the course is on a higher level than 235.

Course numbers separated by a hyphen are two-semester courses in which credit for the first course is a prerequisite to the second [e.g., ENGL 101-102. College Composition]. However, credit is given for the first semester when taken alone.

Course numbers that stand alone represent courses of one semester which are complete units. Course numbers separated by a comma [e.g., HIST 154, 155. American History and Institutions] represent complete units, either one of which is counted for graduation without reference to sequence.

Designation in brackets following course titles, [e.g., MATH 103. Survey of Mathematics (A-2)] indicates the General Education area and sub-area that the class fulfills. Classes designated with a "(W)" are writing classes for General Education credit.

**Students may earn credit for a cross-listed course from only one department/school [e.g. HIST 356 and SOCI 356].**

**COGNATE COURSES**

Required courses related to the major which are not a part of the major are called cognate courses [e.g., students majoring in Nursing are required to take Microbiology as a cognate course].



<b>Prefix</b>	<b>Subject Area</b>	<b>Department/School Section of Catalog</b>
AART	Animation	Art and Graphic Design
ACCT	Accounting	Business and Management
ADMIN	Administrative Management	Business and Management
ART	Studio Art/Art History	Art and Graphic Design
ARTG	Computer Graphics	Art and Graphic Design
AVIA	Aviation	Technology
BCPT	Business Computer Info Systems	Business and Management
BIOL	Biology	Biology
BMKT	Marketing	Business and Management
BUAD	Business Administration	Business and Management
CHEM	Chemistry	Chemistry
COMM	Speech	Journalism and Communication
COOP	Cooperative Education	Nondepartmental Courses
CPIS	Information Systems	Computing
CPTC	Computer Technology	Computing
CPTR	Computer Science	Computing
ECON	Economics	Business and Management
EDUC	Education	Education and Psychology
ENGL	English	English
ENGR	Engineering	Engineering Studies
ERSC	Earth Science	Physics
ESL	English Skills Language	English
FDNT	Nutrition	Nondepartmental Courses
FNCE	Finance	Business and Management
FREN	French	Modern Languages
GEOG	Geography	History
GRMN	German	Modern Languages
HIST	History	History
HLED	Health Education	Physical Education, Health, Wellness
HMNT	Humanities	Nondepartmental Courses
HPER	Health, Physical Ed, Recreation	Physical Education, Health, Wellness
JOUR	Journalism	Journalism and Communication
LIBR	Library	Nondepartmental Courses
LTCA	Long-Term Care Administration	Business and Management
MATH	Mathematics	Mathematics
MDLG	Modern Language	Modern Languages
MDTC	Medical Technology	Allied Health
MGNT	Management	Business and Management
MUCH	Church Music	Music
MUCT	Music Theory	Music
MUED	Music Education	Music
MUHL	Music History	Music
MUPF	Applied Music	Music
NOND	Nondepartmental	Nondepartmental Courses
NRSG	Nursing	Nursing
PEAC	General Ed Activity Classes	Physical Education, Health, Wellness
PETH	Physical Education Theory	Physical Education, Health, Wellness
PHYS	Physics	Physics
PLSC	Political Science	History
PREL	Public Relations	Journalism and Communication
PSYC	Psychology	Education and Psychology
RELB	Biblical Studies	Religion



# ALLIED HEALTH

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**Chair:** Stephen A. Nyirady

**Faculty:** Joyce Azevedo, David Ekkens, Ann Foster, Brent Hamstra, Keith Snyder

**Adjunct Faculty:** Jon Lechler

**Medical Technology:** Marcia Kilsby, Albert McMullen, R. A. Ramkissoon,  
Patricia Rogers, Richard Show, Clifford Sutherland

The Allied Health Professions are rapidly growing areas of specialization within the health care industry. Job openings are plentiful and pay scales are comparable to other professionals in health care. The department offers a B.S. degree in Medical Technology and A.S. degrees in a number of Allied Health fields (listed on pages 52-53).

## ASSESSMENT

The Allied Health Department at Southern Adventist University is organized to coordinate the advising of students who require prerequisite courses for entrance into a variety of clinical programs in the medical, dental, and health professions. The programs in this department vary extensively depending on the particular health career and the requirements of the specific schools which offer the clinical programs. Southern Adventist University continually monitors the requirements of these clinical programs and modifies its preprofessional curricula to meet the changes when they are made. Continual assessment is made essentially by the advisers in the department who measure their effectiveness by their success in structuring programs to meet individual student needs and to meet requirements of the professional school the student will be transferring to. The entrance rate of students into professional programs is also used to assess adequacy of class offerings and program requirements.

## BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

**Adviser:** Brent Hamstra

The Bachelor of Science degree with a major in medical technology consists of three years of prescribed study at Southern Adventist University and a 12- to 13-month senior year in a hospital-based medical technology program accredited by the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association. The hospital programs affiliated with Southern Adventist University are Florida Hospital Medical Center and Andrews University. Internship in other CAHEA-accredited programs requires prior university approval.

The Medical Technology degree qualifies a person to take a number of national certifying examinations, including those offered by the Board of Registry of the American Society of Clinical Pathologists (ASCP) and the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). Certified laboratory professionals work in hospitals, clinics, physicians' offices, public health agencies, private laboratories, pharmaceutical firms, and research institutions.

The curriculum prescribed by Southern Adventist University is designed to meet the requirements of the University and of CAHEA. Hospitals with clinical programs may have additional requirements. Students should consult the brochures or advisers of the specific hospitals for those requirements.

Occasionally pre-dental students, pre-medical students, and graduating seniors in biology or chemistry may wish to become certified Medical Technologists. This is possible if the student plans courses to fulfill the requirements of the University and the hospital program.

During the fall semester of the third year, students must apply for admission to an approved clinical program. Acceptance of the individual student to the senior year program is determined by the institution offering the clinical program. To be eligible for admission, a student must complete all of the University course requirements prior to beginning the clinical year. The overall grade point average must be acceptable to the University for graduation. Most clinical programs do not accept students with less than a 2.75 cumulative average on a 4.00 system. Although clinical acceptances are granted during the junior year, they are conditional, pending satisfactory completion of the stated admission criteria.

Written information about the affiliated clinical programs is available through the University medical technology adviser. Acceptance criteria, pre-clinical course requirements, application procedures, tuition for the senior year, and program formats may vary at each approved clinical program.

● MAJOR ..... 2

**MDTC 225. Introduction to Medical Technology** ..... **2 hours**

This course is designed to acquaint prospective medical technologists with the profession. The history and standards of medical technology and employment opportunities will be surveyed. Elementary clinical laboratory procedures will be taught and laboratory tours will be conducted.

● COGNATES ..... 43

- BIOL including 151-152, 315, 330, 340 ..... 18
- \*CHEM including 151-152, 311-312 ..... 16
- CPTR/CPTE ..... 3
- MATH 120 ..... 3
- BUAD 334 ..... 3
- \*These must be courses which could apply to a Chemistry major.

GENERAL EDUCATION REQUIREMENTS ..... 35

- AREA A 1. ENGL 101, 102 ..... 6
- 2. (See Cognates)
- AREA B Religion ..... 9
- AREA C History, Political Science, and Economics ..... 6
- AREA D Language, Literature, and Fine Arts, (include COMM 135) ..... 6
- AREA E (See Cognates)
- AREA F Social Work, Family, or Health Sciences ..... 3
- AREA G Activity Skills, to include PEAC 225 and  
a computer course, 3 hours) ..... 5

Twenty hours of upper division credit, including two writing (W) courses are required. One (W) course must be in a cognate area and one in a noncognate area.

● **NOTE:** Grades of C- and better are required in the major and cognates. A minimum GPA of 2.25 must be earned on the major and cognates.

**ELECTIVES** ..... 13

Recommendations include:

BIOL 316, 417, 418

CHEM 315, 321, 331

MATH 215

PHYS 211-212, 213-214

**TOTAL PRE-CLINICAL CREDIT HOURS** ..... 93**HOSPITAL CLINICAL (SENIOR) YEAR** ..... Variable

Individual approved hospital programs should be consulted for their specific courses and credits. Approximately forty credit hours are given in the twelve to fifteen-month clinical programs. Courses taught in approved programs include:

Introduction to Medical Laboratory Science, Urinalysis, Hematology, Hemostasis, Immunology, Immunohematology, Clinical Microbiology, Clinical Mycology, Clinical Parasitology, Clinical Biochemistry, Instrumentation, Research.

**Sample Freshman Year Sequence  
B.S. Medical Technology**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
BIOL 151	*General Biology	4	BIOL 152	*General Biology	4
CHEM 151	*General Chemistry	4	CHEM 152	*General Chemistry	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
PEAC 225	Fitness for Life	1		Area C-1, History	3
	Area C-1, History	3		Electives	2
	Area G-1/3 Act Skills	1			16
		<u>16</u>			

\*An asterisk in front of a subject indicates Med-Tech requirement.

Twenty upper division credits, make-up of any admissions deficiencies, and 93 total hours must be completed prior to the clinical year.

**ASSOCIATE OF SCIENCE IN ALLIED HEALTH**

The Associate of Science degree in Allied Health Professions prepares the student for admission to professional programs at Loma Linda University, Andrews University, or other universities. Admission to any professional school is dependent on meeting the GPA and prerequisite requirements of the individual school. Students should consult the bulletin of the school of their choice to ascertain the entrance requirements.

Students who plan to graduate from Southern Adventist University with an Associate Degree in Allied Health must meet the A.S. degree general education requirements of SAU as well as the entrance requirements of the clinical program to which they will be applying.

Applications for transfer to the junior year of colleges offering Allied Health programs must be made early in the second semester of the final year at Southern Adventist University. The lowest acceptable grade for courses to be transferred is C. A minimum grade point average of 2.00 is required for the Associate of Science degree at Southern Adventist University, but grade point averages between 3.00 and 3.50 are considered minimal for entrance to the junior year of most clinical Allied Health programs. Some programs require the Allied Health Professions Admissions Test (AHPAT).

The major Allied health areas in which a two year Associate Degree may be earned at Southern Adventist University are:

- pre-Cytotechnology
- pre-Dental Hygiene
- pre-Nutrition and Dietetics
- pre-Occupational Therapy
- pre-Physical Therapy
- pre-Physician Assistant
- pre-Speech Language Pathology & Audiology
- pre-Surgical Physician Assistant

The department also offers one-year curricula to meet requirements for entrance into the following Allied Health degree programs at Loma Linda University and most other university programs:

- Occupational Therapy Assistant (Associate in Science Degree)
- Physical Therapy Assistant (Associate in Science Degree)
- Radiation Technology (Associate and Bachelor of Science Degrees)
- Respiratory Therapy (Associate and Bachelor of Science Degrees)
- Surgical Technology (Associate in Science Degree)

For details on these or other programs not listed here and for Southern Adventist University curricula for entrance into them write:

Chair, Allied Health Department  
 Southern Adventist University  
 P.O. Box 370  
 Collegedale, TN 37315-0370

**PRE-CYTOTECHNOLOGY**

Cytotechnologists are specially trained laboratory technologists who work with pathologists to detect changes in body cells that may be important in the early diagnosis of cancer and other diseases. Using special techniques, cytotechnologists prepare cellular samples for study under the microscope and assist in the diagnosis of disease by examination of the samples. Using the findings of cytotechnologists, a physician is then able, in many instances, to diagnose cancer and other diseases even before they can be detected by other methods. Most cytotechnologists work in hospitals or in private laboratories, while some prefer to work on research projects or to teach.

**Adviser: Stephen A. Nyirady**

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

- Area A ENGL 101-102; MATH 120
- Area B Religion, 6 hours
- Area C History, 3 hours
- Area D Foreign Lang/Lit/Fine Arts, 3 hours
- Area E BIOL 101-102, 151-152, 225; CHEM 111-112, 113-114
- Area F HLED 173; SOCI 150; Psychology/Sociology, 6 hours\*
- Area G PEAC, 2 hours to include PEAC 225; Computer Course, 1 hour
- Electives to make a total of 64 hours.

\*Two areas minimum; may be substituted by a course in Economics, Geography, or Political Science.

Sample Sequence  
A.S. Pre-Cytotechnology

YEAR 1		Semester		YEAR 2		Semester	
		1st	2nd			1st	2nd
BIOL 101-102	Anatomy & Phys	4	4	BIOL 151-152	General Biology	4	4
CHEM 111-112	Survey of Chemistry	3	3	BIOL 225	Basic Microbiology	3	4
CHEM 113-114	Survey of Chem Lab	1	1	HLED 173	Health for Life	2	
ENGL 101-102	College Comp	3	3	PEAC 225	Fitness for Life	1	
MATH 120	Precalculus Algebra	3			Geog/Pol Sci/Econ/Psyc	3	3
PSYC 124	Intro to Psychology				Area B, Religion	3	
	OR		3		Area C-1, History		3
PSYC 128	Developmental Psyc				Area G-2 CPTR/CPTe	1	
SOCI 150	Cultural Anthropology*	3			Area G-3, Rec Skills		1
	Area B, Religion				Area D, Forgn Lang/ Lit/Fine Arts		
		17	17			3	16
						16	16

NOTE: C is the lowest acceptable grade.

\*SOCI 230 can be substituted for this course.

### PRE-DENTAL HYGIENE

Dental hygienists provide preventative dental care and encourage patients to develop good oral hygiene skills. In addition to carrying out clinical responsibilities such as cleaning and scaling teeth, hygienists help patients develop and maintain good oral health by explaining the relationship between diet and oral health. Although most hygienists work with individual patients, some develop and promote community dental health programs. In addition to career opportunities within dental offices, dental hygienists apply their skills and knowledge in other career activities including office management, business administration, dental hygiene education, research and marketing of dental related equipment and materials.

#### Adviser: Stephen A. Nyirady

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

- Area A ENGL 101-102; Math\*
  - Area B Religion, 6 hours
  - Area C History, 3 hours
  - Area D Foreign Lang/Lit/Fine Arts, 6 hours; COMM 135 or 136
  - Area E BIOL 101-102, 225; CHEM 111-112, 113-114
  - Area F HLED 173\*\*; SOCI 125, 150; 6 additional hours of Psychology\*\*\*
  - Area G PEAC, 2 hours to include PEAC 225; Computer Course, 3 hours
- Electives to make a total of 64 hours

\*MATH course of 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.

\*\*May be substituted by FDNT 125.

\*\*\*May be substituted by a course in Economics, Geography, or Political Science.

Sample Sequence  
A.S. Pre-Dental Hygiene

YEAR 1		Semester		YEAR 2		Semester	
		1st	2nd			1st	2nd
BIOL 101-102	Anatomy & Physiology	4	4	BIOL 225	Basic Microbiology	4	
ENGL 101-102	College Composition	3	3	CHEM 111-112	Survey of Chemistry	3	3
MATH 103	Survey of Math*			CHEM 113-114	Survey of Chem Lab	1	1
	OR	3		HLED 173	Health for Life**	2	
MATH 120	Precalculus Algebra*			SOCI 150	Cultural Anthro***	3	
PEAC 225	Fitness for Life	1		SOCI 125	Intro to Sociology		3
COMM 135	Intro to Public Spkg				Area B, Religion		3
	OR		3		Area D, Forgn Lang/		
COMM 136	Interpersonal Comm				Lit/Fine Arts	3	3
	Area B, Religion		3		Area G-2, CPTR/CPT		3
	Hist/Pol Sci/Econ/Geog	3				16	16
	Area G-3, PE Activity		1				
	Area C-1, History		3				
	Area F-1, Psychology		3				
		17	17				

\*MATH course of 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.  
 \*\*May be substituted by FDNT 125.  
 \*\*\*SOCI 230 can be substituted for this course.  
 NOTE: C is the lowest acceptable grade.

PRE-NUTRITION AND DIETETICS

Dietitians and nutritionists use their knowledge of the principles of nutrition to help people develop healthy eating habits. Dietitians may be involved in setting up and supervising food service systems for institutions such as hospitals, prisons, and schools; and promote sound eating habits through education and research. Clinical dietitians provide nutritional services for patients in hospitals, nursing homes, clinics, or doctors' offices. Community dietitians counsel individuals and groups on nutritional practices designed to prevent disease and promote good health. Management dietitians are responsible for large scale meal planning and preparation in such places as hospitals, nursing homes, company cafeterias, and schools.

Southern Adventist University offers associate degree programs which provide the prerequisite courses for entrance into the final two years of the bachelor degree programs of both Andrews University and Loma Linda University. These programs can be modified to meet requirements of other programs as well.

Adviser: Stephen A. Nyirady

The program below meets admission requirements for Loma Linda University.

- Area A ENGL 101-102; Math\*
- Area B Religion, 6 hours
- Area C History, 3 hours; Geography/Political Science, 3 hours
- Area D COMM 135; Foreign Lang/Literature/Fine Arts, 3 hours
- Area E BIOL 101-102, 225; CHEM 151-152
- Area F FDNT 125; HLED 173; PSYC 124; SOCI 125, 150
- Area G PEAC, 2 hours to include PEAC 225; Computer Course, 3 hours

Required professional courses: Food Selection and Preparation, 3 hours; Meal Management, 3 hours. (Both courses are available at LLU in September, prior to Fall quarter.)

Electives to make a total of 64 hours.

\*MATH course of 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.



Sample Sequence  
A.S. Pre-Nutrition and Dietetics  
Loma Linda University Track

YEAR 1		Semester		YEAR 2		Semester	
		1st	2nd			1st	2nd
BIOL 101-102	Anatomy & Physiology	4	4	BIOL 225	Basic Microbiology	4	4
ENGL 101-102	College Composition	3	3	CHEM 151-152	General Chem	4	4
HLED 173	Health for Life		2	FDNT 125	Nutrition	3	3
PEAC 225	Fitness for Life	1		PSYC 124	Intro to Psychology	3	3
SOCI 125	Intro to Sociology	3		SOCI 150	Cultural Anthropology**	3	3
COMM 135	Intro to Public Spkg		3		Area B, Religion		3
	Math Course*	0-3			Area C, Geog/Pol Sci	3	
	Area B, Religion	3			Area G-1 or -2,		
	Area C-1, History		3		Creative/Practical		1
	Area G-2, CPTR/CPTE	3			Area D, Forgn Lang/ Lit/Fine Arts		3
	Area G-3, Rec Skills		1		Elective		1
	Electives		1				1
		17	17			16	16

\*MATH course 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.

\*\*SOCI 230 may be substituted for this course.

NOTE: C is the lowest acceptable grade.

The program below meets the admission requirements for Andrews University.

Sample Sequence  
A.S. Pre-Nutrition and Dietetics  
Andrews University Track

YEAR 1		Semester		YEAR 2		Semester	
		1st	2nd			1st	2nd
BIOL 101-102	Anatomy & Physiology	4	4	ACCT 103	College Accounting	3	
CPTE 105-107	WordProc, Sprdsht, Datab		3	BIOL 225	Basic Microbiology		4
ENGL 101-102	College Composition	3	3	CHEM 111-114	Survey Chem w/Lab	4	4
HLED 173	Health for Life		2	FDNT 125	Nutrition	3	3
MATH 120	Precalculus Algebra	3		HIST 174	World Civ I	3	
PEAC 225	Fitness for Life		1	HIST 175	World Civ II		3
RELT 125	Life & Teachings	3		HMNT 205	Arts & Ideas	3	
SOCI 125	Intro to Sociology	3		RELT 255	Christian Beliefs		3
COMM 135	Intro to Public Spkg		3		Electives		2
		16	16			16	16

### PRE-OCCUPATIONAL THERAPY

An occupational therapist works with people whose lives have been disrupted by physical injury or illness, developmental problems, the aging process, and social or psychological difficulties. Occupational therapists use selected educational, vocational and rehabilitative activities to help individuals reach the highest functional levels possible, become self reliant and build a balanced lifestyle of work and leisure.

#### Adviser: Stephen A. Nyirady

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

- Area A ENGL 101-102; MATH 215
  - Area B Religion, 6 hours
  - Area C History, 3 hours
  - Area D COMM 135; Foreign Lang/Lit/Fine Arts, 3 hours
  - Area E BIOL 101-102; CHEM 111, 113; PHYS (with applications) 137, 138
  - Area F HLED 173; PSYC 124, 128; SOCI 125, 150; Psychology/Sociology, 3 hours
  - Area G PEAC, 2 hours to include PEAC 225; Computer Course, 3 hours.  
Recommended: ART 235 or TECH 154.
- Electives to make a total of 64 hours.

A minimum of 80 hours work experience (volunteer or as an employee) in an occupational therapy department is required.

Sample Sequence  
A.S. Pre-Occupational Therapy

	Semester		YEAR 2		Semester	
	1st	2nd			1st	2nd
BIOL 101-102	Anatomy & Physiology	4	4	CHEM 111	Survey of Chemistry	3
ENGL 101-102	College Composition	3	3	CHEM 113	Survey of Chem Lab	1
PSYC 124	Intro to Psychology	3		HLED 173	Health for Life	2
SOCI 125	Intro to Sociology		3	PEAC 225	Fitness for Life	1
COMM 135	Intro to Public Spkg		3	PHYS 137	Intro to Physics	3
	Area B, Religion	3		PHYS 138	Intro to Phys Appl	1
	Area C-1, History		3	PSYC 128	Developmental Psych	3
	Area G-3, Rec Skills	1		SOCI 150	Cultural Anthro	3
	Electives	2			Area B, Religion	3
		16	16		Area D, Forgn Lang/ Lit/Fine Arts	3
					Area F-1 or -2, Pscy/Soci	3
					Area G-2, CPTR/CPTE	3
					Electives	3
						16
						16

\*ART 235 or TECH 154 recommended.

\*\*SOCI 230 may be substituted for this course.

NOTE: C is the lowest acceptable grade.

PRE-PHYSICAL THERAPY

Physical therapists work to improve the mobility, relieve the pain, and prevent or limit the permanent disability of patients suffering from injuries or disease. Their patients include accident victims or handicapped individuals with such conditions as nerve injuries, amputations, low back pain, arthritis, and heart disease. Some physical therapists treat a wide variety of problems and others specialize in such areas as pediatrics, orthopedics, and sports physical therapy. The working environment of physical therapists varies from specially equipped facilities in hospitals or clinics to schools, private offices, and private homes.

Requirements for entrance to the junior year of a Physical Therapy course will depend on the college or university selected. Requirements for Andrews University and Loma Linda University are outlined below. Students who complete one of these programs will be awarded an Associate of Science degree by Southern Adventist University. Students planning to attend other colleges or universities should contact them to obtain their requirements.

Adviser: David Ekkens

Program below meets Andrews University admission requirements.

- Area A ENGL 101-102; MATH 215
- Area B RELB or RELT, 3 hours; RELT 255 or 225
- Area C HIST 174 or 175; Geog/Political Science/Economics, 3 hours
- Area D COMM 135; Fine Arts, 3 hours
- Area E BIOL 101-102 or BIOL 151-152, 225; CHEM 151-152; PHYS 211-212, PHYS 213-214
- Area F PSYC 124, 128
- Area G PEAC, 2 hours to include PEAC 225; CPTR 120
- Electives to make a minimum total of 64 hours

\*HIST 154 required if not taken in high school.

**Andrews University Admission and Degree Requirements:** Andrews University requires 3.00 GPA in science prerequisites and total credits. C is the lowest acceptable grade for science and cognate courses. Also required is the Nelson-Denny Reading test and 80 hours of observation or work experience with a Registered Physical Therapist. This 80 hours must include at least 16 hours in each of two physical therapy settings plus 20 hours in a general acute care hospital. The settings to choose from are: home health agency, pediatric therapy, outpatient clinic, rehabilitation center, nursing home, and specialized clinic.

### ANDREWS UNIVERSITY REQUIREMENTS

YEAR 1		Semester		YEAR 2		Semester	
		1st	2nd			1st	2nd
BIOL 101-102	Anatomy & Physiology*	4	4	BIOL 225	Basic Microbiology	4	
CPTE 105-107	WordProc, Sprdsht, Datab	3		CHEM 151-152	General Chemistry	4	4
ENGL 101-102	College Composition	3	3	MATH 215	Statistics		3
HIST	World Civ or Amer His**	3		PEAC 225	Fitness for Life	1	
PSYC 124	Intro to Psychology	3		PLSC/GEORG/ ECON/SOCI	Pol Sci/Geog/Econ/Soci		3
PSYC 128	Developmental Psych		3		Area B, Religion	3	
COMM 135	Intro to Public Spk		3		Area D-3, Music or Art Appreciation***		3
	Area B, Religion		3		Area G-3, Rec Skills	1	
	Electives		2		Electives****	3	3
			16			16	16

**Note:** A physics sequence with laboratory is required for entrance into the program. This is offered at Andrews University immediately preceding their first quarter. PHYS 211-212 and 213-214, 8 semester hours at SAU, will fulfill this requirement.

\*BIOL 151-152, General Biology, may be substituted.

\*\*American History required only if not taken in high school.

\*\*\*MUHL 115 or ART 218 recommended. Also, a two-semester sequence in a music organization may be substituted.

\*\*\*\*Suggested electives: Accounting, Nutrition, Economics, Computer.

### Program below meets Loma Linda University admission requirements.

- Area A ENGL 101-102; MATH 120, 215
  - Area B Religion, 6 hours
  - Area C HIST 174, 175, 154, or 155, 3 hours
  - Area D Fine Arts\* or Foreign Language or Literature, 3 hours; COMM 135
  - Area E BIOL 101-102 or 151-152, 225; CHEM 151-152; PHYS 137, 138
  - Area F HLED 173; PSYC 124, 128; SOCI 150; Psychology/Sociology, 3 hours
  - Area G PEAC, 2 hours to include PEAC 225; CPTR 120
- Electives to make a minimum total of 66 hours

**Loma Linda University Admission and Degree Requirements:** Loma Linda University requires a 3.00 GPA in science prerequisites and for total credits. Also required is a minimum of 80 hours work experience (volunteer or employee) in a physical therapy department, 20 of which are in a general, acute-care hospital.

\*MUHL 115 or ART 218 may be selected.

LOMA LINDA UNIVERSITY REQUIREMENTS

		Semester		YEAR 2		Semester	
		1st	2nd			1st	2nd
BIOL 101-102	Anatomy & Physiology*	4	4	BIOL 225	Basic Microbiology	4	
ENGL 101-102	College Composition	3	3	PHYS 137-138	Intro to Physics w/ Appl	4	
PEAC 225	Fitness for Life	1		CHEM 151-152	General Chemistry	4	4
PSYC 124	Intro to Psychology	3		CPTC 105-107	Computer Sequence		3
PSYC 128	Developmental Psyc		3	HLED 173	Health for Life	2	
SOCI 150	Cultural Anthro***	3		MATH 215	Statistics		3
COMM 135	Intro to Public Spkg		3		Area B, Religion		3
	Area B, Religion		3		Area D, Forgn Lang/Lit		
	Area G-3, Rec Skills		1		Fine Arts**		3
	Electives	0-3			Psychology//Sociology	3	
		14(17)	17			17	16
<b>SUMMER</b>							
	Area C, History		3				

\*BIOL 151-152, General Biology, may be substituted.

\*\*MUHL 115 or ART 218 recommended.

\*\*\*SOCI 230 may be substituted for this course.

**NOTE:** A total of 66 semester hours is required for admission. Other entrance requirements are the Allied Health Professions Admissions Test and a minimum of 80 hours work experience (volunteer or as an employee) in a physical therapy department. C is the lowest acceptable grade for a course.

**NOTE:** PHYS 137 and 138, 4 semester hours at SAU, fulfills the requirement of physics sequence with laboratory.

PRE-PHYSICIAN ASSISTANT

Physician assistants are trained to perform many of the essential tasks involved in patient care. They take medical histories, perform physical evaluations, order laboratory tests, make preliminary diagnoses, prescribe appropriate treatments, and recommend medications and drug therapies. They also treat minor problems such as lacerations, abrasions, and burns. Physician assistants work in a variety of practice settings and specialty areas. The most important practice setting is in a physician's office. They also work at hospitals and clinics. Specialties using PA's are family practice, internal medicine, general and thoracic surgery, emergency medicine, pediatrics, and various medical sub-specialties.

**Adviser: Stephen Nyirady**

The entrance requirements to physician assistant clinical programs vary considerably from school to school. College credit requirements range from one year of college level courses to a baccalaureate degree. Prior patient care requirements also range from being recommended through two years of direct clinical work experience.

Currently, a number of physician assistant programs are in a state of transition. Entrance requirements for some schools are shifting from one or two-years of college courses to requiring a baccalaureate degree. Southern Adventist University can structure a course of study to meet the requirements of the specific clinical program to which a student wishes to apply. Students preparing for a career as a Physician Assistant are encouraged to obtain a bachelor's degree before applying to a clinical program.

Additional information on physician assistant programs can be obtained from the University's pre-physician assistant advisor or by contacting the schools that offer the clinical programs.

**PRE-SPEECH LANGUAGE PATHOLOGY & AUDIOLOGY**

Speech language pathologists identify, assess, and treat persons with speech and language disorders while audiologists assess and treat hearing impaired individuals. Because both occupations are concerned with communication, individuals competent in one area must be familiar with the other. The duties of speech language pathologists and audiologists vary. Most, however, provide direct clinical services to individuals with communication disorders. In speech, language, and hearing clinics they may independently develop and implement a treatment program. In private medical centers and other facilities, they may be part of a team that develops and executes a treatment plan. In schools they may help administrators develop individual or group programs, counsel parents on prevention of hearing disorders, and assist teachers with classroom activities.

**Adviser: Stephen A. Nyirady**

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

- Area A ENGL 101-102; Math\*  
 Area B Religion, 6 hours  
 Area C History, 3 hours  
 Area D COMM 135; Foreign Lang/Lit/Fine Arts, 3 hours  
 Area E BIOL 101-102; PHYS 137  
 Area F HLED 173; PSYC 124, 128; SOCI 150, Sociology Course, 3 hours\*\*  
 Area G PEAC, 2 hours to include PEAC 225; Computer Course, 3 hours  
 Electives to make a total of 64 hours.

\*MATH 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.

\*\*May be substituted by a course in Economics or Geography.

**Sample Sequence**  
**A.S. Pre-Speech Language Pathology & Audiology**

YEAR 1	Semester		YEAR 2	Semester	
	1st	2nd		1st	2nd
BIOL 101-102	Anatomy & Physiology	4 4	HLED 173	Health for Life	2
ENGL 101-102	College Composition	3 3	PEAC 225	Fitness for Life	1
PSYC 124	Intro to Psychology	3	PHYS 137	Intro to Physics***	3
COMM 135	Intro to Public Spkg	3	PSYC 128	Developmental Psych	3
	Math Course*	0-3	SOCI 150	Cultural Anthro**	3
	Area B, Religion	3		Area B, Religion	3
	Area C-1, History	3		Area D, Foreign Lang/ Lit/Fine Arts	3
	Area G-3, Rec Skills	1		Area G-2, CPTR/CPTE	3
	Electives	0-3 2		Soci/Econ/Geog	3
		16 16		Electives	5 3
					16 16

\*Math course 100 level or above is req. by Southern Adventist University of students with ACT math scores below 22.

\*\*SOCI 230 may be substituted for this course.

\*\*\*Strongly recommended

NOTE: C is the lowest acceptable grade.

**PRE-SURGICAL PHYSICIAN ASSISTANT**

The surgical physician assistant is qualified to assist the surgeon in his patient care activities. Functioning under the direction of the surgeon, this professional is capable of obtaining accurate medical history and physical examination data, carrying out preoperative procedures to prepare the patient for surgery, assisting the surgeon during operations, participating in the care and evaluation of the patient in the postoperative period, assisting in the management of the traumatized patient, and caring for minor injuries. Surgical physician assistants may be involved with patients in any medical setting for which the surgeon is responsible including the operating room, recovery room, intensive care unit, and the surgeon's office.

**Adviser: Stephen A. Nyirady**

The program below meets admission requirements for University of Alabama at Birmingham, and can be modified to meet requirements of other schools.

- Area A ENGL 101-102; MATH 120
  - Area B RELB, RELT, 6 hours
  - Area C History or Political Science, 6 hours
  - Area D COMM 135; 6 hours of literature; 6 hours of Foreign Lang/Lit/Fine Arts
  - Area E BIOL 101-102, 151-152, 330; CHEM 151-152
  - Area F Psychology/Sociology, 6 hours
  - Area G PEAC 225; Computer Course, 2 hours
- Electives to make a total of 64 hours.  
 Recommended, 6 hours of electives from the following areas: Statistics, Cell Biology, Genetics, Histology

Work or volunteer service in a health care setting is highly recommended.

**Sample Sequence  
 A.S. Pre-Surgical Physician Assistant**

	Semester				Semester	
	1st	2nd			1st	2nd
<b>YEAR 1</b>			<b>YEAR 2</b>			
BIOL 101-102	Anatomy & Physiology	4 4	BIOL 330	General Microbiology	3	4
BIOL 151-152	General Biology	4 4	MATH 120	Precalculus Algebra	3	
ENGL 101-102	College Composition	3 3	PEAC 225	Fitness for Life	1	
	Area C, History/Pol Sci		COMM 135	Intro to Public Spkg		3
	Area D, Forgn Lang/ Fine Arts	3 3		Area B, Religion	3	3
	Area G-2, CPTR/CPTE	2		Area C, Hist/Pol Science	3	3
		16		Area D, Literature	3	3
		17		Area F-1, Behav Sci	3	3
					16	16
<b>SUMMER</b>						
	General Chemistry	8				

# ART AND GRAPHIC DESIGN

**Chair:** Wayne Hazen

**Faculty:** Ezequiel Rocha, Tom Walters

**Adjunct Faculty:** John Cline, Jeff Dever, Bryan Gray, Ed Guthro, Maria Hazen, Ingrid Skantz, Jason Wilhelm

Basic to the philosophy of the Department of Art and Graphic Design is the provision for the quality of environment most conducive to spiritual, aesthetic, and technical growth. The instructors desire to help all students become aware of their options in the field of art and to prepare them systematically to meet the needs of their respective choices, whether they are oriented commercially or aesthetically.

## ASSESSMENT

Students majoring in Art or Art-Graphic Design will keep a portfolio of their work from their freshman year onward. The art faculty will evaluate the portfolio at the end of the sophomore and senior years. The evaluation, which is designed to aid the department in student advisement and in determining the effectiveness of its teaching and course offerings, will not affect graduation.

## Major—B.A. Art (31 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Select 2 of the Following:</u>		<u>Hours</u>
ART 104	Drawing I	3	ART 318	Art Appreciation (W)	3
ART 105	Drawing II	3	ART 344	History of Art (W)	3
ART 109	Design Principles I	3	ART 345	Contemporary Art (W)	3
ART 499	Senior Project	1			
	Art Electives	15			

## Sample Freshman Year Sequence

### B.A. Art

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ART 104	Drawing I	3	ART 105	Drawing II	3
ENGL 101	College Composition	3	ART 109	Design Principles I	3
	Art Electives	3	ENGL 102	College Composition	3
	Inter Foreign Language	3	PEAC 225	Fitness for Life	1
	Area B, Religion	3		Inter Foreign Language	3
		15		Area C-1, History	3
					16

## Major—B.S. Art-Graphic Design (64 Hours)

The Graphic Design course will prepare students to enter the exciting and competitive world of graphic design. Today's graphic designers need to have good eye-hand coordination, knowledge of art history, and the ability to work with the Macintosh computer. They also need to work with their hands in order to achieve a high professional level and a competitive place in the market. Excellence in this field depends on discipline and hard work combined with skill and talent. In graphic design, students have room to unleash their own ideas and watch them come true by creating their own universe of places, object, and characters. Students will be assisted by graphic artists in an environment that promotes the highest principles and moral values.

## Design Core (30 hours)

<u>Required Courses</u>		<u>Hours</u>
ART 104	Drawing I	3
ART 105	Drawing II	3
ART 109	Design Principles I	3
ART 110	Design Principles II	3
ART 223	Principles of Color	2
ART 331	Illustration Methods	3
ART 345	Contemporary Art (W)	3
ARTG 115	Intro to Computer Graphics	3
ARTG 210	Computer Graphics Design	3
ARTG 319	Advanced Computer Graphics	3

<u>Graphic Design Track (64 Hours)</u>		<u>Hours</u>
	Design Core	30
ARTG 119	Publication Design	3
ARTG 121-122	Typography I, II	6
ARTG 324	Editorial Design	3
ARTG 326	Digital Imaging	3
ARTG 332	Advertising Design	3
ARTG 333	Packaging	3
ARTG 420	Corporate Identity	3
ARTG 425	Multi-Media	3
ARTG 430	Adv Conc in Graphic Design	3
ARTG 491	Graphic Design Practicum	3
ARTG 499	Senior Project	1

<u>Required Cognate</u>		<u>Hours</u>
JOUR 327	Video Production II	3

<u>Recommended</u>		
JOUR 240-241	Web Design I, II	1,1

<u>Recommended General Education</u>		
AREA C	HIST 359, PLSC 472	6
AREA D	COMM 136, COMM 326	6
AREA E	BIOL 424, ERSC 105	6
AREA F	BUAD 128, HLED 173	5
AREA G	BUAD 126, JOUR 125	6

Sample Freshman Year Sequence  
B.S.—Art-Graphic Design Track

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ART 104	Drawing I	3	ART 105	Drawing II	3
ART 109	Design Principles I	3	ART 110	Design Principles II	3
ARTG 115	Intro to Computer Graphics	3	ARTG 121	Typography I	3
ENGL 101	College Composition	3	ENGL 102	College Composition	3
RELB	Area B, Religion	3	COMM 136	Interpersonal Communication	3
PEAC	Elective	1	PEAC 225	Fitness for Life	1
		16			16

## Character Animation Track

The B.S. in Art-Graphic Design—Character Animation is designed for students who will progressively pursue a career in this popular medium. Majors will work with the finest 3D animation technology. They will develop the working skills required in the visual effects and animation industry. Both traditional and contemporary methods will be used. Two areas of focus are offered: character animation and technical direction in animation.

<u>Character Animation Track (62 Hours)</u>		<u>Hours</u>	<u>Required Cognate</u>		<u>Hours</u>
	Design Core	30	JOUR 327	Video Production II	3
ART 106	Drawing III - Anatomy	3	ENGL 335	Biblical Literature	3
ART 324	3D Design Materials & Tech	3			
ART 325	Sculpture	3	<u>Recommended General Education</u>		
AART 105	Principles of Animation I	2	AREA A	ENGL 101, 102	6
AART 106	Principles of Animation II	3	AREA B	RELB 125, RELT 225,	
AART 210	Graphic Aftereffects	3		RELT 368, Elective	12
AART 215	3D Animation	3	AREA C	HIST 359, 386, PLSC 471	9
AART 315	Advanced Animation	3	AREA D	COMM 135 or 136,	
AART 320	Production Animation	3		ENGL 216, ART 318	9
AART 425	Senior Animation Project	6	AREA E	BIOL 424, ERSC 105	6
			AREA F	Electives	5
			AREA G	ENGL 313, 314, PEAC 225	
				PEAC Elective (1 hour)	8



**Technical Direction in Animation Track**

This track requires a more rigorous mathematics background and is specifically suited for those interested in the programming aspects of animation.

<u>Technical Direction in Animation Track</u>		<u>Hours</u>	<u>Required Courses</u>		<u>Hours</u>
(59 Hours)			JOUR 327	Video Production II	3
ART 106	Design Core	30	CPTR 318	Data Structures & Algorithms	3
ART 324	Drawing III - Anatomy	3	CPTR 425	Computer Graphics	3
AART 105	3D Design Materials & Tech	3	MATH 182	Calculus II	3
AART 106	Principles of Animation I	2	<u>Recommended General Education</u>		
AART 210	Principles of Animation II	3	AREA A	ENGL 101, 102	
AART 215	Graphic Aftereffects	3		MATH 120, 121	12
AART 315	3D Animation	3	AREA B	RELB 125, RELT 225,	
AART 320	Advanced Animation	3		RELT 368, Elective	12
AART 425	Production Animation	3	AREA C	HIST 359, 386, PLSC 471	9
	Senior Animation Project	6	AREA D	COMM 135 or 136, 326	6
			AREA E	BIOL 424, ERSC 105	6
			AREA F	Electives	5
			AREA G	CPTR 131, 132, PEAC 225	
				PEAC Elective (1 hour)	8

**Sample Freshman Year Sequence  
B.S. Art—Character Animation Track &  
Technical Direction in Animation Track**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ART 104	Drawing I	3	ART 105	Drawing II	3
ART 109	Design Principles I	3	ART 110	Design Principles II	3
ARTG 115	Intro to Computer Graphics	3	AART 106	Principles of Animation II	3
AART 105	Principles of Animation I	2	ENGL 102	College Composition	3
ENGL 101	College Composition	3	RELB 125	Life & Teachings	3
PEAC	Elective	1	PEAC 225	Fitness for Life	1
		15			16

**Minor—Art (18 Hours)**

<u>Required Courses</u>	<u>Hours</u>
ART 104-105	Drawing I, II
ART 109	Design Principles I
ART 344	History of Art
	Electives
	Upper Division Electives

**Minor—Art-Graphic Design  
(21 Hours)**

<u>Required Courses</u>	<u>Hours</u>
ART 104	Drawing I
ART 109	Design Principles I
ART 319	Advanced Computer Graphics
ART 345	Contemporary Art
ARTG 115	Intro to Computer Graphics
ARTG 119	Publication Design
ARTG 210	Computer Graphic Design

**STUDIO ART**

**ART 104. Drawing I (G-1) 3 hours**

The objective of this class is to introduce the beginning art student to the elements and principles of art focusing on drawing using a ten value scale, one and two point perspective, and exploring character of line using various pencils, charcoal, conte crayon, and ink. The majority of the assignments are carried on in the drawing studio using set-ups set by the instructor. In addition to drawing done in class, daily sketching and finished drawings done outside of class are required.

**ART 105. Drawing II (G-1) 3 hours****Prerequisite:** ART 104.

This course emphasizes three point and multiple perspective, modeling, and composition. During the first half of the course the students draw in the studio setting up their own lighting and still lifes. Texture, composition, and reflection is focused on during the second half of the course by drawing outdoors from the landscape. In addition to drawing in class, daily sketching, and finished drawings done outside of class are required.

**ART 106. Drawing III - Anatomy 3 hours****Prerequisites:** ART 104, 105.

A course designed for fine art majors and animators that focuses on the study of the structure of the human body for the purpose of becoming visually sensitive to all the deformations on the surface with respect to form and light during movement and be able to draw from the live model both posed and during motion. This course includes a lab. Daily sketching and one portfolio quality finished drawing per week are required in addition to drawing done in class.

**ART 109. Design Principles I (G-1) 3 hours**

Students learn techniques and design theory related to graphic design with hands-on practical applications.

**ART 110. Design Principles II (G-1) 3 hours**

Students deepen the understanding of techniques and design theory related to graphic design with hands-on practical applications.

**ART 221-222. Painting (G-1) 3,3 hours****Prerequisite:** ART 104-105 or permission of instructor.

A course designed to give the student a basic understanding of the material paint. The student is exposed to portraiture, still life, landscape, and the objective forms of painting with an emphasis on basic composition.

**ART 223. Principles of Color 2 hours**

A basic course in the study of the phenomenon of color as it applies to the realm of the visual arts with emphasis of the relationships and interactions of colors.

**ART 230. Introduction to Art Experiences 2 hours**

A course designed to give students hands-on experience with a variety of art media and materials. Study will be given to how artists use media in their expression of design and composition.

**ART 235. Ceramics (G-1) 3 hours**

Fundamentals of the preparation and use of clay. Methods of fabrication from hand building to wheel-thrown wares, chemistry and application of glazes, and stacking and firing of kilns. May be repeated for credit. A \$50 fee is applied toward necessary supplies.

**ART 300. Printmaking 3 hours****Prerequisite:** ART 104 or permission of instructor.

A course designed to give the art major experience in printmaking media. Relief, intaglio, and silk-screen will be covered. Course will be taught in odd years.

**ART 310. Painting III 3 hours****Prerequisite:** ART 221 or permission of instructor.

Advanced problems in painting and the usage of various media.

- ART 324. 3D Design Materials and Techniques** **3 hours**  
 An exploration of various materials such as Styrofoam, fiberglass, rubber mold, plastic, and wood used to create three-dimensional forms will be focused on through the use of the primary technical methods of subtraction, manipulation, addition, and substitution. Attention to armatures and joints for making movable parts will also be given.
- ART 325. Sculpture** **3 hours**  
*Prerequisite:* ART 104 or permission of instructor.  
 Introduction to the problems of form in sculpture and three-dimensional design using various media such as clay, plaster, wood, and metal casting.
- ART 331. Illustration Methods** **3 hours**  
 Students will learn illustration techniques using pencils, ink, markers, colored pencils, and photo retouching.
- ART 410. Painting IV** **3 hours**  
*Prerequisite:* ART 221 or permission of instructor.  
 Advanced problems in painting and the usage of various media.
- ART 491. Graphic Design Practicum** **1-3 hours**  
 Students will work in a graphics-related business for a minimum of 40 clock hours per credit hour with employer evaluation. Students must maintain a log sheet and samples of work.
- ART 295/495. Directed Study (W)** **1-3 hours**  
*For students electing to take ART 295, permission of the teacher must be obtained. ART 495 is for majors and minors only.*  
 The course is designed for students who wish directed study or for a group of students who wish a special course not taught under the regular class offering. Students taking the class as directed study may choose from art history, ceramics, design, drawing, painting, printmaking, and sculpture. (Students must have had maximum classes offered in area.) This course also includes credit offered by the Art Department on directed study tours. May be repeated for credit up to four times. Writing emphasis for ART 495 only.
- ART 499. Senior Project** **1 hour**  
 Major projects in area of interest for seniors and preparation of permanent portfolio of college art work.

## ART HISTORY

- ART 218/318. Art Appreciation (D-3) (W)** **3 hours**  
 Lecture and travel seminar. Survey and appreciation course of art history from pre-historic to modern times. One class is offered in the fall semester, with two hours per week lecture, and the week of Thanksgiving spent in and New York City visiting major art museums. When offered in the first summer session, there will be one week of two-hour lectures and two weeks of travel and museum visits. There is an additional charge for travel. Students will be required to write a summary paper. Students taking the class for upper division credit will be required to write a research paper. A two-thirds tuition waiver applies to this class. Refer to the tour waiver policy on page 262.
- ART 344. History of Art (D-3) (W)** **3 hours**  
 A study of the arts of western civilization from antiquity to the mid-600's A.D. with an emphasis on pivotal figures in art history.
- ART 345. Contemporary Art (D-3) (W)** **3 hours**  
 Nineteenth- and twentieth-century developments in European and American arts. (Fall)

## COMPUTER GRAPHICS

**ARTG 115. Introduction to Computer Graphics** 3 hours

An introductory, creative imaging course for fine artists, animators, illustrators, communicators, and designers. This course will introduce students to the following software: FreeHand, Illustrator, XPress, PageMaker, Painter, and Photoshop.

**ARTG 119. Publication Design (G-1)** 3 hours

**Prerequisite:** ARTG 115 or permission of instructor.

Graphic designers, desktop publishers, visual communicators and production artists will benefit from this comprehensive class. Working with process and spot colors, dealing with different file formats, text and images producing portfolio quality examples of flyers, brochures, pamphlets, magazines, book covers, CD covers, and posters.

**ARTG 121-122. Typography I, II** 3, 3 hours

An introductory course on type history, letter anatomy, classic and modern typefaces, styles and attributes such as leading, kerning, alignment, etc. The students will design their own typeface based on an existing one or create an original.

**ARTG 210. Computer Graphic Design** 3 hours

**Prerequisite:** ARTG 115 or permission of the instructor.

In this course the second year graphic design student with intermediate imaging skills in FreeHand, Illustrator, XPress, PageMaker, Painter, and Photoshop progresses on to the advanced level while at the same time pursuing creative investigation and artistic expression in order to find technical solutions that will expand creative vision. This is accomplished through the process of producing an 8.5x11 12-page pamphlet.

**ARTG 319. Advanced Computer Graphics** 3 hours

**Prerequisite:** ARTG 210.

In this course the graphic design student will address color correction, scanning resolution, image restoration, coloring photographs, collage and montage techniques, masking an effective use of filters and special effects on images that will appear on the Internet, interactive multi-media projects, and various printed media.

**ARTG 324. Editorial Design** 3 hours

**Prerequisite:** ARTG 319.

A course that deals with the designing of text blocks by creating columns, master pages, style sheets, drop caps, headings, etc. achieving professionally eye catching layouts and spreads.

**ARTG 326. Digital Imaging** 3 hours

**Prerequisite:** ARTG 319.

This course is an intensive study in how to create two-dimensional illustrations and typographic arrangements. The program uses paths made of curves and straight line segments to define areas which may be filled with colors or patterns used for masking or for framing type and objects. Students will manipulate typefaces, trap and knock out color, generate clean printable files, and move files to page-layout or image editing applications.

**ARTG 332. Advertising Design** 3 hours

**Prerequisite:** ARTG 319.

This course deals with the development of a creative concept used to promote a product with a variety of computer generated visual images. The class is grouped in teams which create and present a professional looking advertising campaign. The course ends with a general critique of the entire project.

- ARTG 333. Packaging** 3 hours  
*Prerequisite:* ARTG 319.  
 A course in designing effective packaging for commercial products with consideration to color, type, and graphic images applied to 3D form with a specific message in mind directed to a specific market.
- ARTG 420. Corporate Identity** 3 hours  
*Prerequisite:* ARTG 319.  
 A course in which a logo is created as a base for the development of an identity system which an organization will project on various means of visual communication.
- ARTG 425. Multi-Media** 3 hours  
*Prerequisite:* ARTG 319.  
 This course covers the steps and issues in creating a formalized multi-media design and publishing onto CD. Areas covered are storyboarding for graphical look, interactive storyboards, flowcharting, dealing with software and hardware constraints, and preparation of a design document. Emphasis on shaping an idea to a well thought-out design that works as a multimedia experience.
- ARTG 430. Advanced Concepts in Graphic Design.** 3 hours  
*Prerequisite:* Senior standing in Graphic Design major.  
 Integration of graphic design principles with research, strategic planning, creative problem solving with the objective of presenting a visual communication as applied to contemporary advertising and editorial design problems.
- ARTG 491. Graphic Design Practicum** 1-3 hours  
 Students will work in a graphics related business for a minimum of 40 clock hours per credit hour with employer evaluation. Students must maintain a log sheet and samples of work.
- ARTG 499. Senior Project** 1 hour  
 Major projects in area of interest for seniors and preparation of permanent portfolio of college at work.

## ANIMATION

- AART 105. Principles of Animation I** 2 hours  
 This is a course that offers a broad overview and history of the animation process through which a student begins by creating an idea and develops it through the stages of writing, storyboarding and designing the visual images that convey the idea.
- AART 106. Principles of Animation II** 3 hours  
*Prerequisite:* AART 105.  
 This course focuses on exploring the basics of timing and movement through the production of short animated videos by stop motion technique that includes animatics, lip synching, and sound design.
- AART 210. Graphic Aftereffects** 3 hours  
*Prerequisite:* Animation majors only or permission of the instructor.  
 This course covers visual effects and production techniques used in the film and television industries. The object of the course is to teach students how to solve production problems and expose them to useful solutions.
- AART 215. 3D Animation** 3 hours  
*Prerequisites:* AART 105, 106, 210.  
 Students in this course will deepen their understanding of 3D Animation and delve deeper into the technical aspects of 3D. Focus is on learning Maya and related technologies such as 3D digitizers and motion capture devices.

**AART 315. Advanced Animation****3 hours****Prerequisites:** AART 105, 106, 210, 215.

The focus of this class is character animation using Alias-Wavefront Maya. Students will assemble characters resembling digital puppets and then learn how to articulate them using Maya's powerful animation tools.

**AART 320. Production Animation****3 hours****Prerequisites:** AART 105, 106, 210, 215, 315.

In this course senior students will focus on personal or group project in animation. From the first stages of conception through the final rendering students will actively engage in the entire production process.

**AART 425. Senior Animation Project****6 hours****Prerequisites:** AART 105, 106, 210, 215, 315, 320.

In the final semester of the senior year graduating students will prepare a demo reel reflecting all the work done in previous classes and prepare for jobs and internship interviews.

**(D-3) (G-1) (W)** See pages 27-30 for explanation of general education requirements.

**ASSESSMENT****ASSESSMENT**

In order to help students assess their effectiveness and the effectiveness of their teaching, all students are required to pass the Major Field Achievement Test in biology during their final semester. The results of this test are used by the department staff to evaluate class offerings as well as program requirements.

**DEGREE IN BIOLOGY**

Course	Credits	Prerequisites
BIO 116	3	General
BIO 141	4	Cell and Molecular Biology
BIO 142	4	BIO 141
BIO 143	4	BIO 142
BIO 144	4	BIO 143
BIO 145	4	BIO 144
BIO 146	4	BIO 145
BIO 147	4	BIO 146
BIO 148	4	BIO 147
BIO 149	4	BIO 148
BIO 150	4	BIO 149
BIO 151	4	BIO 150
BIO 152	4	BIO 151
BIO 153	4	BIO 152
BIO 154	4	BIO 153
BIO 155	4	BIO 154
BIO 156	4	BIO 155
BIO 157	4	BIO 156
BIO 158	4	BIO 157
BIO 159	4	BIO 158
BIO 160	4	BIO 159
BIO 161	4	BIO 160
BIO 162	4	BIO 161
BIO 163	4	BIO 162
BIO 164	4	BIO 163
BIO 165	4	BIO 164
BIO 166	4	BIO 165
BIO 167	4	BIO 166
BIO 168	4	BIO 167
BIO 169	4	BIO 168
BIO 170	4	BIO 169
BIO 171	4	BIO 170
BIO 172	4	BIO 171
BIO 173	4	BIO 172
BIO 174	4	BIO 173
BIO 175	4	BIO 174
BIO 176	4	BIO 175
BIO 177	4	BIO 176
BIO 178	4	BIO 177
BIO 179	4	BIO 178
BIO 180	4	BIO 179
BIO 181	4	BIO 180
BIO 182	4	BIO 181
BIO 183	4	BIO 182
BIO 184	4	BIO 183
BIO 185	4	BIO 184
BIO 186	4	BIO 185
BIO 187	4	BIO 186
BIO 188	4	BIO 187
BIO 189	4	BIO 188
BIO 190	4	BIO 189
BIO 191	4	BIO 190
BIO 192	4	BIO 191
BIO 193	4	BIO 192
BIO 194	4	BIO 193
BIO 195	4	BIO 194
BIO 196	4	BIO 195
BIO 197	4	BIO 196
BIO 198	4	BIO 197
BIO 199	4	BIO 198
BIO 200	4	BIO 199

\*Check for updates in catalog.

# BIOLOGY

**Chair:** Stephen A. Nyirady

**Faculty:** Joyce Azevedo, David Ekkens, Ann Foster, Keith Snyder

**Adjunct Faculty:** Roger Hall

**Summer Faculty:** Laura Nyirady

**Adjunct Research Faculty:** John Henson, Scott Hodges

The study of Biology constitutes one of the most exciting and important fields of scientific investigation, since it provides a better understanding of ourselves and the living things around us. Even the casual observer of Biology who pauses long enough to take a course may derive a lifetime of pleasure and fulfillment from a hobby such as bird watching, shell collecting, or wild flower photography.

More importantly, a major in Biology is an excellent starting point for numerous careers which are both rewarding and challenging. With a B.S. degree in Biology, one may pursue graduate study leading to research in the basic sciences (anatomy, physiology, ecology, microbiology, cytology, etc.), teaching at the college or graduate level, or employment in industry or government. The B.A. degree is the degree of choice in preparation for high-school teaching, medicine, dentistry, optometry, careers in wildlife, forestry or zoo management, health education, public health, biostatistics, epidemiology, and environmental health, to name a few.

The Biology Department makes available a number of experiences, both curricular and extracurricular, to enrich its students' academic programs. Being within relatively easy access to a number of major biome types, it offers courses which include field experiences in such places as the Bahamas, Belize, Smoky Mountains, and the Okefenokee Swamp. The Tennessee Aquarium provides additional learning resources. The department is also affiliated with a biological field station (see page 22).

Extracurricular opportunities include membership in the *Beta Beta Beta* national biological honor society, a yearly lecture series on natural history and research topics (see page 21), as well as a premedical preceptorship program (see page 249).

## ASSESSMENT

In order to help evaluate its teaching effectiveness and the academic achievements of its graduates, all seniors are required to pass the ETS Major Field Achievement Test in Biology during their final semester. The results of these exams are used by the department staff to evaluate class offerings as well as program requirements.

## DEGREES IN BIOLOGY

### Biology Core Courses (20 Hours)

<u>Core</u>		<u>Hours</u>	<u>Core</u>		<u>Hours</u>
BIOL 151-152	General Biology	8	BIOL 424	Issues in Natural Sci/Rel (W)	3
BIOL 316	Genetics	4	BIOL 485	Biology Seminar (W)	1
BIOL 412	Cell and Molecular Biology	4			

**Areas:**

**Botany:**

BIOL 408	Flowering Plants and Ferns
BIOL 409	Smoky Mountain Flora
BIOL 419	Plant Physiology

**Ecology:**

BIOL 226	Environmental Conservation
BIOL 317	Ecology
	Marine Biology Courses

**Microbiology:**

BIOL 315	Parasitology
BIOL 330	General Microbiology
BIOL 340	Immunology

**Zoology Field Courses:**

BIOL 312	Vertebrate Natural History
BIOL 314	Ornithology
BIOL 319	Herpetology
BIOL 320	Entomology
BIOL 411	Mammalogy

**Basic Zoology:**

BIOL 313	Developmental Biology
BIOL 417	Animal Histology
BIOL 418	Animal Physiology

**Major—B.A. Biology (Chemistry Minor Recommended) (32 Hours)**

<u>Required Courses</u>	<u>Hours</u>	<u>Required Cognates</u>	<u>Hours</u>	
BIOL 151-152	General Biology	CHEM 151-152	General Chemistry	8
BIOL 316	Genetics	CHEM 311-312	Organic Chemistry	8
BIOL 412	Cell and Molecular Biology	MATH 120	Precalculus Algebra*	3
BIOL 424	Issues in Natural Sci/Rel (W)	COMM 135	Intro to Public Speaking	3
BIOL 485	Biology Seminar (W)		Computer Course(s)	3

One course minimum from four of the five biology core areas

MATH 121 Precalculus Trigonometry, 2 hours; PHYS 211-212 and 213-214 General Physics and General Physics Laboratory, 8 hours; are highly recommended.

\*Waived if taken in high school

**Sample Freshman Year Sequence**

**B.A. Biology**

(Chemistry Minor Recommended)

<u>1st Semester</u>	<u>Hours</u>	<u>2nd Semester</u>	<u>Hours</u>	
BIOL 151	General Biology	BIOL 152	General Biology	4
ENGL 101	College Composition	ENGL 102	College Composition	3
MATH 120	Precalculus Algebra	MATH 121	Precalculus Trigonometry	2
PEAC 225	Fitness for Life		Area B-2, Religion	3
	Area B-1, Religion		Area G 1/3, Skills	1
	Area F-2/3, Fam/Hlth Sci		Electives	3
	<u>16</u>		<u>16</u>	

**Major—B.S. Biology (41 Hours)**

<u>Required Courses</u>	<u>Hours</u>	<u>Required Cognates</u>	<u>Hours</u>	
BIOL 151-152	General Biology	CHEM 151-152	General Chemistry	8
BIOL 316	Genetics	CHEM 311-312	Organic Chemistry	8
BIOL 412	Cell and Molecular Biology	CPTR/CPTE	Computer Courses	3
BIOL 424	Issues in Natural Sci/Rel (W)	MATH 120	Precalculus Algebra*	3
BIOL 485	Biology Seminar (W)	MATH 121	Precalculus Trigonometry	2
		MATH 215	Statistics	3
		PHYS 211-212	General Physics	6
		PHYS 213-214	General Physics Lab	2
		COMM 135	Intro to Public Speaking	3

BIOL 197/397, Introduction to Biological Research (W), 1 hour; BIOL 497, Research in Biology (W), 1-2 hours; and MATH 181, Calculus I, 3 hours, are highly recommended. Forty-one hours minimum including Biology core of 20 hours, plus one course from each of the five areas.

\*Waived if taken in high school



## Sample Freshman Year Sequence

**B.S. Biology**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
BIOL 151	General Biology	4	BIOL 152	General Biology	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MATH 120	Precalculus Algebra	3	MATH 121	Precalculus Trigonometry	2
	Area B-1, Religion	3		Area D, Lang/Lit/ Fine Arts	3
	Area F-2,3 Fam/Hlth Sci	2		Area F-1, Beh Sci	3
		<u>15</u>		Area G-3, Rec Skills	1
					<u>16</u>

**Major—B.A. Biology, Teacher Certification, 7-12**

Secondary certification in Biology requires a baccalaureate degree consisting of 36 credits of specified biology courses, a minor in chemistry, specified cognates, and completion of professional education courses (page 118-119) for licensure. See explanations in the Education and Psychology section, beginning on page 113.

<u>Required Courses</u>		<u>Hours</u>	<u>Chemistry Minor</u>		<u>Hours</u>
BIOL 151-152	General Biology	8	CHEM 151-152	General Chemistry	8
BIOL 226	Environmental Conservation	3	CHEM 311-312	Organic Chemistry	6
BIOL 312	Vertebrate Natural History	3	CHEM 331	Biochemistry	3
BIOL 316	Genetics	4			
BIOL 330	General Microbiology	4	<u>Required Cognates</u>		
BIOL 408	Flowering Plants & Ferns		ERSC 105	Earth Science	3
	OR	3	MATH 215	Statistics	3
BIOL 409	Smoky Mt. Flora		PHYS 137	Intro to Physics	3
BIOL 412	Cell and Molecular Biology	4			
BIOL 418	Animal Physiology				
	OR	3			
BIOL 419	Plant Physiology				
BIOL 424	Issues of Natural Science & Religion (W)	3			
BIOL 485	Biology Seminar (W)	1			

## Sample Freshman Year Sequence

**B.A. Biology**

(Leading to Licensure 7-12)

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
BIOL 151	General Biology	4	BIOL 152	General Biology	4
CHEM 151	General Chemistry	4	CHEM 152	General Chemistry	4
EDUC 135	Intro to Education	2	EDUC 250	Technology in Education	2
ENGL 101	College Composition	3	ENGL 102	College Composition	3
RELT 138	Adventist Heritage	3	MATH 120	Precalculus Algebra	3
		<u>16</u>			<u>16</u>

**Minor—Biology (18 Hours)**

<u>Required Courses</u>		<u>Hours</u>
BIOL 151-152	General Biology	8
	*Biology Electives	10

\*An additional ten hours with a minimum of six hours must be in upper division.

## NON-MAJOR, NON-MINOR COURSES

**BIOL 101-102. Anatomy and Physiology (E-1) 4,4 hours**

A study of the fundamentals of human anatomy and physiology. The first semester covers basic cytology, histology, the musculoskeletal, integumentary, nervous, and endocrine systems. The remainder of the body systems are studied the second semester. Three lectures and one three-hour laboratory period each week. Does not apply on a major or minor in Biology. (BIOL 101-Fall, Summer; BIOL 102-Fall, Winter)

**BIOL 103. Principles of Biology (E-1) 3 hours**

A basic general education biology course designed to give the student a modern treatment of the fundamental processes and principles of plant and animal life. Two lectures and one three-hour laboratory each week. Does not apply on a major or minor in Biology.

**BIOL 225. Basic Microbiology (E-1) 4 hours**

A study of the principles of microbiology, disinfection, sterilization, elementary immunology, and microorganisms emphasizing their relationship to health and disease. Three lectures and two one and one-half hour laboratory periods each week. Does not apply on a major or minor in Biology.

## CORE COURSES

**BIOL 151-152. General Biology (E-1) 4,4 hours**

This is a rigorous introductory course in Biology primarily for Biology majors, minors, and pre-professional students. The course is designed to give the student a solid foundation in the fundamental processes of plant and animal life. It is prerequisite to most all other Biology major courses. Three lectures and one three-hour laboratory period each week. (BIOL 151-Fall; BIOL 152-Winter)

**BIOL 316. Genetics 4 hours**

**Prerequisite:** BIOL 151 or 225 or consent of instructor.

A study of heredity as related to man, domestic plants and animals and an investigation of gene structure and function. Three lectures and one three-hour laboratory period each week. (Fall)

**BIOL 412. Cell and Molecular Biology 4 hours**

**Prerequisites:** BIOL 316; CHEM 311-312.

This course, designed for advanced Biology and Chemistry majors, deals primarily with cell structure and function. Building on cellular principles learned in BIOL 151-152, the student is exposed to methods of cellular research while learning about the appearance and operation of cellular organelles. The exciting details of cell integration and control provide the framework for this interdisciplinary study. Three lectures and one three-hour laboratory period each week. (Winter)

**BIOL 424. Issues of Natural Science and Religion (E-1) (W) 3 hours**

**Prerequisite:** Senior standing.

A study of the philosophical basis of modern natural science as it relates to current issues in origins, biotechnology, bioethics, and environmental responsibility. Special attention is given to Christian perspectives of the issues discussed. Credit can be applied toward either Biology or Religion (see RELT 424). Three lectures each week.

**BIOL 485. Biology Seminar (W) 1 hour**

**Prerequisites:** Biology major or minor with senior standing.

Reports are made on some specific problem in the field of Biology and on current literature in the field. To be taken in the senior year or with approval of Department Chair.

**BOTANY****BIOL 408. Flowering Plants and Ferns** **3 hours**

**Prerequisites:** BIOL 151-152 or consent of instructor.

This field study of trees, flowering plants and ferns emphasizes species identification with the aid of botanical keys, recognition of plant families and noting habitats where various species occur. Other taxonomic methods will be introduced. Students will prepare a collection of herbarium specimens. Two lectures and one field trip or three-hour laboratory period each week. (Winter, odd years)

**BIOL 409. Smoky Mountain Flora** **3 hours**

**Prerequisite:** BIOL 152 or consent of instructor.

A field study of the wild flowers, shrubs and trees in the Great Smoky Mountain National Park, which contains the world's finest examples of temperate deciduous forest. Plants are identified by means of botanical keys, and observation lists are kept. Special attention is given to the different forest types and their associated plants. Involves a 10-day to three-week camping study experience. Field trips daily. (Summer)

**BIOL 419. Plant Physiology** **3 hours**

**Prerequisites:** BIOL 151-152 and CHEM 151-152 or consent of instructor.

A study of the functions of seed plants. Topics covered include water relations, mineral nutrition, photosynthesis, transpiration, translocation, respiration, and growth. Two lectures and one three-hour laboratory period each week. (Winter, even years)

**ECOLOGY****BIOL 226. Environmental Conservation (E-1)** **3 hours**

**Prerequisites:** BIOL 151-152 or consent of instructor.

An introduction to the very complex interlocking environmental problems facing us today. Beginning with basic ecological principles, the course examines population dynamics, energy utilization, resource consumption, the various forms of pollution, and conservation methods to preserve our natural resources, natural areas, and native species. On field trips we will evaluate how efficiently our natural resources are being monitored, utilized, and conserved. Two lectures and one field trip or three-hour laboratory period each week. (Fall, even years)

**BIOL 250. Introduction to Tropical Marine Biology (E-1)** **3 hours**

A study of the major invertebrates and fish of the tropical coral reef and seashores. Emphasis is placed on the life habits of the organisms and their ecological niches. Habitats studied are coral reefs, rocky shores, sandy beaches, thalassia beds and mangrove swamps. Involves two weeks of on-campus class work and 7-10 day field laboratory experience in the Caribbean. There is an additional charge for the Caribbean trip. (Summer)

**BIOL 317. Ecology** **3 hours**

**Prerequisites:** BIOL 151-152 or consent of instructor.

Ecology is a study of the interrelationships of plants, animals and their environment. This course will examine these interactions in the context of energy flow, nutrient cycles, limiting factors, succession and population dynamics. Field work will introduce various ecological sampling techniques and the student will participate in ecological analysis of various local communities as well as extended field trips. Two lectures and one field trip or three-hour laboratory period each week. (Fall, odd years)

## ZOOLOGY FIELD COURSES

**BIOL 312. Vertebrate Natural History** 3 hours

*Prerequisites:* BIOL 151-152 or consent of instructor.

Natural history of the vertebrate classes including ecology, physiology, behavior, classification and identification, with emphasis on local species. Two lectures and one three-hour laboratory each week. An extended weekend field trip will be required as part of laboratory credit. (Fall, even years)

**BIOL 314. Ornithology (E-1)** 3 hours

A systematic study of bird life with special emphasis on external features, taxonomy, nesting and feeding habits, flight and migratory patterns. Two lectures and one laboratory period each week. An extended field trip, which applies toward laboratory credit, is planned during spring vacation. There is an additional charge for the trip. (Winter, odd years)

**BIOL 319. Herpetology** 3 hours

*Prerequisites:* BIOL 151-152 or consent of instructor.

Natural history, ecology, physiology, behavior, classification and identification of amphibians and reptiles, with emphasis on local species. Two lectures and one three-hour laboratory each week. An extended field trip will be required as part of laboratory credit. (Fall, odd years)

**BIOL 320. Entomology** 3 hours

*Prerequisites:* BIOL 151-152 or consent of instructor.

A systematic study of the insects of the world considering anatomy, physiology, behavior and relation to humans. In the laboratory, emphasis will be placed on identifying local insects and a representative collection will be turned in. Short field trips are planned as part of the laboratory work. Two lectures and one three-hour laboratory period each week. (Fall, odd years)

**BIOL 411. Mammalogy** 3 hours

*Prerequisites:* BIOL 151-152 or consent of instructor.

A study of the mammals of the world, with emphasis on North America. Includes classroom and field study of systematics, distribution, behavior and ecology. A small collection will be required in the laboratory. Two lectures and one three-hour laboratory each week. (Fall, even years)

## MICROBIOLOGY

**BIOL 315. Parasitology (W)** 3 hours

*Prerequisites:* BIOL 151-152 or consent of instructor.

A general survey of the more important parasites of man and domestic animals. Two lectures and one three-hour laboratory period each week. (Winter, even years)

**BIOL 330. General Microbiology** 4 hours

*Prerequisites:* BIOL 151-152 or consent of instructor.

A general study of bacteria, yeasts, molds and viruses, considering their morphology, physiology, genetics and methods of control. Study will be given to immunology topics: antigen-antibody properties, host-antigen interactions, humoral and cellular immune systems. The importance of microorganisms in environmental and applied fields will be considered. Three lectures and one three-hour laboratory period each week. (Winter)

**BIOL 340. Immunology** 3 hours

*Prerequisites:* BIOL 151-152 or consent of instructor.

A study of the basic aspects of the human immune system including topics such as antigen and antibody structure and reactions, humoral and cell mediated immunity, hypersensitivity, immune disease and transplantation immunology. Two lectures and one three-hour laboratory period each week. (Fall)

**BASIC ZOOLOGY****BIOL 313. Developmental Biology** **3 hours**

**Prerequisites:** BIOL 151-152 or consent of instructor.

An introduction to embryonic development from the formation of germ cells through the maturation of major organs culminating in parturition. Special reference is made to humans. Emphasis will be placed on problems of growth, differentiation, and morphogenesis. Laboratory includes microscopic study and experiments with sea urchin, frog, and chick embryos. Two lectures and one three-hour laboratory period each week. (Winter, even years)

**BIOL 417. Animal Histology** **3 hours**

**Prerequisites:** BIOL 151-152 or consent of instructor.

A descriptive study of normal tissues, primarily those of man. The microscopic identification and characteristics of stained sections are emphasized in the laboratory. Two lectures and one three-hour laboratory period each week. (Winter)

**BIOL 418. Animal Physiology** **3 hours**

**Prerequisites:** BIOL 151-152; CHEM 151-152 or consent of instructor.

Functional processes used by animals in adjusting to their external environment and controlling their internal environment. Laboratories involve analysis of functions of major organ systems. Two lectures and one three-hour laboratory period each week. (Winter, odd years)

**SPECIAL COURSES****BIOL 365. Topics in Biology** **1-3 hours**

Formal course work designed to meet the needs or interests of students in specialty areas of Biology not covered in regular courses. May be repeated in different specialized areas. sts, coral reefs, seashores, and volcanoes. Emphasis will be placed on the diversity of these ecosystems along with species identification of birds, mammals, reptiles, fish, insects, invertebrates, and local plants.

**BIOL 295/495. Directed Study** **1-3 hours**

**Prerequisites:** BIOL 151-152 or consent of instructor.

BIOL 495 open to Biology majors or minors only.

Designed for the individual student or group of students who wish to do independent study in an area of biology not listed in the regular offerings. Content and method of study must be arranged for prior to registration. This course may be repeated for credit. (Fall, Winter, Summer—on demand)

**BIOL 387. Animal Behavior** **3 hours**

**Prerequisites:** BIOL 151-152 or PSYC 124 and 128.

The behavior of animals is studied with a focus on both proximate causes of behavior (mechanisms) as well as ultimate causes of behavior (survival strategies). Special importance will be placed on understanding techniques of experimental study and hypothesis testing. Topics covered include: genetic, developmental, and physiological bases of behavior; instinct and learning; communication; habitat selection; feeding, antipredatory, reproductive, and parenting strategies; mating systems, social behavior and human sociobiology. Three lectures each week. (Fall, even years)

**BIOL 197/397(W). Introduction to Biological Research** **1 hour**

**Prerequisites:** BIOL 151 or consent of instructor.

An introduction to the principles of scientific research, including the function of the scientific method, literature searches, research techniques, writing of grant proposals, and how to publish results. (Fall)

**BIOL 416. Human Anatomy** 3 hours

**Prerequisites:** Senior standing and consent of instructor.

An introductory study of human anatomy with an emphasis on the skeletal, muscular, nervous, and circulatory systems. One lecture and two three-hour laboratory periods each week. Lab fee \$150. (Fall)

**BIOL 297/497(W). Research in Biology** 1-2 hours

**Prerequisite:** BIOL 397 or consent of instructor.

Individual research under the direction of members of the staff. Problems will be selected according to the interest and experience of the student. Prior to registration, students are urged to contact all biology staff members with respect to the choice of available research problems. This course should be taken not later than the first semester of the senior year. This course may be repeated for credit. (Fall, Winter, Summer—on demand)

## EDUCATION

**EDUC 438. Curriculum and Content Methods/Biology** 1 hour

**Prerequisite:** Admission to Teacher Education.

Attention is given to methods and materials of instruction; planning, testing, and evaluating student performance; and the survey and evaluation of textbooks.

**ROSARIO BEACH  
MARINE BIOLOGICAL FIELD STATION**

The Rosario Beach Marine Station is a teaching and research facility operated by Walla Walla College in affiliation with Southern Adventist University and other Adventist colleges. Located seven miles south of Anacortes, Washington, the station occupies 40 acres of beach and timberland. In addition to some of the biology courses listed in this catalog, the following are among those taught during the summer at Rosario Beach:

**BIOL 200. Introduction to Marine Biology** 3 hours

An overview course designed to introduce general education students to the biology and ecology of the marine environment. Course not applicable to Biology majors. (Summer)

**BIOL 460. Marine Ecology** 3 hours

**Prerequisites:** BIOL 151-152.

Study of interspecific, intraspecific, and community relationships demonstrated by marine organisms. (Summer)

**BIOL 463. Marine Botany** 3 hours

**Prerequisites:** BIOL 151-152.

Systematic study of plants found in Puget Sound, with a survey of marine plants from other areas. (Summer)

**BIOL 468. Comparative Physiology** 3 hours

**Prerequisites:** BIOL 151-152, BIOL 412.

Comparative study of the physiology and life processes of animals with emphasis on invertebrates. (Summer)

**BIOL 475. Marine Invertebrates** **3 hours**

**Prerequisites:** BIOL 151-152.

A description of selected groups of marine invertebrates. The course will involve extensive collection, classification, and study of the marine invertebrates of the Puget Sound. (Summer)

**BIOL 516. Behavior of Marine Organisms** **3 hours**

**Prerequisites:** BIOL 151-152 and Animal Behavior or Introduction to Psychology.

A study of intra- and interspecific behaviors of marine animals and their behavioral responses to the physical environment. The course involves laboratory experiences, field observation, and a research project. (Summer)

**(E-1) (W)** See pages 27-30 for explanation of general education requirements.

**EDUC 438. Curriculum and Content Methods in Biology** **3 hours**  
**Prerequisites:** EDUC 311-312 and 313-314.  
This course is designed for students who are preparing for careers in secondary education. It covers the development of curriculum and content in biology. The course includes a study of the biological content of secondary school biology textbooks and the development of laboratory activities. (Summer)

**MARINE BIOLOGICAL FIELD STATION**

The Marine Biological Field Station is located on the western shore of the island of San Juan de la Virgen, in the Puget Sound. The station is a research and teaching facility operated by the University of Washington. The station is open to the public during the summer months. The following are among those taught during the summer at the station:

**BIOL 200. Introduction to Marine Biology**  
An overview course designed to introduce general education students to the biology and ecology of the marine environment. A course for students in biology major. (Summer)

**BIOL 450. Marine Ecology**  
**Prerequisites:** BIOL 151-152.  
Study of interspecific, intraspecific, and community relationships among organisms in marine environments. (Summer)

**BIOL 451. Marine Botany**  
**Prerequisites:** BIOL 151-152.  
Systematic study of plants found in Puget Sound, with a survey of marine plants from other regions. (Summer)

**BIOL 452. Comparative Physiology**  
**Prerequisites:** BIOL 151-152, BIOL 412.  
Comparative study of the physiology and life processes of animals with emphasis on invertebrates. (Summer)

**BIOL 453. Evolutionary Biology**  
**Prerequisites:** BIOL 151-152.  
An overview course designed to introduce general education students to the evolution of life. The course includes a study of the evolutionary relationships among organisms and the development of the theory of evolution. (Summer)

# SCHOOL OF BUSINESS AND MANAGEMENT

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**Dean:** Don Van Ornam

**Faculty:** Herbert Coolidge, Peggy Elkins, Richard Erickson, C. Josef Ghosn, Cliff Olson, Jim Segar, Jon Wentworth

**Adjunct Faculty:** Letitia Erdmann, Michelle Fetters, Dan Gray, Mark Waldrop, Leon Weeks, Greg Willett

## **Advisory Councils:**

**Accounting:** Richard Center, Rhonda Champion, Richard Green, Bo Just, Calvin Wiese

**Administrative Management:** Bernadette Figueiredo, Debbi Frey, Tammy Lowe, Jana Marlow, Joylynn Michals, Jeff Stutz

**Long-Term Care Administration:** Vann Camp, Jo Edwards, Letitia S. Erdmann, Michelle Fetters, Doug Ford, Dan Gray, Jan Rushing, Mark Waldrop, Christopher West

**Marketing:** Barry Anthony, Brian Berghern, Barb Edens, Franklin Farrow, Danny Fell, Rob Fulbright, Chris McKee

The courses and programs offered by the School of Business and Management are designed to prepare students for business-related careers in the for-profit and nonprofit sectors and/or for further graduate education.

The objectives of the school are:

1. To give the student a broad background of knowledge of the free enterprise system within a framework of moral and ethical guidelines.
2. To assist the student in developing a sound Christian philosophy toward our current economic environment and the ever-changing business world of the future.
3. To provide the student with a quality academic program with basic business skills required for initial job placement.
4. To encourage Seventh-day Adventist students to serve as workers and in positions of business leadership with organizations sponsored by this denomination when opportunities are available.
5. To foster within all students a commitment to excellence and a concept of service in the workplace and to community.
6. To provide the necessary academic background for entrance into graduate degree programs in business.

The School offers a Bachelor of Business Administration degree (B.B.A.) with majors in Accounting, International Business, Long-Term Care Administration, Management, and Marketing and a Bachelor of Science degree (B.S.) with majors in Business Administration and Administrative Management.

For those who desire a two-year program, Associate of Science degrees (A.S.) are available in Accounting and Administrative Management.

## **ADMISSION**

Admission to the School of Business and Management is required before one may graduate with a degree program offered in the School.

Students may be admitted who have met these criteria:



1. Completed general education: ENGL 101 and 102, and MATH 120 or equivalent.
2. Completed nine hours of lower division business courses that apply to their major with a "C" or better.
3. Earned overall GPA of 2.50 or better.

Those pursuing a degree program in the School of Business and Management must apply for admission during their sophomore year (24-54 hours).

Transfer students will be considered for admission after they have earned nine hours in residence in their major.

**SCHOOL OF BUSINESS AND MANAGEMENT PROBATION**

If a student's GPA falls below 2.25 in either the major or overall, the student will be placed on School of Business and Management probation. If the GPA doesn't improve to 2.25 by the end of one semester on probation, the student must repeat courses in an effort to increase the GPA. The faculty of the School of Business and Management must approve each probation student's course load before the student may register.

**ASSESSMENT**

To help the graduates in Business Administration to evaluate their academic progress and to aid the School in evaluating teaching effectiveness, students who major in business-related fields will be required to:

1. Participate in the university-wide testing program in general education.
2. Take the area test in business prepared by the Educational Testing Service (ETS) during the last semester of their academic program.
3. Accounting majors who plan to enter public accounting will be evaluated by their performances on the national CPA exam.

**PROGRAMS IN**

**BUSINESS ADMINISTRATION AND MANAGEMENT**

**B.B.A. Core Requirements:** The B.B.A. degree requires a basic core of business courses plus a major in Accounting, International Business, Long-Term Care Administration, Management, or Marketing. The core course requirements are as follows:

**B.B.A. Core (43 Hours)**

<u>Required Courses</u>	<u>Hours</u>	<u>Required Courses</u>	<u>Hours</u>
ACCT 221-222	Principles of Accounting	*ADMIN 105	Business Word Processing
ACCT 321	Managerial Accounting	BUAD 128	Personal Finance
ADMN 315	Business Communications (W)	COMM 135	Introduction to Public Speaking
BCPT 105	Business Spreadsheets	*CPT 107	Introduction to Database
BCPT 314	Management Info Systems	*CPT 109	Presentations Technology
BMKT 326	Principles of Marketing	MATH 120	Precalculus Algebra
BUAD 339	Business Law	MATH 215	Statistics
BUAD 358	Legal, Ethical and Social Environment of Bus (W)	PSYC	Any 3-hour class
BUAD 288/488	Seminar in Business Admin		
ECON 224	Principles of Economics (Macro)	*May be satisfied by waiver exam	
ECON 225	Principles of Economics (Micro)		
FNCE 315	Business Finance		
MGNT 334	Principles of Management		
MGNT 464	Business Strategies (W)		

**Major—B.B.A. Accounting (66 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
	BBA Core	43	ACCT 417	Auditing I	3
ACCT 311-312	Intermediate Accounting	8	ACCT 421	Federal Taxes I	3
ACCT 316	Government & Fund Accounting	3	ACCT 443	Accounting Systems	3
ACCT 322	Cost Accounting	3			

Accounting majors need 150 semester hours before sitting for the CPA examination in Tennessee. The courses ACCT 422 and ACCT 437 are required.

**Major—B.B.A. International Business (64)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
	BBA Core	43	MGNT 368	Multicultural Management	3
BMKT 375	International Marketing	3		Foreign Lang (Intermediate)	6
ECON 335	International Economics	3		UD Elective in Business	3
MGNT 363	International Business	3			

**Major—B.B.A. Long-Term Care Administration (69 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
	BBA Core	43	LTC A 492	Long-Term Care Administration Internship	8
LTC A 230	Certified Nursing Assistant	3	MGNT 344	Human Resource Mgmt	3
LTC A 431	General Admin of the Long-Term Care Facility	3			
LTC A 432	Technological Aspects of Long-Term Care	3	<u>Required Cognates*</u>		<u>Hours</u>
LTC A 434	Financial Management of Long-Term Care Facility	3	RELT 373	Christian Ethics	3
LTC A 435	Human Res Mgt and Marketing of Long-Term Care Facility	3	PSYC 349	Aging and Society	3

\*CORE Cognates MATH 120 and CPT E 107 are not required for Long-Term Care Administration.

**Major—B.B.A. Management (64 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
	BBA Core	43	MGNT 410	Organizational Theory & Design	3
MGNT 344	Human Resource Mgt	3	MGNT 420	Organizational Behavior	3
MGNT 363	International Business	3		UD Electives in Business	6
MGNT 372	Entrepreneurial and Small Business Management	3			

**Major—B.B.A. Marketing (64 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
	BBA Core	43	BMKT 424	Marketing Strategy	3
BMKT 328	Sales Management	3	BMKT 497	Marketing Research	3
BMKT 375	International Marketing	3	CPT E 345	Computer-Aided Publishing	3
BMKT 423	Promotional Strategy	3			
BMKT 327	Consumer Behavior	3			

Major—B.B.A. Administrative Management (66 Hours)  
 The Administrative Management program prepares students for the varied career opportunities available in the business world. The program is designed to provide students with the knowledge and skills necessary to succeed in a variety of administrative positions. The program includes courses in management theory, organizational behavior, human resources, and business law. Students are encouraged to participate in internships and extracurricular activities to gain practical experience. The program is accredited by the International Association of Business Schools (IABS).

Sample Freshman Year Sequence  
**B.B.A. Accounting, B.B.A. Management, B.B.A. Marketing**  
**B.B.A. International Business, B.B.A. Long-Term Care Administration**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ERSC 105	Earth Science	3	BCPT 105	Business Spreadsheets	3
ENGL 101	College Composition	3	BUAD 128	Personal Finance	3
*MATH 120	Precalculus Algebra	3	CPTE 107	Introduction to Database	1
	Area B-1, Religion	3	ENGL 102	College Composition	3
	Area C-1, History	3		Area F-1, Psychology	3
	Area G-3, Rec Skills	1		Area C-1, History	3
		16		OR	3
				Area D-4, Communication	3
					16

\*Not required for LTC majors.

### Major—B.S. Business Administration (46 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
ACCT 221-222	Principles of Accounting	6	ECON 224	Principles of Economics (Macro)	3
ACCT 321	Managerial Accounting	3	ECON 225	Principles of Economics (Micro)	3
ADMN 315	Business Communications (W)	3	FNCE 315	Business Finance	3
BCPT 105	Business Spreadsheets	3	MGNT 334	Principles of Management	3
BCPT 314	Management Information Systems	3	MGNT 464	Business Strategies (W)	3
BUAD 339	Business Law	3		UD Elective in Business	3
BUAD 358	Legal, Ethical, Social Environment of Business (W)	3			
BUAD 288/488	Seminar in Business Admin	1	<u>Required Coreqates</u>		<u>Hours</u>
BMKT 326	Principles of Marketing	3	COMM 135	Introduction to Public Speaking	3
			MATH 215	Statistics	3

Sample Freshman Year Sequence  
**B.S. Business Administration**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
BUAD 126	Introduction to Business	3	BCPT 105	Business Spreadsheets	3
ERSC 105	Earth Science	3	BUAD 128	Personal Finance	3
ENGL 101	College Composition	3	COMM 135	Introduction to Public Speaking	3
	Area B-1, Religion	3	ENGL 102	College Composition	3
	Area C-1, History	3		Area C-1, History	3
	Area G-1, G-3, Skills	1		Area G-1/G-3, Skills	1
		16			16

Students who have previously earned a bachelor's degree from an accredited college or university and who have completed all course work equivalent to the B.S. Business Administration required courses excluding BCPT 314 and BUAD 488, may receive a Bachelor of Science degree with a major in long-term care upon the completion of 23 hours of courses (LTCA 431, 432, 434, 435, 492; MGNT 344).

This exception to the 30-hour residence requirement applies only to those who have completed all other major course requirements for the long-term care degree at another institution and have received a bachelor's degree. Regular admission to the LTCA program is subject to receipt of an official transcript showing completion of the bachelor's degree from an accredited institution.

### Major—B.S. Administrative Management (56 Hours)

The Administrative Management program prepares students for the varied and challenging career of Administrative Assistants. With our state-of-the-art computer labs, we are on the cutting edge of technology with such software programs as Microsoft Office 97, Corel WordPerfect, Computer-aided Publishing, plus access to the World Wide Web. Our primary objective is to give each student the specialized technological skills along with management and interpersonal skills necessary to meet the demands of a diverse workplace.

<u>Required Courses</u>		<u>Hours</u>
ACCT 221-222	Principles of Accounting	6
ADMN 115	Document Formatting	3
ADMN 216	Business English	3
ADMN 218	Business Math	2
ADMN 223	Information Processing	3
ADMN 313	Information Resource Mgt	3
ADMN 315	Business Communication (W)	3
ADMN 317	Adm Management Procedures	3
ADMN 321	Machine Transcription	3
ADMN 330	Microcomputer Applications	3
ADMN 245/345	Computer-Aided Publishing	3
BUAD 126	Introduction to Business	3
BUAD 128	Personal Finance	3
BUAD 339	Business Law	3

<u>Required Courses, cont</u>		<u>Hours</u>
ECON 213	Survey of Economics	
	OR	3
ECON 224	Principles of Economics (Macro)	3
MGNT 334	Principles of Management	3
MGNT 344	Human Resource Management	3
	UD Elective in Business	3

<u>Required Cognate</u>		<u>Hours</u>
COMM 135	Introduction to Public Speaking	3

Sample Freshman Year Sequence  
B.S. Administrative Management

<u>1st Semester</u>		<u>Hours</u>
ADMN 216	Business English	3
ADMN 223	Information Processing	3
BUAD 126	Introduction to Business	3
ENGL 101	College Composition	3
PEAC 225	Fitness for Life	1
	Area E, Natural Science	3
		16

<u>2nd Semester</u>		<u>Hours</u>
ADMN 115	Document Formatting	3
ADMN 218	Business Math	2
BUAD 128	Personal Finance	3
COMM 135	Introduction to Public Speaking	3
ENGL 102	College Composition	3
	Area B, Religion	3
		17

Major—A.S. Accounting (32 Hours)

<u>Required Courses</u>		<u>Hours</u>
ACCT 221-222	Principles of Accounting	6
ACCT 311-312	Intermediate Accounting	8
ACCT 321	Managerial Accounting	3
BCPT 105	Business Spreadsheets	3
BUAD 126	Introduction to Business	3
BUAD 128	Personal Finance	3
BUAD 358	Legal, Eth and Social Environ of Business(W)	3
ECON 213	Survey of Economics	
	OR	3
ECON 224	Principles of Econ (Macro)	3

<u>Required Cognate</u>		<u>Hours</u>
COMM 135	Introduction to Public Speaking	3

Sample Freshman Year Sequence  
A.S. Accounting

<u>1st Semester</u>		<u>Hours</u>
ACCT 221	Principles of Accounting	3
BUAD 126	Introduction to Business	3
ECON 224	Principles of Econ (Macro)	
	OR	3
ECON 213	Survey of Economics	
ENGL 101	College Composition	3
	Area B-1, Religion	3
	Area G-3, Rec Skills	1
		16

<u>2nd Semester</u>		<u>Hours</u>
ACCT 222	Principles of Accounting	3
BCPT 105	Business Spreadsheets	3
ENGL 102	College Composition	3
	Area F-1, Psychology	3
	Area A-2, Math	0-3
	Electives	4-1
		16

Major—A.S. Administrative Management (38 Hours)

<u>Required Courses</u>		<u>Hours</u>
ACCT 103	College Accounting	
	OR	3
ACCT 221	Principles of Accounting	
ADMN 115	Document Formatting	3
ADMN 216	Business English	3
ADMN 218	Business Math	2
ADMN 223	Information Processing	3
ADMN 245/345	Computer-Aided Publishing	3
ADMN 313	Information Resource Mgt	3

<u>Required Courses, cont.</u>		<u>Hours</u>
ADMN 315	Business Communications (W)	3
ADMN 317	Admin Management Procedures	3
ADMN 321	Machine Transcription	3
ADMN 330	Microcomputer Applications	3
BUAD 126	Introduction to Business	3
BUAD 128	Personal Finance	3

<u>Required Cognate</u>		<u>Hours</u>
COMM 135	Introduction to Public Speaking	3

Sample Freshman Year Sequence  
A.S. Administrative Management

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
BUAD 126	Introduction to Business	3	ADMN 115	Document Formatting	3
ENGL 101	College Composition	3	ADMN 218	Business Math	2
ADMN 216	Business English	3	BUAD 128	Personal Finance	3
ADMN 223	Information Processing	3	COMM 135	Introduction to Public Speaking	3
PEAC 225	Fitness for Life	1	ENGL 102	College Composition	3
	Area E, Natural Science	<u>3</u>		Area B, Religion	<u>3</u>
		16			17

**MINORS IN BUSINESS, MARKETING, ENTREPRENEURIAL  
AND ADMINISTRATIVE MANAGEMENT**

**Minor—Business Administration  
(18 Hours)**

<u>Required Courses</u>	<u>Hours</u>
ACCT 221-222 Principles of Accounting	6
ECON 213 Survey of Economics	3
OR	
ECON 224 Principles of Economics (Macro)	3
MGNT 334 Principles of Management	3
OR	
MGNT 344 Human Resource Management	6
UD Electives in Business	6

**Minor—Entrepreneurial  
Management (18 Hours)**

<u>Required Courses</u>	<u>Hours</u>
ACCT 103 College Accounting	3
BUAD 126 Introduction to Business	3
MGNT 213 Fund Decision Making	3
MGNT 371 Prin of Entrepreneurship	3
MGNT 372 Entrep & Small Bus Mgmt	3
Elective in Business	3

**Minor—Marketing (18 Hours)**

<u>Required Courses</u>	<u>Hours</u>
BMKT 326 Principles of Marketing	3
BMKT 375 International Marketing	3
BMKT 424 Marketing Strategy	3
UD Electives in Marketing	9

**Minor—Administrative  
Management (18 Hours)**

<u>Required Courses</u>	<u>Hours</u>
ADMN 115 Document Formatting	3
ADMN 216 Business English	3
ADMN 223 Information Processing	3
ADMN 315 Business Communications (W)	3
ADMN 321 Machine Transcription	3
ADMN 345 Computer-Aided Publishing	3

The following courses MUST BE TAKEN in residence at Southern Adventist University in various School of Business and Management majors:

<u>B.B.A./B.S. Core</u>	<u>Hours</u>
FNCE 315 Business Finance	3
BUAD 358 Legal/Eth/Social	3
Envir of Bus (W)	3
BUAD 288/488 Business Seminar	1
MGNT 464 Business Strategies (W)	<u>3</u>
	<u>10</u>

<u>Accounting Major:</u>	<u>Hours</u>
ACCT 417 Auditing	<u>3</u>

<u>International Business Major:</u>	<u>Hours</u>
ECON 335 International Economics	3
MGNT 363 International Business	3
MGNT 368 Multicultural Mgmt	3
MKTG 375 International Marketing	<u>3</u>
	<u>12</u>

<u>B.S. Degree, cont.:</u>	<u>Hours</u>
<b>Marketing Major:</b>	
BMKT 328 Sales Management	3
BMKT 424 Marketing Strategy	<u>3</u>
	<u>6</u>
<b>LTCA Major:</b>	
LTCA 431 Gen Admin LTC Facility	3
LTCA 432 Tech Aspects of LTC	3
LTCA 434 Fin Mgmt LTC Facility	3
LTCA 435 Human Resource Mgmt & Marktg LTC Facility	3
LTCA 492 LTC Internship	<u>8</u>
	<u>20</u>

<u>Administrative Management Major: (4 year and 2 year):</u>	<u>Hours</u>
ADMN 317 Admin Mgmt Procedures	<u>3</u>

**Management Major:**

MGNT 363	International Business	3
MGNT 410	Organizational Theory and Design	3
MGNT 420	Organizational Behav.	3
		<b>9</b>

**ACCOUNTING****ACCT 103. College Accounting (G-2) 3 hours**

Covers the fundamental accounting processes dealing with the bookkeeping and accounting functions for the small business, professional offices, merchandising firms and service organizations. (Fall)

**ACCT 221-222. Principles of Accounting (G-2) 3,3 hours**

Introduces the student to the "Generally Accepted Accounting Principles." The theory of debit and credit, transaction analysis, financial statement preparation, analysis of basic balance sheet accounts, income recognition, and basic management accounting concepts are covered. Usually not open to freshmen. (Fall, Winter, Summer)

**ACCT 311-312. Intermediate Accounting 4,4 hours**

*Prerequisites:* ACCT 221-222.

An advanced course in accounting principles and theory including preparation of financial statements, intensive study and analysis of the classification and evaluation of balance sheet accounts and their related income and expense accounts.

**ACCT 316. Governmental and Fund Accounting 3 hours**

*Prerequisites:* ACCT 221-222.

An in-depth coverage of the concepts of fund accounting as they apply to governmental units and not-for-profit institutions including schools and hospitals. Attention is given to the pronouncements of the Governmental Accounting Standards Board. (Fall, even years)

**ACCT 321. Managerial Accounting 3 hours**

*Prerequisites:* ACCT 221-222.

A study of selected quantitative management decision-making tools including cost behavior, product and service pricing decisions, budgeting, relevant costs, make-or-buy decisions, capital budgeting, transfer pricing, and performance measurement. (Fall, Summer)

**ACCT 322. Cost Accounting 3 hours**

*Prerequisite:* ACCT 321.

An in-depth study of the more technical aspects of cost accounting systems, including cost allocations, joint product and by-product accounting, actual, standard, and direct cost methods. Process cost is emphasized. The more quantitative aspects of management are covered including decision-making under uncertainty, inventory control, cost behavior and regression analysis, the variance investigation decision, and mix and yield variances. (Winter, Even Years)

**ACCT 415. Advanced Accounting 3 hours**

*Prerequisites:* ACCT 311-312.

Studies problems concerned with consolidated financial statements, partnerships, business firms in financial difficulty, estates and trusts, foreign exchange, segment report. (Winter, odd years)

- ACCT 417. Auditing I** **3 hours**  
*Prerequisites:* ACCT 311-312.  
 A course designed to study auditing and its related types of public accounting work including generally accepted auditing standards, professional code of ethics of the AICPA, and auditing procedures. (Fall, even years)
- ACCT 421. Federal Income Taxes I** **3 hours**  
*Prerequisite:* ACCT 221.  
 An introductory course designed to provide training in the application of the Federal Internal Revenue Code to the tax problems of individuals. Primary emphasis is on Federal Income Taxes but Social Security Taxes will also be included. (Fall, odd years)
- ACCT 422. Federal Income Taxes II** **3 hours**  
*Prerequisite:* ACCT 421.  
 A course designed to provide training in the application of the Federal Internal Revenue Code to the tax problems facing corporations, partnerships, estates, trusts. An introduction to tax research will also be included. (Winter, even years)
- ACCT 437. Auditing Applications II** **3 hours**  
*Prerequisite:* ACCT 417.  
 An advanced course in auditing with emphasis in EDP auditing, internal auditing, and fraud auditing. An auditing practice set will be required. (Winter, odd years)
- ACCT 443. Accounting Systems** **3 hours**  
*Prerequisites:* ACCT 221-222.  
 A study of accounting information systems. Internal control, reporting systems, computer based systems and systems development will be covered. (Fall, odd years)
- ACCT 492. Accounting Internship** **1-3 hours**  
*Prerequisites:* Junior or Senior Status.  
 Students obtain on-the-job experience working in an accounting office. A minimum of 100 clock hours of work experience per semester hour is required.
- ACCT 295/495. Directed Study** **1-3 hours**  
 Individual research work open only to business majors. Content to be arranged. Approval must be secured from the Dean of the School prior to registration.

## ADMINISTRATIVE MANAGEMENT

- ADMN 105. Business Word Processing (G-2)** **2 hours**  
 Introduces students to computerized keyboarding and basic business formatting techniques. Open only to students with no previous typing instruction. (Fall)
- ADMN 115. Document Formatting (G-2)** **3 hours**  
*Prerequisite:* Timed writing placement test required.  
 Builds on the computerized keyboarding competencies students have developed. Emphasis is placed on increasing speed, improving accuracy, developing formatting skills, and learning production skills. Not open to challenge examination. (Winter)
- ADMN 216. Business English** **3 hours**  
*Pre- or co-requisite:* ENGL 101.  
 An intense study of basic grammar, punctuation, vocabulary, spelling, and word usage as necessary for the fundamentals of business communication. (Fall)

**ADMN 218. Business Math (G-2)** 2 hours  
 The use of the electronic calculator to solve basic business arithmetic operations, such as percentages, interest, discounts, fractions, merchandising, payroll, depreciation, use of credit, and understanding of the use of and graphic presentation of statistical business data. (Winter)

**ADMN 223. Information Processing (G-2)** 3 hours  
 An intensive study of word processing. The most frequently used features and commands are covered, and the concepts, theories, and purposes of the software are stressed throughout. (Fall)

**ADMN 313. Information Resource Management** 3 hours  
 The student learns how to create, input, and maintain a simulated database system. The course includes an extensive study of records management technology which involves not only alphabetical, but also subject, numeric, and geographical storage and retrieval. (Fall)

**ADMN 315. Business Communications (W)** 3 hours  
*Prerequisites:* ENGL 101-102.  
 A study and application of the modern practices in oral and written business communications. Accuracy in grammar, spelling, and punctuation, and the writing of well-knit sentences and clear paragraphs are taught as a means of effective expression in business writing. (Fall, Winter, Summer)

**ADMN 317. Administration Management Procedures** 3 hours  
*Prerequisites:* ADMN 223, 313.  
 A study of the integration of skills learned in previous Administrative Management courses, together with emphasis on decision-making ability, judgment, business ethics, and initiative used in the profession. (Winter)

**ADMN 321. Machine Transcription** 3 hours  
*Prerequisites:* ENGL 101 and ADMN 115, 216.  
 Development of skill in producing business documents, using cassette dictation. Focuses on the development of word usage and correct punctuation and document formats used in machine transcription. (Winter)

**ADMN 330. Microcomputer Applications** 3 hours  
 A hands-on, problem solving course using spreadsheet and presentation software in the small "real-world" business. Illustrating the most frequently used features and commands included in either *Microsoft Office* or *Corel WordPerfect Suite*. (Fall)

**ADMN 245/345. Computer-Aided Publishing (G-2)** 3 hours  
*This course is cross-listed with CPT 245/345, School of Computing. A student may receive credit for this course from only one school.*  
 An introductory course in the use of the computer as an aid in publishing materials such as newsletters, flyers, programs. The course gives training in the preparation of camera-ready services using specialized desktop publishing software such as Aldus PageMaker and Xerox Ventura to do page layout.

**ADMN 492. Administrative Management Internship** 3 hours  
*Pre- or co-requisite:* ADMN 317.  
 Supervised work program. Conferences scheduled with instructor during semester for guidance and evaluation. Arrangements to be made in advance with workplace and school instructor. Open only to B.S. junior or senior Administrative Management majors. (Fall, Winter, Summer)



- ADMN 495. Directed Study** **1-3 hours**  
 Open only to majors in Administrative Management.  
 Research studies related to the field of Administrative Management are assigned according to the experience and interest of the student. Length of project determines credit. This course may be repeated for credit. (Fall, Winter, Summer)

## BUSINESS ADMINISTRATION

- BUAD 126. Introduction to Business (G-2)** **3 hours**  
 A course designed to provide a basic understanding of the American business system and free enterprise concepts. Business practices, business terminology and contemporary business issues are covered. Students who have 18 or more hours of credit in business courses are ineligible to take this course for credit. (Fall)
- BUAD 128. Personal Finance (F-2)** **3 hours**  
 A course in basic economic concepts and business terminology and practices designed to provide the techniques to manage personal finances. Budgeting, consumerism, insurance, home ownership, and investments are included in the topics covered.
- BUAD 339. Business Law** **3 hours**  
 A course designed to study the nature and social functions of law including social control through law and the law of commercial transactions (uniform commercial code) and business organizations. (Winter)
- BUAD 358. Legal, Ethical, and Social Environment of Business (W)** **3 hours**  
 A study of how business should operate within the legal, ethical and political environment, its relationship to government agencies and control, and how individuals in leadership should relate to various social and ethical problems. (Fall)
- BUAD 372. Gender and the Workplace.** **3 hours**  
 Analyzes the role of gender in the workplace. Socialization, power, image, and the male-female interdependence and function within the changing context of societal roles are discussed. Students learn the effect of these changes on individuals and how to optimize the workplace environment as a result. (Winter, odd years)
- BUAD 288/488. Seminar in Business Administration** **1 hour**  
 Includes the Eugene Anderson Lecture Series in business. Top men and women in their field present lectures in insurance, real estate, finance, retailing, production management, etc. Attendance at ten lectures is required. This course may be repeated for credit. (Winter)
- BUAD 295/495. Directed Study** **1-3 hours**  
 Individual research work open only to business majors. Content to be arranged. Approval must be secured from Dean of the School prior to registration.
- BUAD 296/496. Business Administration Study Tour** **1 hour**  
 A trip designed to acquaint the student with important large business centers and facilities. Focus will be on financial, merchandising, advertising, and cultural organizations. An additional fee will be required to cover travel expenses. A two-thirds tuition waiver applies to this class. Refer to the tour waiver policy on page 262. (Fall)

## BUSINESS COMPUTER INFORMATION SYSTEMS

**BCPT 105. Business Spreadsheets** 3 hours

An application course where students use spreadsheets to present business data. In a hands-on environment a spreadsheet is the vehicle for classifying, summarizing, analyzing, automating, and presenting data to enhance management's decision-making capability.

**BCPT 314. Management Information Systems** 3 hours

Covers the use and effect of computer information processing in a business environment with emphasis on management, the technical foundations of information processing, systems development life cycle, legal, security, and ethical issues, database management, and artificial intelligence. (Winter)

## ECONOMICS

**ECON 213. Survey of Economics (C-2)** 3 hours

A course designed for the general education student. It provides an understanding of the United States' mixed economy through a study of the market system, the role of money, the government's fiscal policy, and the impact of the foreign sector. No credit is available if ECON 224 or 225 has been taken.

**ECON 224. Principles of Macroeconomics (C-2)** 3 hours

A study of economics as it affects the national interest. Specific topics include total employment, output and income, with inflation and recession, and with the variables that influence these conditions. (Fall)

**ECON 225. Principles of Microeconomics (C-2)** 3 hours

**Prerequisite:** ECON 224, a high school economic class, or consent of instructor. Analyzes specific market environments which influence business policy. Topics include scarcity and choice, individual goods and markets, and the price mechanism showing how it automatically directs the society's resources into the most desirable uses. (Winter)

**ECON 335. International Economics** 3 hours

**Prerequisites:** ECON 224, 225

A study of the economic relationships between countries and the cooperation that is necessary for stable economic world growth. Areas of study include international trade, foreign exchange markets and rates, the balance of payments and the current account. The functions of foreign central banks are examined. Current economic events and problems are covered such as the European common currency. (Fall)

## FINANCE

**FNCE 315. Business Finance** 3 hours

**Prerequisites:** ACCT 221-222.

A study of the fundamental principles of financial organization. Emphasis on instruments of finance, policies of capitalization, problems pertaining to working capital, and corporate expansion and reorganization. (Fall, Summer)

**FNCE 325. Fundamentals of Investments** 3 hours

A practical, as well as a theoretical, approach is taken for the potential investor of institutional or personal funds through the use of problems, readings, and cases. Topics covered will include stocks and bonds in the security market, real estate, and fixed equipment investments. (Winter, odd years)

## LONG-TERM CARE ADMINISTRATION

- LTCA 230. Certified Nursing Assistant** **3 hours**  
Provides the training for and prepares the student to sit for the Certified Nursing Assistant Exam. The student will also study conflict management in the nursing home setting and death and dying. (Winter)
- LTCA 431. General Administration of the Long-Term Care Facility** **3 hours**  
*Prerequisite:* MGNT 464  
Introduces the mission, values, organization, and strategies of nursing homes and other organizations in the long-term care field and reviews their history and philosophy. Applies the concepts of management to the areas of staffing, governance, operations, and physical environment of the care facility. Reviews the regulations for licensing, operating, and insuring various risks within the regulatory setting of the industry. (Summer)
- LTCA 432. Technological Aspects of Long-Term Care** **3 hours**  
A detailed study of the technical aspects of long-term care administration. Their relationship to other health care facilities in the total health care system, and technically related medical relationships and services. A complete review of OBRA is also included. (Summer)
- LTCA 434. Financial Management of the Long-Term Care Facility** **3 hours**  
*Prerequisite:* FNCE 315.  
A review of techniques and interpretation of financial information for management decision-making in the long-term care facility. (Summer)
- LTCA 435. Human Resource Management and Marketing of the Long-Term Care Facility** **3 hours**  
*Prerequisite:* MGNT 344  
A study of the organization, training, motivation, and direction of employees with a view to maintaining their productivity and morale at a high level. Selection, compensation, financial incentives, work standards, and leadership are the topics that will be covered. Marketing functions, problems, services, and competitive practices will also be covered. (Summer)
- LTCA 492. Long-Term Care Administration Internship** **8 hours**  
A tailored program of management experience in a selected long-term care facility. Will include 400 clock hours of on-the-job experience. For a fee of \$1 per clock hour, students may take additional on-the-job experience required for national examinations in some states. The internship will be limited to an area within 600 miles of Southern Adventist University, and if it is beyond that additional fees may be imposed to cover the cost. The number of on-site visits by University personnel will depend on the past experience between the University and the facility and on the qualifications of the preceptor involved. To maintain University control, two visits per internship will be normal. With good past experience and a highly qualified preceptor, one visit will be expected. Three visits may be needed if difficulties arise. The number of required visits is at the discretion of the University.
- LTCA 295/495. Directed Study** **1-3 hours**  
Individual research work open only to business majors. Content to be arranged. Approval must be secured from Dean of the School prior to registration.

## MANAGEMENT

**MGNT 213. Fundamentals of Financial Decision Making 3 hours**

A practical as well as theoretical approach is followed for the potential investor of institutional or personal funds through the use of problems, cases, and readings. Topics include capital budgeting, securities markets, real estate and fixed equipment investments. Also provides an understanding of the U.S. economy via the study of the free-market system, the role of money, and the government's fiscal policy. The course is designed for non-business majors who may go into business for themselves. It does not apply toward a bachelor's degree offered by the School of Business and Management. (Winter)

**MGNT 334. Principles of Management 3 hours**

A study of basic business management including an analysis of business policies viewed from the standpoint of the functional characteristics of the management process and current ethics.

**MGNT 344. Human Resource Management 3 hours**

An introduction to the organization, training, motivation, and direction of employees with a view to maintaining their productivity and morale at high levels. Among topics covered are selection, training, compensation and financial incentives, work standards, techniques of supervision and leadership. (Winter)

**MGNT 354. Principles of Risk Management 3 hours**

An introductory study in the field of risk management. Material covered includes insurance categories of liability, property, health and life. The primary emphasis will be on business applications, but some consideration will be given to the personal risk. (Winter, even years)

**MGNT 363. International Business 3 hours**

A survey of the world environment of business including aspects of economics, cultures, trade theories, governments, exchange and finances, multinational firms' strategies. The impact on business operations of each of these is considered. (Fall)

**MGNT 368. Multicultural Management 3 hours**

Develops an understanding of the role and impact of cultural diversity in the workplace. The course focuses on how multiculturalism influences the local and international environments within which organizations operate, including economic, legal, and political aspects; markets and business customs; dealing with foreign governments and nationals; formulating, implementing, and evaluating cross-functional and cross-cultural decision processes that enable an organization to achieve its objectives. (Winter)

**MGNT 371. Principles of Entrepreneurship 3 hours**

A study of the theory and practice of initiating a business venture and organizing the necessary resources. Provides an understanding of the risks and rewards associated with entrepreneurship. Topics include start-up financing, marketing, risk management, development and implementation of a business plan. (Fall)

**MGNT 372. Entrepreneurial and Small Business Management 3 hours**

**Prerequisites:** ACCT 103 or ACCT 221-222.

Examines the principles and problems of operating a small business after it is established. Topics covered include a procedural system for establishing a new business, providing physical facilities, financing, organizing, marketing, and the management of the small business. (Winter)

**MGNT 410. Organizational Theory and Design** 3 hours**Prerequisite:** MGNT 334

A course for the development of thinking about organizations. Missions, goals, strategies, effectiveness are blended in learning about organizational structure as it is influenced by external realities. Students learn design alternatives to create a fit between the strengths of the organization and its external environment to achieve a sustainable competitive advantage. (Fall, even years)

**MGNT 420. Organizational Behavior** 3 hours**Prerequisite:** MGNT 334

Investigates the impact that individuals and groups have on values, attitudes, job satisfaction, motivation, and how the resultant organizational structure and culture are effected. The purpose of the course is the application of this knowledge toward improving an organization's effectiveness. Students learn the dynamics of leadership and management as they influence organizational behavior. (Fall, odd years)

**MGNT 464. Business Strategies (W)** 3 hours**Prerequisites:** ACCT 222; BMKT 326; MGNT 334; FNCE 315.

A capstone course that integrates the functional business areas. It is designed to give the student experience in strategic analysis and decision-making using the case method. Students learn to identify, analyze, propose alternative solutions, and make decisions about business strategy. Attention is given to matching organizational resources to the external environment to achieve a strategic competitive advantage.

**MGNT 295/495. Directed Study** 1-3 hours

Individual research work open only to business majors. Content to be arranged. Approval must be secured from Dean of the School prior to registration.

**MARKETING****BMKT 326. Principles of Marketing** 3 hours

A study of the nature and functions of marketing. Includes marketing institutions, basic problems in the marketing of commodities and services, price policies, and competitive practices.

**BMKT 327. Consumer Behavior** 3 hours

An analysis of the consumer decision-making process where behavioral science is combined with marketing theory to enable the marketer to understand and predict consumer behavior in the various stages of the buying decision. (Fall, odd years)

**BMKT 328. Sales Management** 3 hours**Prerequisite:** BMKT 326.

An examination of the basic sales processes necessary to achieve organizational objectives and the professional techniques used in the management of the sales force ranging from planning-recruiting to day-to-day management. (Fall, even years)

**BMKT 375. International Marketing** 3 hours**Prerequisite:** BMKT 326.

An exploration of the rapidly expanding world of international marketing. Topics include joint ventures, partnerships, direct exporting, foreign subsidiaries, licensing, contract manufacturing, and direct investment. Doing business across cultural and national boundaries are examined in depth to gain an understanding of the nuances necessary to be successful with an international marketing venture. (Fall)

**BMKT 423. Promotional Strategy**

**3 hours**

**Prerequisite:** BMKT 326.

An analysis of integrated marketing communications, with an emphasis on the role of advertising, promotion, direct marketing, and public relations. Topics include setting advertising objectives and budget, media strategy, creative strategy, and evaluating promotional effectiveness. Focus is on the design and management of a complete promotional strategy for an organization. (Winter, even years)

**BMKT 424. Marketing Strategy**

**3 hours**

**Prerequisite:** BMKT 326.

A case study approach to the solving of major marketing problems of various organizations and the ability to formulate appropriate strategies in responding to the presented case problems. (Winter, odd years)

**BMKT 492. Marketing Internship**

**3 hours**

**Prerequisites:** Junior or senior status and departmental approval.

Students obtain on-the-job experience working at an ad agency, marketing department, marketing research company, wholesaler, retailer, or company sales department. A minimum of 130 clock hours of work experience is required.

**BMKT 295/495. Directed Study**

**1-3 hours**

Individual research work open only to business majors. Content to be arranged. Approval must be secured from Dean of the School prior to registration.

**BMKT 497. Marketing Research**

**3 hours**

**Prerequisite:** BMKT 326.

A study of the role of research in marketing decision-making; research design, implementation, and analysis and interpretation of research findings. Students will do research for a real business organization, concluding with a research and marketing recommendation report to the sponsoring organization. (Winter)

(A-2) (B-1) (C-1) (C-2) (G-3) (F-1) (F-2) (D-4) (G-1) (G-2) (W) See pages 27-30 for explanation of general education requirements.

# CHEMISTRY

**Chair:** Rhonda Scott-Ennis

**Faculty:** Brent Hamstra, Bruce Schilling

The Chemistry Department offers classes structured to provide undergraduate students with the knowledge and skills necessary for distinguished professional performance in chemistry or other fields that require a strong background in chemistry. A major in chemistry can be your key to a rewarding and challenging career in a wide variety of areas such as the basic sciences or industrial research, pharmacology, toxicology, chemical engineering, forensic chemistry, chemistry education, medical and paramedical careers, as well as many business applications such as pharmaceutical and chemical sales, patent research and patent law, marketing and consulting—to name just a few.

The B.S. degree in Chemistry is recommended in preparation for graduate study leading to research oriented careers in chemistry, professional applications of chemistry, or post-secondary education. The B.S. degree in Chemistry, Biochemistry emphasis, is recommended for students preparing for careers in medicine or dentistry as well as graduate study, research or teaching in biochemistry, molecular biology, or biotechnology. The B.A. degree is the preferred degree for high-school teaching, pre-paramedical fields, and some of the business applications.

## ASSESSMENT

To aid the Chemistry Department in evaluating teaching effectiveness, nationally standardized tests prepared by the American Chemical Society are administered at the end of each course for which a test is available. The test results are evaluated, and teaching procedures and methods are changed as needed.

## Major—B.A. Chemistry (30 hours)

<u>Required Courses</u>	<u>Hours</u>	<u>Required Cognates</u>	<u>Hours</u>	
CHEM 151-152	General Chemistry	MATH 181	Calculus I	3
CHEM 311-312	Organic Chemistry	MATH 182	Calculus II	4
CHEM 315	Analytical Chemistry	PHYS 211-212	General Physics	6
CHEM 411	Physical Chemistry I	PHYS 213-214	General Physics Lab	2
CHEM 485	Chemistry Seminar (W)			
CHEM 497	Intro to Research (W)			
	Chemistry Electives			4

Fundamentals of Programming I (CPTR 131) is highly recommended.

## Sample Freshman Year Sequence B.A. Chemistry

<u>1st Semester</u>	<u>Hours</u>	<u>2nd Semester</u>	<u>Hours</u>	
CHEM 151	General Chemistry	CHEM 152	General Chemistry	4
ENGL 101	College Composition	ENGL 102	College Composition	3
MATH 120	Precalculus Algebra	MATH 121	Precalculus Trigonometry	3
	Area B, Religion		Area C, History	3
	Electives or Minor		Area G-3, Rec Skills	1
			Electives or Minor	3
				16

**Major—B.S. Chemistry (40 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
CHEM 151-152	General Chemistry	8	MATH 181	Calculus I	3
CHEM 311-312	Organic Chemistry	8	MATH 182	Calculus II	4
CHEM 315	Analytical Chemistry	4	MATH 315	Diff Equations	3
CHEM 321	Instrumental Analysis	4	PHYS 211-212	General Physics	6
CHEM 411-412	Physical Chemistry	8	PHYS 213-214	General Physics Lab	2
CHEM 485	Chemistry Seminar (W)	1	PHYS 215-216	General Physics Calculus Applications	2
CHEM 497	Intro to Research (W)	1			
	Chemistry Electives	6			

German or French and Fundamentals of Programming I (CPTR 131) are highly recommended.

NOTE: Some upper division courses are offered in alternate years; the student should plan accordingly.

**Sample Freshman Year Sequence  
B.S. Chemistry**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
CHEM 151	General Chemistry	4	CHEM 152	General Chemistry	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MATH 181	Calculus I	3	MATH 182	Calculus II	4
	Area C, History	3		Area B, Religion	3
	Electives or minor	3		Area G-3, Rec Skills	1
		<u>16</u>			<u>15</u>

**Major—B.S. Chemistry, Biochemistry Emphasis (40 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
CHEM 151-152	General Chemistry	8	BIOL 151,152	General Biology	8
CHEM 311-312	Organic Chemistry	8	BIOL 316	Genetics	4
CHEM 315	Analytical Chemistry	4	MATH 181	Calculus I	3
CHEM 331,332	Biochemistry	6	MATH 182	Calculus II	4
CHEM 334	Biochemistry Lab	1	PHYS 211-212	General Physics	6
CHEM 411	Physical Chemistry	4	PHYS 213-214	General Physics Lab	2
CHEM 485	Chemistry Seminar (W)	1			
CHEM 497	Intro to Research (W)	1			
	Chemistry Electives	3			
BIOL 412	Cell & Molecular Biology	4			

Fundamentals of Programming I (CPTR 131) is highly recommended.

NOTE: Some upper division courses are offered in alternate years; the student should plan accordingly.

**Sample Freshman Year Sequence  
B.S. Chemistry, Biochemistry Emphasis**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
CHEM 151	General Chemistry	4	CHEM 152	General Chemistry	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
BIOL 151	General Biology	4	BIOL 152	General Biology	4
MATH 120	Precalculus Algebra	3	MATH 121	Precalculus Trigonometry	2
	Area G-3 Recreation Skills	1		Area B, Religion	3
		<u>15</u>			<u>16</u>



**Major—B.A. Chemistry, Teacher Certification (30 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses</u>		<u>Hours</u>
CHEM 151-152	General Chemistry	8	BIOL 151	General Biology	4
CHEM 311-312	Organic Chemistry	8	ERSC 105	Earth Science	3
CHEM 315	Analytical Chemistry	4	MATH 181	Calculus I	3
CHEM 331	Biochemistry	3	MATH 182	Calculus II	4
CHEM 411	Physical Chemistry I	4	PHYS 211-212	General Physics	6
CHEM 485	Chemistry Seminar (W)	1	PHYS 213-214	General Physics Lab	2
CHEM 497	Intro to Research (W)	1			
	Chemistry Elective	1			

See the School of Education and Psychology for listing of professional requirements (30 hours, listed on page 118-119) and general education requirements (44-47 hours).

**Endorsement for Teacher Certification (20 hours)**

<u>Required Courses</u>		<u>Hours</u>
CHEM 151-152	General Chemistry	8
CHEM 311-312	Organic Chemistry	8
CHEM 331	Biochemistry	3
	Chemistry Elective	1
		<u>20</u>

**Minor—Chemistry (18 Hours)**

<u>Required Courses</u>		<u>Hours</u>
CHEM 151-152	General Chemistry	8
	*Chemistry Electives	10

\*A minimum of six hours must be upper division.

**CHEMISTRY****CHEM 111. Survey of Chemistry I (E-2) 3 hours**

**Prerequisites:** A course in high school algebra. A minimum Mathematics ACT score of 16 or a minimum grade of "C" in MATH 080 are also required.

A survey course designed to familiarize the student with the basic principles of inorganic chemistry. Three hours of lecture each week. Does not apply to a major or minor in Chemistry. (Fall, Summer)

**CHEM 112. Survey of Chemistry II (E-2) 3 hours**

**Prerequisite:** Successful completion of CHEM 111.

A survey course designed to familiarize the student with the basic principles of organic and biochemistry. Three hours of lecture each week. Does not apply to a major or minor in Chemistry. (Fall, Winter)

**CHEM 113. Survey of Chemistry Laboratory I (E-2) 1 hours**

**Prerequisite:** Previous or concurrent enrollment in CHEM 111.

Laboratory material designed to illustrate the material in CHEM 111. Two and one-half hours of laboratory each week. Does not apply to a major or minor in Chemistry. (Fall)

**CHEM 114. Survey of Chemistry Laboratory II (E-2) 1 hour**

**Prerequisite:** Previous or concurrent enrollment in CHEM 112.

Laboratory material designed to illustrate the material in CHEM 112. Two and one-half hours of laboratory each week. Does not apply to a major or minor in Chemistry. (Winter)

**CHEM 115. Introductory Chemistry (E-2)****3 hours**

**Prerequisite:** A course in high school algebra. A minimum Mathematics ACT score of 16 or a minimum grade of "C" in MATH 080 are also required.

A course for elementary education majors that uses a "hands-on" approach to teach the basic principles of chemistry (including the use of basic scientific instruments) and the interrelationships among the other disciplines of science and technology. Does not apply to a major or minor in Chemistry. (Winter)

**CHEM 151-152. General Chemistry (E-2)****4,4 hours**

**Prerequisites:** High school chemistry and mathematics through high school Algebra II.

An introduction to the fundamental laws and accepted theories of chemistry. Areas to be studied include stoichiometry, atomic and molecular structure and bonding, states of matter, equilibrium, kinetics, thermodynamics, acids and bases, oxidation-reduction and electrochemistry, descriptive chemistry, and nuclear chemistry. Three hours of lecture and three hours of laboratory each week.

**CHEM 311-312. Organic Chemistry****4,4 hours**

**Prerequisite:** Successful completion of a grade of "C-" or higher of CHEM 152.

Many of the fundamental functional groups of both aliphatic and aromatic compounds are studied. Attention is given to spectroscopy, relative reactivities, reaction mechanisms, and physical properties of these compounds. Laboratory experiments acquaint students with basic organic chemistry laboratory techniques and illustrate reactions that are discussed in lecture. Three hours of lecture and four hours of laboratory each week.

**CHEM 315. Analytical Chemistry****4 hours**

**Prerequisite:** Successful completion of a grade of "C-" or higher of CHEM 152.

A study of equilibria as it applies to analytical chemistry. Techniques of determinations, sampling, handling of data, and the detailed chemistry involved are studied in terms of quantitative determinations. Three hours of lecture and four hours of laboratory each week. This class is offered alternate years. (Fall)

**CHEM 321. Instrumental Analysis****4 hours**

**Prerequisite:** Successful completion of a grade of "C-" or higher of CHEM 315.

A study of the theories, techniques, and instruments involved in spectrometry, chromatography, and electrochemistry. Three lectures and one laboratory session per week. This class is offered alternate years.

**CHEM 331-332. Biochemistry****3,3 hours**

**Prerequisites:** Successful completion of a grade of "C-" or higher of CHEM 312 and BIOL 151 or consent of instructor.

A study of the basic principles of the chemistry of living organisms. Topics presented in the first semester include the structure, properties, and functions of carbohydrates, lipids, and proteins; an introduction to bioenergetics; enzyme kinetics and mechanisms; and carbohydrate metabolism. Topics presented in the second semester include the metabolism of lipids, proteins, and nucleic acids; energy relationships in the cell and living organisms; and the regulation of gene expression. Three hours of lecture each week.

**CHEM 334. Biochemistry Laboratory****1 hour**

**Prerequisite:** Successful completion of CHEM 315 and previous or concurrent enrollment in CHEM 332.

An introduction to the fundamental techniques used in the study of biochemical systems, including the separation and analysis of biological molecules, enzyme kinetics, and metabolism studies. Four hours of laboratory each week. Requires computer data analysis. (Winter, alternate years)

- CHEM 411. Physical Chemistry I** 4 hours  
**Prerequisites:** Successful completion of CHEM 152; MATH 182; PHYS 212.  
 A study of the fundamental concepts of chemical thermodynamics, chemical equilibria, properties of pure substances and mixtures, phase changes, kinetic theory, and reaction kinetics and dynamics. This class is offered alternate years and is not open to students who have taken PHYS 411. Three hours of lecture and four hours of laboratory each week.
- CHEM 412. Physical Chemistry II** 4 hours  
**Prerequisites:** Successful completion of CHEM 152; MATH 315; PHYS 212.  
 An introduction to quantum chemistry. Areas to be studied include: wave mechanics; boundary problems; the Schroedinger equation and its solution for one electron atoms and extension to multielectron systems; chemical bonding; and atomic and molecular spectroscopy. This class is offered alternate years and is not open to students who have taken PHYS 412. Three hours of lecture and four hours of laboratory each week.
- CHEM 425. Advanced Organic Chemistry** 3 hours  
**Prerequisite:** Successful completion of CHEM 312.  
 Compound types, reactions, and intermediates not considered in Organic Chemistry will be studied. Once a sufficient background has been established, an introduction to medicinal chemistry and synthesis of medicinal compounds will be studied. This class is offered alternate years.
- CHEM 485. Chemistry Seminar (W)** 1 hour  
**Prerequisite:** Successful completion of CHEM 312.  
 Written and oral reports are made on specific topics in the chemistry field. To be taken in the junior or senior year.
- CHEM 295/495. Directed Study** 1-3 hours  
**Prerequisite:** Successful completion of CHEM 152.  
 Designed for junior and senior students who wish to do private study or for a group of students who wish a special course on topics not taught under the regular class offerings.
- CHEM 497. Introduction to Research (W)** 1-2 hours  
**Prerequisite:** 20 hours of chemistry or permission of the instructor.  
 Individual research under the direction of the members of the staff. (This course should be taken no later than the first semester of the senior year.) Prior to registration, students are urged to contact all chemistry staff members about choice of available projects.

## EDUCATION

- EDUC 438. Curriculum and Content Methods/Chemistry** 1 hour  
**Prerequisite:** Admission to Teacher Education.  
 Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance, and the survey and evaluation of textbooks.

(E-2) (W) See pages 27-30 for explanation of general education requirements.

# SCHOOL OF COMPUTING

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**Dean:** Timothy D. Korson

**Associate Dean:** Jared Bruckner

**Faculty:** Dalton Athey, John Durichek, Rick Halterman, Bradley Hyde, Brian Willard

**Software Technology Center Director:** Timothy D. Korson

**Adjunct Faculty:** John Beckett, Judy DeLay, Rodney Dixon, Clifford Haas, Merritt MacLafferty, Mark Rice, Clifford Williams

The rapidly expanding field of computing continues to demand an ever-increasing number of technically educated people. The type of computer education needed also continues to shift. Computer graduates this year will be taking jobs, which were not even available, when they entered college four years ago. Southern Adventist University offers several computer curricula designed to meet the needs of students desiring to enter the computing field, but coming to the University with a wide-range of interests and abilities.

The B.S. degree in computer science is designed to prepare you for a wide range of computing professions. Software engineers, software developers, systems analysts, programmer/analysts, network engineers, database administrators, and data specialists are among the professions considered computer scientists. These computing professionals are distinguished by the high level of theoretical expertise and innovation they apply to complex problems and to the application of new technologies. This curriculum follows the guideline for computer science degrees developed by the ACM and IEEE, Curriculum '91.

The B.A. degree in computer science allows you to combine a computing degree with a minor or with a major in another academic area offering a B.A., for instance English, history, or music. This combination is useful in occupations such as teaching high school.

The B.S. in computer information systems combines classes in computing and systems management with classes in accounting, economics, and business administration. With a few years experience you'll be equipped to manage a data processing department in a hospital, business, or industry. This program follows the curriculum developed by ACM, AIS, and AITP, IS '97.

The B.S. in computer systems administration is designed to prepare graduates who will administer the complex computer systems and networks now common in the business world. It requires a minimum of programming, mathematics, and business courses, while concentrating on the technical issues needed to administer and support modern network computing systems and software. An A.S. in computer systems administration provides a two-year program designed for entry level positions in this rapidly growing field.

## ADMISSIONS

Admission to the School of Computing is required before graduation with a major offered by the School of Computing. Declaration as a major is not the equivalent of acceptance to the School of Computing. Minimum requirements for admission to the School of Computing are:

1. Acceptance to Southern Adventist University.
2. Complete general education: ENGL 101 and 102, and MATH 120 or equivalent.

3. Completion of 6 hours of computer courses required in the major with a grade of "C" or better.
4. Earned overall GPA of 2.50 or better.

Students pursuing a major offered by the School of Computing should apply for admission during the sophomore year (24-54 hours). Transfer students will be considered for admission after completing 6 hours of major courses in residence.

### **SCHOOL OF COMPUTING PROBATION**

If a student's GPA falls below 2.25 in either the major or overall, the student will be placed on School of Computing probation. If the GPA does not improve to 2.25 by the end of one semester on probation, the student must repeat courses in an effort to increase the GPA. The faculty of the School of Computing must approve each probation student's course load before the student may register.

### **ASSESSMENT**

In the spring of the senior year all B.A. and B.S. students in computer science will be required to take a written two-hour exam. The results of this exam are used by the School's staff to evaluate class offerings as well as program requirements.

### **SOFTWARE TECHNOLOGY CENTER**

The Software Technology Center (STC) is the research center of the School of Computing. The STC is sponsored in part by the Consortium for the Management of Emerging Software Technology (Comsoft). Comsoft is funded by major corporations such as AT&T, IBM, Spring, Allstate, and NBC. Comsoft also sponsors research centers at Clemson University and Georgia State University. The Comsoft administrative offices are located in the STC.

Object-oriented software technology is an important emerging discipline for development of complex software systems. The STC staff work closely with the research and development staffs of major corporations utilizing object-oriented technology.

The STC provides opportunities for students and faculty to work together researching emerging software technologies. In addition it offers employment for motivated students to work on advanced software development projects with major corporations.

### **CODE OF COMPUTER CONDUCT AT SOUTHERN ADVENTIST UNIVERSITY**

1. Users must use only those computer accounts which have been authorized for their use.
2. Users must use their computer accounts only for the purposes for which they were authorized, as arranged with the Information Services Department.
3. Users should minimize the impact of their work on the work of other users. It is the responsibility of the user to learn efficient means of utilizing the computer.
4. Users of campus computers must not make or use unauthorized copies of copyrighted software. Shareware may be freely copied, but students who continue to use it should register and pay the specified fee. Violation of copyright is a serious crime and penalties can be severe.
5. Planting "virus" programs or otherwise misusing campus computers in a way that might destroy the work others are doing is thoughtless vandalism and will be dealt with as any other destructive activity on campus.

**PROGRAMS IN COMPUTING**

**Major—B.A. Computer Science (30 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
CPTR 103	Intro to Computing	3	COMM 135	Intro to Public Speaking	3
CPTR 124	Fundamentals of Programming	4	MATH 181	Calculus I	3
CPTR 215	Fundamentals of Software Design	4	MATH 215	Statistics	3
CPTR 220	Organization, Architecture, and Assembly Language	4	MATH 280	Discrete Mathematical Structures	3
CPTR 318	Data Structures & Algorithms	3			
CPTR 319	Database Management Systems	3			
CPTR 365	Operating Systems	3			
CPTR 405	Organization of Programming Lang	3			
CPTR 485	Computer Science Seminar (W)	1			
	Computer Electives (CPTR, CPIS, CPTE, SENG)	2			

**Major—B.S. Computer Science (41 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
CPTR 103	Intro to Computing	3	COMM 135	Intro to Public Speaking	3
CPTR 124	Fundamentals of Programming	4	MATH 181	Calculus I	3
CPTR 215	Fundamentals of Software Design	4	MATH 182	Calculus II	4
CPTR 220	Organization, Architecture, and Assembly Language	4	MATH 215	Statistics	3
CPTR 318	Data Structures & Algorithms	3	MATH 280	Discrete Mathematical Structures	3
CPTR 319	Database Management Systems	3	<i>Choose one of the following:</i>		
CPTR 365	Operating Systems	3	MATH 200	Elementary Linear Algebra	2
CPTR 405	Organization of Programming Lang	3	MATH 315	Differential Equations	3
CPTR 485	Computer Science Seminar (W)	1	<i>Choose one of the following two-semester sequences with lab:</i>		
	Computer Electives (CPTR, SENG)	13	BIOL 151,152	Gen Biology I, II	8
			CHEM 151,152	Gen Chemistry I, II	8
			PHYS 211,212	Gen Physics/lab PHYS 213,214	8
				Science Electives	4

**Sample Freshman Year Sequence  
B.A. or B.S. Computer Science**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
CPTR 103	Intro to Computing	3	CPTR 215	Fund of Software Design	4
CPTR 124	Fundamentals of Programming	4	CPTR 220	Organization, Architecture & Assembly Language	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
	Area C-1, History	3		Math Cognate	3
	Area B-1, Religion	3		Area G-3 Rec Skills	1
		16			15

**Major—B.S. Computer Information Systems (40 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
CPTR 103	Intro to Computing	3	ACCT 221,222	Principles of Accounting	6
CPIS 115	Inform Sys Theory & Practice	3	BCPT 314	Mgmt Information Systems	3
CPIS 210	Inform Tech Hardwr & Softwr	3	BUAD 339	Business Law	3
CPIS 220	Applications Programming	3	ECON 224	Princ of Econ (Macro)	3
CPIS 225	Intro to File Processing	3	FNCE 315	Business Finance	3
CPIS 315	Requirements&Systems Analysis	3	MATH 215	Statistics	3
CPTR 319	Database Management Systems	3	MGNT 334	Principles of Management	3
CPIS 325	User Interface Design	3			
CPTR 328	Princ of Networking	3			
CPIS 430	Phys Design & Implementation with a Programming Environ	3			
CPIS 435	Project Mgmt & Practice	3			
CPTR 485	Computer Science Seminar (W)	1			
SENG 208	Intro to Software Engineering	3			
	Computer Electives (CPTR, CPTE, SENG)	3			

Sample Freshman Year Sequence  
B.S. Computer Information Systems

1st Semester		Hours	2nd Semester		Hours
CPTR 103	Intro to Computing	3	CPIS 115	Inform Syst Theory&Pract	3
ENGL 101	College Composition	3	ENGL 102	College Composition	3
COMM 135	Intro to Public Speaking	3		Math Elective	3
	Area C-1, History	3		Area F, Behav/Fam/Hlth Sci	3
	Area B-1, Religion	3		Area, Natural Science	3
		15			15

Major—B.S. Computer Systems Administration (43 Hours)

Required Courses		Hours	Required Cognates		Hours
CPTR 103	Intro to Computing	3	BUAD 126	Intro to Business	3
CPTR 124	Fundamentals of Programming	4	COMM 135	Intro to Public Speaking	3
CPT 212	Intro to Web Programming	3	MATH 120	Precalculus Algebra	3
CPT 218	PC Hdwr Repair and Upgrade	2	MATH 215	Statistics	3
CPT 223	Workstation Operatg System		PSYC	Any 3 hr Psychology course	3
	Installation & Management	3			
CPT 312	Web Server Administration	2			
CPT 316	Application Software Support	3			
CPIS 325	User Interface Design	3			
CPTR 328	Principles of Networking	3			
CPT 432	Novell Network Admin	3			
CPT 434	Microsoft Network Admin	3			
CPT 442	Software Evaluation	2			
CPT 444	UNIX Systems Administration	3			
CPTR 485	Computer Science Seminar (W)	1			
JOUR 240	Web Design I	1			
JOUR 241	Web Design II	1			
	Computer Elective	3			

Sample Freshman Year Sequence  
B.S. Computer Systems Administration

1st Semester		Hours	2nd Semester		Hours
CPTR 103	Intro to Computing	3	COMM 135	Intro to Public Speaking	3
CPTR 124	Fund of Programming	3	CPT 223	Workstation Operating System	
ENGL 101	College Composition	3		Installation & Management	3
JOUR 240	Web Design I	1	ENGL 102	College Composition	3
	Area C-1, History	3	JOUR 241	Web Design II	1
	Area B-1, Religion	3		Math Elective	3
		16		Area E, Natural Science	3
					16

ASSOCIATE OF SCIENCE DEGREE

Major—A.S. Computer Systems Administration (26 Hours)

Required Courses		Hours	Required Cognates		Hours
CPTR103	Intro to Computing	3	BUAD 126	Intro to Business	3
CPTR 124	Fund of Programming	4	COMM 135	Intro to Public Speaking	3
CPT 212	Intro to Web Programming	3			
CPT 218	PC Hardware Repair & Upgrade	2			
CPT 223	Workstation Operatg System				
	Installation & Management	3			
CPT 316	Application Software Support	3			
CPTR 319	Principles of Networking	3			
CPT 432	Novell Network Admin				
	OR	3			
CPT 434	Microsoft Network Admin				
JOUR 240	Web Design I	1			
JOUR 241	Web Design II	1			

Sample Freshman Year Sequence  
A.S. Computer Systems Administration

1st Semester		Hours	2nd Semester		Hours
CPTR 103	Intro to Computing	3	BUAD 126	Intro to Business	3
CPTR 124	Fundamentals of Programming	4	CPTE 223	Workstation Operating Systems	
CPTE 218	PC Hdw Repair & Upgrading	2		Installation & Management	3
COMM 135	Intro to Public Speaking	3	ENGL 102	College Composition	3
ENGL 101	College Composition	3	JOUR 241	Web Design II	1
JOUR 240	Web Design I	1		Area B, Religion	3
		16		Area E, Natural Science	3
					16

Minor—Computer Science  
(18 Hours)

Required Courses	Hours	
CPTR 103	Intro to Computing	3
CPTR 124	Fund of Programming	4
CPTR 215	Fund of Software Design	4
CPTR 318	Data Structures	3
	UD Cptr Science Electives	3
	Computer Science Electives	1

Minor—Computer Information  
Systems (18 Hours)

Required Courses	Hours	
CPTR 103	Intro to Computing	3
CPIS 115	Information Systems Theory & Practice	3
CPIS 210	Information Technology Hardware & Software	3
CPIS 220	Applications Programming	3
CPIS 315	Reqmnts & Systems Analysis	3
CPIS	UDElective	3

Minor—Computer Systems  
Administration (18 Hours)

Required Courses	Hours	
CPTR 103	Intro to Computing	3
CPTR 124	Fund of Programming	4
CPTE 218	PC Hdw Repair & Upgrading	2
CPTE 223	Workstation Operating System Installation & Management	3
CPTE 316	Application Software Support	3
CPTE	UD Elective	3

## INFORMATION SYSTEMS

**CPIS 115. Information Systems Theory and Practice** 3 hours

**Prerequisite:** CPTR 103.

Systems theory and concepts; information systems and organizational systems; decision theory and how it is implemented by IT; quality, TQM and reengineering; level of systems: strategic, tactical and operational; systems components and relationships; information systems strategies; roles of information and information technology; roles of people using, developing and managing systems; IS planning; human-computer interface; network and telecommunications systems management; electronic commerce; implementation and evaluation of system performance; societal and ethical issues related to information systems design and use.

**CPIS 210. Information Technology Hardware and Software** 3 hours

**Prerequisites:** CPTR 103; skills in using PC's, Word Processing, Spreadsheets, and Database software.

Hardware: CPU architecture, memory, registers, addressing modes, busses, instruction sets, multi processors versus single processors; peripheral devices: hard disks, CDS, video display monitors, device controllers, input/output; operating systems functions and types; operating systems modules: processes, process management memory and file systems management; examples of hardware architectures; examples of operating systems; basic network components, switches, multiplexers and media; installation and configuration of multiuser operating systems.



- CPIS 220. Applications Programming (G-2)** 3 hours  
*Prerequisite:* CPIS 115.  
This course introduces the student to fundamental programming concepts; data representation, control structures, data and procedural abstraction. It will provide an introduction to and practice with algorithm development using a modern programming language.
- CPIS 225. Introduction to File Processing** 3 hours  
*Prerequisite:* CPIS 220.  
This course provides the student with experience in processing both sequential and random-access files using a variety of techniques. Experience in developing programs for both batch and interactive environments.
- CPIS 315. Requirements and System Analysis** 3 hours  
*Prerequisite:* CPIS 220.  
Requirements analysis. Object oriented analysis and design. Use of data modeling tools. Emphasizes the factors for effective communications and integration with users and user systems. It encourages interpersonal skill development with clients, users, team members, and other associated with development, operation, and maintenance of the system.
- CPIS 325. User Interface Design** 3 hours  
*Prerequisite:* CPIS 220.  
Applying the basic principles of human-computer interaction to the design of computer interfaces. Analysis of interface design and system integration problems. Comparison of standard graphical user interfaces (GUI) and application of guidelines for window, menu, and other dialogue techniques. Evaluate usability and compare interface design methodologies.
- CPIS 430. Physical Design and Implementation with a Programming Environment** 3 hours  
*Prerequisite:* CPIS 315.  
Selection of client-server programming language environment; software construction; structured, event driven and object oriented application design; testing; software quality assurance; system implementation; user training; system delivery; post implementation review; configuration management; maintenance; reverse engineering and re-engineering. Both full client and thin-browser active server based approaches are considered.
- CPIS 435. Project Management and Practice** 3 hours  
*Prerequisite:* CPIS 315; *Co-requisite:* CPTR 319 or CPIS 430.  
Managing the system life cycle; requirements determination, logical design, physical design, testing, implementation; system and database integration issues; network and client-server management; metrics for project management and system performance evaluation; managing expectations; superiors, users, team members and other related to the project; determining skill requirements and staffing the project; cost-effectiveness analysis; reporting and presentation techniques; effective management of both behavioral and technical aspects of the project; change management.
- CPIS 265/465. Topics in Computer Information Systems** 1-3 hours  
*Prerequisite:* Permission of the instructor.  
Topics selected from areas of computer information systems not covered in other courses. May be repeated with permission.
- CPIS 295/495. Directed Study in Computer Information Systems** 1-3 hours  
*Prerequisites:* Permission of instructor and school dean.  
Individual or group work adjusted to meet particular needs of computer information systems students. May be repeated for credit up to six hours.

## COMPUTER TECHNOLOGY

- CPTE 102. Introduction to the Internet (G-2)** **1 hour**  
 Basic skills required for navigating the worldwide Internet including: UNIX commands, electronic mail, FTP, downloading/uploading, Telnet, Gopher, USENET, and the World Wide Web. Configuring a PC for Internet access using shell and dial-up IP connections. Fundamental citizenship/ethics issues will be discussed.
- CPTE 103. Simple Computer Repair and Upgrade** **1 hour**  
 Diagnosing, repairing, and upgrading of PC's at major component level. What you can do yourself and what to leave for an expert.
- CPTE 104. Introduction to Microcomputer Operating Systems (G-2)** **1 hour**  
 Limited to students with no computer background or permission of the instructor. It is designed to introduce the student to the functions and features of DOS, Windows, and UNIX as a preparation for other computer application courses. Some general information about the hardware will be presented so students may feel less intimidated about adding a new board to the computer or hooking up a new mouse. Students will learn how to format disks, manipulate files, and use many utilities. Does not apply toward a baccalaureate major or minor in computer science.
- CPTE 105. Introduction to Word Processing (G-2)** **1 hour**  
*Prerequisite:* A typing course or permission of instructor.  
 Word processing on a microcomputer including techniques for creating form letters, and using an electronic dictionary to check spelling.
- CPTE 106. Introduction to Spreadsheets (G-2)** **1 hour**  
*Prerequisite:* MATH 090 or 103 or Math ACT of 22.  
 A course using microcomputer spreadsheet programs. The most commonly used functions will be described with simple lab problems.
- CPTE 107. Introduction to Database (G-2)** **1 hour**  
 A course using microcomputers as electronic filing cabinets. Information retrieval, report generation, adding, deleting, and updating information.
- CPTE 108. Software Installation and Configuration** **1 hour**  
 Installation, configuration, and troubleshooting of different system and application packages concentrating on current popular operating systems for the PC.
- CPTE 109. Presentation Technology (G-2)** **1 hour**  
 An investigation of various presentation software packages and their use in making effective presentations. General presentation design, graphics for presentations, use of animation, video and sound in presentations, and display technology. Students will design, create, enhance and use overheads, 35mm slides, outlines, speaker's notes, audience handouts and electronic slide shows.
- CPTE 147. Introduction to Architecture and Interiors** **3 hours**  
 An examination of the scope and interrelationships of the professions of architecture and architectural interiors. The role of the designer in society is discussed with consideration of the opportunities for pursuing a rewarding career. Students are introduced to components of the faculty, each describing his or her teaching area. Information sources in architecture are outlined and methods of collecting, structuring and presenting data and ideas are included. Field trips are made to professional offices, manufacturers, and significant buildings and interiors. Open to all students.

- CPT 212. Introduction to Web Programming** 3 hours  
*Prerequisite:* JOUR 240  
Programming for the World Wide Web. Web languages, scripting tools, HTML editors, Web design packages and authoring tools.
- CPT 218. PC Hardware Repair and Upgrading** 2 hours  
*Co-requisite:* CPTR 103  
This course focuses on the troubleshooting and repair of computing hardware. Use of troubleshooting hardware and software.
- CPT 223. Workstation Operating System Installation and Management** 3 hours  
*Prerequisites:* Skills in using PC's and Word Processing, Spreadsheets, Databases, the Web, and presentation software.  
This course focuses on the installation and management of popular computer operating systems used on single user and networked workstations. Troubleshooting, repair, and management.
- CPT 249. CADD Mechanical I (G-2)** 3 hours  
*Prerequisite:* TECH 149 or equivalent.  
An introduction to Computer-Aided Drafting. A study of the computer as an aid in drawing and design as it applies to technical, mechanical, architectural and electrical fields using Auto Cad and Cad Key. Six periods of laboratory each week. Lecture as announced by the instructor. (Winter)
- CPT 251. CADD Architecture I** 3 hours  
Through tutorials, exercises, and projects the student gains working knowledge of the drafting and design capabilities of computer-aided design. Introduction to three-dimensional programs using DataCAD and other architectural programs.
- CPT 245/345. Computer-Aided Publishing (G-2)** 3 hours  
An introductory course in the use of the computer as an aid in publishing materials such as newsletters, flyers, programs. The course gives training in the preparation of camera-ready documents without conventional paste-up and typesetting services using specialized desktop publishing software such as Aldus PageMaker and Xerox Ventura to do page layout.
- CPT 312. Web Server Administration** 2 hours  
*Prerequisite:* CPT 212.  
Selection of web servers, technical architecture of web sites, security issues, electronic commerce, management and maintenance of web servers.
- CPT 316. Application Software Support** 3 hours  
*Prerequisite:* CPT 223.  
This course focuses on methods of mastering applications software in order to be able to provide technical support. Practice in mastering a wide range of software applications. Software troubleshooting. Interpersonal issues relative to giving support to non-technical personnel. Mentoring and software training issues.
- CPT 432. Novell Network Administration** 3 hours  
*Prerequisites:* CPT 223; CPTR 328.  
This course focuses on design, installation, and administration of networks using Novell networking operating systems.
- CPT 434. Microsoft Network Administration** 3 hours  
*Prerequisites:* CPT 223; CPTR 328.  
This course focuses on design, installation, and administration of networks using Microsoft networking operating systems.

**CPTe 442. Software Evaluation** 2 hours

**Prerequisites:** CPTR 124 or CPIS 220 and CPTe 223.

This course focuses on methods for evaluating popular application software packages. Performance and feature evaluation, reliability, usability, maintainability, security issues, and licensing issues.

**CPTe 444. UNIX Systems Administration** 3 hours

**Prerequisite:** CPTe 223.

Installation and management of UNIX operating systems in the business environment. Use of common UNIX tools for the support and administration. Comparison of common UNIX variants.

**CPTe 265/465. Topics in Computer Technology** 1-3 hours

**Prerequisite:** Permission of the instructor.

Topics selected from areas of computer technology not covered in other courses. May be repeated with permission.

**CPTe 295/495. Directed Study in Computer Technology** 1-3 hours

**Prerequisites:** Permission of instructor and school dean.

Individual or group work adjusted to meet particular needs of technical computer support students. May be repeated for credit up to six hours.

**COMPUTER SCIENCE****CPTR 103. Introduction to Computing (G-2)** 3 hours

A comprehensive introduction to the many areas of computing, including algorithmic problem solving, computer organization, and information systems. Introduction to the key issues and concepts throughout the field. Social and ethical issues in computing.

**CPTR 124. Fundamentals of Programming (G-2)** 4 hours

**Prerequisite:** Math ACT > = 22 or MATH 090 or permission of instructor.

Control structures, data types, data representation, compiling, debugging, modularity, and standard programming algorithms are introduced, using an object oriented language. Three hours of lecture and three hours of laboratory each week.

**CPTR 215. Fundamentals of Software Design (G-2)** 4 hours

**Prerequisite:** CPTR 124.

Introduction to software design methods. Elementary data structures. Development of reliable, modifiable programs. Three hours of lecture and three hours of laboratory each week.

**CPTR 220. Organization, Architecture and Assembly Language** 4 hours

**Prerequisite:** CPTR 124.

Basic machine organization and architecture. Processor components, instruction sets, memory types and hierarchy. Introduction to data representation, instruction formats, addressing techniques, and assembly language. Three hours of lecture and three hours of laboratory each week.

**CPTR 318. Data Structures and Algorithms** 3 hours

**Prerequisites:** CPTR 215; MATH 120 or equivalent.

Advanced data structures including heaps, hash tables, height-balanced trees, and graphs. Techniques for data abstraction. Algorithms that have application in many areas of computer science including searching, sorting, and graph algorithms. Recursive algorithms. Analysis of algorithms including time and space complexity analysis. Criteria for choosing data structures and algorithms.

- CPTR 319. Database Management Systems** 3 hours  
*Prerequisite:* CPTR 318 or CPIS 315.  
Introduction to database management systems, including data modeling, query languages and processing, database design, data integrity and security. Issues related to distributed database systems, object oriented database systems, and legacy database systems are also discussed.
- CPTR 328. Principles of Networking** 3 hours  
*Prerequisite:* CPTR 103.  
Principles and issues related to computer networking and data communications. Network topologies, network protocols, network models, routing, congestion control, Internet working, security and privacy.
- CPTR 365. Operating Systems** 3 hours  
*Prerequisites:* CPTR 220, 318.  
Detailed study of operating system concepts. Process management, scheduling, time slicing, concurrency, mutual exclusion, semaphores, resource management, memory mapping, virtual systems, mass storage, file systems, and security. Case studies of operating systems.
- CPTR 366. Microcomputer Construction** 3 hours  
*Prerequisite:* CPTR 220.  
A class with a large lab component. The students will assemble on a plug-board a complete working microcomputer. The class will cover the information necessary to design a microprocessor based computer with static or dynamic memory, ROM, interrupts, DMA, and various types of I/O. Reading manufacturers specifications and working within the timing parameters is an important part of the course. (Winter, even years—enrollment limited to 10 due to lab equipment.)
- CPTR 405. Organization of Programming Languages** 3 hours  
*Prerequisites:* CPTR 220, 318.  
Computer language definition via formal syntax and semantics. Design and implementation issues of features found in most programming language but including some features found only in modern programming languages. Programming language paradigms.
- CPTR 415. Compiler Construction** 3 hours  
*Prerequisites:* CPTR 405; MATH 280.  
Principles and techniques of lexical analysis, parsing, semantic analysis, code generation, and optimization. Students will be required to design and implement a functional compiler for a given programming language.
- CPTR 418. Artificial Intelligence** 3 hours  
*Prerequisite:* CPTR 318.  
Search techniques and methods of knowledge representation. Application to areas such as planning, learning, expert systems, neural networks, intelligent agents, natural language processing, image processing, and speech recognition. Introduction to the languages used in AI.
- CPTR 425. Computer Graphics** 3 hours  
*Prerequisites:* CPTR 318; MATH 182. Recommended: MATH 200.  
This course teaches the principles of generating graphical images on a computer with an emphasis on the underlying mathematical theory and its programming implementations. Topics include graphics primitives, windowing techniques, clipping, 2-D and 3-D transformations, projections, 3-D viewing techniques, cubic interpolating and approximating curves, bicubic 3-D surface patches, fractal curves and surfaces, hidden line and surface removal, shading, surface mapping, ray tracing, animation techniques.

- CPTR 430. Algorithms** 3 hours  
*Prerequisites:* CPTR 318; MATH 181, 280.  
 Techniques for the design and analysis of algorithms, especially divide-and-conquer, greedy, and dynamic programming algorithms. Computational complexity and analysis of particular algorithms of practical or theoretical importance in computer science.
- CPTR 442. Theory of Computation** 3 hours  
*Prerequisites:* CPTR 318; MATH 280.  
 Formal models of computation such as finite state automata, push-down automata and Turing machines. Formal languages. Computability and complexity theory along with the practical implications of theoretical results.
- CPTR 265/465. Topics in Computer Science** 1-3 hours  
*Prerequisite:* Permission of the instructor.  
 Topics selected from areas of computer science not covered in other courses. Possible topics include: Neural Networks, Information Retrieval, Distributed Computing, Advanced Compiler Design, Computer Architecture, Advanced Operating Systems, Systems Programming, Visualization of Data, Computer Simulation, and Parallel Computing. May be repeated with permission.
- CPTR 485. Computer Science Seminar (W)** 1 hour  
*Prerequisite:* CPTR 318 and senior standing or permission of instructor.  
 Written and oral reports are made on specific topics treated in current computer science literature. Résumé writing, interviewing, application to graduate school, GRE testing, witnessing on the job and at graduate school are also discussed. The major Field Test in Computer Science by ETS will be taken as a class requirement.
- CPTR 295/495. Directed Study in Computer Science** 1-3 hours  
*Prerequisite:* Permission of instructor and school dean.  
 Individual or group work adjusted to meet particular needs of computer science students. May be repeated for credit up to six hours.

## SOFTWARE ENGINEERING

- SENG 208. Introduction to Software Engineering** 3 hours  
*Prerequisite:* CPTR 215 or CPIS 225.  
 Techniques for the management, development and maintenance of large complex software systems. Life cycle issues, requirements and domain analysis, architecture and detail design, implementation, testing, and quality assurance. Team projects.
- SENG 265/465. Topics in Software Engineering** 1-3 hours  
*Prerequisite:* Permission of the instructor.  
 Topics selected from areas of software engineering not covered in other courses. May be repeated with permission.
- SENG 292/492. Software Technology Internship** 1-3 hours  
*Prerequisites:* Consent of instructor and school dean.  
 Individual or group work in current software technologies. May be repeated for credit up to six hours.
- SENG 295/495. Directed Study in Software Technology** 1-3 hours  
*Prerequisites:* Permission of instructor and school dean.  
 Individual or group work adjusted to meet particular needs of computing students. May be repeated for credit up to six hours.

# SCHOOL OF EDUCATION AND PSYCHOLOGY

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**Dean:** Alberto dos Santos

**Faculty:** Fern Babcock, Krystal Bishop, Charles D. Burks, Robert Egbert, Jon Green, Sheryl Gregory, Leona Gulley, Carole Haynes, Rita Henriquez-Green, Denise Michaelis, Carleton Swafford

**Adjunct Faculty:** Kelly Bock, Robert Coombs, Diane Butler-Cooper, Ruth Liu,

**1999/2000 Teacher Education Council:** Alberto dos Santos, Chair; George Babcock, Krystal Bishop, Ken Caviness, Ted Evans, Jennifer Foster, Pat Fountain, Jon Green, Jan Haluska, James Hanson, Carole Haynes, Ingrid Jones, Jud Lake, Denise Michaelis, Robert Moore, Dennis Pettibone, Mary Jayne Ries, Rhonda Scott-Ennis, Wayne Stickney, Carleton Swafford, Verle Thompson, William Wohlers, and Barbara Brooks, Secretary

## PHILOSOPHY AND OBJECTIVES

The School of Education and Psychology subscribes to the philosophy that man was created in the image of God but as a result of willful disobedience sin has marred his God-given attributes and divine likeness. This philosophy recognizes that the object of education is also the object of redemption—to restore in man the image of his maker and bring him back to the perfection in which he was created. Thus the work of redemption is also the work of education, involving the development of the whole person—physical, mental, spiritual, and social.

The teacher education and psychology programs in the unit are founded upon the basic assumption that there is a body of information, research, and practice that make up the knowledge base for the teaching profession and that acquisition of this knowledge is a significant part of teachers' and psychologists' preparation. The unit further confirms the belief that teachers and psychologists should be good examples in health, intellect, and character.

## STATEMENT OF MISSION

The mission of the School of Education and Psychology at Southern Adventist University is to prepare professional educators and psychologists at both undergraduate and graduate levels who can function effectively in a culturally pluralistic society and who are dedicated to assisting students in reaching their maximum potential in service to God and humanity.

The School of Education and Psychology is approved by the Tennessee State Board of Education for the preparation of secondary and elementary teachers and is accredited by the National Council for Accreditation of Teacher Education (NCATE).

## GRADUATE DEGREES

The School of Education and Psychology offers two Master of Science degrees:

1. Master of Science in Education

### Options:

- a. Educational Administration and Supervision
- b. Curriculum and Instruction
- c. Inclusive Education
- d. Multiage/Multigrade Teaching
- e. Outdoor Teacher Education

## 2. Master of Science in Counseling

Options:

- a. Community Counseling
- b. Marriage and Family Therapy

Degree requirements are described in a separate *Graduate Catalog*, available by writing to the School of Education and Psychology.

## UNDERGRADUATE PSYCHOLOGY DEGREES

## BACHELOR OF ARTS DEGREE IN PSYCHOLOGY

The B.A. degree in Psychology is recommended for those students who desire a liberal arts education as a basis for teaching in the area of psychology, or combining their understanding of psychology with another academic emphasis as medicine, dentistry, law, or business. This degree includes 32 required hours in psychology, two semesters of a foreign language, and 18 hours in a chosen minor.

## Major—B.A. Psychology (32 Hours)

Required Courses		Hours	Required Courses, cont.		Hours
PSYC 124	Intro to Psychology	3	PSYC 415	Hist & Sys of Psychology (W)	2
PSYC 128	Developmental Psychology	3	PSYC 490	Psychology Seminar	1
PSYC 315	Abnormal Psychology	3	PSYC 491	Psychology Practicum	2
PSYC 346	Intro to Personality Theories	3	PSYC 497	Research Design & Stats II (W)	3
PSYC 357	Psychological Testing	3	PSYC	Psychology Electives	6
PSYC 377	Fund of Counseling (W)	3			
			Required Courses		Hours
			CPTR	Computer Electives	3
			EDUC 397	Research Design & Stats I (W)	3
			PSYC	Psychology Electives	3

\*Six (6) hours of foreign language are required for this major. Students with 2 units of high school foreign language can complete this degree in 124 semester hours. Students without 2 units of high school foreign language can complete this degree program in 130 semester hours.

For students interested in nonclinical work, six hours of electives may be selected from the following courses:

PSYC 224	Social Psychology	3	PSYC 387	Comparative Psychology	3
PSYC 233	Human Sexuality	3	PSYC 432	Industrial/Org Psychology	3
PSYC 326	Physiological Psychology	3	PSYC 465	Topics in Psychology	3
PSYC 349	Aging and Society (W)	3	PSYC 495	Directed Study	1
PSYC 384	Experimental Psychology	3			

For students interested in clinical work, six hours of electives may be selected from the following courses:

PSYC 224	Social Psychology	3	PSYC 465	Topics in Psychology	3
PSYC 233	Human Sexuality	3	PSYC 479	Family Counseling	3
PSYC 422	Adolescent Psychology	3	PSYC 495	Directed Study	1
PSYC 460	Group Processes	3			



Sample Freshman Year Sequence  
B.A. Psychology

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	CPT 105	Intro to Word Processing	1
HIST 154	Amer Hist & Institutions I OR	3	CPT 106	Intro to Spreadsheets	1
HIST 174	World Civilizations I		CPT 107	Intro to Data Base	1
MATH 103	Survey of Math	3	ENGL 102	College Composition	3
PEAC	Area G-3, Elective	1	HIST 155	Amer Hist & Institutions II OR	3
PSYC 124	Intro to Psychology	3	HIST 175	World Civilizations II	
RELB 125	Life & Teachings	3	PSYC 128	Developmental Psychology	3
		<u>16</u>		Elective	3
					<u>15</u>

**BACHELOR OF SCIENCE DEGREE IN PSYCHOLOGY**

The B.S. degree in Psychology is recommended in preparation for graduate study leading to a career in clinical psychology, counseling psychology, community counseling, marriage and family counseling, industrial and experimental psychology, or any other area of psychology. This degree includes 45 required hours in psychology.

**Major—B.S. Psychology (45 Hours)**

Required Courses	Hours	Required Courses, cont.	Hours
PSYC 124	Intro to Psychology	PSYC 415	History & Systems of Psyc (W)
PSYC 128	Developmental Psychology	PSYC 465	Topics
PSYC 224	Social Psychology	PSYC 490	Seminar
PSYC 315	Abnormal Psychology	PSYC 491	Practicum
PSYC 346	Personality Theories	PSYC 497	Research Design and Stats II (W)
PSYC 357	Psychology Testing		Electives
PSYC 377	Fundamentals of Counseling (W)		
PSYC 397	Research Design and Stats I (W)		
		<b>Required Courses</b>	<b>Hours</b>
		CPTR	Computer Elective
		EDUC 250	Technology
			Soc Wrk & Fam Studies Electives

For students interested in nonclinical work, electives may be selected from the following courses:

PSYC 326	Physiological Psychology	3
PSYC 349	Aging and Society (W)	3
PSYC 384	Experimental Psychology	3
PSYC 387	Comparative Psychology	3
PSYC 432	Industrial/Org Psychology	3

For students interested in clinical work, electives may be selected from the following courses:

PSYC 422	Adolescent Psychology	3
PSYC 460	Group Processes	3
PSYC 479	Family Counseling	3

The following courses may be selected as electives:

PSYC 217	Psyc Foundations of Educ	2	PSYC 336	Language Acquisition & Devel	2
PSYC 230	Prin and Application of Cog Dev	2	PSYC 356	Classroom Assessment	2
PSYC 240	Psyc of Exception Child & Youth	2	PSYC 421	Behavior Mgmt (Elem School)	2

No foreign language is required for this major. However, a language may be taken as an elective or a general education course.

Sample Freshman Year Sequence  
B.S. Psychology

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	CPT 105	Intro to Word Processing	1
HIST 154	Amer Hist & Institutions I OR	3	CPT 106	Intro to Spreadsheets	1
HIST 174	World Civilizations I		CPT 107	Intro to Data Base	1
MATH 103	Survey of Math	3	ENGL 102	College Composition	3
PEAC	Area G-3, Elective	1	HIST 155	Amer Hist & Institutions II OR	3
PSYC 124	Intro to Psychology	3	HIST 175	World Civilizations II	
RELB 125	Life & Teachings	3	PSYC 128	Developmental Psychology	3
		<u>16</u>		Elective	<u>3</u>
					15

### Minor—Psychology (18 Hours)

Required Courses	Hours
PSYC 124 Intro to Psychology	3
PSYC 128 Developmental Psychology	3
PSYC Electives	12
(6 hours must be upper division)	

### ASSESSMENT OF PSYCHOLOGY MAJORS

The comprehensive assessment of senior psychology majors (including education students who major in psychology for teacher licensure) takes place during their last academic year. Students are required to take the 16PF test and prepare a portfolio. This senior assessment must be completed to have the recommendation of the School for graduation. The final assessment is graded on an Honor, Pass, or Fail basis. Results of student assessment are evaluated by the faculty with a view to changing course content as needed.

## UNDERGRADUATE DEGREES IN TEACHER EDUCATION

### Objectives of the Teacher Education Program

The teacher education program at Southern Adventist University is designed to help the teacher candidate develop personal values and acquire the knowledge, skills, and competencies needed to function effectively in the teacher's role as a person, a facilitator of learning, a practitioner, and a professional.

### The Teacher As a Person

To promote the personal development of the prospective teacher (which includes physical, aesthetic, intellectual, and moral values) by guidance and advisement through general education which results in:

1. an understanding, appreciation, and enjoyment of man's creative activity in the humanities, social, and natural sciences;
2. a development of personal values that recognize our pluralistic cultural heritage as well as individual worth and integrity and brotherhood of mankind under God;
3. the ability to communicate ideas clearly and effectively in reading, writing, speaking, and listening;
4. an appreciation of the value of health and the importance of health practices in home and family life.

### **The Teacher As a Facilitator of Learning**

To provide a set of educational experiences that will enable the teacher candidate to master the skills in:

5. planning curriculum encounters with learners with appropriate materials and instructional strategies;
6. identifying learning objectives at appropriate levels;
7. using diagnostic and evaluation strategies;
8. handling classroom management and reinforcement strategies;
9. applying principles of human growth and development and theories of learning to classroom situations;
10. integrating faith and learning, along with emphasizing character development;
11. recognizing and encouraging creativity and the maximum possible development of student abilities.

### **The Teacher As a Practitioner**

To maintain a learning environment that is conducive to acquiring the knowledge, skills and competencies that characterize successful practitioners through:

12. enhancement of positive attitude toward self, intellectual curiosity, and independent critical thinking;
13. continuing experimentation and innovation with new pedagogical practices and basic tools of learning;
14. utilization of translatable research;
15. on-campus instruction and off-campus field experiences in public and private schools.

### **The Teacher As a Professional**

To provide a social-emotional climate and opportunities for the development of leadership skills while encouraging attitudes and experiences that foster professional growth by:

16. participating actively in the campus student education association;
17. becoming familiar with the professional organizations and their journals and the nature of the articles reported in them;
18. keeping abreast with developments in education, school reform and legislation;
19. participating in activities that enhance church, home, and community relationships;
20. demonstrating a genuine interest and concern for the physical, mental, social, and spiritual development of the learner.

### **TEACHER EDUCATION PROGRAMS**

Southern Adventist University has approved teacher certification programs at three levels:

#### K-8

- B.A. in Psychology Leading to Licensure
- B.A. in Language Arts Leading to Licensure
- B.S. in Science and Math Studies Leading to Licensure

#### K-12

- Music Education
- Physical Education/Health

**Z-12**

Biology Education  
 Chemistry Education  
 English Education  
 History Education  
 Mathematics Education  
 Physics Education  
 Religious Education

**ADMISSION PROCEDURES**

Admission to Southern Adventist University does not automatically enroll the student into teacher education. There are three stages that students must go through to be fully accepted in the teacher education program.

**A. Initial Admission to the Teacher Education Program**

Each student accepted at Southern Adventist University who indicated that teaching is his/her professional objective is assigned an educational program adviser by the Dean of the School of Education and Psychology in cooperation with the advisement coordinator in the Records Office. The advisers assist in planning a student's academic program each year and guide their advisees through the stages of the Teacher Education Program. Advisers and advisees should work closely to follow the professional sequence of courses. Students assume responsibility for making necessary applications, meeting the requirements, and other relevant deadlines.

During the sophomore year, and after having met the numbered criteria listed below, the student should file a formal application for initial admission to the Teacher Education Program. Application forms may be obtained from the School secretary in Summerour Hall. Transfer students wishing to enter the Teacher Education Program should file an application after the first year in residence. Upon application, a file is set up for each applicant containing relevant information to the student's candidacy. To be initially admitted, all the following criteria must be met:

1. Be in residence at the University.
2. Show evidence of physical, mental, spiritual and moral fitness.
3. Possess an overall grade point average of 2.75 or above.
4. Have successfully completed EDUC 135 Introduction to Education, and ENGL 101-102 with a minimum grade of C-.
5. Possess an enhanced ACT composite score of 22 OR have passed all three sections of the PRAXIS I (Pre-Professional Skills Test) which is the entrance competency test required by the State of Tennessee. The ACT composite score of 22 or above will EXEMPT the PPST.
6. Have taken the 16 Personality Factor Test.
7. Have submitted a formal application which includes a short autobiography in your own handwriting containing anecdotal information on why you decided to pursue a career in teaching.
8. Have obtained recommendations from the Vice President of Student Services and the student's academic adviser as part of the application process.
9. Have presented a beginning professional portfolio to the Teacher Education Faculty.
10. Have successfully completed an initial interview with the Teacher Education Faculty.
11. Have signed a felony statement as part of the interview process.

Applicants meeting the above criteria are recommended by the Education faculty to the Teacher Education Council. The student will be informed in writing as to the status of the application for admission following the action of the Teacher Education Council.

**B. Candidacy and Retention in Teacher Education**

After the applicant has been admitted to the Teacher Education Program, his/her progress will be reviewed by the Candidacy Committee, consisting of the adviser, a departmental/school representative, and one elementary or secondary teacher. As a teacher candidate, the applicant will be given an opportunity to interact with the Candidacy Committee in a non-threatening atmosphere. During the interview the candidate can strengthen his/her commitment to teaching or express his/her concerns and questions about the teaching profession.

Retention in the teacher education program is contingent on successful completion of courses attempted and maintenance of the academic standard required for initial admission to the program. Teacher candidates are expected to maintain consistent personal representation of the standards and objectives of Southern Adventist University and the teacher education program.

**C. Authorization to do Student Teaching**

After acceptance into the Teacher Education Program and before the first semester of the senior year, the teacher candidate must file a formal application with the faculty of the School of Education and Psychology for authorization to do student teaching. Application forms may be obtained from the School secretary in Summerour Hall. A late application may delay the student teaching experience. Student teaching is regarded as the culminating experience of the Teacher Education Program.

The following criteria are considered for each applicant:

1. Completion of all professional education courses
2. Cumulative GPA of 2.75
  - Major Studies GPA of 2.75
  - Professional Education GPA of 2.75
3. Evidence of good physical and mental health
4. Adherence to standards and objectives of Southern Adventist University and the Teacher Education Council
5. Formal application for student teaching at least one semester in advance
6. Proof of current certification in First Aid/CPR
7. Recommended by the Education faculty after completion of a student teaching interview
8. Presentation of the on-going professional portfolio as part of the interview process
9. Approval of the Teacher Education Council

Teacher candidates who meet the above criteria are recommended by the Education and Psychology faculty to the Teacher Education Council. Candidates are informed in writing as to the status of their application following the action of the Teacher Education Council.

## Advisement

The major goal of the advisement process is to orient the teacher candidate with the total teacher education program, with major emphasis on its three components, namely, general education, professional education, and specialty studies. This is accomplished by the academic adviser as s/he interacts with his/her advisees during advisement sessions.

## APPEAL PROCEDURES

Criteria and standards for admission to teacher education are explicit, but allow for second chance attempts. Courses may be repeated to raise GPA or students may follow the Grievance Procedures found under Academic Policies (page 41). Also, students who do not meet all the criteria required to do Student Teaching may appeal to the Appeals Committee. ***The applicant who has to take this alternative route will be evaluated on the bases of eminence and outstanding strengths in several other criteria rather than minimal meeting of those criteria.*** The Appeals Committee makes recommendation to the Teacher Education Council who determines the final action. Any applicant who determines to follow this alternative policy must seek counsel from the Dean of the School of Education and Psychology

## TEACHER LICENSURE

Licensure and certification are synonymous terms for the process of granting legal authorization to teach in the public or private elementary or secondary schools of a state or of the Seventh-day Adventist Church based on meeting predetermined qualifications. Certification has been established to give professional status to qualified teachers and to assure school boards and parents that the teacher is well prepared.

## WHO CAN OBTAIN CERTIFICATION?

Every student who successfully completes the requirements for teaching in the elementary or secondary school and graduates from Southern Adventist University will receive recommendation for certification based upon the following criteria:

- A. Successful completion of student teaching assignments
- B. Satisfactory completion of all credential requirements
- C. Recommendation of major departments/schools
- D. Satisfactory scores on the following National Teachers Examinations (NTE):
  - (1) Principles of Learning and Teaching, and
  - (2) appropriate specialty area(s).

Certification is not automatic. The eligible candidate must make the necessary application to the appropriate union conference for denominational certification and to the specific state department of education where the candidate expects to teach. Information regarding certification is available through the Southern Adventist University certification officer. Since teacher certification regulations are always in the process of change, graduating teacher education candidates are urged to make their applications for certification immediately. If the candidate does not make application within two years for denominational certification, or within three years for Tennessee State certification, s/he will have to take additional courses before certification can be issued.

**WHAT CERTIFICATES MAY BE OBTAINED?**

**A. Teacher's Certificate (Tennessee)**

A certificate is issued on the basis of a minimum of a Bachelor's Degree with a major in at least one subject teaching field and the completion of an approved teacher education program. Satisfactory scores on the following National Teachers Examinations (NTE): (1) Principles of Learning and Teaching, and (2) appropriate specialty area(s) must be obtained.

**B. Basic Certificate (SDA denominational)**

Required by the Department of Education of the North American Division of Seventh-day Adventists. This three-year denominational certificate is issued on the basis of completing the following courses in addition to the above requirements:

RELT 255	Christian Beliefs .....	3 hours
RELT 138	Adventist Heritage .....	3 hours
RELB	Biblical Studies .....	3 hours
REL	Upper division elective .....	3 hours
HLED 173	Health for Life .....	2 hours

**REQUIREMENTS FOR CERTIFICATION**

Candidates for state certification must complete the appropriate teacher preparation curriculum. This consists of three components: general education, professional education, and major studies.

**A. General Education:**

This component represents that portion of the total teacher education program designed to foster the development of those competencies that are basic to all life's responsibilities and provide intellectual foundation in the liberal arts. Students pursuing a teacher education curriculum must work closely with their advisers for guidance in the selection of general education courses that are appropriate to their individual needs. Relevant courses are listed in this catalog under the seven main areas of the general education requirements, pages 27-30.

**B. Professional Education:**

Elementary: The courses for the three elementary programs are included with the degree requirements listed on pages 120-122 of this catalog.

Secondary: The following courses are required for secondary teaching certification. In order to be eligible for certification, students must have a minimum grade point average of 2.75 in the major, professional education, and cumulative areas.

EDUC 135	Intro to Education .....	2 hours
EDUC 217	Psychological Foundations of Education .....	2 hours
EDUC 240	Education for Exceptional Children and Youth .....	2 hours
EDUC 250	Technology in Education .....	2 hours
EDUC 325	Philosophy of Christian Education (W) .....	2 hours
EDUC 356	Classroom Assessment .....	2 hours
EDUC 422	Behavior Management—Secondary .....	2 hours
EDUC 434	Secondary Reading Methods. ....	2 hours
EDUC 437	Curriculum and General Methods, Grades 7-12. ....	1 hour

EDUC 438	Curriculum and Content Methods, Grades 7-12. . . . .	1 hour
EDUC 468	Enhanced Student Teaching 7-12 or	
EDUC 469	Enhanced Student Teaching K-12 . . . . .	<u>12 hours</u>
	<b>TOTAL</b>	<b>30 hours</b>

**C. Major Studies:**

Major studies requirements: Preparation for teaching in the elementary school requires a B.A. in Psychology leading to licensure K-8, B.A. in Language Arts leading to licensure K-8, or a B.S. in Science and Math Studies leading to licensure K-8. See listings of course sequences on pages 120-122 of this bulletin.

The following departments/schools offer majors that can be combined with professional education courses resulting in licensure to teach:

Biology	Mathematics
Chemistry	Music
Education & Psychology	Physical Education & Health
English	Physics
History	Religion

Students are to complete the degree requirements as specified by their chosen major plus the professional education courses as listed under B above.

**D. Miscellaneous Information Relative to Teacher Training:**

1. Because of time commitments during the student teaching experience, no additional courses may be taken. The Education faculty will endeavor to provide the opportunity for student teachers to teach in off-campus student teaching centers. It is expected that any student entering student teaching will have completed all other courses.
2. Correspondence credit will be accepted to the extent of one-fourth of the credit required for the certificate provided that no more than four semester hours in education are applied on the professional education requirement. If personal circumstances demand a correspondence course, a petition must be filed with the School of Education and Psychology and its approval obtained before registering for the course. The course must be completed and the grade filed in the Records Office before student teaching is begun.
3. A major is not always required for additional endorsements. A minor may be acceptable as a second field for SDA certification.
4. Students should contact the School of Education and Psychology for information on specific requirements in the area(s) of endorsement sought.
5. The Teacher Education Program at Southern Adventist University is being constantly refined to meet any and all North American Division, NCATE, and/or State of Tennessee's changing and mandated licensure requirements for teacher preparation. As a result, changes may occur in the course offering and in the program requirements for students preparing to become teachers.



Teacher education students must meet any and all such additional requirements mandated by NAD, NCATE, or the State of Tennessee, even though such changes may not be listed in the Teacher Education programs in the particular catalog under which the student entered, and students should stay in contact with the School of Education and Psychology to be aware of any changes that may affect them.

**DEGREES FOR TEACHING LICENSURE**

**Major—B.A. Psychology (36 Hours)  
Leading to Licensure K-8**

Major	36
General Education	57-63
Professional Education	32
<b>Total</b>	<b>125-131</b>

While this degree program is open to anyone, it is required for all those who desire to psychology emphasis and wish to teach lower elementary grades.

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
EDUC 325	Phil of Christian Educ (W)	2	PSYC 336	Lang Acquisition & Dev	2
EDUC 330	Library Materials for Children	2	PSYC 356	Classroom Assessment	2
PSYC 124	Intro to Psychology	3	PSYC 377	Fund of Counseling (W)	3
PSYC 128	Developmental Psychology	3	PSYC 397	Research Design & Stats I (W)	3
PSYC 217	Psyc Found of Education	2	PSYC 421	Behavior Management	2
PSYC 230	Prin & App of Cog Dev	2	PSYC 490	Psychology Seminar	1
PSYC 240	Psyc of Excep Child & Youth	2	PSYC 491	Psychology Practicum	1
PSYC 315	Abnormal Psychology	3	PSYC 497	Research Design & Stats II (W)	3

**General Education (57-63 Hours)**

AREA A	ENGL 101, 102; MATH 103	9
AREA B	RELB, 3 hours; RELT 138, 255; U.D. RELB or RELT, 3 hrs.	12
AREA C	HIST 154, 175, 356	9
AREA D	ART 230; MUED 231; COMM 135; ENGL 216, Foreign Lang. 0-6	10-16
AREA E	BIOL 103; CHEM 111; ERSC 105	9
AREA F	HLED 173; PETH 463	4
AREA G	PEAC 225; PEAC elective, 1 hr; EDUC 250	4

**Professional Education (32 Hours)**

EDUC 135	Intro to Education	2	EDUC 455	Bible Methods	2
EDUC 332	Elementary Reading Methods	3	EDUC 456	Language Arts Methods	2
EDUC 426	Kindergarten Methods	2	EDUC 457	Social Studies Methods	2
EDUC 453	Mathematics Methods	2	EDUC 463	Small Schools Seminar	2
EDUC 454	Science & Health Methods	2	EDUC 465	Pre-Session Practicum	1
			EDUC 466	Enhanced Student Tchg K-8	12

**Sample Freshman Year Sequence**

**B.A. Psychology  
Leading to Licensure K-8**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3	BIOL 103	Prin of Biology	3
MATH 103	Survey of Math	3	EDUC 135	Intro to Education	2
PEAC 225	Fitness for Life	1	ENGL 102	College Composition	3
PSYC 124	Intro to Psychology	3	HIST 175	World Civilizations II	3
RELB 125	Life & Teachings of Jesus	3	HLED 173	Health for Life	2
	*Area D-1, Foreign Lang	3		*Area D-1, Foreign Lang	3
		<u>16</u>			<u>16</u>

\*A student who has 2 units of high school foreign language can complete this degree program in 125 semester hours.

**Major—B.A. Language Arts (43 Hours)  
Leading to Licensure K-8**

Major	43
General Education	57-63
Professional Education	32
Total	132-138

This degree program is required for those who wish to teach grades K through 8 and who want a Language Arts emphasis; however, the program is open to anyone.

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
EDUC 325	Phil of Christian Educ (W)	2	PSYC 128	Developmental Psychology	3
EDUC 330	Library Materials for Children	2	PSYC 217	Psyc Foundations of Education	2
ENGL 205	Grammar & Linguistics for Tchrs	3	PSYC 230	Princ & App of Cognitive Devel	2
ENGL 216	Approaches to Literature	3	PSYC 240	Psyc for Except Child/Youth	2
ENGL 313	Expository Writing		PSYC 336	Lang Acquisition & Development	2
	OR	3	PSYC 356	Classroom Assessment	2
ENGL 314	Creative Writing		PSYC 397	Research Design & Stats I (W)	3
ENGL U.D.	Lit Electives (W)	9	PSYC 421	Behavior Management	2
			PSYC 497	Research Design & Stats II (W)	3

**General Education (57-63 Hours)**

AREA A	ENGL 101, 102; MATH 103	9
AREA B	RELB, 3 hours; RELT 138, 255; U.D. RELB or RELT, 3 hours	12
AREA C	HIST 154, 175, 356	9
AREA D	ART 230; MUED 231; COMM 135; Foreign Lang. 0-6	7-13
AREA E	BIOL 103; CHEM 111; ERSC 105	9
AREA F	HLED 173; PETH 463; PSYC 124	7
AREA G	PEAC 225, PEAC course, 1 hr; EDUC 250	4

**Professional Education (32 Hours)**

EDUC 135	Intro to Education	2	EDUC 455	Bible Methods	2
EDUC 332	Elementary Reading Methods	3	EDUC 456	Language Arts Methods	2
EDUC 426	Kindergarten Methods	2	EDUC 457	Social Studies Methods	2
EDUC 453	Mathematics Methods	2	EDUC 463	Small Schools Seminar	2
EDUC 454	Science & Health Methods	2	EDUC 465	Pre-Session Practicum	1
			EDUC 467	Enhanced Student Tchng K-8	12

**Sample Freshman Year Sequence**

**B.A. in Language Arts  
Leading to Licensure K-8**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3	BIOL 103	Prin of Biology	3
MATH 103	Survey of Math	3	EDUC 135	Intro to Education	2
PEAC 225	Fitness for Life	1	ENGL 102	College Composition	3
PSYC 124	Intro to Psychology	3	HIST 175	World Civilizations II	3
RELT 125	Life & Tchgs of Jesus	3	HLED 173	Health for Life	2
	*Area D-1, Foreign Lang	3		*Area D-1, Foreign Lang	3
		16			16

\*A student who has 2 units of high school foreign language can complete this degree program in 132 semester hours.

**Major—B.S. Science and Math Studies (48 Hours)  
Leading to Licensure K-8**

Major	48
General Education	51
Professional Education	32
Total	131

This degree program is required for those who wish to teach grades K through 8 and who want a Science/Math emphasis; however, the program is open to anyone.

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
EDUC 299	Outdoor Ministries	2	MATH 475	Mathematics in the Sciences	1
EDUC 325	Phil of Christian Educ (W)	2	PHYS 137	Intro to Physics	3
EDUC 330	Library Materials for Children	2	PSYC 128	Developmental Psychology	3
EDUC 364	Environmental Education	2	PSYC 217	Psyc Foundations of Education	2
BIOL 103	Prin of Biology	3	PSYC 230	Prin & Appls Cognitive Devel	2
BIOL 424	Issues of Nat Sci/Religion	3	PSYC 240	Psyc of Excep Children & Youth	2
CHEM 111	Survey of Chemistry	3	PSYC 356	Classroom Assessment	2
ERSC 105	Earth Science	3	PSYC 397	Research Design & Stats I (W)	3
MATH 120	Precalculus Algebra	3	PSYC 421	Behavior Management	2
MATH 121	Precalculus Trigonometry	2	PSYC 497	Research Design & Stats II (W)	3

**General Education (51 Hours)**

AREA A	ENGL 101, 102; MATH 103	9
AREA B	RELB, 3 hours; RELT 138, 255; U.D. RELB or RELT, 3 hrs	12
AREA C	HIST 154, 175, 356	9
AREA D	ART 230; MUED 231; COMM 135; ENGL 216	10
AREA E	Included in the major	0
AREA F	HLED 173; PSYC 124, PETH 463	7
AREA G	PEAC 225, PEAC elective (1 hour); EDUC 250	4

**Professional Education (32 Hours)**

EDUC 135	Intro to Education	2	EDUC 455	Bible Methods	2
EDUC 332	Elementary Reading Methods	3	EDUC 456	Language Arts Methods	2
EDUC 426	Kindergarten Methods	2	EDUC 457	Social Studies Methods	2
EDUC 453	Mathematics Methods	2	EDUC 463	Small Schools Seminar	1
EDUC 454	Science & Health Methods	2	EDUC 465	Pre-Session Practicum	2
			EDUC 466	Enhanced Student Tchg K-8	12

**Sample Freshman Year Sequence  
B.S. Science and Math Studies  
Leading to Licensure K-8**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3	BIOL 103	Prin of Biology	3
HIST 154	American Hist & Institutions I	3	EDUC 135	Intro to Education	2
MATH 103	Survey of Math	3	ENGL 102	College Composition	3
PEAC 225	Fitness for Life	1	HIST 175	World Civilizations II	3
PSYC 128	Developmental Psych	3	HLED 173	Health for Life	2
RELB 125	Life & Tchgs of Jesus	3	RELT 138	Adventist Heritage	3
		16			16

**Minor—Education (18 Hours)**

<u>Required Courses</u>		<u>Hours</u>
EDUC 135	Intro to Education	2
EDUC 217	Psyc Foundations of Education	2
EDUC 240	Ed for Excep Childr & Youth	2
EDUC	Electives	12
	(6 hours must be upper division)	

This minor does not automatically lead to either elementary or secondary certification, both of which require a baccalaureate degree and completion of professional education courses for licensure. See the Requirements for Certification beginning on page 120.

**PROGRAM FOR ELEMENTARY ENDORSEMENT  
FOR INDIVIDUALS MEETING REQUIREMENTS  
FOR SECONDARY CERTIFICATION**

Twenty-two (22) semester hours selected from the courses listed below are required. A minimum of 12 semester hours from these courses must be completed after the date the applicant became eligible for the original certificate endorsed in a subject area in grades 7-12 or in a subject area in grades K-12. **Grades must be C- or better.**

**A. Required Courses:**

EDUC 250	Technology in Education	2
EDUC 332	Elementary Reading Methods	3
EDUC 426	Kindergarten Methods	2
EDUC 453	Mathematics Methods	2
EDUC 455	Bible Methods	2
EDUC 456	Language Arts Methods	2
EDUC 457	Social Studies Methods	2

**B. Six semester hours to include three of the following four areas:**

ART 230	Intro to Art Experiences	2
EDUC 454	Science and Health Methods in Elem School	2
MUED 231	Music and Movement	2
PETH 463	Physical Education in the Elementary School	2

**C. Two semester hours must be in Education of Exceptional Children if not previously successfully completed. If Education of Exceptional Children or any of the above required courses in Section A or Section B have been previously completed, the remaining semester hours must be taken from the following courses:**

- a. Library Materials for Children
- b. Health
- c. Small Schools Seminar

**D. Two to three semester hours of student teaching.**

**PROGRAMS FOR SECONDARY ENDORSEMENT  
FOR INDIVIDUALS MEETING REQUIREMENTS  
FOR ELEMENTARY EDUCATION CERTIFICATION**

The student must take ten hours of credit after the date the original certificate was earned. Six semester hours of the ten must be in specialized professional education appropriate to grades 7-12 and must include a minimum of 2 semester hours of appropriate methods. The credit for at least one area of endorsement in grades 7-12 may have been earned at any time prior to the application for adding the endorsement. **Grades must be C- or better.** The student must also fulfill the following:

1. Meet the State of Tennessee requirements for endorsement in at least one teaching field (this will vary from 18 to 51 hours).
2. A minimum of six semester hours of professional education including:
  - A. EDUC 437 or EDUC 438.
  - B. Any other courses designated by the School of Education and Psychology.
3. Four semester hours of electives.

**ASSESSMENT OF EDUCATION MAJORS**

Assessment of senior Education majors takes place during their **full semester of student teaching**. It involves continuous monitoring of the student's classroom

performance in both verbal and written feedback. Senior assessment consists of two phases.

Phase One, Formative Evaluation, consists of ongoing monitoring and feedback. The cooperating teacher conducts informal conferences as well as a one-hour weekly formal conference providing anecdotal records. The Southern Adventist University Formative Evaluation Form is completed by the University supervisor and the cooperating teacher.

Phase Two, Summative Evaluation, is completed by both the cooperating teacher and the University supervisor. The instrument used to record the student's skills and behaviors is the Southern Adventist University Summative Evaluation Form. The student teacher is also evaluated by his/her students when they complete the Pupil Evaluation of the Student Teacher. A self-evaluation is completed by the student through a video-taped lesson. The student and the University supervisor critique his/her videotaped performance.

The final letter grade for the student's performance is decided by the Education Faculty. Failure to complete student teaching with a satisfactory grade of C or above results in students being reassigned for an additional practicum.

Graduate follow-up is carried out through the Southern Adventist University Teacher Education Evaluation instrument completed by the first-year teacher. The Supervisor Evaluation of Southern Adventist University Graduates is completed by the student's employer. Feedback from these instruments is used by the School of Education and Psychology staff to make necessary program changes.

In addition to the above, education students obtaining a psychology degree must fulfill the assessment procedures listed on page 113.

## EDUCATION

- EDUC 134. Principles of Christian Education** **2 hours**  
An overview of the purposes, administrative organizations and operations of school systems, identified as Christian in purpose, with particular emphasis on the Seventh-day Adventist educational system.
- EDUC 135. Introduction to Education** **2 hours**  
Required of all students seeking elementary or secondary licensure. Designed to acquaint the student with the experiences, qualifications, and duties of the classroom teacher. Students will spend at least twenty (20) hours during the semester observing and participating in local elementary or secondary classrooms.
- EDUC 217. Psychological Foundations of Education (F-1)** **2 hours**  
The study of psychological information and its application to the processes of teaching and learning. The course covers subjects such as theories of learning, pupil characteristics, pupil variability, motivation, classroom management, information processing and assessment.
- EDUC 240. Education for Exceptional Children and Youth** **2 hours**  
A course in the education of exceptional children in the regular classroom. It includes a study of the wide range of factors contributing to the exceptionality, the identification of exceptional children and youth by the classroom teacher and the consequent classroom implications. Twenty (20) hours of clinical and field experience will be required.

**EDUC 250. Technology in Education (G-2) 2 hours**

An introduction to applications of technology which will assist in efficient management and effective learning within the school environment. Experience will be gained in the development and use of audio-visual materials including computers and educational software.

**EDUC 299. Outdoor Ministries 2 hours**

This course is designed to assist teachers and youth leaders in the development of relationships between children and nature for the purpose of enriching the spiritual life of children and youth. The student will learn to plan object lessons from nature, leadership in pathfinding, summer camp ministries and how to enliven Sabbath School programs with nature. A variety of laboratory skills will be required in area school and church programs (up to 30 hours). A knowledge of nature is suggested but not required.

**EDUC 325. Philosophy of Christian Education (W) 2 hours**

**Prerequisite:** Completion of EDUC 135 or approval of instructor.

A study of the scriptural principles and philosophic base of Christian education as expounded by E. G. White and implemented by the Seventh-day Adventist Church.

**EDUC 330. Library Materials for Children 2 hours**

This course presents to the student a knowledge of a wide variety of books and related materials for children, grades K-8. Develops an appreciation for books and reading that can be enthusiastically transmitted to young readers through critical evaluation and selection of books and materials. Correlates the use of books and materials to the specific needs and interests of young readers.

**EDUC 332. Elementary Reading Methods 3 hours**

**Prerequisite:** Admission to Teacher Education.

Survey of the materials and methods used in teaching reading in the elementary grades. It emphasizes the approaches to teaching reading including phonics instruction. Fifteen (15) hours of observations, micro-teaching, and field experience are required.

**EDUC 356. Classroom Assessment 2 hours**

**Prerequisite:** Admission to Teacher Education or permission of school dean.

This class is designed to prepare preservice teachers in the assessment of classroom learning and testing. Discussion will include current and future trends, test construction, and appropriate use of test results. Fifteen (15) hours of clinical and field experience are required.

**EDUC 364. Environmental Education 2 hours**

This course is designed to give "hands-on" learning in the use of the outdoor classroom. Recent trends in methods, materials, strategies, laboratory techniques, assessment, and professional guidelines for the elementary, junior, and senior high school curriculum will be covered. Up to four (4) days field experience will be required as a part of the class project. There will be a charge for the trip.

**EDUC 397. Research Design and Statistics I (W) 3 hours**

See PSYC 397 for course description.

**EDUC 421. Behavior Management—Elementary 2 hours**

**Prerequisite:** Admission to Teacher Education.

Examines basic principles of discipline applicable to elementary school children. It reviews a variety of philosophical approaches to discipline, and identifies and role plays practical procedures for administrators and practitioners by which to attain and maintain acceptable management practices. In addition, the course seeks to probe the concept of discipline as a way of life in which the individual is assisted in developing a satisfactory and fulfilling lifestyle. This course requires five (5) hours of clinical experiences and ten (10) hours of field experiences. (Credit not permitted if PSYC 421 has been taken.)

**EDUC 422. Behavior Management—Secondary** 2 hours

**Prerequisite:** Admission to Teacher Education.

Behavior problems arising as a result of the adolescent's psychological and social dynamics will be addressed utilizing contemporary behavioral management techniques appropriate for clinical and educational settings.

**EDUC 426. Kindergarten Methods** 2 hours

**Prerequisite:** Admission to Teacher Education.

Designed to give the student an understanding of administration, program planning, materials, and strategies for teaching in preschool. Emphasis is given to application of the principles of child development and learning to promote harmonious physical, mental, social, and emotional growth. A minimum of fifteen (15) hours of observations, micro-teaching, and field experience are required.

**EDUC 434. Secondary Reading Methods** 2 hours

**Prerequisite:** Admission to Teacher Education.

This course will help teachers focus on those reading skills essential for the needs of each student. It will include modeling the process necessary for reading and learning concepts in a subject area and instructing students so they can become independent learners. Additionally, the development of vocabulary, comprehension and study/reference skills in grades 7-12 will be covered. Causes of reading problems, assessment procedures, and organization of a sound reading program are stressed. Principles learned will be applied in classroom settings. A minimum of ten (10) hours of field experiences required.

**EDUC 437. Curriculum and General Methods, Grades 7-12** 1 hour

**Prerequisite:** Admission to Teacher Education.

This course will include the secondary curriculum content—factors that influence change, the most important current practices, and critical curriculum issues facing educators today. It will provide general knowledge of current teaching methods, strategies of learning, and evaluation procedures, as set forth in the Tennessee Instructional Model. A minimum of ten (10) hours of field-based experience in special education and multicultural education are required.

**EDUC 438. Curriculum Content Methods, Grades 7-12** 1 hour

**Prerequisite:** Admission to Teacher Education.

The area which offer methods courses are: Biology, Chemistry, English, History, Mathematics, Music, Physical Education and Health, Physics, Religious Education. Directed observation in selected schools and attendance at local professional meetings are considered part of this course. Among the student's responsibilities will be the collection and organization of a file of teaching materials, the preparation of lesson plans in harmony with the Tennessee Instructional Model, and evaluation of textbooks. Ten (10) hours of clinical and ten (10) hours of field experiences in selected schools and attendance at selected local professional meetings are considered a part of the course.

**EDUC 453. Mathematics Methods in the Elementary School** 2 hours

**Prerequisite:** Admission to Teacher Education.

Includes curriculum organization, materials, methods, and instructional aids with emphasis on multi-grade classrooms. Attention is given to the sequential skill development and to changes in the mathematical contents, technology and pedagogy. Observation and micro-teaching required. A minimum of fifteen (15) hours of observations, micro-teaching, and field experience are required.

**EDUC 454. Science and Health Methods in the Elementary School** 2 hours

**Prerequisite:** Admission to Teacher Education.

Includes curriculum organization, methods, materials and equipment with emphasis on multi-grade classrooms. Techniques and materials are examined using basic principles of the scientific method. A minimum of fifteen (15) hours of observations, micro-teaching, and field experience are required.

**EDUC 455. Bible Methods in the Elementary School** 2 hours

**Prerequisite:** Admission to Teacher Education.

A course to develop teaching objectives, materials, and strategies in Biblical education with emphasis on the Christ-centered curriculum and integration of faith and learning. Special attention will be given to multi-grade classrooms. A minimum of fifteen (15) hours of observations, micro-teaching, and field experience are required.

**EDUC 456. Language Arts Methods in the Elementary School** 2 hours

**Prerequisite:** Admission to Teacher Education.

Curriculum organization, methods, materials, and instructional aids with emphasis on multi-grade classrooms. Strategies for instruction in writing, spelling, grammar, literature, and composition are developed. A minimum of fifteen (15) hours of observations, micro-teaching, and field experience are required.

**EDUC 457. Social Studies Methods in the Elementary School** 2 hours

**Prerequisite:** Admission to Teacher Education.

A course to develop teaching objectives, instructional strategies, materials, and methods when integrating social studies, geography, and the worldwide mission of the church. Special attention will be given to multi-grade classrooms. A minimum of fifteen (15) hours of observations, micro-teaching, and field experience are required.

**EDUC 460. Special Education Seminar** 1 hour

**Prerequisite:** Admission to Teacher Education.

Provides opportunity for the prospective teacher to develop appreciation for children who require special modalities for learning. Field experiences (up to thirty [30] hours) will permit interaction with students with various exceptionalities.

**EDUC 461. Multicultural Education Seminar** 1 hour

**Prerequisite:** Admission to Teacher Education.

A course designed to develop a global perspective in the teacher. Opportunities will be given for interaction in an educational setting with students from varied cultural and minority groups. Adaptation of teaching methods and content to students' backgrounds will be prominent in the fifteen (15) hours of field experiences.

**EDUC 463. Small Schools Seminar** 2 hours

**Prerequisite:** Admission to Teacher Education.

Required of all candidates seeking licensure K-8. Topics will include the specialized needs of the multi-grade teacher in administration, record keeping, curriculum management, and organization in small schools.

**EDUC 465. Pre-Session Student Teaching** 1 hour

**Prerequisites:** Admission to Student Teaching and completion of all other requirements.

This course is offered for qualified students needing experience in the "start up" dynamics of elementary and secondary programs. It involves 40 clock hours of on-site work with a qualified supervising teacher for one week prior to the fall semester through the first week of school. In consultation with the director of practice teaching, students are required to arrange for their own placement and submit a course application to the School of Education and Psychology office by May 1.

**EDUC 466. Enhanced Student Teaching K-8** 12 hours

**Prerequisite:** Admission to Student Teaching and completion of all other requirements.

Designed as a full-time practicum for one semester. Students are placed for part of the semester in a kindergarten setting. Cooperating teachers, determined by the district and university personnel, are selected according to experience, certification, and competence, and share supervision responsibilities with Southern Adventist University faculty, who assume responsibility for the final summative evaluation. No other courses may be taken during student teaching.



**EDUC 467. Enhanced Student Teaching 1-8** 12 hours

**Prerequisite:** Admission to Student Teaching and completion of all other requirements. Designed as a full-time practicum for one semester. Students are placed in two different settings (1-4, 5-8) during the semester. Cooperating teachers, determined by the district and university personnel, are selected according to experience, certification, and competence, and share supervision responsibilities with university faculty, who assume responsibility for the final summative evaluation. No other class work may be taken during student teaching.

**EDUC 468. Enhanced Student Teaching 7-12** 12 hours

**Prerequisite:** Admission to Student Teaching and completion of all other requirements. Designed as a full-time practicum for one semester. Students are placed in two different settings (7-8, 9-12) during the semester. Cooperating teachers, determined by the district and university personnel, are selected according to experience, certification, and competence, and share supervision responsibilities with university faculty, who assume responsibility for the final summative evaluation. Students may not be enrolled in any other class work during this semester.

**EDUC 469. Enhanced Student Teaching K-12** 12 hours

**Prerequisite:** Admission to Student Teaching and completion of all other requirements. (This course is for music and physical education majors only.) Designed as a full-time practicum for one semester. Students are placed in three different settings (K-4, 5-8, 9-12) during the semester. The time spent will be approximately 6 weeks in each area. Cooperating teachers, determined by the district and university personnel, are selected according to experience, certification, and competence, and share supervision responsibilities with university faculty, who assume responsibility for the final summative evaluation. Students may not be enrolled in any other courses during this semester.

**EDUC 475. Workshop in Education (Methodology)** 1-3 hours

Experienced teachers are given opportunity to work under supervision on curriculum problems. Credit is also available for preservice students as an elective.

**EDUC 485. Workshop in Education (Content)** 1-3 hours

Experienced teachers are given opportunity to develop new skills and gather new facts in content fields at various levels. Credit is also available for preservice students as an elective.

**EDUC 295/495. Directed Study** 1-2 hours

**Prerequisite:** Admission to Teacher Education. This course permits the advanced student with adequate preparation to pursue independent study in special fields. This course may be repeated for credit.

**PSYCHOLOGY****PSYC 124. Introduction to Psychology (F-1)** 3 hours

A beginning course in the basic principles and concepts of psychology. Special attention is given to provide an exposure to a wide variety of human behaviors, which may include but are not limited to: sensation, perception, learning, memory, thinking, development motivation and personality. Included in this course are twenty (20) hours of active learning experience, which may include field experiences outside the classroom.

**PSYC 128. Developmental Psychology (F-1)** 3 hours

A study of life from prenatal through the adult years. Emphasis is placed on the emotional, social, physical, and psychological development of the individual. This course requires ten (10) hours of field experience. The choices of field experience facilities may be limited due to the number of students enrolled in the semester.

**PSYC 217. Psychological Foundations of Education (F-1)** 2 hours  
See EDUC 217 for course description. (Credit not permitted if EDUC 217 has been taken.)

**PSYC 224. Social Psychology (F-1)** 3 hours  
A study of human behavior as affected by group living. Dynamics of groups, social roles, communication, and mass behavior are focuses of consideration. Credit applicable for either psychology or sociology emphasis, but not for both.

**PSYC 230. Principles and Application of Cognitive Development** 2 hours  
*Prerequisite:* PSYC 124, or EDUC 217, or permission of instructor.  
A study of the psychological process by which humans acquire knowledge. Perception, reasoning, problem solving, and language skills will be analyzed. Emphasis will be placed on the applications of cognitive processes to the teaching/learning environments. The practical application of the knowledge learned from cognitive theories is applied to teaching and ten (10) hours of clinical experience is required.

**PSYC 233. Human Sexuality (F-1 or F-2)** 3 hours  
See SOCI 233 for course description. (Credit not permitted if SOCI 233 has been taken.)

**PSYC 240. Psychology of Exceptional Children and Youth** 2 hours  
See EDUC 240 for course description. (Credit not permitted if EDUC 240 has been taken.)

**PSYC 315. Abnormal Psychology (F-1)** 3 hours  
*Prerequisite:* PSYC 124 or 128.  
A study of the etiology of pathological behavior and the factors of good adjustment and mental health. Attention is paid to several continuing or recent controversial issues in the field of psychopathology. Included in this course are active learning experiences.

**PSYC 326. Physiological Psychology** 3 hours  
This course focuses on the physiological substrates of behavior. Specific attention is given to the physiological basis of learning and motivation, sensation, emotion, neural encoding, and sleep. Further analysis of the structural and functional organization of the brain and nervous system. This course will be taught in alternate years.

**PSYC 336. Language Acquisition and Development** 2 hours  
*Prerequisite:* PSYC 124 or 128.  
A study of the major theories of language acquisition, with emphasis on language development beginning at birth and extending through middle childhood. This course incorporates ten (10) hours of active learning experiences, five (5) hours of which require field experiences outside the classroom.

**PSYC 346. Introduction to Personality Theories** 3 hours  
*Prerequisite:* PSYC 124 and 128.  
This course is an exploration of the major paradigms of personality theory from a Christian perspective. For example, psychoanalysis, behaviorism, humanism, existentialism, and others will be covered. It will focus on the modern theorists, including White, Rogers, Skinner, May, Bandura, Mischel, Wilson, and Barash. A study of human motivation and an exploration of individual personality perspective will provide useful personal information.

**PSYC 349. Aging and Society (F-1) (W)** 3 hours  
See SOCI 349 for course description. (Credit not permitted if SOCI 349 has been taken.)

**PSYC 356. Classroom Assessment** 2 hours  
See EDUC 356 for course description. (Credit not permitted if EDUC 356 has been taken.)

- PSYC 357. Psychological Testing** 3 hours  
*Prerequisite:* PSYC 124 and PSYC 397 or approval of instructor.  
 This course is designed to introduce the student to the principles of testing, particularly as it relates to the practice of psychology. Specifically, the course examines the purpose of individual assessment of ability, aptitude, achievement, interest, and personality. Theory and basic concepts underlying the individually administered and group tests will be evaluated. Non-standardized tests and other techniques for psychological assessment will also be addressed.
- PSYC 377. Fundamentals of Counseling (F-1) (W)** 3 hours  
*Recommended:* PSYC 315 or 346.  
 This is an introduction to the major theories and practices of individual counseling. The dynamics of the helping relationship are analyzed. Theory and practice will be integrated.
- PSYC 384. Experimental Psychology** 3 hours  
 This course is designed to introduce the student to the principles and practices of experimentation in the field of psychology. Specifically, this course focuses on the true experiment. In addition, it will familiarize the student with the quasi experiment and the issues involved in the use of human and animal subjects in research. This course will be taught in alternate years.
- PSYC 387. Comparative Psychology** 3 hours  
 See BIOL 387 for course description. (Credit not permitted if BIOL 387 has been taken.)
- PSYC 397. Research Design and Statistics I (W)** 3 hours  
*Prerequisite:* EDUC 135 or PSYC 124 or PSYC 128.  
 This course provides an introduction to various research methods in the fields of psychology and education. The student is introduced to descriptive and inferential statistics and to the process of proposal writing. Emphasis is placed upon describing how statistics can be used as a tool in research design. Computer aided analysis of data and practice exercises is an integral part of the course.
- PSYC 415. History and Systems of Psychology (F-1) (W)** 2 hours  
*Prerequisite:* PSYC 124.  
 Philosophical and historical backgrounds of psychology leading to a consideration of contemporary schools and systems of psychology.
- PSYC 421. Behavior Management** 2 hours  
 See EDUC 421 for course description. (Credit not permitted if EDUC 421 has been taken.)
- PSYC 422. Adolescent Psychology** 3 hours  
*Prerequisite:* PSYC 124 or 128.  
 The determinants and implications of behavioral characteristics and developmental patterns during adolescence will be studied. Content will include the psychological and social dynamics underlying the crises and issues specific to adolescents in modern society.
- PSYC 432. Industrial/Organizational Psychology** 3 hours  
 A study of human behavior in industries and organizations. Major theories, issues, research, and methods will be introduced. Emphasis is given to acquainting students with the possible applications of psychology to the fields of business and organizational management. This course will be taught in alternate years.
- PSYC 460. Group Processes** 3 hours  
*Prerequisite:* PSYC 377.  
 This course will offer the advanced student the opportunity to explore through practice the various roles of group dynamics. The experience will provide skill development for the management of small groups in therapy, school, and church settings.

**PSYC 465. Topics in Psychology****3 hours****Prerequisite:** Psychology major with junior or senior standing.

Selected topics in psychology as chosen from such areas as: psychology of religion, ethics, individual differences, psychology of women, sensation and perception, etc. This course may be repeated for credit with an appropriate change in topics.

**PSYC 479. Family Counseling****3 hours****Prerequisite:** PSYC 377.

An advanced counseling techniques course including an emphasis on family and individual counseling and how to direct persons to make changes towards more effective interpersonal relationships.

**PSYC 490. Psychology Seminar****1 hour****Prerequisite:** Psychology major or minor with senior standing.

This course is designed to present an overview of psychology issues and contemporary problems.

**PSYC 491. Psychology Practicum****1-3 hours****Prerequisite:** Psychology major with junior or senior standing and approval of the instructor.

Supervised volunteer/work experience in related fields of psychology. At least forty clock hours of work experience are required for each semester hour of credit. May be repeated for credit for up to 3 hours. Grades will be assigned on an A, B, or F basis.

**PSYC 295/495. Directed Study****1-2 hours****Prerequisite:** Approval of instructor.

This course permits the student with adequate preparation to pursue independent study in special fields. The area of study will appear on the transcript. Directed study arrangements are to be completed by the student in advance of registration after consulting with the instructor. Procedures and guidelines are available from the school. May be repeated for credit.

**PSYC 497. Research Design and Statistics II (W)****3 hours****Prerequisite:** PSYC 397 or approval of instructor.

This course permits students to apply principles of research and statistical analysis of data leading to the completion of a research project.

(F-1) (F-2) (G-2) (W) See pages 27-30 for explanation of general education requirements.

# ENGINEERING STUDIES

## Engineering Studies Committee:

Henry Kuhlman (Chair), John Durichek

Southern Adventist University offers the first two years of a baccalaureate degree in engineering. Upon completing the two-year engineering studies program, students transfer to the Walla Walla College School of Engineering, with which Southern Adventist University is affiliated, for the final two years. Southern Adventist University awards an Associate of Science degree in Engineering Studies. Walla Walla College, located in Washington State, awards a Bachelor of Science in Engineering degree with concentrations in civil, electrical, and mechanical engineering and a pre-professional Bachelor of Science degree in bioengineering.

The WWC School of Engineering offers a high quality program that is fully accredited by the Accreditation Board for Engineering and Technology—the only nationally recognized organization which accredits engineering programs. It has an enrollment of approximately 250 students, many of whom are transfer students from affiliated Seventh-day Adventist colleges or universities.

The Southern Adventist University affiliation with Walla Walla College makes the transition to the final two years of the baccalaureate engineering program essentially the same as if the first two years were taken there. Even though transfer to Walla Walla College is simpler than to a non-affiliated school, the Southern Adventist University engineering studies program is compatible with baccalaureate engineering programs of many colleges and universities.

## ASSESSMENT

The engineering studies program is designed to parallel the first two years of the baccalaureate engineering degree at Walla Walla College. It is regularly assessed by means of one or two campus visits each year by engineering faculty from their College of Engineering.

## PROGRAM IN ENGINEERING STUDIES

### Major—A.S. Engineering Studies (35 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
ENGR 149	Intro Mech Drawing/CADD	3	MATH 200	Elem Linear Algebra	2
ENGR 249	CAD Mechanical I	3	MATH 218	Calculus III	4
ENGR 211	Eng Mech: Statics	3	PHYS 211-212	General Physics	6
ENGR 212	Eng Mech: Dynamics	3	PHYS 213-214	General Physics Lab	2
MATH 181	Calculus I	3	PHYS 311-312	Gen Physics Calc App	2
MATH 182	Calculus II	4			

<u>Required Cognates</u>		<u>Hours</u>
CHEM 151-152	General Chem	8
CPTR 131	Fund of Prog I	3

Sample Freshman Year Sequence  
A.S. Engineering Studies

1st Semester		Hours	2nd Semester		Hours
CHEM 151	General Chemistry	4	CHEM 152	General Chemistry	4
CPTR 131	Fund of Prog I	3	ENGR 249	CADD Mechanical I	3
ENGL 101	College Composition	3	MATH 200	Elem Linear Algebra	2
ENGR 149	Intro to Mech Drawing/CADD	3	MATH 182	Calculus II	4
MATH 181	Calculus I*	3	PEAC 125	Fitness for Life	1
		<u>16</u>	RELB 125	Life and Teachings	3
					<u>17</u>

\*Engineering students are expected to have taken a year-long precalculus course (beyond Algebra II) in high school. Precalculus Algebra (MATH 120) is taught during the SAU August summer session.

The total number of hours for the A.S. degree in engineering studies is 64. Students who plan to continue their education at an engineering school other than Walla Walla College should take that school's catalog to the engineering adviser for guidance in selecting general education courses.

ENGINEERING COURSES

**ENGR 149. Introduction to Mechanical Drawing and CADD (G-2)** **3 hours**

See TECH 149 for course description.

**ENGR 211. Engineering Mechanics: Statics** **3 hours**

*Pre- or corequisites:* MATH 182; PHYS 211, 213.

Two and three-dimensional equilibria employing vector algebra; friction; centroids and center of mass, virtual work, and moments of inertia. (Fall)

**ENGR 212. Engineering Mechanics: Dynamics** **3 hours**

*Pre- or corequisites:* ENGR 211; MATH 218; PHYS 212, 214, 311-312.

One and two-dimensional kinetics and kinematics of rigid bodies by vector calculus; dynamics of rotation, translation and plane motion; relative motion; work and energy; impulse and momentum. (Spring)

**ENGR 249. CADD Mechanical I (G-2)** **3 hours**

*Prerequisite:* ENGR 149 or equivalent.

An introduction to Computer-Aided Drafting. A study of the computer as an aid in drawing and design as it applies to technical, mechanical, architectural and electrical fields using Auto Cad and Cad Key. Six periods laboratory each week. Lecture as announced by the instructor. (Spring)

(G-2) See pages 27-30 for general degree and general education requirements.

# ENGLISH

**Chair:** Wilma McClarty

**Faculty:** Rachel Byrd, Joan dos Santos, Marcus Sheffield, Jan Haluska,  
Debbie Higgins, Helen Pyke (*Composition Coordinator*)

**Adjunct Faculty:** Kerri Conerly, Rosemary Dibben, Rose Fuller, Penny Kilgore,

The English Department offers two categories of classes that view man's search for truth and its most convincing expression through a Christian perspective. *Language* courses aid students in developing ease, confidence, and competence in the art of effective communication and in acquiring knowledge of the science of language; *literature* courses develop the ability to discern and appreciate the best literary works.

Students majoring or minoring in English must meet the specific requirements of the English Department (below) and the General Education program (pages 27-30). For the English major, intermediate foreign language is required. College Composition does not count toward an English major or minor, but students majoring or minoring in English must earn a grade of C or higher in College Composition. English majors will demonstrate computer competence by completing an E-mail component in ENGL 445 and by using word processing to complete the 3-hour written assessment exam.

## ASSESSMENT

As part of a departmental assessment process, senior English majors take a written exam and do a written evaluation of departmental programs. Results provide information used to improve departmental programs; *graduation eligibility is not affected. Majors are informed about the purpose and nature of these assessment activities when they enter the English program.*

## PROGRAMS IN ENGLISH LANGUAGE AND LITERATURE

### Major—B.A. English (30 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Select 9 Hours From:</u>	<u>Hours</u>	
ENGL 214	Survey of American Lit	3	ENGL 217	World Lit in Translation	3
ENGL 215	Survey of English Lit	3	ENGL 335	Biblical Literature (W)	3
ENGL 216	Approaches to Literature	3	ENGL 336	Medieval & Ren Lit (W)	3
ENGL 305	Advanced Grammar	3	ENGL 337	19th-Century Brit Lit (W)	3
ENGL 315	Introduction to Linguistics	3	ENGL 338	Twentieth-Century Writers (W)	3
ENGL 445	Ancient Classics (W)	3	ENGL 444	Restor & 18th-Century Lit (W)	3
ENGL 313	Expository Writing (W)	3	ENGL 323	19th-Century Amer Lit (W)	3
	OR		OR		
ENGL 314	Creative Writing (W)	3	ENGL 425	Literature of the South (w)	3
			ENGL 313	Expository Writing (W)	3
			OR		
			ENGL 314	Creative Writing (W)	3
			ENGL 491	English Practicum	3
			OR		
			ENGL 492	English Internship	3

Majors may substitute a journalism writing class or English topics course for one English elective.

<u>Required Cognates</u>	<u>Hours</u>	<u>Recommended for teaching majors:</u>	<u>Hours</u>
COMM 135	Intro to Public Speaking	JOUR 205	News Reporting
HMNT 205	Arts and Ideas		OR
HIST 374	History of England	JOUR 174/475	Journalism Workshop
	Intermed foreign Language		1-3

Students planning to obtain educational certification will need to include the required professional education courses and additional general education requirements in their program as outlined in the Education and Psychology section of this catalog. Students preparing for secondary teacher certification must also take ENGL 430. English majors who minor in journalism or public relations are eligible for internships through the Journalism and Communication Department.

Sample Freshman Year Sequence

**B.A. English**  
(Non-Teaching)

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
COMM 135	Intro to Public Speaking	3	ENGL 216	Approaches to Lit	3
	Area B, Religion	3		Area D-1, Inter	3
	Area C, History	3		Foreign Lang	3
	Area D-1, Inter For Lang	3		Area E, Nat Science	3
	Area G-3, Rec Skills	1		Minor	3
		16			15

Sample Freshman Year Sequence

**B.A. English**  
(Teaching)

1st Semester		Hours	2nd Semester		Hours
EDUC 135	Intro to Education	2	ENGL 102	College Composition	3
ENGL 101	College Composition	3	ENGL 216	Approaches to Lit	3
RELT 138	Adventist Heritage	3	HLED 173	Health for Life	2
	Area C, History	3	COMM 135	Intro to Public Speaking	3
	Area D-1, Inter For Lang	3		Area D-1, Inter	3
		14		Foreign Lang	3
				Area E, Nat Science	3
					17

**Teaching Endorsement (21 Hours)**

Students certified in another area who want an endorsement for teaching English must take the following classes:

Required Courses	Hours	Required Courses, cont.	Hours
ENGL 205	Grammar and Linguistics	ENGL 313	Expository Writing
ENGL 214	Survey of American Literature		OR
ENGL 215	Survey of English Literature	ENGL 314	Creative Writing
ENGL 216	Approaches to Literature	ENGL 430	Library Mat for Young Adults
		ENGL 445	Ancient Classics
		EDUC 438	English Methods
			1

**Minor—English (18 Hours)**

Required Courses	Hours	Required Courses, cont.	Hours
ENGL 214	Survey of Amer Lit	ENGL 313	Expository Writing (W)
ENGL 215	Survey of English Lit		OR
ENGL 216	Approaches to Literature	ENGL 314	Creative Writing (W)
ENGL 205	Grammar and Linguistics		Upper Division Electives
	OR		3
ENGL 305	Advanced Grammar		



## ENGLISH AS A SECOND LANGUAGE PROGRAM (ESL)

Students whose native language is not English and whose TOEFL (paper-pencil test) scores are between 450-549, or whose TOEFL Computer Based Test (CBT) scores are between 133-212, or whose English ACT score is below 17 will be required to take special English classes offered by the English Department. These students are ineligible for Basic Writing or College Composition until they have completed these special English classes. Students with TOEFL scores below 450 (CBT 133) have not met admissions requirements and hence are ineligible to take classes in the English Department.

Southern Adventist University offers an ESL program with Intermediate and Advanced levels to aid students whose native language is not English. The ESL program is designed to help ESL students improve their English reading, speaking, and writing skills and to prepare for their success in regular academic programs. For details on international ESL students, see the Admissions section of the catalog.

Placement in the ESL program is based on the TOEFL Michigan Test score of the past 12 months.

Intermediate Level: 1—450-474 (CBT 133-151) (Michigan 70-74)  
(ESL 031,041,051)

2—475-499 (CBT 152-172) (Michigan 75-79)  
(ESL 032,042,052)

Advanced Level: 1—500-524 (CBT 173-195) (Michigan 80-84)  
(ESL 121,131)

2—525-549 (CBT 196-212) (Michigan 85-89)  
(ESL 122,132)

To progress from one level to the next, students must earn a minimum grade of C in the course work and achieve a minimum TOEFL score as follows:

Intermediate Level: 1—475 (CBT 152) (ESL 031,041,051)

2—500 (CBT 173) (ESL 032,042,052)

Advanced Level: 1—525 (CBT 196) (ESL 121,131)

2—550 (CBT 213) (ESL 122,132)

### Intermediate Level Courses

		<u>Hours</u> ( <u>Non-Credit</u> )
ESL 031	Language Skills I: Writing 1	3
ESL 032	Language Skills I: Writing 2	3
ESL 041	Language Skills I: Grammar 1	3
ESL 042	Language Skills I: Grammar 2	3

### Intermediate Level Courses, cont.

		<u>Hours</u> ( <u>Non-Credit</u> )
ESL 051	Language Skills I: Reading/Discourse 1	3
ESL 052	Language Skills I: Reading/Discourse 2	3
ESL 061	Language Skills I: TOEFL Prep	1

Students are allowed to take 3 additional non ESL credit hours for elective college credit.

### Advanced Level Courses:

		<u>*Hours</u>
ESL 121	Language Skills II: Writing/Grammar 1	3
ESL 122	Language Skills II: Writing/Grammar 2	3
ESL 131	Language Skills II: Reading/Discourse 1	3

### Advanced Level Courses, cont.

		<u>*Hours</u>
ESL 132	Language Skills II: Reading/Discourse 2	3
ESL 141	Language Skills II: TOEFL Prep 1 (n/c)	1

\*In the Advanced level students may earn up to a maximum of 6 elective credit hours based on the highest grades earned. Students are allowed to take 6 additional non ESL credit hours for elective college credit.

**ESL 031. Language Skills I: Writing 1** **3 hours (non-credit)**

**Prerequisite:** TOEFL score between 450-474 (CBT 133-151) or 70-74 on the Michigan Test  
 A study of the steps in the writing process, the parts of the paragraph and basic essay, and several important patterns of organization. Emphasis on sentence structure and practice in academic writing skills. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 475 (CBT 152) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 032. Language Skills I: Writing 2** **3 hours (non-credit)**

**Prerequisite:** TOEFL score between 475-499 (CBT 152-172) or 75-79 on the Michigan Test  
 A study of the steps in the writing process, the parts of the paragraph and the basic essay, and several important patterns of organization. Emphasis on sentence structure and practice in academic writing skills. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 500 (CBT 173) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 041. Language Skills I: Grammar 1** **3 hours (non-credit)**

**Prerequisite:** TOEFL score between 450-474 (CBT 133-151) or 70-74 on the Michigan Test  
 A study of form, meaning and use of standard American English grammar. Emphasis on the application of correct grammatical structures in spoken and written English. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 475 (CBT 152) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 042. Language Skills I: Grammar 2** **3 hours (non-credit)**

**Prerequisite:** TOEFL score between 475-499 (CBT 152-172) or 75-79 on the Michigan Test  
 A study of form, meaning and use of standard American English grammar. Emphasis on the application of correct grammatical structures in spoken and written English. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 500 (CBT 173) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 051. Language Skills I: Reading/Discourse 1** **3 hours (non-credit)**

**Prerequisite:** TOEFL score between 450-474 (CBT 133-151) or 70-74 on the Michigan Test  
 A student of basic reading strategies and practice in analysis of interpretation. Emphasis also given to oral communication skills in academic and non-academic situations. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 475 (CBT 152) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 052. Language Skills I: Reading/Discourse 2** **3 hours (non-credit)**

**Prerequisite:** TOEFL score between 475-499 (CBT 152-172) or 75-79 on the Michigan Test  
 A study of basic reading strategies and practice in analysis of interpretation. Emphasis also given to oral communication skills in academic and non-academic situations. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 500 (CBT 173) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 061. Language Skills I: TOEFL Preparation** **1 hour (non-credit)**

**Prerequisite:** Admission to the ESL program  
 A course designed to help Intermediate students prepare for the TOEFL test, giving practice and experience in all areas of the test.

**ESL 121. Language Skills II: Writing/Grammar 1** **3 hours**

**Prerequisite:** TOEFL score between 500-524 (CBT 173-195); Michigan Test 80-84, and for students who have entered the program with TOEFL scores below 500 (CBT 173), a minimum grade of C in each of the Language Skills I classes.

This course focuses on the composing of well-developed texts for a variety of writing tasks. It explores the writing process and how the correct use of grammar improves writing effectiveness. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 525 (CBT 196) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 122. Language Skills II: Writing/Grammar 2** **3 hours**

**Prerequisite:** TOEFL score between 525-549 (CBT 196-212); Michigan Test 85-89, and for students who have entered the program with TOEFL scores below 525 (CBT 196), a minimum grade of C in each of the Language Skills I classes.

This course focuses on the composing of well-developed texts for a variety of writing tasks. It explores the writing process and how the correct use of grammar improves writing effectiveness. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 550 (CBT 213) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 131. Language Skills II: Reading/Discourse 1** **3 hours**

**Prerequisite:** TOEFL score between 500-524 (CBT 173-195); Michigan Test 80-84, and for students who have entered the program with TOEFL scores below 500 (CBT 173), a minimum grade of C in each of the Language Skills I classes.

An integrated course to develop reading, speaking, and listening skills for academic related situations. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 525 (CBT 196) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 132. Language Skills II: Reading/Discourse 2** **3 hours**

**Prerequisite:** TOEFL score between 525-549 (CBT 196-212); Michigan Test 85-89, and for students who have entered the program with TOEFL scores below 525 (CBT 196), a minimum grade of C in each of the Language Skills I classes.

An integrated course to develop reading, speaking, and listening skills for academic related situations. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 550 (CBT 213) will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

**ESL 141. Language Skills II: TOEFL Preparation** **1 hour (non-credit)**

**Prerequisite:** Admission to the ESL program

A course designed to help Advanced students prepare for the TOEFL test, giving practice and experience in all areas of the test.

**ENGLISH LANGUAGE AND COMPOSITION****ENGL 100. Basic Writing** **3 hours**

Focuses on development of writing skills necessary for successful entry into ENGL 101 and for increasing English ACT scores. Students whose English ACT score is 16 or below are required to register for this class. Students successfully completing this course will earn three institutional elective credits. To pass this course, students must earn a minimum grade of C. Near the end of the course, students will be required to take the English section of the ACT test and must score 17 or higher in order to progress into College Composition 101. The test fee will be charged to their accounts. This course may be repeated for credit. This course does not count toward an English major or minor. (Fall, Winter)

**ENGL 101-102. College Composition (A-1) 3,3 hours**

**Prerequisite to ENGL 101:** ACT score of 17 or higher, or TOEFL score of 550 or higher.

**ENGL 101 is prerequisite to ENGL 102.**

A two-semester course focusing strongly on the writing process, especially revision. ENGL 101 emphasizes specific writing skills and principles which readily apply to most writing tasks. Students write expository essays organized according to pre-scribed modes. ENGL 102 reinforces the proficiencies developed in ENGL 101 while focusing on rhetorical and reasoning skills which apply to various persuasive and research writing activities. Students write persuasive essays and a research paper. This course does not count toward an English major or minor. (Fall, Winter, Summer)

**ENGL 205. Grammar and Linguistics for Teachers 3 hours**

A thorough review of traditional grammar and standard American usage, a survey of other grammatical approaches, and an introduction to linguistic topics relevant to the prospective elementary school teacher. These include the history and development of the English language, the nature of language and pedagogical implications, and issues surrounding dialects in the classroom. (Fall)

**ENGL 305. Advanced Grammar 3 hours**

**Prerequisite:** Minimum English ACT usage subscore of 13, ENGL 205, or a challenge exam.

Syntactic analysis employing a descriptive/generative grammatical approach. Designed for English majors. (Fall)

**ENGL 313. Expository Writing (G-2) (W) 3 hours**

A workshop approach that provides practical instruction in expository writing for all disciplines. Emphasis on developing a natural writing style; writing economical but lively prose; increasing vocabulary; and cultivating a writing process which frees writer's block and facilitates thoughtful, cogent, focused, coherent, and fluent writing. Involves reading and analysis of a wide variety of writing. Helpful for all students wishing to improve their writing skills, particularly those headed for graduate school or for professions in which writing is important. Tailored to the needs and interests of students who enroll. (Fall)

**ENGL 314. Creative Writing (G-1) (W) 3 hours**

**Prerequisite:** Three hours of literature or permission of instructor.

A study of the principles, techniques, and kinds of personalized writing, providing the student with opportunity to develop his own style and to find possible markets for his manuscripts that may be worthy of publication. (Winter)

**ENGL 315. Introduction to Linguistics 3 hours**

**Prerequisite:** ENGL 305.

A survey course focusing on the nature of language and language change, language variety, phonology, morphology, syntax, semantics, and ethical issues in language use. Also includes a survey of the history and development of the English language. (Winter)

**ENGL 491. English Practicum 1-3 hours**

**Prerequisites:** 18 hours in the major, ENGL 313 Expository Writing or ENGL 314 Creative Writing, and formal approval by the department.

The student gains on-the-job experience using English skills in a part-time work situation (maximum of 25 hours per week). A department coordinator works with the student and a local business to oversee placement and evaluation. Both the student and the business assess in writing the quality and nature of the work experience. The student receives 1 credit hour for each 50 hours of work experience. Positions can be paid or non-paid. Procedures and guidelines are available from the department. (Pass/Fail credit).

- ENGL 492. English Internship** **3 hours**  
*Prerequisites:* 18 hours in the major, ENGL 313 Expository Writing or ENGL 314 Creative Writing, and formal approval by the department.  
 The student gains on-the-job experience using English skills in a full-time work situation (minimum of 35 hours per week). A department coordinator works with the student and a selected business to oversee placement and evaluation. Both the student and the business assess in writing the quality and nature of the work experience. A minimum of 150 hours of supervised work is required. Positions can be paid or non-paid. Procedures and guidelines are available from the department. (Pass/Fail credit).

## LITERATURE

- ENGL 214. Survey of American Literature (D-2)** **3 hours**  
*Prerequisite:* ENGL 102.  
 A study of representative selections from major American authors, colonial through modern, with emphasis on ideas, attitudes, and trends having individual, national, and universal interest. (Fall)
- ENGL 215. Survey of English Literature (D-2)** **3 hours**  
*Prerequisite:* ENGL 102.  
 A study of representative selections by British writers, with special emphasis on the author's philosophy as compared or contrasted with Bible-based thinking, and a review of literary trends and influences from the late Roman period to the present. Among writers receiving strong attention are Chaucer, Shakespeare, Donne, Milton, Wordsworth. (Fall, Winter)
- ENGL 216. Approaches to Literature (D-2)** **3 hours**  
*Prerequisite:* ENGL 101.  
 A study of what recognized poets, short-story writers, dramatists, and novelists have to say about the human condition, emphasizing the various approaches to literature and including an introduction to literary terms and critical evaluation. (Winter)
- ENGL 217. World Literature in Translation (D-2)** **3 hours**  
*Prerequisite:* ENGL 102.  
 A study of significant selections of world literature in translation, both western and non-western. Emphasis on ideas and qualities that give these works enduring value. (Winter, even years)
- ENGL 323. Nineteenth-Century American Literature (D-2) (W)** **3 hours**  
 A chronological study of major nineteenth-century American writers and their works beginning with the writings of Washington Irving and the emergence of a genuine "American" literature and ending with Stephen Crane and Jack London whose naturalistic works bridge the nineteenth and twentieth centuries. Among the authors studied are Cooper, Bryant, Longfellow, Emerson, Thoreau, Poe, Hawthorne, Melville, Whitman, Dickinson, Twain, and James. (Fall, even years)
- ENGL 335. Biblical Literature (D-2) (W)** **3 hours**  
 A study of some of the literary masterpieces of the Bible in English translation. The course applies techniques of oral interpretation and literary analysis (including emphasis upon uses of poetic and rhetorical devices and of figures of speech) to forms of literature such as address, proverb, parable, poem, short story, epistle, and apocalypse. (Winter, odd years)
- ENGL 336. Medieval and Renaissance Literature (D-2) (W)** **3 hours**  
 From Chaucer through Milton, the writers and their times. Readings in Middle English narrative, allegory, play, and meditation; in sixteenth and seventeenth-century prose, poetry and dramatic literature, with the study of genre, conventions, and trends. Specific attention to moral and religious issues. (Winter, odd years)

- ENGL 337. Nineteenth-Century British Literature (D-2) (W)** 3 hours  
A study of British writers from the Romantic or Victorian periods (1785-1901), with special emphasis upon Blake, Wordsworth, Coleridge, Byron, Shelley, Keats, Austen, Tennyson, Dickens, Arnold, Browning, Carlyle, and Wilde. (Winter, even years)
- ENGL 338. Twentieth-Century Writers (D-2) (W)** 3 hours  
A study of twentieth-century writers with an emphasis on American and/or British works, although world literature in translation may be included. (Winter)
- ENGL 425. Literature of the South (D-2) (W)** 3 hours  
A study of works written by Faulkner, Welty, Warren, Wright, O'Connor and other southern writers which embody the distinctive cultural heritage of the South. An emphasis on the literary treatment of southern traditions and themes. (Fall, odd years)
- ENGL 430. Library Materials for Young Adults and Adults** 2 hours  
A survey of the variety of books and related materials available for grades 7-12. Specifically designed for prospective SDA academy teachers, this course correlates critical evaluation and selection to the interests, uses, and specific needs of young adults as they develop their reading habits and skills. Includes a study of censorship and copyright law. (Winter)
- ENGL 444. Restoration and Eighteenth-Century Literature (D-2) (W)** 3 hours  
This course considers English literature written between the Restoration and Romantic Revolution. Included are poets and essayists from Milton to Johnson, novelists like Defoe and Fielding, and comic playwrights such as Gay and Goldsmith. (Winter, odd years)
- ENGL 445. Ancient Classics (D-2) (W)** 3 hours  
After beginning with the three great epics that underlie the literature of the Western World—the *Iliad*, the *Odyssey*, and The Book of Job—the course considers a range of Greek and Roman works. Collateral emphasis is on enhancing a student's ability to distinguish between classical Greco-Roman and Judeo-Christian modes of thought. (Fall)
- ENGL 465. Topics in English (D-2) (W)** 3 hours  
Selected topics in English presented in a classroom setting. Subjects covered will determine how the class applies to the major. This course may be repeated for credit.
- ENGL 295/495. Directed Study** 1-3 hours  
The content of this course will be adjusted to meet the particular needs of the student. This course also includes credit offered by the English Department on directed study tours. Open only to English majors or minors with the approval of the department chairman in consultation with the prospective instructor. This course may be repeated for credit.

## EDUCATION

- EDUC 438. Curriculum and Content Methods/English** 1 hour  
**Prerequisite:** Admission to Teacher Education.  
Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance; the survey and evaluation of textbooks is also included.

(A-1) (D-2) (D-4) (G-1) (G-2) (W) See pages 27-30 for explanation of general education requirements.

# HISTORY

**Chair:** Benjamin McArthur

**Faculty:** Mark Peach, Dennis Pettibone

**Adjunct Faculty:** Craig Hadley

History is the study of the human experience. It investigates mankind's ideas, institutions, and activities. In pursuing this investigation, history courses at Southern Adventist University emphasize the Christian view of humanity. This perspective recognizes both the potential and the limitation of human endeavor and thereby permits a broader comprehension of the past and a greater hope for the future.

**Approval of study programs for history majors.** Departmental approval is necessary for all programs. A student majoring in history must plan his/her entire study program with a member of the history faculty. Approval is then considered on an individual basis and is granted on the following conditions:

1. Compliance with graduation requirements as explained elsewhere in the catalog.
2. Fulfillment of the professional and individual needs of the student.
3. Embodiment of academic balance and continuity.
4. Completion of senior year assessment.

## ASSESSMENT

Assessment of seniors consists of two parts. First, in the spring semester of their senior year students will take the ETS Major Field Achievement Test in history. Second, at the beginning of the fall semester seniors will take a departmental exam. Preparation for this exam will constitute a one-hour independent study course involving: 1) reading a selected few classics of historical literature; 2) reviewing one's history course work utilizing several thematic questions provided by the history faculty. The subsequent examination will be in the form of a one-hour interview of the candidate by the history faculty. This will be based on the above mentioned materials and also on the student's portfolio of major papers accumulated during his/her history course work. The oral examination is graded on an Honors, Pass, or Fail basis. A failure requires further preparation by the student and another interview before graduation.

## BACHELOR OF ARTS DEGREE IN HISTORY

### Major—B.A. History (31 Hours)

<u>Required Courses</u>		<u>Hours</u>
HIST 154, 155	Amer History & Instit	6
HIST 174, 175	World Civilizations	6
HIST 490	Senior Exam Preparation	1
HIST 499	Research Meth in History (W)	3
	Elective	3

Six hours of political science may apply to the major.

**Major—B.A. History (31 Hours) cont.**

<u>Require 2 Courses (at least) from:</u> <i>(American History)</i>		<u>Hours</u>	<u>Require 2 Courses (at least) from:</u> <i>(European History)</i>		<u>Hours</u>
HIST 353	From Colony to Nation (W)	3	HIST 374	History of England (W)	3
HIST 355	History of the South (W)	3	HIST 375	Ancient World (W)	3
HIST 356	Natives and Strangers (W)	3	HIST 386	Rise of the West (W)	3
HIST 357	Modern America (W)	3	HIST 389	Vienna to Vietnam (W)	3
HIST 359	Trans of American Culture (W)	3	HIST 471	Classics of West Thought I (W)	3
PLSC 254	Amer Nat & State Gov	3	HIST 472	Classics of West Thought II (W)	3
PLSC 353	From Colony to Nation (W)	3	PLSC 389	Vienna to Vietnam (W)	3
PLSC 357	Modern America (W)	3	PLSC 471	Classics of West Thought I (W)	3
			PLSC 472	Classics of West Thought II (W)	3
			HIST 364	Christian Church I (W)	3
				OR	
			HIST 365	Christian Church II (W)	3

<u>Required Cognates</u>	<u>Hours</u>	<u>Require 1 of the following:</u>	<u>Hours</u>
Inter Level of Foreign Lang	6	PLSC 224	Principles of Macroeconomics
		GEOG 204	World Geography

Upper-division history classes seek to improve skills of writing and speech. All such classes require analytical writing as part of the course work. Additionally, many classes involve discussion and oral class reports as partial basis for the student's grade, most notably HIST 499, Research Methods in History, which requires an extended formal presentation of student research.

History majors must display the ability to apply computer usage to their discipline in two ways: first, a facility with word processing; and second, by a facility in accessing information via the Internet.

**Sample Freshman Year Sequence  
B.A. History**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3	ENGL 102	College Composition	3
HIST 154	American History	3	HIST 155	American History	3
	Area B, Religion	3		Area A-2, Mathematics	0-3
	Area F, Behav/Family/ Health Science	3		Area F, Behav/Family/ Health Science	2
	Area D, Lit/Fine Art			Area D, Lit/Fine Art	
	OR	3		OR	3
	Area D-1, Beg For Lang			Area D-1, Beg For Lang	
		15		Electives	5-2
					16

**Minor—History (18 Hours)**

<u>Required Courses</u>	<u>Hours</u>
HIST 174	World Civilizations
HIST 175	World Civilizations

The additional twelve hours will be chosen from remaining history courses, six hours of which must be upper division. A minimum of three hours must be chosen from each of the American and European areas. Three hours of political science may be taken in lieu of three hours of history. A student planning to minor in history in order to obtain a second teaching area for denominational certification must take 22 hours—18 hours in history and must include HIST 154, 155, 174, 175, PLSC 254, and GEOG 204 or PLSC 224.



**Minor—Political Economy (18 Hours)**

Combines an interdisciplinary selection of courses helpful for law school preparation. For a further description of this pre-law preparation program, see page 249.

**Minor—Political Science (18 Hours)**

This minor provides opportunity for students to gain practical experience in governmental work as part of an academic program. There are two types of internships for the minor: a Washington D.C. internship supervised by Columbia Union College; and a Tennessee State legislative internship in Nashville. Either internship will give intensive exposure to state or federal government or public advocacy work. There are also opportunities to work in a religious advocacy organization in the nation's capital with the CUC program.

The Political Science minor is an 18-hour program, 9 or 12 hours of which (depending on whether a summer or semester-long internship was taken) would consist of the internship credit. The balance of the minor would require:

1. PLSC 254 American Government
2. 3 to 6 hours of other PLSC courses

For more details on the program, see the History Department chair.

**History as a preprofessional degree:** A student majoring in history who plans to enter a professional school in an area such as medicine or law must present a balanced program of general education classes and electives that will support the professional objectives.

**History as a preparation for teaching:** A student majoring in history who plans to prepare for secondary teacher certification must include six hours upper division Political Science in the major and must also take PLSC 224, 254; and GEOG 204. It is strongly recommended that the student also earn teaching credentials in a field outside of history. No specific supporting field is required but art, behavioral science, business, English, modern languages, and religion are recognized as intimately related to the study of history. A student may receive denominational certification to teach history as a second area by completing a minor in history (see under Minor below). Since the entire second semester of the senior year is devoted to certification requirements, students earning teacher certification must finish all history class work before reaching the final semester. Students applying for teacher certification must consult with the School of Education and Psychology to draft a schedule of classes meeting certification requirements.

Before the end of the sophomore year the student must apply to the School of Education and Psychology for admission to the Teacher Education Program. Before the end of the junior year, the student must apply to the School of Education and Psychology for admission to the professional semester.

**History Department tours:** The Department of History regularly sponsors study tours to foreign countries. The purpose of these tours is to provide students and other participants with an enhanced understanding of history and culture through a combination of traditional lecture and reading with direct observation of historical sites. Academic activities connected with the tours require students to spend an amount of time equal to that expected in a regular classroom setting.

Preparatory meetings and assigned reading are included in this computation. Course credit is offered under HIST 295/495 Directed Study in History. Cost of the tours includes charge for academic credit.

**History as general education:** Freshman and sophomore students earning general education credit in history should take courses from the 100 and 200 level. Junior and senior students meeting general education requirements in history should select courses from the 300 and 400 level.

**HISTORY**

**HIST 154, 155. American History and Institutions (C-1) 3,3 hours**  
 An introductory survey of the nation from colonial times to the present. The development of its politics, government and social institutions is covered in each semester of the sequence. This course is recommended as general education for freshmen and sophomores. (Fall, Winter, Summer)

**HIST 174, 175. World Civilizations (C-1) 3,3 hours**  
 A study of the development of Western and non-Western culture and government, emphasizing the evolution of European society and its interaction with non-European civilizations. This course is recommended as general education for freshmen and sophomores.

**HIST 353. From Colony to Nation (C-1) (W) 3 hours**  
 A detailed survey of American political and social history from 1607 to 1800, including the founding of the thirteen colonies, the American Revolution, and the establishment of the new nation.

**HIST 355. History of the South (C-1) (W) 3 hours**  
 A study of the American South from the Early National period through Reconstruction. Prominent issues will include slavery, sectionalism, the Civil War, and Reconstruction.

**HIST 356. Natives and Strangers (C-1) (W) 3 hours**  
 A study of immigration and the role of ethnic groups in American society. Special emphasis on the tension between assimilation and pluralism in the national character.

**HIST 357. Modern America (C-1) (W) 3 hours**  
 A study of American History from 1900 on with special examination of the progressive era, normalcy, the depression, the New Deal, and the role of the United States in world affairs. (Fall)

**HIST 359. Transformation of American Culture (C-1) (W) 3 hours**  
 A topical approach to nineteenth and twentieth-century American history, focusing on the modernization of life. Among the topics that may be covered are entertainment, the media, urban culture, social relations, transportation, and art and architecture.

**HIST 364. Christian Church I: From the Early Church Through the Middle Ages (C-1) (W) 3 hours**  
 A study of the history of western Christianity from the end of the apostolic period to the end of the Middle Ages, emphasizing both institutional and theological development. (Fall)

**HIST 365. Christian Church II: From the Reformation Through the Twentieth Century (C-1) (W) 3 hours**  
 A study of the reorientation of western Christianity, beginning with the Protestant Reformation and culminating with contemporary religious trends. (Winter)

**HIST 374. History of England (C-1) (W) 3 hours**

A survey of the history of Great Britain from Roman times to the twentieth century, emphasizing political, cultural, and economic developments which have influenced western civilization as a whole.

**HIST 375. Ancient World (C-1) (W) 3 hours**

A study of the three stages of ancient civilization, the Ancient Near East, Greece, Rome, and the contribution each has made to the development of western culture.

**HIST 386. Rise of the West (C-1) (W) 3 hours**

A study of European history from the fall of Rome to the beginning of the modern age, focusing on those developments which have influenced the institutions and values of modern western civilization. The chronological emphasis is on the eleventh through the sixteenth centuries.

**HIST 389. Vienna to Vietnam (C-1) (W) 3 hours**

A study of major historical developments affecting international relations since the Napoleonic Era. The class treats antithetical forces such as peace and war, power and weakness, sovereignty and dependence, as well as others, in their historical setting. Students may earn either history or political science credit, depending on individual assignments.

**HIST 265/465. Topics in History (C-1) (W) 3 hours**

Selected topics in history presented in classroom setting. Subjects covered will determine whether credit is granted in Area I or Area II. This course may be repeated for credit.

**HIST 471. Classics of Western Thought I (C-1) (W) 3 hours**

A study of the key thinkers in western thought from the Heroic Age of Greece to the Renaissance. Reading from original sources, this class will emphasize the discussion and analysis of ideas that have formed the basis of western thought. Included in the readings are selections from Herodotus, Cicero, St. Augustine, Boccaccio, Montaigne, and St. Ignatius of Loyola.

**HIST 472. Classics of Western Thought II (C-1) (W) 3 hours**

A study of the key thinkers in the nineteenth and twentieth centuries. Reading from original sources, this class will emphasize discussion of critical ideas that have effected the evolution of contemporary social and political thought. Included in the readings are selections from Locke, Mill, Marx, Nietzsche, Lenin, and Hitler.

**HIST 490. Senior Exam Preparation 1 hour**

Independent study and reading in preparation for the assessment exam taken by senior history majors.

**HIST 295/495. Directed Study (C-1) (W) 1-3 hours**

A course emphasizing individual directed study. The instructor to whom a student is assigned will determine whether credit is upper or lower division. This course also includes credit offered by the History Department on directed study tours. Writing emphasis credit for HIST 495 only. Approval of the department is required prior to registration.

**HIST 497. Research Methods in History (C-1) (W) 3 hours**

**Prerequisites:** Word processing and familiarity with Internet are prerequisites to this course. Historical theories, procedures, and research methods are examined in conjunction with the preparation of a research project. (Fall)

**POLITICAL SCIENCE**

- PLSC 224. Principles of Macroeconomics (C-2)** **3 hours**  
See ECON 224 for course description.
- PLSC 254. American National and State Government (C-2)** **3 hours**  
An examination of the operation of the executive, legislative, and judicial branches of government of the national, state, and local levels.
- PLSC 353. From Colony to Nation (C-2) (W)** **3 hours**  
See HIST 353 for course description.
- PLSC 357. Modern America (C-2) (W)** **3 hours**  
See HIST 357 for course description.
- PLSC 389. Vienna to Vietnam (C-2) (W)** **3 hours**  
See HIST 389 for course description.
- PLSC 465. Topics in Political Science (C-2)** **3 hours**  
See HIST 465 for course description.
- PLSC 471. Classics of Western Thought I (C-2) (W)** **3 hours**  
See HIST 471 for course description.
- PLSC 472. Classics of Western Thought II (C-2) (W)** **3 hours**  
See HIST 472 for course description.

**GEOGRAPHY**

- GEOG 204. World Geography** **3 hours**  
(C-2 credit for elementary education majors only).  
Maps, land forms, soil, mineral resources, weather, and climate are considered. Man's adjustment to various physiographic regions is studied. (Fall)
- GEOG 306. Cultural Geography (C-2)** **3 hours**  
A course for student missionaries assigned to a country other than the United States. Focuses on geographic and social characteristics. Activities include assigned reading prior to departure, journal of on-site observations, formal paper after return to campus. Prior to departure, the student will make all arrangements with a teacher assigned by the Department of History. A two-thirds tuition waiver applies to this class. Refer to policy on page 263.

**EDUCATION**

- EDUC 438. Curriculum and Content Methods/History** **1 hour**  
**Prerequisite:** Admission to Teacher Education.  
Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, and the survey and evaluation of textbooks.  
(C-1) (C-2) (W) See pages 27-30 for explanation of general education requirements.

# JOURNALISM AND COMMUNICATION

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**Chair:** Pam Harris

**Faculty:** Denise Childs, Volker Henning, John Keyes, Stephen Ruf

**Adjunct Faculty:** Jim Erwin, Wesley Hasden, Debra Hicks, Rob Howell,  
Dan Jones, Tina Paul, Doug Walter, Billy Weeks

**Advisory Council:** The Advisory Council serves in a consultancy capacity, providing counsel, mentoring, referrals for internships, and as a curriculum advisory. The primary role of the Council is to act individually as resources for the Department.

Nancy Bearden Henderson, Freelance writer, Chattanooga, TN

David Carroll, WRCB—TV Channel 3, Chattanooga, TN

Jim Closser, Development Director, Tennessee Christian Medical Center,  
Nashville, TN

Ray Dabrowski, Director of Communication, Seventh-day Adventist World  
Church, Silver Spring, MD

Eva Lynn Disbro, Human Resources Vice President, McKee Foods Corp.  
Collegedale, TN

Dave Flesner, Business Editor, *Chattanooga Times Chattanooga Free Press*

Richard Goins, Communications Administrator, Electric Power Board of  
Chattanooga, TN

Wes Hasden, Former Assistant to the Publisher, *The Chattanooga Times*

Lee Hope, Director, WRCB—TV Channel 3, Chattanooga, TN

Brendan Jennings, President, Jennings & Associates, Chattanooga, TN

Fred Knopper, Director of Communication, Georgia-Cumberland Conference,  
Calhoun, GA

Angela Lewis, Executive Director, Hamilton County Schools Fund for  
Excellence, Chattanooga, TN

Debbie Petticord, Editor, *Chattanooga Magazine*

Pam Sadler, Associate Director, Philanthropic Service for Institutions,  
Silver Spring, MD

Tom Tolar, General Manager, WRCB—TV Channel 3, Chattanooga, TN

Kevin West, News Director, WGOW, Talk Radio 102.3, KZ-106, GT108,  
Chattanooga, TN

Billy Weeks, Director of Photography, *Chattanooga Times Chattanooga Free  
Press*

Brenda Wood, News Anchor, WXIA—TV Channel 11, Atlanta, GA

The Department of Journalism and Communication provides an educational environment in which future leaders in journalism, public relations and related areas can acquire the enduring ethical concepts, the intellectual discipline and the professional abilities necessary to the mastery and management of a wide range of writing, editing and other journalistic and public relations skills and techniques.

The department offers the Bachelor of Arts Degree with majors in Journalism (News Editorial), Broadcast Journalism, and Public Relations, a Bachelor of Science Degree with various emphases, and a Bachelor of Science Degree in Nonprofit Management and Development, and an Associate of Science Degree in Media Technology. Minors are also available in Advertising, Broadcast Journalism,

Journalism (News Editorial), Media Sales, Public Relations, and Visual Communications.

The Journalism (News Editorial) major prepares students for careers as reporters, writers and editors for daily and weekly newspapers, magazines, wire services, publishing houses and for the vast array of publications that serve the church, business, industry, governmental agencies, the medical field, colleges and universities, and other non-profit organizations.

Students enrolling in the Broadcast Journalism major receive preparation for careers in commercial and non-commercial radio and television as reporters, producers, videographers and managers.

Public Relations majors are prepared for careers in business, industry, government, the church, colleges, universities, hospitals, and other medical institutions, and in a wide range of organizations.

Students graduating with the Bachelor of Science in Mass Communication have a broad communication education with a selected specialty that prepares them for a large variety of communication jobs in the church, in corporations and also in non-profit organizations.

All of the department's majors prepare students for entry into graduate schools nationwide.

The associate degree in Media Technology prepares the student for entry level positions in media production and operation or desktop publishing.

The Advertising minor combined with such majors as Public Relations prepares students for careers in advertising copywriting, advertising design (when coupled with a second minor in Art), and creative directing.

The Media Sales minor combined with a Broadcast major prepares the student for a job as account executive, promotion director or a media buyer as well as in station promotion. By adding the Media Sales minor, a student multiplies job opportunities in the field of broadcasting.

Members of the faculty will advise each student in planning a study program that is supportive of individual career goals, that meets degree requirements of the Department of Journalism and Communication, including the intermediate level of a foreign language, and fulfills General Education requirements.

### **INTERNSHIPS AND ON-THE-JOB TRAINING**

Because of the strong relationships which the department has developed with the Chattanooga area mass media, students in journalism, broadcast and public relations have many opportunities to meet and work with professionals in television and radio news, in public relations, advertising, and on daily and weekly newspapers.

**Internships:** Helping students locate internships on newspapers, in publishing houses, in public relations and fund development departments, in advertising agencies, and in radio and television newsrooms is a vital part of the education program provided by the department.

An Advisory Council and a Consulting Board advise the department in providing internships that give on-the-job experience. The department also participates in the General Conference internship program in which students work in various denominational institutions. The University radio station, WSMC FM90.5, and other media outlets provide learning opportunities for students in a number of courses.

**Campus Publications:** Students can gain valuable experience as writers, editors and producers by working on Student Association publications such as *Southern Accent*, the campus newspaper; *Southern Memories*, the yearbook; and *Strawberry Festival*, the annual pictorial review of the year.

## ASSESSMENT

To make satisfactory progress toward preparation for the job market, students majoring in the department will be expected to attend departmental assemblies and other professional meetings sponsored by the department.

Students should demonstrate their growing professionalism through involvement in the operation of WSMC FM90.5; in the publication of the *Southern Accent*, *Southern Memories*, or some other publication; or in communication activities for a campus, church, or community organization.

Participation in the departmental Communication Club and the Southern Society of Adventist Communicators as well as student membership in a national professional organization such as the Society of Professional Journalists, the International Association of Business Communicators, or the Public Relations Student Society of America are also evidences of professional commitment.

Departmental files for each student majoring in the department serve as a source of information for teachers asked to provide recommendations for students seeking practicums, internships, or job positions.

Students in the department will be given a writing skills test when they enter the department. On the basis of the results, advisers will recommend any needed remediation, which students must complete before registering for other writing courses offered by the department.

Departmental effectiveness will be assessed by combining the results of the cumulative evaluations, student evaluations of courses, questionnaires completed by supervisors of interns, alumni, and workshop attendees. An ongoing analysis of outlines of courses required for majors is made by the faculty to determine that the curriculum meets the objectives of the department and the standards of the Accrediting Council of Education in Journalism and Mass Communication.

**PROGRAMS IN JOURNALISM, BROADCAST JOURNALISM, ADVERTISING, MEDIA SALES, PUBLIC RELATIONS, VISUAL COMMUNICATION AND MEDIA TECHNOLOGY**

**Major—B.A. Journalism (News Editorial) (29-31 Hours)**

*(If a student both majors and minors in the department, at least 12 hours must not overlap between the major and the minor.)*

<u>Required Courses</u>		<u>Hours</u>
JOUR 105	Writing for the Media	3
JOUR 205	News Reporting	3
JOUR 213	Publication Editing	3
JOUR 315	Advanced Photography	2
JOUR 316	Mag & Feature Art Writing (W) OR	3
JOUR 495	Honors Project	
JOUR 356	Advanced Reporting (W)	3
JOUR 427	Mass Media Law & Ethics	3
JOUR 488	Mass Communication & Soc (W)	3
JOUR 492	Journalism Internship OR	2-3
JOUR 391	Journalism Practicum	
JOUR 397	JOUR/PREL/COMM elective Research on the Internet	3-4 1

<u>Required Cognates</u>		<u>Hours</u>
ARTG 119	Publication Design	3
COMM 103	Intro to Communication	3
CPTe 245	Computer-Aided Publishing	3
CPTe 102	Intro to Internet	1
ECON 213	Survey of Economics	3
PLSC 254	American Nat & State Gov	3
	Literature Electives	3
	Music/Art Appreciation Elect	3
	Inter level Foreign language	6

<u>Recommended Electives</u>		<u>Hours</u>
ARTG 115	Intro to Computer Graphics	3
JOUR 492	Journalism Internship	3
MATH 215	Statistics	3
PREL 234	Public Rel Princ & Theory	2
TECH 145	Intro to Graphic Arts	3

Complete at least 12 hours in three of the following areas: Business & Economics, Education, Health Science, History and Political Science, Literature and Fine Arts, Science, Recreation and Physical Education, Religion, Social Work and Family Studies, and Technology.

**Sample Freshman Year Sequence**

**B.A. Journalism  
(News Editorial)**

<u>1st Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3
COMM 103	Intro to Communication	3
CPTe 245	Computer-Aided Publishing	3
	Area D-1, Inter Foreign Lang	3
	Area B, Religion	3
		15

<u>2nd Semester</u>		<u>Hours</u>
ENGL 102	College Composition	3
JOUR 105	Writing for the Media	3
JOUR 125	Intro to Photography <i>(if needed)</i>	3
	Area D-1, Inter F Lang	3
	Gen Ed, Minor or Elect	4
		16

**Major—B.A. Broadcast Journalism (30 Hours)**

*(If a student both majors and minors in the department, at least 12 hours must not overlap between the major and the minor.)*

<u>Required Courses</u>		<u>Hours</u>
JOUR 105	Writing for the Media	3
JOUR 201	Foundations of Broadcasting	3
JOUR 202	Broadcasting Techniques	3
JOUR 205	News Reporting	3
JOUR 227	Video Production I	3
JOUR 314	Broadcast News Writing (W)	3
JOUR 317	Broadcast Management	3
JOUR 327	Video Production II	3
JOUR 427	Mass Media Law and Ethics	3
JOUR 426	TV News Reporting & Perform	3

<u>Required Cognates</u>		<u>Hours</u>
BMKT 326	Principles of Marketing	3
PLSC 254	Amer National & State Govt	3
COMM 103	Intro to Communication	3
COMM 135	Intro to Public Speaking	3
	Inter level of a foreign lang	6

<u>Recommended Electives</u>		<u>Hours</u>
JOUR 492	Internship:Broadcasting	3
HMNT 205	Arts and Ideas	3
MATH 215	Statistics	3
TECH 183	Basic Electronics	3
CPTe 245/345	Computer-Aided Publishing	3



Sample Freshman Year Sequence  
B.A. Broadcast Journalism

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
COMM 103	Intro to Communication	3	JOUR 201	Found of Broadcast	3
	Area D-1, Int For Lang	3	JOUR 105	Writing for the Media	3
	Area B, Religion	3		Area D-1, Int For Lang	3
	Gen Ed, Minor or Elect	3		Gen Ed, Minor or Electives	4
		15			16

Major—B.A. Public Relations (30 Hours)

(If a student both majors and minors in the department, at least 12 hours must not overlap between the major and the minor.)

Required Courses		Hours	Required Cognates		Hours
JOUR 105	Writing for the Media	3	ARTG 119	Publication Design	3
JOUR 205	News Reporting	3	BMKT 326	Principles of Marketing	3
JOUR 213	Publication Editing	3	COMM 103	Intro to Communication	3
JOUR 316	Mag & Feature Art Writing (W)	3	COMM 135	Intro to Public Speaking	3
JOUR 397	Research on the Internet	1	CPTe 245	Computer-Aided Publishing	3
JOUR 427	Mass Media Law and Ethics	3	JOUR 125	Intro to Photography	3
	OR	3		Inter level of foreign language	6
JOUR 488	Mass Communication and Soc (W)	3		Lit or Fine Arts Electives	3
PREL 234	Pub Rel Principles and Theory	2	<b>Recommended Electives</b>		
PREL 344	Fundamentals of Advertising	3	JOUR 202	Broadcasting Techniques	3
PREL 406	Persuasion and Propaganda	3	JOUR 314	Broadcast News Writing (W)	3
PREL 482	Public Relations Campaign	3	JOUR 227/327	Video Production	3
PREL 485	Public Relations Techniques	3	JOUR 356	Advanced Reporting (W)	3
			MATH 215	Statistics	3
			PREL 368	Fund Development	3
			PREL 492	Public Relations Internship	3
			TECH 145	Introduction to Graphic Arts	3

Sample Freshman Year Sequence  
B.A. Public Relations

1st Semester		Hours	2nd Semester		Hours
CPTe 245	Computer-Aided Publishing	3	COMM 135	Intro to Public Speaking	3
ENGL 101	College Composition	3	ENGL 102	College Composition	3
COMM 103	Intro to Communication	3	JOUR 105	Writing for the Media	3
	Area D-1, Inter Foreign Lang	3		Area D-1, Inter Foreign Lang	3
	Area B, Religion	3		Gen Ed, Minor or Electives	4
		15			16

\* Major—B.S. Mass Communication (44 Hours)

Required Courses		Hours	Required Cognates		Hours
✓ JOUR 105	Writing for the Media	3	✗ ARTG 119	Publication Design	3
✓ JOUR 125	Intro to Photography	3	✓ COMM 135	Intro to Public Speaking	3
9 - JOUR 201	Foundations of Broadcasting	3	✓ CPTe 105	Intro to Word Processing	1
9 - JOUR 205	News Reporting	3	✓ CPTe 106	Intro to Spreadsheets	1
✗ JOUR 213	Publication Editing	3	✓ CPTe 107	Intro to Database	1
✓ JOUR 240	Web Design I	1	• CPTe 245/345	Computer Aided Publishing	3
✓ JOUR 397	Research on the Internet	1	? CPTe/CPTR	Elective	3
- JOUR 241	Web Design II	1			
- JOUR 427	Mass Media Law & Ethics	3			
9 - JOUR 488	Mass Communication & Society	3			
✓ PREL 234	PR Principles & Theory	2			
	*Electives	18			

\*Electives: In consultation with your advisor choose 18 hours of electives within one of the following tracks. Your selections must include at least 12 hours of upper division credit with most selected from JOUR/PREL courses. Note: A plan of study outlining your choice of electives must be approved by the Journalism and Communication faculty prior to a student entering his/her junior year.

<u>Advertising Track (Select 18 Hours)</u>		<u>Hours</u>
PREL 244	Sales	2
PREL 344	Fundamentals of Advertising	3
PREL 354	Advertising Copywriting	3
PREL 406	Persuasion and Propaganda	3
JOUR 315	Advanced Photography	3
ARTG 115	Intro to Computer Graphics	
& ARTG 210	Computer Graphic Design	
	OR	6
BMKT 326	Principles of Marketing	
& BMKT 327	Consumer Behavior	
PREL 291/391	Practicum	1-3
PREL 492	Internship	3

<u>Broadcasting Track (Select 18 Hours)</u>		<u>Hours</u>
JOUR 202	Broadcasting Techniques	3
JOUR 227	Video Production I	3
JOUR 314	Broadcast News Writing (W)	3
JOUR 317	Broadcast Management	3
JOUR 327	Video Production II	3
JOUR 426	TV News & Performance	3
PREL 244	Sales	2
JOUR 291/391	Practicum	1-3
JOUR 492	Internship	3

<u>Public Relations Track</u>		<u>Hours</u>
• PREL 344	Fundamentals of Advertising	3
• PREL 406	Persuasion and Propaganda	3
✕ PREL 482	Public Relations Campaigns	3
— PREL 485	Public Relations Techniques	3

Select 6 hours from:

• PREL 244	Sales	2
• PREL 354	Advertising Copywriting	2
• PREL 368	Fund Development	3
✕ JOUR 316	Magazine and Feature Article Writing (W)	3
• JOUR 165/465	Topics in Communication	1
• JOUR 175	Communication Workshop	1
• PREL 291/391	Practicum	1-3
• PREL 492	Internship	3

<u>Writing/Editing Track (Select 18 Hours)</u>		<u>Hours</u>
ENGL 313	Expository Writing (W)	3
ENGL 314	Creative Writing (W)	3
JOUR 175/475	Communication Workshop	1-3
JOUR 314	Broadcast News Writing (W)	3
JOUR 316	Magazine and Feature Article Writing (W)	3
JOUR 356	Advanced Reporting (W)	3
JOUR 426	TV News Reporting and Performance	3
PREL 354	Advertising Copywriting	2
JOUR 291/391	Practicum	1-3
JOUR 492	Internship	3

<u>Visual Communication Track (Select 18 Hours)</u>		<u>Hours</u>
JOUR 210	Presentation Media	1
JOUR 227	Video Production I	3
JOUR 315	Advanced Photography	3
JOUR 327	Video Production II	3
ARTG 115	Intro to Graphic Design	3
ARTG 210	Computer Graphic Design	3
ARTG 425	Multi-Media	3
COMM 326	Film Evaluation (W)	3
JOUR 291/391	Practicum	1-3
JOUR 492	Internship	3

Sample Freshman Year Sequence  
B.S. Mass Communication

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3	ENGL 102	College Composition	3
CPT 245	Computer-Aided Publishing	3	JOUR 201	Found of Broadcast	3
COMM 103	Intro to Communication	3	JOUR 105	Writing for the Media	3
COMM 135	Intro to Public Speaking	3	JOUR 201	Foundations of Broadcasting	3
	Area B, Religion	3		Area C, Science	3
		15			15

Major—A.S. Media Technology (30 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Graphics Emphasis</u>		<u>Hours</u>
ARTG 115	Intro to Computer Graphics	3	ARTG 119	Publication Design	3
CPT 245	Computer-Aided Publishing	3	ARTG 210	Computer Graphic Design	3
COMM 103	Intro to Communication	3	ARTG 319	Advanced Computer Graphics	3
JOUR 125	Intro to Photography	3	TECH 145	Intro to Graphic Arts	3
JOUR 210	Presentation Media	1			
JOUR 291	Practicum: Media Tech	2	<u>Media Emphasis</u>		
TECH 183	Basic Electronics		JOUR 201	Foundations of Broadcasting	3
	OR	3	JOUR 202	Broadcasting Techniques	3
	JOUR/PREL electives		JOUR 227	Video Production	3
			JOUR 315	Advanced Photography	3

Sample Freshman Year Sequence  
A.S. Media Technology

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
CPTe 245	Computer-Aided Publishing	3	ARTG 119	Publication Design	
ENGL 101	College Composition	3		OR	3
COMM 103	Intro to Communication	3	JOUR 201	Foundations of Broadcasting	
JOUR 125	Intro to Photography	3	ENGL 102	College Composition	3
	Area B, Religion	3		JOUR/PREL Electives or	
		15		Gen Ed Electives	10
					16

**Minor—Advertising (19 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
ARTG 119	Publication Design	3	PREL 244	Sales	2
BMKT 326	Principles of Marketing	3	PREL 344	Fundamentals of Advertising	3
CPTe 245/345	Computer-Aided Publishing	3	PREL 354	Advertising Copywriting	2
COMM 103	Intro to Communication	3			

**Minor—Journalism (News Editorial) (18 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
COMM 103	Intro to Communication	3	JOUR 316	Mag & Feature Art Writing (W)	
JOUR 105	Writing for the Media	3		OR	3
JOUR 205	News Reporting	3	JOUR 356	Advanced Reporting (W)	
JOUR 213	Publication Editing	3	JOUR 427	Mass Media Law & Ethics	
				OR	3
			JOUR 488	Mass Comm & Society (W)	

**Minor—Broadcast Journalism (18 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
COMM 103	Intro to Communication	3	JOUR 202	Broadcasting Techniques	3
JOUR 105	Writing for the Media	3	JOUR 205	News Reporting	3
JOUR 201	Foundations of Broadcasting	3	JOUR 314	Broadcast News Writing (W)	3

**Minor—Public Relations (20 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
ARTG 119	Publication Design		PREL 344	Fundamentals of Advertising	
	OR	3		OR	3
CPTe 245/345	Computer-Aided Publishing		PREL 406	Persuasion and Propaganda	
COMM103	Intro to Communication	3	PREL 485	Public Relations Techniques	3
JOUR 105	Writing for the Media	3			
JOUR 205	News Reporting	3			
PREL 234	Pub Rel Prin and Theory	2			
			<u>Recommended</u>		
			JOUR 213	Publication Editing	3

**Minor—Media Sales (19 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Select 3 Hours from:</u>		<u>Hours</u>
BMKT 327	Consumer Behavior	3	BMKT 375	International Marketing	3
BMKT 328	Sales Management	3	PREL 291/391	Practicum: Sales	3
COMM 103	Intro to Communication	3	PREL 406	Persuasion and Propaganda	3
PREL 244	Sales	2			
PREL 344	Fundamentals of Advertising	3			
PREL 354	Advertising Copywriting	2			

**Minor—Visual Communication (18 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Select 3 Hours from:</u>		<u>Hours</u>
COMM 103	Intro to Communication	3	ART 104	Drawing I	3
JOUR 105	Writing for the Media	3	ARTG 119	Publication Design	
JOUR 210	Presentation Media	1		OR	3
JOUR 315	Advanced Photography	2-3	CPTe 245/345	Computer-Aided Publishing	
JOUR 327	Video Production	3	ART 400	Intro to Multi-media Design	3
COMM 326	Film Evaluation (W)	3	JOUR 291/391	Practicum	1-3
			JOUR 427	Mass Media Law & Ethics	
				OR	3
			JOUR 488	Mass Comm & Society (W)	

**Major—B.S. Nonprofit Management and Development**

Southern Adventist University in affiliation with the Southeast Consortium for Nonprofit Administration, Education, and Training and American Humanics, Inc.

**Board of Advisors:**

Dr. Pamela Harris, Campus Director

David Burghart, CFRE, Vice President for Development, Southern Adventist University

Tonja Conour, Director, Program and Services, American Humanics, Inc.

Pat Eaker, Director, The Volunteer Center

Dr. Marvin Ernst, Professor of Human Services; Director, The Southeast Consortium for Nonprofit Administration, Education, and Training, The University of Tennessee at Chattanooga

Carolyn Hamilton, CFRE, Consultant, Philanthropic Service for Institutions

Brook Sadler, CFRE, Principal, Rocking Chair Consultants

Pam Salder, CFRE, Associate Director, Philanthropic Service for Institutions

Ken Turpen, CFRE, Director, Philanthropic Service for Institutions

Dr. Lilya Wagner, CFRE, Research Fellow, The Fund-Raising School, Indiana University

Gail Williams, Director, The Samaritan Center

Southern Adventist University's Nonprofit Management and Development degree is designed to meet the demand for entry-level managers with fund development expertise.

**AMERICAN HUMANICS CERTIFICATION**

The program is affiliated with American Humanics, Inc., in Kansas City, which offers certification for students who graduate with this degree. American Humanics is an alliance of colleges, universities, and nonprofit organizations preparing undergraduates for careers with youth and human service agencies through specified curriculum, co-curricular activities, and internships. American Humanics focuses on leadership and service to humanity, professionalism, measurable competencies, and certification.

American Humanics' mission is "to prepare and certify future nonprofit professionals to work with America's youth and families."

In Chattanooga, the University of Tennessee, Covenant College, and Southern Adventist University have joined together in partnership as the Southeast Consortium for Nonprofit Administration, Education, and Training. With the support of Chattanooga foundations, nonprofits, and others, the Southeast Consortium provides resources, workshops, and other training for students at all three institutions. In addition, American Humanics is affiliated with national nonprofit partners including:

- American Red Cross
- Big Brothers Big Sisters of America
- Boys & Girls Clubs of America
- Boy Scouts of America
- Camp Fire Boys and Girls
- Girls Incorporated
- Girl Scouts of the U.S.A.
- Habitat for Humanity International
- Junior Achievement Inc.

- National Network for Youth
- Special Olympics, International
- United Way of America
- Volunteers of America
- YMCA of the U.S.A.
- YWCA of the U.S.A.
- and other nonprofits

Certification is not automatic with the completion of the degree; American Humanics requires competencies in the following:

- career development
- communication
- personal leadership attributes
- historical and philosophical foundations
- youth and adult development
- board/committee development
- fundraising principles and practices
- human resource development and supervision
- general nonprofit management
- nonprofit accounting and financial management
- nonprofit public relations
- program planning
- risk management

Besides nonprofit certification, the American Humanics certification program offers the following:

- one-to-one mentoring
- networking with prospective employers
- opportunity to "try out" various nonprofit roles
- potential for references and referrals
- exposure to national nonprofit network
- scholarships

### **AMERICAN HUMANICS CERTIFICATION FOR OTHER MAJORS**

Certification in American Humanics for students majoring in other areas is also available. To make arrangements and apply for certification, contact the campus director.

### **ASSESSMENT**

Assessment will take place through the American Humanics certification process and with internship and practicum supervisors.

### **JOB OUTLOOK**

Because of the decline in government support of nonprofits, it is more valuable than ever that nonprofit managers have fund development skills. The B.S. in Nonprofit Management and Development degree is designed to provide both training and internships in fund development as well as in management.

The demand for graduates with these competencies is high with an estimated 50,000 needed annually to fill new staff vacancies. "More than one million nonprofit organizations are at work across the country, employing 9 million people and aided by nearly 90 million volunteers," according to Sara E. Melendez

in *The Importance of Philanthropy and Voluntary Initiative. The Independent Sector*, April 1996. The Bureau of Labor predicts a 45% increase in the need for youth and human service professionals by the year 2002, when government support of the nonprofit sector will decline by 28% or \$125 billion.

**B.S. Nonprofit Management and Development (48-49)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
COMM 103	Intro to Communications	3		<b>Publication Design</b>	
COMM 135	Intro to Public Speaking	3	ART 109	Design Principles I	3
COMM 136	Interpersonal Commun	3	ARTG 115	Intro to Computer Graphics	
JOUR 105	Writing for the Media	3		OR	3
JOUR 205	News Reporting	3	ARTG 119	Publications Design	
JOUR 212	Publication Editing	3		<b>Accounting &amp; Management</b>	
JOUR 240/241	Web Design I & II	2	ACCT 103	College Accounting	3
JOUR 397	Research on the Internet	1	MGNT 344	Human Resource Mgmt	3
JOUR 465	Topics in Mgmt & Develop	1-2	MGNT 354	Principles of Risk Mgmt	3
JOUR 475	Communication Workshop	3	MGNT 410	Organization Theory & Design	3
PREL 234	PR Principles & Theory	2	PSYC 432	Industrial/Organization Psyc	3
PREL 344	Fundamentals of Advertising	3		OR	
PREL 291/391	Practicum	3	MGNT 420	Organizational Behavior	3
PREL 368	Fund Development	3		<b>Child &amp; Human Development</b>	
PREL 406	Persuasion & Propaganda	3		(Choose 1)	
PREL 482	The PR Campaign	3	PSYC 422	Adolescent Psyc&Behav Mgmt	3
PREL 485	PR Techniques	3	PSYC 128	Developmental Psyc	3
PREL 492	PR Internship	3	PSYC 224	Social Psyc	3
				<b>Human Services &amp; Social Work</b>	
				(Choose 1)	
			SOCI 365	Family Relations	3
			SOCI 212	Social Welfare as an Institution	3
			SOCW 211	Intro to Social Work	3
			SOCI 424	Contemp Social Problems	3
				<b>Religion</b>	
				(Choose 2)	
			RELP 251	Intro to Youth Ministry	3
			RELT 467	Philos & the Christian Faith	3
			RELT 373	Christian Ethics	3
			RELT 368	World Religions	3
				<b>Recommended Electives</b>	
			BIOL 226	Environmental Conserv	3
			FDNT 135	Nutrition for Life	3
			HLED 476	Wellness Methods, Materials and Management	3
			PEAC 261	Intro to Camping	1

**COMMUNICATION**

**COMM 103. Introduction to Communication (G-2) 3 hours**

Overview of the development and characteristics of mass media, with emphasis on media in the United States including newspapers, radio, television, photography, film, sound recording, books, magazines, advertising, public relations, and new media technology. Attention is given to theories of communication and how to be a critical and discriminating consumer of mass media.

**COMM 135. Introduction to Public Speaking (D-4) 3 hours**

Preparation and presentation of short informative and persuasive speeches with emphasis on the selection and organization of material, reasoning, methods of securing interest, persuasive strategies, and the elements of delivery. (Fall, Winter, Summer)

- COMM 136. Interpersonal Communication (D-4)** 3 hours  
Introducing the process of informal transactional communication, this course emphasizes a quality of communication rather than a communication setting, namely personal involvement through emphatic listening and self-disclosure. The course utilizes readings and learning activities to help students understand the theory of interpersonal communication and apply it in realistic transactions.
- COMM 326. Film Evaluation (D-2) (W)** 3 hours  
The primary goal of the class is to help each student develop a personal set of criteria for evaluating films. Class activities include viewing films that have made significant contributions to our culture, reading film reviews and criticisms, studying how films are made and how to write about films, and writing about them. The class meets one night per week for a minimum of 3 hours, at which time films are viewed. Evaluation papers based on this viewing are due weekly.
- COMM 465. Topics** 3 hours  
Selected topics in speech and related areas presented in a classroom setting. Subjects covered will determine general education credit status. This course may be repeated for credit.
- COMM 295/495. Directed Study** 1-3 hours  
The content of this course will be adjusted to meet the particular needs of the student. Open only to students approved by the department chair in consultation with the prospective instructor. This course may be repeated for credit.

## JOURNALISM

- JOUR 080. Basic Grammar and Usage** 1 hour (Non-Credit)  
Instruction and exercises in spelling, sentence sense, punctuation, and word choice. Designed to fit the framework of grammar and usage requirements in the *Associated Press Stylebook*.
- JOUR 105. Writing for the Media (G-2)** 3 hours  
**Prerequisite:** No less than a "C" in ENGL 101.  
Basic writing skills for newspaper, magazines, advertising, public relations, online and broadcasting, with emphasis on learning the *Associated Press Stylebook*.
- JOUR 125. Introduction to Photography (G-1)** 3 hours  
Instruction in use of the camera and light meter; study of elements that constitute good photo composition, darkroom techniques involving film development, negative enlargement, and print finishing. Students supply their own 35mm cameras with adjustable f-stops and shutter speeds. A limited number of rental cameras are available. Two hours of lecture, three hours of laboratory each week. Supply lab fee of \$125 charged in addition to tuition.
- JOUR 201. Foundations of Broadcasting** 3 hours  
Provides an understanding of broadcasting and related industries. Basic theories and practices of radio, television, cable operations, and other electronic media are covered.
- JOUR 202. Broadcasting Techniques** 3 hours  
Introduction to audio production in the context of the broadcast station. Instruction in the technical aspects of production for radio and television. Oral communication emphasis: Techniques in announcing for a variety of program types including commercials, news, interviews, and talk shows.

**JOUR 205. News Reporting (G-2) 3 hours**

*Prerequisite:* JOUR 105 and ability to type at least 30 wpm.

News gathering and research techniques; development of news writing skills and style. Emphasis on clarity of writing, accuracy, balance and fairness, and on meeting deadlines in covering news events and interviewing news sources. Oral communication emphasis: Interviewing.

**JOUR 210. Presentation Media 1 hour**

*Prerequisite:* CPT 245.

A laboratory course in the selection, operation, and use of presentation media. Preparation of transparencies, slides, graphics, and audio materials.

**JOUR 213. Publication Editing 3 hours**

*Prerequisite:* JOUR 205 or consent of instructor.

Students will learn to edit according to *The Associated Press Stylebook*; write effective headlines and photo captions; select articles, photos, graphics and typefaces; become familiar with legal issues and tools that assist in research and fact verification; evaluate press estimates; and stay within budget. Use of color and the differences between editing for newspapers, magazines, and newsletters will be considered. Students will produce a newsletter and develop editing skills through various projects.

**JOUR 227. Video Production I 3 hours**

An introduction to the basic procedures of producing both studio and single-camera video program. Emphasis will be given to lighting, audio, and editing techniques. In this class students will make extensive use of a variety of video production equipment. Lab fee of \$75 is charged in addition to tuition. (Fall)

**JOUR 240. Web Design I 1 hour**

Web design theory and techniques. In this class the student will learn what works and what doesn't and will also learn the basics of the HTML programming and design a small web page. Both commercial and non-commercial sites will be evaluated in class for design elements. Students will learn how to use this medium effectively as well as learn how it differs from other more traditional media.

**JOUR 241. Web Design II 1 hour**

*Prerequisite:* JOUR 240 or consent of instructor.

This class builds on the skills a student has acquired in Web Design I by focusing on effective use of HTML and other web design tool. The latest trends in web design and a look at the direction the field is heading will also be considered.

**JOUR 314. Broadcast News Writing (W) 3 hours**

*Prerequisites:* JOUR 202, JOUR 205 or consent of instructor.

Gathering information, interviewing, writing and editing for the broadcast media. Preparation of news and feature copy for release on the college radio station; instruction in writing spot announcements.

**JOUR 315. Advanced Photography (G-1) 2-3 hours**

*Prerequisite:* JOUR 125 or equivalent.

Advanced photography and darkroom techniques with emphasis on photojournalism, studio and corporate photography. The major focus will be on using the camera in producing photo essays and photo collections for exhibit. The course will also focus on digital techniques including the use of film scanners, digital processing using Photoshop and preparing digital photos for use in publication. Students supply their own cameras. One hour lecture, three hours of laboratory each week for 2 hours credit. Students registering for 3 hours credit will complete extra projects and additional laboratory and field work. Supply lab fee of \$125 charged in addition to tuition.



- JOUR 316. Magazine and Feature Article Writing (W)** 3 hours  
*Prerequisite:* JOUR 080; 80 percent or better on departmental writing skills test.  
 Researching, writing, and marketing the factual magazine piece and the newspaper feature article. Developing writing style through creative use of the English language. Oral communication emphasis: Interviewing and reading aloud.
- JOUR 317. Broadcast Management** 3 hours  
*Prerequisites:* JOUR 201.  
 An analysis of the challenges involved in operating an electronic media facility including personnel, programming, community relations, FCC policies, sales, and promotion. Students interview media managers during field trips to area radio, TV, and cable operations. Added emphasis on Christian broadcasting and operations of WSMC-FM, the University's 100,000-watt radio station.
- JOUR 327. Video Production II** 3 hours  
*Prerequisite:* JOUR 227  
 An advanced video production class with a focus on digital video acquisition, editing, and graphics. Students will produce a series of single-camera video projects utilizing non-linear editing and digital effects programs, including AfterEffects and BorisFX. Lab fee of \$75 is charged in addition to tuition. (Winter)
- JOUR 356. Advanced Reporting (W)** 3 hours  
*Prerequisites:* JOUR 080, 80 percent or better on departmental writing skills test, or JOUR 212; JOUR 205 also required.  
 Reporting public affairs and writing articles in special areas after extensive research, interviews, and analysis: politics, government, law enforcement, society, science, medicine, education, religion, the arts, recreation, and business. Oral communication emphasis: interviewing. (Alternate years)
- JOUR 291/391. Practicum** 1-3 hours  
*Prerequisite:* Consent of instructor before arranging for practicum.  
 Supervised work experience in print or broadcast journalism. At least 90 clock hours of work experience are required for each semester hour of credit. Procedures and guidelines are available from the department.
- JOUR 397. Research on the Internet** 1 hour  
*Prerequisite:* Intro to the Internet (CPT 102) or permission of the instructor.  
 This course provides opportunity for students to focus on a specific area of research on the Internet and World Wide Web (WWW) by exploring web sights, documents, professional organizations, and other important resources pertinent to the student's major field of study. In-class demonstrations provide broad exposure to the WWW. Discussion of legal and ethical issues, reliability of information, use of the Internet in and by organizations, businesses, advertising, and other issues. Mastery of the basic skills of using the Internet required. (Winter)
- JOUR 426. TV News Reporting and Performance** 3 hours  
*Prerequisite:* JOUR 314, 227/327 or consent of instructor.  
 This is the capstone course for the broadcast journalism major. Writing, reporting, and producing television news stories and newscasts. Students participate in field exercises involving the shooting and editing of packages. Students will be required to create a resume' tape essential for entry into the job market. Emphasis on visual storytelling and performance skills. Video lab fee of \$75 charged in addition to tuition. (Fall, odd years)
- JOUR 427. Mass Media Law and Ethics** 3 hours  
 Study of the legal, ethical and constitutional issues affecting the media and the news gathering and dissemination process. Concepts of libel, privacy, free press, fair-trial, contempt of court, access to information, protection of sources, copyright law, and government regulation of the media.

**JOUR 165/465. Topics in Communication** 1-3 hours

Selected topics in broadcast journalism, print journalism, public relations, or related areas of communication.

**JOUR 488. Mass Communication and Society (W)** 3 hours

This seminar provides for informed student participation in the examination of the role and function of the mass media system in the United States; the concept of social responsibility as a constraint upon the media; ethical, social, economic and political issues involved in the function of newspapers, magazines, radio, television, advertising, and public relations. Emphasis on reading, writing media critiques, and on analysis of concepts and ideas. The course also includes an introduction to research methods for the study of mass communication. Oral communication emphasis: Presenting reading and research reports.

**JOUR 492. Journalism Internship** 3 hours

**Prerequisite:** Completion of half the requirements for a major or minor in broadcast or news editorial journalism and departmental approval before arranging for internship.

Students work at a newspaper, magazine, broadcast station, or other agency to obtain on-the-job journalism experience, preferably during an eight- to 12-week period the summer between the junior and senior year when no other college course is taken. At least 270 clock hours of work experience are required. Procedures and guidelines are available from the department.

**JOUR 295/495. Directed Study** 1-4 hours

For students who want to do independent research and writing in a specialized area of the mass media. Directed study topics will be selected with guidance from the instructor who will serve as a consultant to the student in carrying out the project.

**PUBLIC RELATIONS**

**PREL 234. Public Relations Principles and Theory** 2 hours

Basic Public Relations principles, philosophy and theory as they relate to the historical development and contemporary practice of public relations; analysis of the public relations role in business, industry and non-profit organizations, and of the functions and responsibilities of the public relations practitioner.

**PREL 244. Sales** 2 hours

Principles and techniques of selling products and services based on understanding of buyer behavior, time and stress management, and effective persuasion. (Alternate years)

**PREL 344. Fundamentals of Advertising** 3 hours

Advertising theories and principles; fundamentals of advertising copy writing, layout and design. Overview of research and campaign planning for public relations and marketing.

**PREL 354. Advertising Copywriting** 2 hours

Principles and practices in writing and preparing advertising messages for the mass media. Analysis of successful advertising copy as well as opportunity for students to develop their own copywriting skills are part of the course. Social responsibility and ethics of the advertiser and copywriter are an integral part of instruction. (Alternate years)

**PREL 368. Fund Development** 1-3 hours

Study of fund-raising principles and concepts; techniques used in planning, organizing, and carrying out a fund-raising campaign; developing prospect lists, writing proposals, identifying and training development leadership, and working with foundations.

**PREL 291/391. Practicum 1-3 hours**

**Prerequisite:** Consent of instructor before arranging for practicum.

Supervised work experience in public relations, advertising, or sales. At least 90 clock hours of work experience are required for each semester hour of credit. Procedures and guidelines are available from the department.

**PREL 406. Persuasion and Propaganda 3 hours**

Historical origin and contemporary uses of propaganda; the concept of public opinion; motivational tools and techniques to achieve public response; characteristics of public and how they are influenced. (Alternate years)

**PREL 482. The Public Relations Campaign 3 hours**

The public relations function in the context of the organizational communications and decision-making process. Application of communications theory and techniques in developing both internal and external communications campaigns; selected case studies.

**PREL 485. Public Relations Techniques 3 hours**

**Prerequisites:** ARTG 119; CPT 245/345; JOUR 205.

Communications techniques used in public relations to identify and reach specified audiences through mass media channels and through controlled media. Preparation of press releases, brochures, newsletters, reports, audio-visuals, speeches, and media campaigns; planning and conducting special events.

**PREL 492. Public Relations Internship 3 hours**

**Prerequisites:** Completion of half the requirements for a major or minor in public relations and departmental approval before arranging for internship.

Students work at a public relations office, department or agency to obtain on-the-job public relations experience, preferably during an eight- to 12-week period the summer between the junior and senior year when no other college course is taken. At least 270 clock hours of work experience are required. Procedures and guidelines are available from the department.

**PREL 295/495. Directed Study 1-4 hours**

For students who want to do independent research and writing in a specialized area of public relations, advertising or marketing. Directed study topics will be selected with guidance from the instructor who will serve as a consultant to the student in carrying out the project.

## WORKSHOPS

**JOUR 175/475. Communication Workshop 1-3 hours**

One semester-hour credit will be available for 40 clock hours of active participation in workshops conducted by the department in such areas as free-lance writing, news writing, video production, editing newsletters, crisis communication, public relations writing, fund raising, writing for student publications, editing student publications, and advising student publications. Advanced students may earn additional credits by completing a project started during the workshop. May be repeated for credit. (Summer)

(D-2) (D-4) (G-1) (G-2) (W) See pages 23-24 and 27-30 for explanation of general degree and general education requirements.

# MATHEMATICS

**Chair:** Arthur Richert

**Faculty:** Kevin Brown, Robert Moore

Throughout recorded history mathematics and mathematical thinking have influenced man's culture to an extent that even many well-educated people fail to appreciate. *The Elements* of Euclid, the invention of a place-value numeration system, the invention of the calculus, the development of statistical inference, and more recently the development of computers, to name just a few, are mathematical contributions to civilization which have significantly affected the philosophies, commerce, science, and technology of mankind.

The Mathematics Department seeks to transmit this mathematical heritage to the students of Southern Adventist University by (1) introducing students to mathematical concepts and techniques and the disciplined, logical thinking required to successfully apply them to a variety of problem-solving experiences, (2) providing a stage of the formal education of professional mathematicians, (3) educating teachers of mathematics, and (4) providing appropriate courses for users of mathematics.

## ASSESSMENT

All mathematics majors are required to take the Educational Testing Service Major Field Achievement Test in mathematics during the spring semester of their senior year. All actuarial studies majors are required to take the Society of Actuaries Course 100 examination. The results of these examinations are used in ongoing review of the departmental curriculum.

## PROGRAMS IN MATHEMATICS

### Major—B.A. Mathematics (30 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses</u>		<u>Hours</u>
MATH 181	Calculus I	3	CPTR 131	Fundamentals of Prog I	3
MATH 182	Calculus II	4	Two courses in any department having an oral communication component. MATH 319, 415, and 485 have this component.		
MATH 218	Calculus III	4			
MATH 216	Set Theory and Logic	2			
MATH 318	Algebraic Structures	3			
MATH 200	Elementary Linear Algebra	2			
MATH 411	Intermediate Analysis	3			
MATH 485	Mathematics Seminar (W)	1			
	Math Electives	8			

### Major—B.S. Mathematics (40 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses</u>		<u>Hours</u>
MATH 181	Calculus I	3	CPTR 131,132	Fundamentals of Prog I, II	6
MATH 182	Calculus II	4		OR	
MATH 218	Calculus III	4	PHYS 211-212	General Physics	6
MATH 216	Set Theory and Logic	2	PHYS 213-214	General Physics Lab	2
MATH 317	Complex Variables	3	Two courses in any department having an oral communication component. MATH 319, 415, and 485 have this component.		
MATH 318	Algebraic Structures	3			
MATH 200	Elementary Linear Algebra	2			
MATH 411	Intermediate Analysis I	3			
MATH 412	Intermediate Analysis II	3			
MATH 485	Mathematics Seminar (W)	1			
	Math Electives	12			

Secondary certification in Mathematics requires a baccalaureate degree and completion of professional education courses (page 118-119) for licensure. Students preparing for secondary teacher certification must include MATH 215, 415 in the major. See further explanations in the Education and Psychology section, beginning on page 113.

Secondary endorsement in Mathematics requires a mathematics minor which includes the following courses: Statistics (MATH 215), Set Theory and Logic (MATH 216), Elementary Linear Algebra (MATH 200) or Linear Algebra (MATH 319), Geometry (MATH 415), and Mathematics Seminar (MATH 485).

### Major—B.S. Actuarial Studies (44 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
ACCT 221-222	Prin of Accounting	6	BCPT 105	Business Spreadsheets	3
ECON 213	Survey of Economics OR	3	Two courses in any department having an oral communication component. MATH 319, 415, and 485 have this component.		
ECON 224	Macroeconomics	3			
FNCE 315	Business Finance	3			
FNCE 325	Fundamentals of Investments	3			
MATH 181	Calculus I	3			
MATH 182	Calculus II	4			
MATH 200	Elementary Linear Algebra	2			
MATH 215	Statistics	3			
MATH 218	Calculus III	4			
MATH 325	Probability Theory	3			
MATH 326	Mathematical Statistics	3			
MATH 485	Mathematics Seminar (W)	1			
MGNT 334	Principles of Management	3			
MGNT 354	Principles of Risk Management	3			

Actuaries deal with the mathematics, legal, and business aspects of risks such as those which arise in insurance, annuity, and pension plans. One must earn 300 Society of Actuaries examination credits to become an Associate of the Society of Actuaries and an additional 150 credits to become a Fellow. The Actuarial Studies major prepares a student for examinations covering approximately 60 of these credits. Preparation for the remainder usually comes from on-the-job experience and independent study.

### Sample Freshman Year Sequence B.A. or B.S. Mathematics

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
CPTR 131	Fundamentals of Prog I	3	MATH 182	Calculus II	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MATH 181	Calculus I	3		Area B, Religion	3
	Area F-2, Family Sci OR	2		Area F-1, Behav Sci	3
	AREA F-3, Health Sci	1		Area D-1/Beg For Lang	3
	Area G-3, Recreation	1			16
	Area D-1/Beg For Lang	3			
		15			

See pages 23-24 and 27-30 for general degree and general education requirements. Note especially requirements of make-up of admissions deficiencies, three writing emphasis courses, and 40 upper division credits.

### Minor—Mathematics (18 Hours)

<u>Required Courses</u>		<u>Hours</u>
MATH 181	Calculus I	3
MATH 182	Calculus II	4
	Math Electives*	11

\*At least 6 hrs. must be upper division.

MATHEMATICS

**MATH 080. Elementary Algebra (A-2) 3 hours (Non-Credit)**

This remedial course covers the content of first-year high school algebra. It is required of all students who meet NONE of the following criteria: 1) ACT math standard score of 16 or above; 2) ACT math elementary algebra subscore of 8 or above; 3) high school Algebra II with a grade of C or better. Tuition for three semester hours will be charged for this course. (Winter)

**MATH 090. Intermediate Algebra (A-2) 3 hours (Non-Credit)**

**Prerequisite:** MATH 080 or exemption.

Number systems and their properties, exponents, and radicals, equations and inequalities, polynomial functions and their graphs, systems of equations, logarithms. Tuition for three semester hours will be charged for this course. (Fall)

**MATH 103. Survey of Mathematics (A-2) 3 hours**

Basic concepts from the following topics: sets, mathematical logic, numeration systems, number theory, probability, statistics, algebra, geometry, metric system, consumer mathematics. This course does not apply on a major or minor in mathematics. (Fall, Winter, Summer)

**MATH 120. Precalculus Algebra (A-2) 3 hours**

**Prerequisite:** Two years of high school algebra or MATH 090.

The real and complex number systems; algebraic equations and inequalities; functions and their graphs including polynomial, rational, exponential, and logarithmic functions; conic sections. This course does not apply on a major or minor in mathematics. (Fall, Winter, Summer)

**MATH 121. Precalculus Trigonometry (A-2) 2 hours**

**Pre- or corequisite:** MATH 120 or equivalent.

The trigonometric and inverse trigonometric functions and their graphs, trigonometric equations and identities, trigonometric form of complex numbers, vectors, and other applications. This course does not apply on a major or minor in mathematics. (Fall, Winter)

**MATH 181. Calculus I 3 hours**

**Prerequisite:** MATH 120 or a high school precalculus course.

Differential and integral calculus of the elementary functions (non-trigonometric) including limits, continuity, the derivative, computation of derivatives, applications of the derivative, the definite integral, the fundamental theorem of calculus, computation of antiderivatives, applications of the definite integral. (Fall, Winter)

**MATH 182. Calculus II 4 hours**

**Prerequisites:** MATH 121 or equivalent and MATH 181.

Precise definitions of limits, calculus of the trigonometric functions, further topics in differential and integral calculus, polar coordinates, analytic geometry, parametric equations, sequences, infinite series, Taylor series, vectors. (Winter)

**MATH 200. Elementary Linear Algebra 2 hours**

**Prerequisite:** MATH 181.

Systems of linear equations, matrices and determinants, vector spaces, linear transformations, eigenvalues and eigenvectors, applications. (Winter)

- MATH 215. Statistics (A-2)** 3 hours  
*Prerequisite:* An ACT mathematics standard score of 22 or above, or two years of high school algebra, or MATH 090, or MATH 103.  
An introduction to descriptive and inferential statistics including organization and analysis of data, elementary probability, probability distributions (binomial, normal, Student's  $t$ , chi-square,  $F$ ), estimation, hypothesis testing, correlation and regression, nonparametric statistics. (Fall, Winter)
- MATH 216. Set Theory and Logic** 2 hours  
*Prerequisite:* MATH 181.  
An introduction to some of the basic ideas, terminology, and notation of logic and sets. The concept of a mathematical proof will be emphasized. (Winter)
- MATH 218. Calculus III** 4 hours  
*Prerequisite:* MATH 182.  
Partial derivatives, multiple integrals, vector calculus including Green's theorem, Stokes's theorem, and the divergence theorem. (Fall)
- MATH 280. Discrete Mathematical Structures** 3 hours  
*Prerequisite:* MATH 120 recommended; Familiarity with a programming language.  
An examination of many of the mathematical concepts of particular use to computer scientists. The topics include set theory, relations, graph theory, combinatorics, Boolean algebra, digital logic and circuit design, proof techniques, and finite state automata.
- MATH 315. Differential Equations** 3 hours  
*Prerequisite:* MATH 182.  
Classification and solution of common types of ordinary differential equations, power series solutions, systems of linear differential equations, the Laplace transform, applications to problems in the physical sciences. (Winter)
- MATH 316. Partial Differential Equations** 3 hours  
*Prerequisite:* MATH 315.  
Partial differential equations, Fourier series, boundary value problems, Bessel functions, Legendre polynomials. (Fall, even years)
- MATH 317. Complex Variables** 3 hours  
*Prerequisites:* MATH 216, 218.  
An introduction to the theory of analytic functions of a complex variable, including mappings by elementary functions, complex integration, the Cauchy Goursat theorem, Cauchy's integral formula, power series, Laurent series, the theory of residues, and conformal mapping. (Winter, odd years)
- MATH 318. Algebraic Structures** 3 hours  
*Prerequisites:* MATH 216, 218.  
The structure of groups, rings, integral domains, and fields. (Fall, even years)
- MATH 319. Linear Algebra** 2 hours  
*Prerequisites:* MATH 200, 216.  
Finite dimensional vector spaces and the attendant concepts of systems of linear equations, linear transformations, matrices, determinants, eigenvalues and eigenvectors. (Winter, odd years)
- MATH 325. Probability Theory** 3 hours  
*Prerequisite:* MATH 182.  
Basic probability theory, combinatorial problems, independence and dependence, numerical-valued random phenomena, mean and variance of a probability law, normal, Poisson, and related probability laws. (Fall, even years)

**MATH 326. Mathematical Statistics**

**3 hours**

*Prerequisite:* MATH 215, 218, 325.

Random variables, conditional probability, standard distributions of random variables, distributions of functions of random variables, interval estimation, point estimation. (Winter, odd years)

**MATH 411-412. Intermediate Analysis**

**3,3 hours**

*Prerequisites:* MATH 216, 218.

The real number system, sequences, limits and metric spaces, continuity, uniform continuity, introduction to point set topology, properties of the derivative and integral, convergence and uniform convergence of sequences and series of functions, orderings. (Fall, odd years; Winter, even years)

**MATH 415. Geometry**

**3 hours**

*Prerequisites:* MATH 216.

Topics selected from the following: foundations of Euclidean geometry, finite geometries, advanced Euclidean geometry, non-Euclidean geometry, geometric transformations, the geometry of inversion, projective geometry. (Fall, odd years)

**MATH 465. Nursing Statistics**

**3 hours**

*Prerequisites:* MATH 090, or 103, or equivalent and permission from the School of Nursing and the Department of Mathematics.

Descriptive and inferential statistics with an emphasis on techniques and tests which are most often used in nursing research. Topics are selected from the following: organization and analysis of data, probability, various parametric and nonparametric probability distributions, estimation, hypothesis testing, correlation and regression. This course is designed for community registered nurses who are working on advanced degrees, and is offered periodically at the request of the School of Nursing.

**MATH 475. Mathematics in the Sciences**

**1 hour**

*Prerequisites:* All mathematics and science courses required for the B.S. degree in Science and Math Studies.

A study of the relationship between mathematics and the sciences, the influence each has had and continues to have upon the other, and applications of precalculus mathematics to the life, physical, and social sciences. This course does not apply on a major or minor in mathematics. (Winter, even years)

**MATH 485. Mathematics Seminar (W)**

**1 hour**

*Prerequisite:* Permission of Mathematics staff.

Written and oral reports are made on a variety of topics in mathematics including topics in current mathematical literature. Mathematics majors obtaining secondary certification must choose topics in the history and philosophy of mathematics. (Fall, odd years)

**MATH 295/495. Directed Study**

**1-3 hours**

*Prerequisite:* Approval by department faculty.

Individual reading and problem solving in a field chosen in consultation with an instructor. This course may be repeated for credit. (On demand)

**EDUCATION**

**EDUC 438. Curriculum and Content Methods/Mathematics**

**1 hour**

*Prerequisite:* Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance, and the survey and evaluation of textbooks. (Fall, odd years)



# MODERN LANGUAGES

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**Chair:** Helmut Ott

**Faculty:** Mari-Carmen Gallego

**Adjunct Faculty:** Darwin Ayscue

This department combines language study with overseas experiences and other academic courses to administer an inter-disciplinary degree in International Studies that will enhance students' ability to live and work in an international setting. Students discover French, German, and Spanish not only as living languages but also as reflections of the cultures and the peoples they represent. The aim is to provide an aesthetic and historical background and a practical linguistic skill in the event the student becomes an overseas traveler or worker.

The ability to communicate with people is increasingly essential in today's shrinking world, and an acquaintance with a foreign culture should be part of the background of educated persons, particularly those with a sense of world mission. By introducing students to a foreign language and exposing them to another culture, the Department of Modern Languages helps them overcome stereotypes and prejudices, fosters a spirit of appreciation and inclusiveness, and facilitates their communication and interaction with persons of a different language and culture.

## ASSESSMENT

The assessment of majors in International Studies consists of three basic parts: First the candidates write an evaluation of the departmental program to state their perception of the program's effectiveness in achieving its objectives. Second, the candidates take a departmental exam to demonstrate their degree of success in achieving near native mastery of the target language in the areas of listening, reading, writing, and speaking. Third, the candidates take an oral examination focusing on their knowledge and appreciation of the culture of the peoples who speak the target language. A key element of this interview is the candidates' ability to compare and contrast the target culture with their own, and to show how they relate, contribute to, and enrich each other.

## FOREIGN STUDY

*Adventist Colleges Abroad.* Southern Adventist University is a member of the consortium of colleges and universities which, under the auspices of the General Conference of Seventh-day Adventists, supports the Adventist Colleges Abroad program. ACA provides an opportunity for students of French, German, or Spanish to achieve proficiency in the foreign language amid the added advantages of an authentic cultural setting.

The language schools operated by the following institutions are affiliates of ACA: in Austria, Seminar Schloss Bogenhofen, Braunau; in France, Centre Universitaire et Pédagogique du Salève, Collonges-sous-Salève; in Spain, Colegio Adventista de Sagunto, Sagunto; and in Argentina, Universidad Adventista del Plata.

**BACHELOR OF ARTS DEGREE IN  
International Studies**

**Major—B.A. in International Studies with emphasis in French, German, or Spanish (36 Hours)**

1. Language Component	24 hours
• The intermediate level of the target language taken prior to the ACA experience.	6 hours
• Language courses at the ACA campus including at least 3 semester hours in Culture and Civilization and 3 in literature.	18 hours
2. Humanities Component	12 hours
ART 345 Contemporary Art	3
ENGL 445 Ancient Classics	3
HIST 389 Vienna to Vietnam	3
RELT 368 Comparative Religions	3
<b>TOTAL</b>	<b>36 hours</b>

**Major—B.A. International Studies, French Emphasis (36 Hours)**

<u>Required Courses</u>	<u>Semester Hours</u>	<u>Required Courses, cont.</u>	<u>Semester Hours</u>
FREN 207 Intermediate French	3	FREN 301 Advanced French	
FREN 208 Intermediate French	3	FREN 321 Adv Composition I	
FREN 211 Phonetics		FREN 351 Adv Oral Expression I	
FREN 221 Intermediate Composition		FREN 381 Survey of French Lit	
FREN 231 Intermediate Orthography		FREN 2XX French Culture and Civilization	3
FREN 251 Intermediate Oral Exp		FREN 3XX French Literature	3

**Sample Freshman Year Sequence  
B.A. International Studies, French**

<u>1st Semester</u>	<u>Semester Hours</u>	<u>2nd Semester</u>	<u>Semester Hours</u>
FREN 101 Elementary French	3	FREN 102 Elementary French	3
HIST 175 World Civilization		ENGL 102 College Composition	3
OR	3	HMNT 205 Arts and Ideas	
ENGL 101 Another C-1 Course		OR	3
MATH 103 College Composition	3	PEAC Another D-3 Course	
OR		PSYC 128 PE Activity	1
RELT 125 Area A-2, Mathematics		OR	3
OR		COMM 135 Developmental Psych	
OR	3	OR	3
OR		COMM 136 Another F-1 Course	
OR	3	OR	3
OR	15	OR	3
			16

**Major—B.A. International Studies, German Emphasis (36 Hours)**

<u>Required Courses</u>	<u>Semester Hours</u>	<u>Required Courses, cont.</u>	<u>Semester Hours</u>
GRMN 201 Grammar I		GRMN 231 Rding/Pronunciation	
GRMN 207 Intermediate German	3	GRMN 301 Grammar II	
GRMN 208 Intermediate German	3	GRMN 311 Comp/Dictation II	
GRMN 211 Comp/Dictation I		GRMN 2XX German Culture and Civilization	3
GRMN 221 Conversation I		GRMN 3XX German Literature	3

**Sample Freshman Year Sequence  
B.A. International Studies, German  
Same as French  
(See Above)**

**Major—B.A. International Studies, Spanish Emphasis (36 Hours)**

<u>Required Courses</u>		<u>Semester Hours</u>	<u>Required Courses, cont.</u>		<u>Semester Hours</u>
SPAN 201	Spanish Folklore		SPAN 352	Adv Spanish Grammar I	
SPAN 207	Intermediate Spanish	3		OR	
SPAN 208	Intermediate Spanish	3	SPAN 353	Adv Spanish Grammar I	
SPAN 251	Inter Spanish Grammar		SPAN 362	Adv Span Comp I	
SPAN 261	Inter Spanish Comp			OR	
SPAN 271	Inter Span Conversation		SPAN 363	Adv Spanish Comp I	
SPAN 272	Inter Span Conversation		SPAN 372	Adv Spanish Conversation I	
SPAN 2XX	Spanish Culture and Civilization	3	SPAN 373	Adv Spanish Conversation I	
SPAN 3XX	Spanish Literature	3			

Sample Freshman Year Sequence  
**B.A. International Studies, Spanish**  
 Same as French  
 (See Above)

**Minor—French, German or Spanish (18 Hours)**

<u>Required Courses</u>	<u>Hours</u>
XXXX 207-208	Intermediate Language
	Upper Division Language Courses
	Elective Language Courses
	6
	6
	6

The beginning language courses, 101-102, are excluded from the minor. *Students desiring a language minor must earn credits beyond the intermediate level either at ACA or in other language programs previously approved by this department.*

**DESCRIPTION OF COURSES****I. Courses Offered at the SAU Campus****FRENCH****FREN 101-102. Elementary French (D-1) 3,3 hours**

A foundation course in the basic skills. May be waived by examination. Laboratory work is required. Ordinarily no credit will be allowed to students in elementary modern language if they have passed two years of language at the high school level. Students who have not taken language during the previous four years may enroll in FREN 101-102 by permission of the department. (FREN 101 is offered Fall; 102, Winter)

**FREN 207-208. Intermediate French (D-1) 3,3 hours**

**Prerequisite:** FREN 101-102, or two years of French in secondary school, or a satisfactory score on a standardized examination, or approval of the department.  
 Advanced grammar; intensive and extensive reading of moderately difficult material; oral and written exercises. Laboratory work is required. (FREN 207 is offered Fall; 208, Winter)

**GERMAN****GRMN 101-102. Elementary German (D-1) 3,3 hours**

A foundation course in the basic skills. May be waived by examination. Laboratory work is required. Ordinarily no credit will be allowed to students in elementary modern language if they have passed two years of language at the high school level. Students who have not taken language during the previous four years may enroll in GRMN 101-102 by permission of the department. (GRMN is offered Fall; 102, Winter)

**GRMN 207-208. Intermediate German (D-1) 3,3 hours**

**Prerequisite:** GRMN 101-102, or two years of German in secondary school, or a satisfactory score on a standardized examination, or approval of the department. Advanced grammar; intensive and extensive reading of moderately difficult material; oral and written exercises. Laboratory work is required. (GRMN 207 is offered Fall; 208, Winter.)

**MODERN LANGUAGE****MDLG 240. American Sign Language I 3 hours**

An introductory class in American Sign Language designed for the student with little or no signing experience. Course focus is on developing beginning sign communication for basic conversational usage. No prerequisite required.

**MDLG 241. American Sign Language II 3 hours**

**Prerequisite:** MDLG 240 or equivalent.

A continuation of American Sign Language I with an ongoing emphasis on expressive and receptive sign communication development. Further attention is placed on ASL grammar and deaf culture.

**MDLG 265. Medical Spanish (D-1) 3 hours**

This course is designed for physicians, nurses, and other health professionals who need to communicate with Spanish-speaking clients. The primary objective is to help students develop health-related vocabulary and learn specific expressions and phrases that are commonly used by health professionals in their dealings with clients. The course will not count toward the major in International Studies. Open to anyone but primarily for Allied Health, Nursing, Pre-Med, Wellness and Social Work majors. (Winter)

**SPANISH****SPAN 101-102. Elementary Spanish (D-1) 3,3 hours**

A foundation course in the basic skills. May be waived by examination. Laboratory work is required. Ordinarily no credit will be allowed to students in elementary modern language if they have passed two years of language at the high school level. Students who have not taken language during the previous four years may enroll in SPAN 101-102 by permission of the department. (SPAN 101 is offered Fall; 102, Winter)

**SPAN 207-208. Intermediate Spanish (D-1) 3,3 hours**

**Prerequisite:** SPAN 101-102, or two years of Spanish in secondary school, or a satisfactory score on a standardized examination, or approval of the department. Advanced grammar; intensive and extensive reading of moderately difficult Spanish texts; oral and written exercises. Laboratory work is required. (SPAN 207 is offered Fall; 208, Winter)

**II. Courses offered at the ACA language schools**

For a complete listing of courses available for credit at the ACA campuses, see the 1999-00 ACA catalog in Southern Adventist University's Modern Languages Department.

(D-1) See pages 27-30 for general education requirements.

# SCHOOL OF MUSIC

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**Acting Dean:** James Hanson

**Faculty:** J. Bruce Ashton, Brandon Beck, Julie Boyd-Penner, Orlo Gilbert, Judith Glass

**Adjunct Faculty:** Ken Cardillo, Jan Cochrane, Charles Griffin, Elaine Janzen, Nora Kile, Bruce Kuist, Lynda Magee-Johnson, Mark Reneau, Clinton Schmitt, Patricia Silver, Gordon Stangeland, James Stroud, Niolasa Tejero, Gary Wilkes, Mark Zelmanovitch

The faculty of the School of Music believes that music is one of the arts given to man by his Creator to be used in the worship of God and to enhance the quality of man's life. In harmony with this philosophy, course work is offered which meets the needs of the general university student as well as music majors and minors.

The School of Music offers two baccalaureate degrees, the Bachelor of Music degree in music education and the Bachelor of Science degree in music. Both degrees require courses in music theory and history, as well as a high level of achievement in a major performance area. The Bachelor of Music degree emphasizes the skills necessary for teaching music, with special emphasis on the training of teachers for the Seventh-day Adventist school system. The Bachelor of Science degree affords the student the opportunity to choose one of three tracks: (1) General, (2) Music Theory and Literature, (3) Music Performance.

## ADMISSION REQUIREMENTS

Music majors must fulfill all the general admission requirements of the University. In addition, a prospective music major is required to take written and aural entrance examinations in music theory and a performance examination in the applied concentration. To obtain freshman standing as a music major, the student must qualify for MUCT 111 and MUPF 189.

Further information regarding the entrance examinations may be obtained by writing the Dean of the School of Music.

## GENERAL REQUIREMENTS

**Functional Piano:** All music majors must pass a functional piano examination or pass four hours of piano secondary. (The latter may not be used as part of the applied music requirement in the Vocal/General Endorsement for teacher certification.) The functional piano examination includes the playing of hymns, scales, triads, arpeggios, several moderately easy compositions and accompaniments, and the harmonization of simple folk melodies. The functional piano examination should be passed during the first week of the first semester in residence or the student must register for applied piano instruction.

**Applied Music Credit:** One semester hour of credit will be given for fourteen half-hour lessons with a minimum of four hours of practice per lesson. Applied music concentration grades are assigned following a jury examination at the end of each semester. (See Music Lesson Fees under Financial Policies section of this catalog.)

**Concert and Recital Attendance:** Full-time music majors (students taking 12 or more credits) are required to attend, as a non-performer, six School approved concerts per semester, except for the student teaching semester. Attendance shall

include faculty and senior recitals in the student's applied concentration area. Failure to meet this requirement will nullify music major status.

**Music Ensemble Participation:** All music majors are required to participate in an appropriate music ensemble every semester in full-time residence (12 or more hours). During the student teaching semester, students are exempted from this requirement. Teacher certification candidates must, however, complete eight hours of appropriate ensembles. Appropriate ensembles are defined as follows: string majors, Symphony Orchestra; wind and percussion majors, Concert Band; voice majors, Southern Singers; keyboard majors, any of the above. Students are encouraged to participate in a variety of other ensembles as time permits.

## ASSESSMENT

The School of Music has an ongoing program of student assessment. This program includes the following:

### 1. PERFORMANCE EVALUATIONS

#### a. Performance Concentration:

Music Performance Concentration (MUPF 189, 389) grades will be based on the student having met the following criteria:

1. Completed at least 14 lessons for the semester. (One-half hour lesson = one semester hour credit; one hour lesson = two semester hours credit; etc.)
2. Practiced a minimum of four hours each week for each semester hour of credit. The student will keep a "Daily Practice Log" for his/her verification of meeting this requirement. (Two semester 7 hours of credit = eight hours of practice per week.)
3. Studied, completed, and performed sufficient literature to warrant the credit hours for which the individual is registered. (The number, length, and/or difficulty level of the work(s) studied and of the work(s) prepared for performance are the basis for this criterion. Where appropriate, other factors such as memorization will be considered.)
4. Completed the end of the semester jury audition examination and received a performance grade as determined by the Music Faculty (50%) and the Private Lesson Instructor (50%).

Unsatisfactory performance in any item above will impact the final Performance Concentration grade.

A grade of C- or lower will not count toward the Performance Concentration requirements.

A grade of C or lower for two consecutive semesters will result in the student being dropped as a Music Major. Reinstatement can only be achieved by applying to the Music Faculty and successfully completing an audition for reinstatement in the Performance Concentration area. Audition for reinstatement may be requested only once.

**b. Performance Secondary:**

Music Performance Secondary (MUPF 129, 329) grades will be based on the student having met the following criteria.

1. Completed at least 14 lessons for the semester. (One-half hour lesson = one semester hour credit; one hour lesson = two semester hours credit.)
2. Practiced a minimum of four hours per week for each semester hour of credit. The student will keep a "Daily Practice Log" for his/her verification of meeting this requirement. (Two semester hours credit = eight hours practice per week.)
3. Studied, completed, and performed sufficient literature at the individual student's level to warrant the credit hours for which the individual is registered.

Unsatisfactory performance in any item above will impact the final Performance Secondary grade.

**2. JUNIOR STANDING**

Music majors must apply for junior standing at the end of the sophomore year. These requirements are as follows:

- a. An overall grade point average of 2.00 for the Bachelor of Science degree and 2.75 for the Bachelor of Music degree.
- b. A grade point average of 2.75 in all music courses.
- c. Completion of the functional piano requirement.
- d. Completion of MUCT 111-112, 121-122.
- e. Completion of at least four hours of credit in the student's applied music concentration area.

Faculty evaluation of the application for junior standing will result in the student's receiving one of the following classifications: (a) Pass, Bachelor of Music; (b) Pass, Bachelor of Science; (c) Probation; (d) Fail. Junior Standing requirements must be met at least two semesters before graduation.

**3. SENIOR RECITAL**

All music degree candidates will present a senior recital. The student must be registered for private instruction while preparing for the senior recital. A faculty audition of the complete program must be scheduled at least three weeks before the recital date. Unsatisfactory performance at this audition will result in a rescheduling of the recital date.

Following the senior recital, the music faculty will vote to either accept the performance or to require all or portions of the recital to be repeated. The student will not be cleared for graduation until successful completion of the senior recital. Upon music faculty approval, the senior recital requirement may be partially fulfilled through a conducting or chamber music performance.

**4. SENIOR ASSESSMENT EXAMINATION**

During the senior year each graduating senior will take the nationally standardized Major Field Achievement Test. The results of this examination will be used to help determine the effectiveness of the music program and the competency level of the graduates.

**BACHELOR OF MUSIC CURRICULUM**

The Bachelor of Music degree in music education meets state and denominational certification requirements. Students must apply for admission to the Teacher Education Program through the School of Education and Psychology prior to taking education courses. Each student will be responsible to determine the additional courses that may be required for certification in the state of his/her choice. This information can be obtained at the School of Education and Psychology.

State certification and graduation requirements for Music Education majors include passing the NTE Specialty Test in Music Education at the 480 level.

The following general education requirements apply only to students pursuing a Bachelor of Music degree:

A. Basic Academic Skills	9 hours
1. English	6 hours
2. Mathematics	3 hours
B. Religion	12 hours
1. Biblical Studies (RELB)	3 hours
2. Religion: RELT 138, 255	6 hours
3. Upper division elective	3 hours
C. History	6 hours
D. Language, Literature, Fine Arts	6 hours
1. Literature	3 hours
2. Communication	3 hours
E. Natural Sciences	6 hours
1. Biology	0-3 hours
2. Chemistry	0-3 hours
3. Physics	0-3 hours
4. Earth Science	0-3 hours
F. Behavioral, Family, Health Sciences	2 hours
1. Health Science: HLED 173	2 hours
G. Activity Skills	2 hours
1. Recreational Skills (PEAC 225 required)	2 hours
<b>TOTAL</b>	<b>43 hours</b>

**Music Core (33 Hours)**

<u>Required Courses</u>	<u>Hours</u>	<u>Required Courses, cont.</u>	<u>Hours</u>
MUCT 111-112 Music Theory I, II	6	MUHL 320-323 Music history courses (W)	8
MUCT 121-122 Aural Theory I, II	2	MUPF 477 Instr Conducting Techniques	3
MUCT 211-212 Adv Music Theory III, IV	6	MUPF 478 Choral Conducting Techniques	3
MUCT 221 222 Adv Aural Theory III, IV	2	MUCT 313 Orchestration and Arranging	3

Keyboard proficiency must be demonstrated by passing a piano proficiency examination. Four (4) hours of keyboard secondary may be used in lieu of the proficiency examination. The four hours of keyboard may not be used as part of the applied music requirement in the Vocal/General Endorsement.

MUCT 211  
MUPF 211  
MUPF 212  
MUPF 213



**Vocal/General Endorsement (31 Hours)**

- A. Applied Music Concentration Voice**
- Applied Concentration . . . . . 14 hours  
 Appropriate Ensemble(s) . . . . . 8 hours  
 Vocal and General Methods including:
- MUED 231 Music & Movement . . . . . 2 hours  
 MUED 317 Voice Pedagogy . . . . . 2 hours  
 MUED Elective . . . . . 2 hours  
 MUED 439 Student Teaching Seminar . . . . . 1 hours  
 MUPF 227, 228 Singers Diction . . . . . 2 hours
- B. Applied Music Concentration Keyboard**
- Applied Concentration (Piano or Organ) . . . . . 14 hours  
 Applied Concentration (Voice) . . . . . 4 hours  
 Appropriate Ensemble(s) . . . . . 8 hours  
 Vocal and General Methods including:
- MUED 231 Music and Movement . . . . . 2 hours  
 MUED 317 Voice Pedagogy . . . . . 2 hours  
 MUED 316 Piano Pedagogy (Piano Concentration)  
 OR  
 MUED 318 Organ Pedagogy (Organ Concentration) . . . . . 2 hours  
 MUED 439 Student Teaching Seminar . . . . . 1 hours  
 Service Playing (Organ Majors Only) . . . . . 2 hours

**Instrumental Endorsement (35 Hours)**

- Applied Music Concentration  
 (one instrument: wind, string, or percussion) . . . . . 14 hours  
 Appropriate Ensemble(s) . . . . . 8 hours  
 Instrumental Methods and Techniques  
 (MUED 136, 146, 156, 166). . . . . 12 hours  
 MUED 439. Pre-Student Teaching Seminar . . . . . 1 hours

**Vocal/General and Instrumental Endorsement**

An applicant for endorsements in both areas above may complete a minimum of ten semester hours in methods and materials, provided both are represented.

**Education Core (28 Hours)**

Before taking education courses, the student must apply to the School of Education and Psychology for admission to the Teacher Education Program. Before the end of the junior year, the student must apply to the School of Education and Psychology for admission to the professional semester.

<u>Required Courses</u>	<u>Hours</u>	<u>Required Courses, cont.</u>	<u>Hours</u>
EDUC 135 Introduction to Education	2	EDUC 422 Adolescent Psyc & Behavior Mgmt	2
EDUC 217 Psych Foundations of Education	2	EDUC 434 Reading in Content - Secondary	2
EDUC 240 Ed for Excep Child and Youth	2	EDUC 469 Enhanced Stu Teaching K-12	12
EDUC 325 Philosophy of Christian Ed	2	MUED 250 Technology in Music Education	2
EDUC 356 Classroom Assessment	2		

**Sample Freshman Year Sequence**  
**B.Mus. Music Education**

<u>1st Semester</u>		<u>Hours</u>		<u>2nd Semester</u>		<u>Hours</u>
EDUC 135	Intro to Education	2		ENGL 102	College Composition	3
ENGL 101	College Composition	3		MUCT 112	Music Theory II	3
HIST	Area C-1, Elective	3		MUCT 122	Aural Theory II	1
MUCT 111	Music Theory I	3		MUPF 189	Applied Concentration	2
MUCT 121	Aural Theory I	1			Music Ensemble	1
MUPF 189	Applied Concentration	2		RELT 255	Christian Beliefs	3
	Music Ensemble	1			Area C-2, Pol Sci/Econ	3
		<u>16</u>				<u>16</u>

### BACHELOR OF SCIENCE DEGREE IN MUSIC

The Bachelor of Science in Music degree indicates the study of music within a liberal arts degree framework. This program is designed to meet the needs of students who wish to major in music irrespective of specific career aspirations.

#### Major—B.S. Music (45-53 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont</u>		<u>Hours</u>
MUCT 111-112	Music Theory I, II	6	MUHL 320	Chant/Chanson, 600-1450(W)	2
MUCT 121-122	Aural Theory I, II	2	MUHL 321	Frotola/Fugue 1450-1700(W)	2
MUCT 211-212	Music Theory III, IV	6	MUHL 322	Suite/Symphonic Poem 1700-1900 (W)	2
MUCT 221-222	Aural Theory III, IV	2	MUHL 323	Diverse Musical Systems 1900-Present (W)	2
				Appropriate Music Ensembles	8

#### General Track (13 Hours)

<u>Required Courses</u>		<u>Hours</u>
MUPF 189	Concentration	4
MUPF 389	Concentration	4
	UD Music Theory or Conducting Elective	3
	Music Electives	2

#### Music Theory and Literature Track (17 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
MUHL 115	Listening to Music	3	MUPF 477	Instrumental Conducting Tech OR	3
MUCT 413	Analysis of Music Form	3	MUPF 478	Choral Conducting Tech	
MUPF 189	Concentration	4			
MUPF 389	Concentration	4			
			<u>Cognate Requirement</u>		
			HMNT 205	Arts and Ideas	3

#### Music Performance Track (19-23 Hours)

*Students are accepted into this Track by audition only.*

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
MUCT 413	Analysis of Music Form	3	MUPF 189	Concentration	8
MUED 316	Piano Pedagogy (Piano) OR	2	MUPF 389	Concentration	8
MUED 317	Voice Pedagogy (Voice) OR				
MUED 318	Organ Pedagogy (Organ)		<u>Cognate Requirement (Voice Concentration)</u>		
MUPF 279	Service Playing (Organ) OR		Foreign Language through the Intermediate Level		
MUPF 289	Accompanying (Piano) OR	2			
MUPF 227-228	Singers Diction (Voice)				

A student must complete all general education requirements of the University. The language recommended is either French or German.

Sample Freshman Year Sequence  
B.S. Music

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MUCT 111	Music Theory I	3	MUCT 112	Music Theory II	3
MUCT 121	Aural Theory I	1	MUCT 122	Aural Theory II	1
MUPF 189	Applied Concentration— Instrument/Voice	1-2	MUPF 189	Applied Concentration— Instrument/Voice	1-2
	Music Ensemble	1		Music Ensemble	1
	Area G-3, Recreation	1		Area A-2, Mathematics	0-3
	Area B, Religion	3	MUHL 115	Listening to Music and/or Elective	3-6
	Minor or Elective	2			15-16
		15-16			

### Minor—Music (18 Hours)

Required Courses	Hours	
MUCT 111-112	Music Theory I and II	6
MUHL 115	Listening to Music	3
MUPF 189	Concentration	2
MUPF 477	Instrumental	
	OR	3
MUPF 478	Choral Conducting Techniques	
	Upper Division Electives	3
	Music Elective	1

## CHURCH MUSIC

- MUCH 215. Music in the Christian Church (D-3)** **2 hours**  
An historical and philosophical survey of music in the Christian Church with particular emphasis on hymnology. (Winter)
- MUCH 315. Church Music Materials and Administration** **3 hours**  
The study of worship philosophies, denominational political hierarchies, liturgies, ensemble organization, appropriate music literature for performance and administrative procedures. Students are required to prepare service music for services of various denominations.

## MUSIC THEORY

- MUCT 100. Introduction to Music Theory** **2 hours**  
A study of the rudiments and basic vocabulary of music theory. Does not apply toward a music major or minor. This is a computer assisted course. (Winter, Summer)
- MUCT 111-112. Music Theory I and II** **3,3 hours**  
**Prerequisite:** MUCT 100 or examination.  
A study of the elements which render music of all periods aurally and visually comprehensible, within simple forms and a variety of textures from one to four voices. Music Theory I may not be repeated more than once.
- MUCT 121-122. Aural Theory I and II** **1,1 hours**  
A laboratory for the development of keyboard and sight-singing skills related to the materials introduced in MUCT 111-112. Music majors must take this concurrently with MUCT 111-112. This is a computer assisted course.
- MUCT 211-212. Music Theory III and IV** **3,3 hours**  
**Prerequisites:** MUCT 111-112.  
An expanded and intensified study of the structure of music as begun in MUCT 111-112. In MUCT 212, contemporary music is emphasized.

- MUCT 221-222. Aural Theory III and IV** **1,1 hours**  
Keyboard and sight-singing applications of materials studied in MUCT 211-212. Music majors must take this concurrently with MUCT 211-212. This is a computer assisted course.
- MUCT 313. Orchestration and Arranging** **3 hours**  
*Prerequisites:* MUCT 111-112.  
The ranges, capabilities and limitations, and transpositions of orchestra and band instruments. Idiomatic scoring of short works for vocal and instrumental chamber groups, small orchestra, and band. Performance of exercises and analysis of scores is emphasized. (Winter, even numbered years)
- MUCT 413. Analysis of Music Form** **3 hours**  
*Prerequisites:* MUCT 211-212 or permission of instructor.  
An analytical study of musical structure from the smallest units of form to the more complex music of all historical periods. (Fall, odd numbered years)
- MUCT 295/495. Directed Study** **1-3 hours**  
Individual study open to music majors and other qualified students. Content to be arranged. Approval must be secured from the School Dean prior to registration. May be repeated up to a total of three hours. (Fall, Winter, Summer)

## MUSIC EDUCATION

- MUED 136. String Methods and Techniques** **3 hours**  
A course in learning how to play and teach the various stringed instruments. Two (2) hours of class each week will be spent in learning to produce a characteristic tone, proper bowings and when to use them, and to perform at a reasonable level in order to adequately demonstrate proper playing technique as an instructor. One (1) hour per week will be spent on ability appropriate methods, materials, repertoire, minor repair and upkeep, for use in classroom and private instruction. Observation of classroom and private instruction required.
- MUED 146. Brass Methods and Techniques** **3 hours**  
A course in learning how to play and teach the various brass instruments. Two (2) hours of class each week will be spent in developing proper tone production, embouchure, fingerings, and performance techniques in order to adequately demonstrate proper playing technique as an instructor. One (1) hour per week will be spent on ability appropriate methods, materials, repertoire, minor repair and upkeep, for use in classroom and private instruction. Observation of classroom and private instruction required.
- MUED 156. Woodwind Methods and Techniques** **3 hours**  
A course in learning how to play and teach the various percussion instruments. Two (2) hours of class each week will be spent in developing proper tone production, embouchure, fingerings, and performance techniques in order to adequately demonstrate proper playing technique as an instructor. One (1) hour per week will be spent on ability appropriate methods, materials, repertoire, minor repair and upkeep, for use in classroom and private instruction. Observation of classroom and private instruction required.
- MUED 166. Percussion Methods and Techniques** **3 hours**  
A course in learning how to play and teach the various percussion instruments. Two (2) hours of class each week will be spent in developing proper performance technique in order to adequately demonstrate proper playing technique as an instructor. One (1) hour per week will be spent on ability appropriate methods, materials, repertoire, minor repair and upkeep, for use in classroom and private instruction. Observation of classroom and private instruction required.

**MUED 231. Music and Movement: A Sequential Approach** 2 hours**Prerequisite:** MUCT 100 or MUHL 115 or Approval of Instructor.

A survey of the structure of music including music fundamentals, movement to music, performance skills, listening skills, and the integration of music into life activities.

**MUED 250. Technology in Music Education** 2 hours

A course designed to help music students develop skills in the use of computers in music education. Students will become proficient in the use of MIDI, and of music notation and sequencing programs. They will sample and learn to use computer programs in the music department and teaching administration and in the teaching of music theory, appreciation, performance, literature, history, and ear training in grades K-12.

**MUED 316. Piano Pedagogy** 2 hours**Prerequisite:** Two hours of MUPF 189 or equivalent.

Methods, materials, and procedures for private and class piano instruction; planning a complete program for pupils on various grade levels including technic, repertoire, and musicianship. Observation and teaching are required. (Fall, odd numbered years)

**MUED 317. Voice Pedagogy** 2 hours**Prerequisite:** Two hours of MUPF 189 or equivalent and permission of instructor.

Methods, materials, and procedures for private and class voice instruction; testing and classification of voices; physiological and psychological problems of voice production and diction. Observation and teaching are required. (Winter, odd numbered years)

**MUED 318. Organ Pedagogy** 2 hours**Prerequisite:** Two hours of MUPF 189 or equivalent.

Methods, materials, and procedures for instruction in organ; accompaniment of church services; registration of organ literature on various types of organs. Observation and teaching are required. (Fall, even numbered years)

**MUED 439. Pre-Student Teaching Seminar** 1 hour**Prerequisite:** Admission to Teacher Education.

A seminar in which the student is oriented to student teaching, including curriculum, lesson planning, professional relationships, and other matters related to student teaching. (Winter)

**MUSIC HISTORY****MUHL 115. Listening to Music (D-3)** 3 hours

A course designed to acquaint the student with the major composers, musical styles, and forms of Western music. Two listening periods per week are required.

**MUHL 320. Chant to Chanson, 600 to 1450 (D-3) (W)** 2 hours**Prerequisite:** MUHL 115, MUCT 111-112, or permission of instructor.

The development of musical style, beginning with plainsong and its notation, and continuing with the growth of polyphony and the appearance of secular forms. Special emphasis will be given to the evaluation of modern editions of music, particularly of the Ars Nova, and to investigation of problems in performance practice. (Fall, odd years)

**MUHL 321. Frottola to Fugue, 1450-1700 (D-3) (W)** 2 hours**Prerequisite:** MUHL 115, MUCT 111-112, or permission of instructor.

National styles of composition throughout the Renaissance and the emergence of new ideas, particularly the monodic revolution and its resulting new form, opera. The development of the theory of common practice and the major changes in notational methods, as well as a survey of evolution of musical instruments during this period. (Winter, even years)

**MUHL 322. Suite to Symphonic Poem, 1700-1900 (D-3) (W) 2 hours**

**Prerequisite:** MUHL 115, MUCT 111-112, or permission of instructor.

The centrality of sonata form as the basis of chamber and orchestral literature; the appearance of significant small forms (as the lied and the piano piece); the analysis of representative works from all major schools. (Fall, even years)

**MUHL 323. Diverse Musical Systems, 1900-present (D-3) (W) 2 hours**

**Prerequisite:** MUHL 115, MUCT 111-112, or permission of instructor.

A study of systems replacing tonality, including aleatoric and dodecaphonic to minimalistic; broadening of musical bases, such as the influence of folk music and non-Western theories. Projects suitable for this semester might include studies of women in music, American music, or minorities. (Winter, odd years)

**MUHL 465. Topics in Music 1-3 hours**

Selected topics in music presented in a classroom setting. Subjects covered will determine how the class applies to the major. This course may be repeated for credit.

**APPLIED MUSIC**

*\*Criteria for Music Performance Concentration Evaluation and Music Performance Secondary Evaluation is found under Assessment on pages 173 and 174.*

**MUPF 108. Group Instruction (G-1) 1-2 hours**

Beginning voice and beginning piano only. A minimum of four hours of practice and/or listening outside of class is required.

**MUPF 129. Secondary (G-1) 1-2 hours**

Private instruction in voice, piano, organ, or orchestral instrument. One-half hour lesson and a minimum four hours practice per week are required for each hour of credit granted. (Fall, Winter, Summer)

**MUPF 189. Concentration (G-1) 1-2 hours**

**Prerequisite:** Performance examination for freshman standing.

Private instruction in voice, piano, organ, or orchestral instrument. One-half hour lesson and a minimum four hours practice per week are required for each hour of credit granted. Private lessons for voice majors and minors include attendance at a weekly voice performance class. (Fall, Winter, Summer)

**MUPF 227. Singers Diction (G-1) 1 hour**

A study of the pronunciation of English and Italian. (Fall, odd numbered years)

**MUPF 228. Singers Diction (G-1) 1 hour**

A study of the pronunciation of German and French. (Winter, even numbered years).

**MUPF 279. Service Playing (G-1) 1 hour**

**Prerequisite:** Two hours MUPF 189 (organ) or permission of instructor.

The development of skills requisite to playing both liturgical and non-liturgical services, including hymn playing, choral and solo accompanying, conducting from the console, improvisation and modulation, and selection of appropriate preludes, offertories, and postludes. Performance experience required.

**MUPF 289. Accompanying (G-1) 1 hour**

**Prerequisite:** Two hours MUPF 189 (piano) or permission of instructor.

The development of skills requisite to accompanying solo, choral, congregational, and worship service performance. Performance experience required.

**MUPF 329. Secondary (G-1)** **1-2 hours**  
 Private instruction in voice, piano, organ, or orchestral instrument. One-half hour lesson and a minimum four hours practice per week are required for each hour of credit granted. (Fall, Winter, Summer)

**MUPF 389. Concentration (G-1)** **1-2 hours**  
**Prerequisite:** Four hours MUPF 189.  
 Private instruction in voice, piano, organ, or orchestral instrument. One-half hour lesson and a minimum four hours practice per week are required for each hour of credit granted. Private lessons for voice majors and minors include attendance at a weekly voice performance class. (Fall, Winter, Summer)

**MUPF 477. Instrumental Conducting Techniques (G-1)** **3 hours**  
**Prerequisite:** MUCT 112 or permission of instructor.  
 Basic conducting techniques including beat patterns, cues, and expressive gestures, and instrumental problems. Experience in conducting instrumental ensembles is included. (Fall, odd numbered years)

**MUPF 478. Choral Conducting Techniques (G-1)** **3 hours**  
**Prerequisite:** MUCT 112 or permission of instructor.  
 Basic conducting techniques including beat patterns, cues, and expressive gestures, and vocal problems. Experience in conducting choral ensembles is included. (Winter, even numbered years)

Courses MUPF 108, 129, and 329 are open to any student of the University as elective credit toward the B.A. or B.S. degree. The music major or minor may not apply these toward his applied music concentration. Students desiring to study organ must pass the Functional Piano Examination.

Courses MUPF 189 and 389 are courses primarily for the music major and minor, but they may be elected by anyone who passes the examination for freshman standing. Jury examinations are required with these course numbers.

The following performance areas may be studied: voice, piano, classical guitar, folk guitar, organ, violin, viola, cello, double bass, flute, oboe, clarinet, saxophone, bassoon, trumpet, French horn, trombone, baritone tuba, and percussion instruments.

## CHORAL ENSEMBLES

Choral ensembles are open to all University students through audition. Each ensemble meets three periods per week and offers one hour credit each semester. Regular attendance at performances and rehearsals, including dress rehearsals, is required.

Ensembles for which academic credit is granted are organized and sponsored by the members of the music faculty.

**MUPF 118/318. Chamber Choir (G-1)** **1 hour**  
 A small mixed-voice choir which specializes in performing sacred music of the Renaissance, Baroque, and Romantic eras.

**MUPF 148/348. Something Special (G-1)** **1 hour**  
 A small mixed-voice choir which performs both sacred and secular music in many styles. The music is frequently choreographed.

**MUPF 158/358. Die Meistersinger Male Chorus (G-1)** **1 hour**  
 A male-voice choir which performs music of all styles and style periods.

**MUPF 168/368. Southern Singers (G-1)** 1 hour  
A large mixed-voice choir which performs music of all style periods.

**MUPF 188/388. Vocal Ensemble Experience (G-1)** 1 hour  
A course designed to provide credit for participants in major choral works, musical productions, and other school-sponsored vocal activities. This course does not fulfill the music ensemble requirement for music majors.

### INSTRUMENTAL ENSEMBLES

Instrumental ensembles are open to all University students through audition. Each ensemble meets three periods per week and offers one hour credit each semester. Regular attendance at rehearsals is required.

Course numbers MUPF 178 and 378 do not fulfill the music ensemble participation requirement for music majors except those taking a keyboard concentration. Music majors other than those taking a keyboard concentration who wish Instrumental Ensemble Experience credit must be registered con-currently in Concert Band or Symphony Orchestra.

Ensembles for which academic credit is granted are organized and sponsored by members of the music faculty.

**MUPF 128, 328. Wind Symphony (G-1)** 1 hour

**MUPF 138, 338. Symphony Orchestra (G-1)** 1 hour

**MUPF 178, 378. Instrumental Ensemble Experience (G-1)** 1 hour  
A course designed to provide credit for chamber ensembles or, in the case of keyboard majors, significant accompanying experience.

**(D-3) (G-1) (W)** See pages 27-30 for explanation for general education requirements.



# NONDEPARTMENTAL COURSES

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## **COOP 265/465. Cooperative Education**

**1-6 hours**

This course allows students to receive credit for work experience. The assignments must be a specific program designed as an internship with an agreed upon description of the type of work, arrangements for supervision, and methods of evaluation. One hour of credit requires a minimum of 40 work hours. A maximum of six credit hours of cooperative education may be applied to a major.

## **FDNT 125. Nutrition (F-3)**

**3 hours**

*This class is administered by the School of Nursing.*

A general education course introducing a student to the basic principles of human nutrition. Includes study of the nutrients and the requirements for different age groups and normal physiological conditions. Attention will be given to religious and sociological influences, taking particular note of the counsel of E. G. White.

## **FDNT 135. Nutrition for Life (F-3)**

**3 hours**

*This class is administered by the School of Nursing*

A study of basic nutrition principles and how to reliably combat disease and how to achieve optimal health through nutrition and lifestyle choices. The course includes current issues in nutrition and a practical application in teaching others.

## **HMNT 205. Arts and Ideas (D-3)**

**3 hours**

*This class is administered by the History Department.*

A cultural appreciation class tracing the historical evolution of intellectual movements in western civilization. Ideas from leaders in philosophy and the arts will be studied with appropriate works from music, art, and literature. Students may participate in activities involving specific art forms. Resource persons may assist as available. This course is also offered by the History Department as part of the European study tour program during selected summer sessions.

## **HMNT 150/350. International Travel**

**1 hour**

One credit hour is available to participants in college tours outside the United States. The trip must last seven days excluding travel to and from the tour location, and must include a minimum of 20 hours in museums, historical sites, concerts, drama, and sightseeing. Students will submit written summaries/reflections of their experiences. Credit for this course is not granted simultaneously with credit earned in other tour classes.

## **HMNT 451, 452. Honors Seminar**

**1,1 hour**

*This class is administered by the History Department.*

A study of great books in religion, philosophy, science and social science that have shaped western culture. Required of students in the Southern Scholars program during their junior or senior year. Open to other students with permission of department chair. A complete tuition waiver for this class applies to Southern Scholars students only. Refer to the scholarship on page 271.

## **NOND 099. Student Missions Orientation**

**0 hours [Non-Credit]**

*This class is administered by the University Chaplain.*

A course designed to help students better understand cultural differences, interpersonal relationships, health care for others and themselves, social and monetary problems, personal qualifications for service, and relevant denominational policies for overseas service. The class is required by the General Conference of Seventh-day Adventist for those under appointment as student missionaries. The class is also a prerequisite for students participating in the North American Division Task Force Program. (Winter)

**NOND 227-228. Christian Service I, II**

**6,6 hours**

*This class is administered by the University Chaplain.*

**Prerequisite:** NOND 099.

A two-semester sequence for elective credit only, designed for student participants in the North American Division Task Force and Student Mission Program. The credit is primarily field work characterized by Christian witnessing and other assignments. Other activities may be designated. Students may earn six credit hours by completing one semester or twelve credit hours by completing a full academic year. Periodic reports from the students and on-site supervisors may be required. A 90 percent tuition waiver applies to this class, according to the policy on page 263. The policy for tuition refunds applies. The date the college receives notification of withdrawal will be the official withdrawal date. May not be repeated for credit.

**(D-3) (F-3) (G-3)** See pages 27-30 for explanation of general education requirements.

# SCHOOL OF NURSING

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**Dean:** L. Phil Hunt

**Collegedale Faculty:** Carolyn Achata, Pam Ahlfeld, Desi Batson, Bonnie Freeland, David Gerstle, Lorella Howard, Constance Hunt, Barbara James, Dana Krause, Caroline McArthur, Laura Nyirady, MaryAnn Roberts, Yvonne Scarlett, Shirley Spears, Judy Winters

**Coordinator of Nursing Admissions and Progression:** Linda Marlowe

**East Pasco Faculty:** Erma Webb

## MISSION STATEMENT

Southern Adventist University's School of Nursing provides a learning environment that fosters personal and professional excellence in caring for individual, family, and community health needs.

## ASSOCIATE AND BACCALAUREATE PROGRAMS

The School of Nursing (SON) program at Southern Adventist University leads to a baccalaureate degree in nursing with the option to exit at the associate degree level. Licensed holders of an associate degree from a state approved program in nursing may progress into baccalaureate level nursing. Licensed diploma and associate degree graduates from a non-NLN accredited program will be evaluated on an individual basis.

The nursing curriculum is based on the Betty Neuman Health Care System Model (NSM) which emphasizes holistic health. The curriculum in the first two years leads to an Associate of Science degree in nursing which may be completed in four semesters, plus summer courses. At this time the student is eligible to write state board examinations to become a registered nurse.

A well-equipped Learning Resource Center, clinical skills laboratory, and Assisting Students to Achieve Professionally (ASAP) program are provided to assist students in learning experiences.

The curriculum in the Baccalaureate Program provides the student an in-depth study in theoretical and clinical nursing. Diploma graduates will be required to participate in validation procedures designed to evaluate their previous program of study.

A new class is accepted into the associate degree program in fall and winter semesters of each year with a limited number of students due to available clinical facilities. Students may enter the baccalaureate program in the fall and winter semesters. The size of baccalaureate classes may be limited due to available clinical sites.

## POLICIES

Students admitted to clinical courses are considered adequately mature to realize the importance of accepting personal responsibility for their learning and professional behavior as stated in the SON Handbook.

Each student contracts to abide by the regulations as outlined. The programs on the main campus and extension campus are governed by the same policies.

Students will be expected to provide their own transportation for all clinical appointments.

Because regular tuition charges and fees cannot cover the total cost of nursing a "Nursing Education Fee" is charged each semester to help offset additional expenses which are not covered by regular tuition. An additional charge will

appear during the fourth semester of nursing classes to cover the expense of a required NCLEX Review Course (see Special Fees and Charges under Financial Policies section of the catalog.)

The Tennessee State Board of Nursing and other State Boards reserve the right to deny licensure in their states if the applicant has committed a crime other than a minor traffic violation. The SON reserves the right to deny admission to or remove students from the nursing program who have records of misconduct, legal or otherwise, that would jeopardize their professional performance.

The SON reserves the right to revise, add, or withdraw policies and/or courses as necessary to ensure a quality nursing program.

## ACCREDITATION

The programs in nursing are fully accredited by the National League for Nursing Accrediting Commission (61 Broadway, New York, NY 10006, (212)363-5555, ext. 153). They are recognized by Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities, Florida State Board of Independent College and Universities, and approved by the Tennessee Board of Nursing. Additional information regarding the University may be obtained by contacting the State Board of Independent Colleges and Universities, Department of Education, Tallahassee, FL 32399, (850)488-8695.

## ASSESSMENT

The SON has an ongoing assessment program. Each AS degree student is required to write standardized NLN and other examinations at specific levels and intervals. Upon completion of the required nursing courses, a comprehensive nursing examination is given. The national NCLEX-RN licensure examination is written upon graduation. The Tennessee State Board of Nursing requires an annual pass rate of 85% for first time writers on the NCLEX-RN licensure examination in order for a school to be eligible for continued approval.

To help baccalaureate graduates to evaluate their academic progress and to aid the school in evaluating teacher effectiveness, each student during the last semester of their senior year will be required to:

1. Complete an end-of-program survey.
2. Complete an exit examination.

## PROGRAMS IN NURSING

### Major—B.S. in Nursing (64 Hours)

(Includes 28 hours of A.S. level courses)

<u>Required Courses</u>	<u>Hours</u>	<u>Required Courses, cont</u>	<u>Hours</u>
A.S. Level Courses	28	NRSG 485 Management	3
NRSG 320 Medical/Surgical Nrsng	6	NRSG 497 Nursing Research Methods (W)	3
NRSG 325 Adv & Pathologic Prin of Human Physiology (W)	4	Electives	3
NRSG 326 Prof Concepts & Issues	2		
NRSG 327 Nursing Assessment	4	<u>Required Cognates</u>	<u>Hours</u>
NRSG 335 Community Health Nursing	6	CHEM 111 Survey of Chemistry I	3
NRSG 389 Pharmacology	3	CHEM 112 Survey of Chemistry II	3
NRSG 484 Current Trends in Nrsng Prac	3	RELT 373 Christian Ethics	3
		SOCI 349 Aging and Society (W)	3

<u>Required General Education</u>	<u>Hours</u>	<u>Required General Education, cont</u>	<u>Hours</u>
MATH 215 Statistics (Required)	3	Area C-1, History	3
PEAC 225 Fitness for Life (Required)	1	Area C or D	3
Area B, Religion	3	Area D, Lang/Lit/F Arts	3

**Major—A.S. Nursing (37 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses</u>		<u>Hours</u>
NRSG 106	Fundamentals I	4	BIOL 101-102	Anatomy & Physiology	8
NRSG 107	Fundamentals II	4	BIOL 225	Microbiology	4
NRSG 126	Adult Health I	4	FDNT 125	Nutrition	3
NRSG 130	Mental Health	4	PSYC 128	Developmental Psychology	2
NRSG 191	Nursing Practicum	1	SOCI 125	Intro to Sociology	3
NRSG 212	Childbearing Family	4			
NRSG 226	Adult Health II	4	<u>Required General Education</u>		
NRSG 227	Adult Health III	4	ENGL 101-102	College Composition	6
NRSG 228	Child Health	4		Area A, Math (if needed)	3
NRSG 229	Nursing Seminar	4		Area B, Religion	6
			PEAC 225	Fitness for Life (required)	1

Contact the School of Nursing for a suggested sequence of courses.

\*Graduates of a state-approved associate degree nursing program will be considered to have met the general education requirements for the first two years of the program, with the exception of history/humanities and English. If Area C-1 or ENGL 101-102 courses were not included in the associate degree program, they must be taken in fulfillment of the Bachelor of Science degree general education requirements. A maximum of 72 semester hours will be accepted from a college where the highest degree offered is the associate degree.

**ADMISSION REQUIREMENTS**

The final decision on acceptance and continuation in nursing is made by the SON. Declaration as a nursing major is not the equivalent of acceptance to the SON. Minimum requirements for admission to nursing courses are listed below:

1. Acceptance to Southern Adventist University.
2. Having a diploma from a four-year accredited high school or the equivalent.
3. The applicant must show evidence of physical, mental, and moral fitness. Further references or information may be required regarding character, attitude, or coping ability in case of a question in these areas.
4. Students whose native language is not English must achieve at least 550 on the Test of English as a Foreign Language (TOEFL).
5. Students will maintain a current health care professional CPR certificate throughout the nursing program.
6. Foreign student transcripts will be evaluated by World Education Services. The cost for this evaluation will be paid by the applicant. The number of credits accepted for transfer to Southern Adventist University may vary from those listed on the evaluation, in accordance with the policies of Southern Adventist University.
7. Prior to enrollment, students must provide evidence through a health verification form and all required tests, including immunizations, that they are in good health and free from communicable diseases. Because nursing involves the direct care of clients, it is strongly recommended that students receive the Hepatitis B vaccination series.
8. In compliance with the Americans with Disabilities Act, students must be, with reasonable accommodation, physically and mentally capable of performing the essential functions of the program. The Core Performance Standards for Admission and Progression developed by the Southern Council on Collegiate Education for Nursing include:
  - a. Critical thinking ability sufficient for clinical judgment.
  - b. Interpersonal abilities sufficient to interact with individuals, families, and groups.
  - c. Communication abilities sufficient for interaction with others in verbal and written form.
  - d. Physical abilities sufficient to move from room to room and maneuver in small spaces.

- e. Gross and fine motor abilities sufficient to provide safe and effective nursing care.
- f. Auditory abilities sufficient to monitor and assess health needs.
- g. Visual abilities sufficient for observation and assessment necessary in nursing care.
- h. Tactile ability sufficient for physical assessment.

### **Associate Degree**

1. High school grade point average of 3.25 minimum (on a 4.00 scale) on solids (math, science, English, history, foreign language).
2. Two semesters of high school chemistry with a minimum grade of "B" or CHEM 111 with a minimum grade of "C."
3. Minimum ACT standard enhanced score of 16 in Math, 20 in Reading, and 19 in English and composite.
4. If the high school GPA or the Enhanced ACT scores are below the minimum requirement, it will be necessary for the student to take a minimum of 12 semester college hours earning a grade point average of at least 2.80 on a 4.00 scale in required courses leading to nursing.
5. Science credits (Anatomy & Physiology, Chemistry, Microbiology, Nutrition) earned more than eight years prior to admission will not be accepted. Applicants may choose to validate knowledge by examination or by repeating the course.
6. Students with previous college work must have a minimum current and cumulative grade point average of 2.80 on a 4.00 scale in nursing cognate and solid courses (math, science, English, history, foreign language) before being considered for clinical nursing courses.
7. ACT scores are required of all nursing students.
8. Transfer students from another nursing program will be evaluated individually and accepted on a space available basis.
9. A student who has successfully completed a practical nurse program and NRSNG 103, Associate Nurse Perspectives, may receive eight (8) credit hours of advanced placement in nursing and will articulate directly into the second semester of nursing. The student becomes a part of the generic associate degree program after articulating into the second semester of nursing.
10. ACT-PEP examinations in Anatomy and Physiology (8 credits) and microbiology (4 credits) will be accepted as an alternative method of college credit for LPNs if these credits are already on the transcript when applying to the nursing program.

The following should be sent by April 1 (Fall Admission) or September 1 (Winter Admission) to the University Director of Admissions: (1) application to the University (2) application to the School of Nursing (3) high school and college transcripts (4) ACT scores. It is the applicant's responsibility to see that all application materials are received by the School of Nursing prior to the deadline.

Students accepted to clinical nursing are required to send an advance payment of \$300 to hold their place in the class. This payment also serves as the first semester's Nursing Education Fee and is in addition to any other payment.

### **Baccalaureate Degree**

Students wishing to enter baccalaureate nursing courses must send an application to the School's Coordinator of Admissions. **Upon acceptance to baccalaureate nursing, courses currently listed in the catalog will be required.**

Minimum requirements for admission to the baccalaureate nursing program are as follows:

1. \*A student **must** hold a license to practice professional nursing in Tennessee prior to registering for baccalaureate nursing courses.
2. Minimum grade point average of 2.50 for associate degree level in nursing with no grade below a "C."
3. Minimum cumulative grade point average of 2.50 with no grade below "C" for lower division cognate courses.
4. Recommendation from nursing faculty in the student's basic nursing program.
5. Interview with the baccalaureate program coordinator or designee if the student graduated from his/her basic program more than two years prior to the application process.
6. For the baccalaureate one-year curriculum track: minimum grade point average of 2.70 for nursing and courses leading to the B.S. degree and holds a Tennessee license to practice professional nursing.

7. Experience:

A. Applicant who has graduated within five years prior to application:

1. Satisfactory clinical performance and character references are required from basic nursing program.
2. Satisfactory work performance and character references are required from employer(s). Students who have graduated within the previous 12 months will be exempt from work requirement.

B. Applicant who has graduated more than five years prior to application:

1. Minimum of one year satisfactory work experience in nursing for each five years since graduation and one year must be in the last five years.
2. Satisfactory work performance and character references are required from employer(s).

8. Nursing Credits:

Graduates of NLN accredited AA/AS and Diploma Nursing Programs:

When entering the baccalaureate nursing program, a transfer student will have placed in escrow 28 credits of associate degree level nursing and 6 credits of upper division nursing (NRSG 320). After successfully completing 10 semester hours of baccalaureate level nursing at Southern Adventist University, these credits in escrow will be placed on the transcript as accepted credits toward a B.S. degree with a major in nursing.

9. General Education and Cognates:

ACT-PEP examinations in Anatomy and Physiology (8 credits), Chemistry 111 (3 credits), and microbiology (4 credits) will be accepted as an alternative method of university credit for RNs if these credits are already on the transcript when applying to the nursing program.

A. Associate Degree

Graduates of a state approved associate degree program will be considered to have met general education requirements for the first two years of the program with the exception of History/Humanities and English provided that criterion #2 has been met. If Area C-1 or ENGL 101, 102 courses were not included in the Associate Degree program, they must be taken in fulfillment of the Bachelor of Science degree general education requirements.

\*The student may take Professional Concepts and Issues in fourth summer session if he/she has taken the licensure exam or applied for reciprocity. A December graduate must be licensed in Tennessee by February 1 or withdraw from clinical nursing courses

**B. Diploma Graduate**

1. Credit is acceptable for courses comparable to those required at Southern Adventist University if received from an accredited senior or junior college or by examination according to the policy state in this catalog.
2. All cognates for the first two years must be completed before entering junior nursing courses. General education requirements may be taken concurrently.

C. CHEM 111 and 112 must be completed before entering senior level nursing courses.

10. Students in senior associate degree nursing courses may take: Nursing Research Methods (NRSG 497), Pharmacology (NRSG 327), or Advanced and Pathologic Principles of Physiology (NRSG 325) ONLY if they have taken ALL general education and cognates for associate and baccalaureate nursing.

**PROGRESSION REQUIREMENTS****Associate Degree**

1. A grade of at least "C" (2.00) is required in each nursing course for progression with a cumulative GPA of 2.50 on a 4.00 scale for graduation.
2. A grade of at least "C" is required in each nursing cognate with a minimum cumulative grade point average of at least 2.50 on a 4.00 scale in the cognates for progression in nursing. Cognate courses are BIOL 101, 102; FDNT 125; PSYC 128; BIOL 225; SOCI 125.
3. No more than two failed courses may be repeated. Only one may be a nursing course. Repeats may be in the following combinations: one nursing course and one cognate course, or two cognate courses.
4. Students who do not complete a semester or progress with their class, cannot be assured placement in their choice of a subsequent course.
5. Only one nursing course and/or three hours of directed study may be repeated to bring nursing GPA to the required level.
6. Students are required to demonstrate satisfactory performance on standardized tests. Remedial work and/or delay in progression in the program will be required if the required performance level is not achieved.
7. Any remedial contracts must be fulfilled prior to progression or graduation (see SON Student Handbook).
8. Any cognate course taken off campus during the time the student is enrolled at Southern Adventist University (school year or summer) must be approved by the Dean of the SON.

**Baccalaureate Degree**

1. A grade of at least "C" (2.00) is required in each nursing course for progression with a cumulative GPA of 2.50 on a 4.00 scale for graduation.
2. A grade of at least "C" is required in each nursing cognate with a minimum cumulative grade point average of at least 2.50 on a 4.00 scale in cognates for progression in nursing. Cognate courses are CHEM 111, 112; RELT 373; SOCI 349.
3. No more than two failed courses may be repeated. Only one may be a nursing course. Repeats may be in the following combinations: one nursing class and one cognate course, or two cognate courses.
4. Any cognate course taken off campus during the time the student is enrolled at Southern Adventist University (school year or summer) must be approved by the Dean of the SON.



**Readmission**

1. Acceptance to Southern Adventist University.
2. Submit a nursing reapplication form to the School of Nursing at least one semester prior to re-entering the program.
3. A cumulative grade point average of 2.50 on a 4.00 scale is required for readmission to the nursing program.
4. Meet specified requirements as set forth by the school relating to the individual applicant.
5. A personal interview with a designated nursing faculty member.
6. If a lapse of time greater than two years occurs in a student's program of study, prior nursing credits will not be accepted unless an applicant can validate nursing knowledge through written examination and clinical performance (for associate degree only).

**NURSING****NRS 090. Registered Nurse Update****Non-credit**

A non-credit course designed for the inactive registered nurse intending to return to practice or to reinstate a permanent license as a registered nurse in the State of Tennessee. Includes both theory and clinical experience

**NRS 106. Fundamentals I****4 hours**

**Prerequisites:** Chemistry (High School or equivalent with a minimum grade of B), BIOL 101; **Co-requisites:** FDNT 125; BIOL 102.

This foundation course introduces the Neuman Systems Model where health assessment is viewed from the physiological, psychological, sociocultural, developmental, and spiritual variables of client systems. The eight natural remedies will be presented with an emphasis on primary prevention. The nursing process and basic skills are introduced. Three hours theory and one hour clinical.

**NRS 107. Fundamentals II****4 hours**

**Prerequisite:** NRS 106.

This second foundation course builds on basic nursing concepts and principles including secondary and tertiary prevention. Application of nursing assessment, process, and skills will be in long-term and skilled-care facilities. Legal/ethical, cultural, and spiritual aspects of health care are addressed. Three hours theory and one hour clinical.

**NRS 126. Adult Health I****4 hours**

**Prerequisite:** NRS 107; **Co-requisite:** PSYC 128

A course utilizing the nursing process with intervention skills focusing on care of adults with stressors impacting the physiological variable. Practice takes place in secondary-care settings. Two and three-quarter hours theory and one and one-quarter hours clinical.

**NRS 130. Mental Health****4 hours**

**Prerequisite:** NRS 107; **Co-requisite:** PSYC 128

This course utilizes the nursing process to intervene with clients across the life span whose normal lines of defense have been impacted by stressors affecting the psychological variable. Practice takes place in secondary care and community settings. Three hours of theory and one hour clinical.

**NRS 191. Nursing Practicum****1 hour**

**Prerequisites:** NRS 126, 130.

This experience provides opportunity for application of theory and skills in an acute and/or skilled care facility directed by a preceptor. One hour clinical. (Summer)

**NRSG 212. Childbearing Family** 4 hours**Prerequisites:** NRSG 126, 130.

A course utilizing the nursing process providing care of childbearing families. Emphasis will be placed on assessment of stressors that affect the maternal/fetal, newborn, and family units. Consideration will be given to variables affecting expectant families and their infants before, during and immediately following delivery. Practice will take place in secondary-care and community settings. Three hours theory and one hour clinical.

**NRSG 226. Adult Health II** 4 hours**Prerequisites:** NRSG 126, 130.

A course utilizing the nursing process, emphasizing intervention skills in caring for complicated adult health needs. Practice takes place in secondary-care and community settings. Two and three-quarter hours theory and one and one-quarter hours clinical.

**NRSG 227. Adult Health III** 4 hours**Prerequisites:** NRSG 212, 226

A course utilizing the nursing process in providing primary, secondary, and tertiary prevention of acutely ill adults and their families in the critical-care and home health settings. Three hours theory and one hour of clinical.

**NRSG 228. Child Health** 4 hours**Prerequisites:** NRSG 212, 226.

A course utilizing the nursing process emphasizing primary and secondary prevention with special consideration given to developmental and sociocultural variables in the care of the childrearing family. Practice includes secondary-care and community settings. Three hours theory and one hour of clinical.

**NRSG 229. Nursing Seminar** 4 hours**Prerequisites:** NRSG 191, 227, 228.

A capstone course that integrates nursing skills with principles of management. Application is secondary and tertiary care settings where the student manages groups of clients (120 clock hours). Included is a nursing content review course in preparation for NCLEX-RN.

**NRSG 321. Mission Nursing** 3 hours**Prerequisites:** NRSG 212, 227; BIOL 225.

This course introduces the nursing student to principles and practices of health care in developing and third world countries. Concepts of basic health education, use of natural remedies, prevention of diseases throughout the life-cycle are emphasized. A field trip (at student expense) to a developing country in the western hemisphere is optional. Limited enrollment. (Winter)

**NRSG 325. Advanced and Pathologic Principles of Human Physiology (W)** 4 hours**Prerequisites:** NRSG 228, BIOL 225; **Pre- or co-requisites:** NRSG 227, 229; CHEM 112.

This course assists the student to integrate principles of physiology with clinical practice, to correlate physical manifestations with pathologic interferences, and to move toward more independent predictive care of clients. Four hours theory.

**NRSG 326. Professional Concepts and Issues** 2 hours**Prerequisites:** NRSG 227, 228, 229, RN License.

A course designed to assist the registered nurse student in the transition of learning from an associate degree or diploma program to the baccalaureate approach to nursing. Focus will be on the development and presentation of concepts and current issues related to professional nursing. To meet the objectives of the course, a field trip may be required. Course includes a speech component.

**NRSB 327. Nursing Assessment****4 hours****Prerequisites:** NRSB 227, 228, 229, RN License; **Pre- or co-requisite:** NRSB 326.

This course provides opportunities for creativity in the utilization of the expanding role of the clinical practitioner and enables the student to develop advanced skills in utilizing the nursing process through history taking, physical examination, health planning, and counseling of the patient/client. Three hours theory, one hour clinical.

**NRSB 335. Community Health Nursing****6 hours****Prerequisites:** RN License; MATH 215; **Pre- or co-requisites:** NRSB 326, 327.

A course which focuses upon the application of the nursing process in assessment of health needs of individuals, families, and communities. An epidemiological focus is utilized in diagnosis of aggregate health needs, with emphasis on primary, secondary, and tertiary levels of prevention. Clinical applications in various community agencies are utilized, as well as a family case study and aggregate project and paper. Three hours theory, three hours clinical. Course includes a speech component.

**NRSB 389. Pharmacology****3 hours****Prerequisites:** CHEM 111-112; NRSB 115, 126, 130.

Study of pharmacologic concepts. Focus will include major classifications, pharmacokinetics, pharmacodynamics, drug interactions, and nursing consideration.

**NRSB 465. Topics in Nursing****1-3 hours**

Selected topics designed to meet the needs or interests of students in specialty areas of Nursing not covered in regular courses. This course may be repeated for credit.

**NRSB 484. Current Trends in Nursing Practice****3 hours****Prerequisites:** NRSB 326, RN License; **Pre- or co-requisite:** NRSB 327.

Lecture content provides updates in major areas of nursing practice. This course provides opportunity for the student to apply theory from previous baccalaureate nursing courses such as Nursing Assessment, Pharmacology, and Pathophysiology to clinical practice in general medical-surgical nursing and areas of special interest. One and one-half hours theory, one and one-half hours clinical. (Winter, Summer)

**NRSB 485. Management****3 hours****Prerequisite:** RN License; **Pre- or co-requisites:** NRSB 325, 326, 389.

This course provides the opportunity for the student to use critical decision-making in developing management skills. This is accomplished primarily through the leadership, models, management and administrative experiences in selected clinical settings. Two hours theory, one hour clinical. In order to meet the objectives of the course, a field trip may be required.

**NRSB 295/495. Directed Study****1-3 hours****Prerequisite:** Approval of school dean.

Individual study in an area of choice shall be worked out with the school prior to registration. Either upper or lower division credit may be earned. The area of directed study will appear on the transcript. No more than six hours directed study may be applied toward a degree.

**NRSB 497. Nursing Research Methods (W)****3 hours****Prerequisites:** MATH 215; ENGL 102.

Scientific methods of inquiry are applied to nursing problems including framework for practice, principles of data treatment, and analysis. The student plans a research proposal. The course is designed to give the student the concepts, methods, and tools for being an intelligent consumer of research and critical evaluation. Three hours theory.

EXTENSION CAMPUS

Major—B.S. with a major in Nursing

— A part-time program is offered in East Pasco, FL. Admission and progression requirements are the same as those on the main campus. All diplomas and official transcripts are issued from the parent campus. For information contact:

1. **Erma Webb, MSN, RN Coordinator**  
Florida Campus  
3233 Holiday Avenue  
Apopka, FL 32703  
(407) 862-0912

Southern Adventist University—East Pasco Campus  
(813) 788-0411, Ext. 1921

2. **Linda Marlowe, Admission Coordinator for all campuses**  
Southern Adventist University  
School of Nursing  
P.O. Box 370  
Collegedale, TN 37315-0370  
(423) 238-2941

# PHYSICAL EDUCATION, HEALTH AND WELLNESS

**Chair:** Phil Garver

**Faculty:** Robert Benge, Ted Evans, Myron Mixon, Heather Neal

**Adjunct Faculty:** Nancy Brock, Betty Garver, Bill Godsey, Charles Knapp

## DEGREES OFFERED

B.S. Health, Physical Education and Recreation

B.S. Health Science

B.S. Corporate/Community Wellness Management

The courses in Physical Education, Health and Wellness propose to acquaint students with principles of healthful living, to develop physical efficiency, to develop wholesome recreational habits, and/or prepare for a career in physical education and health or in wellness management.

## ASSESSMENT

To help the graduates in Physical Education, Health, and Wellness evaluate their academic progress and to aid the department in evaluating teaching effectiveness, each senior is required during their final semester to:

1. Take an exit exam.
2. Review annual evaluations with advisor.

The results of the assessments are used to evaluate departmental programs.

## PROGRAMS IN PHYSICAL EDUCATION, HEALTH, AND WELLNESS

### Major—B.S. Health, Physical Education and Recreation (41 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
PEAC 254	Life guarding	1	PETH 315	Physiology of Exercise (W)	4
PEAC 255	Water Safety Instr	1	PETH 363	Intro Meas/Res of PE	3
PETH 114	ProAct — Softball	1	PETH 364	Prin & Admin PE & Rec	3
PETH 115	ProAct — Flagball	1	PETH 374	Motor Learning and Dev	2
PETH 116	ProAct — Volleyball	1	PETH 437	Adaptive Physical Ed	2
PETH 117	ProAct — Basketball	1	PETH 463	Physical Ed in Elem School	2
PETH 119	ProAct — Soccer	1	PETH 474	Psych and Soc of Sports	2
PETH 214	ProAct — Tennis	1	PETH 295/495	Directed Study	1-3
PETH 215	ProAct — Golf	1			
PETH 216	ProAct — Fitness for Life	1	<u>Required Courses</u>		<u>Hours</u>
PETH 217	ProAct — Badminton	1	BIOL 101-102	Anatomy and Physiology	8
PETH 218	ProAct — Track and Field	1	FDNT 135	Nutrition for Life	3
PETH 219	ProAct — Gymnastics	1	HLED 173	Health for Life	2
PETH 240	Coaching for Success	2	HLED 373	Prev/Care Athl Injuries	2
PETH 265/266	Office Sports I, II	4	HLED 473	Health Education	2
PETH 314	Kinesiology	3			

Competency required in PEAC 143, Beginning Tumbling.

Skill deficiencies in each PETH activity unit, 114 through 119 and 214 through 219, will be indicated by grade of C- or less. Deficiencies for these units must be met by taking for no credit the corresponding general education activity course.

Intramural participation is recommended for all majors and minors.

All Pro Act students will be required to dress in t-shirts provided by the department with a portion of the cost charged to the students (approximately \$50—a one time expense).

Students who desire teacher certification must meet the State of Tennessee certification requirements set forth by the School of Education and Psychology. The student must apply to the School of Education and Psychology for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

Sample Freshman Year Sequence  
**B.S. Physical Education**  
 (Leading to Licensure K-12)

1st Semester		Hours	2nd Semester		Hours
BIOL 101	Anatomy and Physiology	4	BIOL 102	Anatomy and Physiology	4
EDUC 135	Intro to Education	2	ENGL 102	College Composition	3
ENGL 101	College Composition	3	HLED 173	Health for Life	2
PETH	ProAct	3	RELT 255	Christian Beliefs	3
	Electives	1	PETH	Proact	3
	Area C-1, History	3	SOCI 233	Marriage and Family	2
		<u>16</u>			<u>17</u>

Major—B.S. Corporate/Community Wellness Management  
 (42 Hours)

Required Courses		Hours	Required Courses		Hours
BIOL 101-102	Anatomy and Physiology	8	ACCT 103	College Accounting	3
CHEM 111	Survey of Chemistry	3	BMKT 326	Intro to Marketing	3
FDNT 135	Nutrition for Life	3	BUAD 334	Prin of Mgmt	3
HLED 173	Health for Life	2	BUAD 358	Legal, Eth, & Soc Envir of Business	3
HLED 256	Drugs and Society	2	CPTe 105	Intro to Word Process	1
HLED 373	Prev/Care Injuries	2	ECON 213	Survey of Economics	3
HLED 470	Current Issues in Health Wellness Methods, Materials, and Management	2	JOUR 105	Writing for the Media	3
		3	PSYC 128	Developmental Psych	3
HLED 491	Wellness Practicum	2	PSYC 377	Fund of Counseling	3
PEAC 225	Fitness for Life	1	SOCI 223	Marriage & Family	2
PETH 314	Kinesiology	3			
PETH 315	Physiology of Exercise (W)	4			
PETH 364	Prin & Admin of Phy Ed	3			
PETH 374	Motor Learning & Dev	2			
PETH 474	Psych & Sociology of Sports	2			

Sample Freshman Year Sequence  
**B.S. Corporate/Community Wellness Management**

1st Semester		Hours	2nd Semester		Hours
BIOL 101	Anatomy & Physiology	4	BIOL 102	Anatomy & Physiology	4
ENGL 101	College Composition	3	CPTe 105	Intro to Word Processing	1
HLED 173	Health for Life	2	ENGL 102	College Composition	3
PEAC 225	Fitness for Life	1	SOCI 223	Marriage & Family	2
	Area B, Religion	3		Area C, History	3
	Area C, History	3		Electives	4
		<u>16</u>			<u>16</u>

Major—B.S. Health Science (45 Hours)

Required Courses		Hours	Required Courses, cont.		Hours
BIOL 101-102	Anatomy and Physiology	8	MATH 215	Statistics	3
BIOL 225	Microbiology	4	PEAC 225	Fitness for Life	3
CHEM 151-152	General Chemistry	8	PETH 314	Kinesiology	1
FDNT 135	Nutrition for Life	3	PETH 315	Physiology of Exercise (W)	4
HLED 173	Health for Life	2	PETH 374	Motor Learning & Dev	2
HLED 356	Drugs and Society	2	PETH 495	Directed Study	1-3
HLED 373	Care/Prev Injuries	2			
HLED 470	Current Issues in Health	2			

Sample Freshman Year Sequence  
B.S. Health Science

1st Semester		Hours	2nd Semester		Hours
BIOL 101	Anatomy and Physiology	4	BIOL 102	Anatomy and Physiology	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
	Area C-1, History	3	SOCI 223	Marriage & Family	2
	Area A-2, Math	3-0		Area B-2, Religion	3
	Electives	4-7		Area C-1, History	3
		17		Electives	2
					17

Teaching Endorsement (22 hours)

Required Courses	Hours	Required Courses, cont	Hours
PETH 114-119 & 214-219	12	HLED 373	2
PETH 265/266	4	EDUC 438	1
PETH 364	3		

For those getting teacher certification in another area, these courses will be required for an additional endorsement in Physical Education rather than just a minor.

Minor—Physical Education (18 Hours)

Required Courses	Hours	Select 8 Hours From:	Hours
PETH 265	2	PETH 114	1
PETH 266	2	PETH 115	1
PETH 364	3	PETH 116	1
		PETH 117	1
		PETH 119	1
		PETH 214	1
		PETH 215	1
		PETH 216	1
		PETH 217	1
		PETH 218	1
		PETH 219	1

HEALTH EDUCATION

HLED 173. Health for Life (F-3) 2 hours

A study of current health topics, which includes: Integrating healthful living with today's scientific research and Christianity into a balanced lifestyle. Topics include: Alcohol, tobacco and drugs, mental health, human sexuality, safety, nutrition, stress, death and dying, the eight natural remedies with perspectives from Ellen White and others.

HLED 356. Drugs and Society 2 hours

A course focusing on the use and abuse of drugs in our society. Emphasis on strategies to assist future health promoters in recognition, intervention, and prevention of substance abuse. Oral presentation required. (Fall)

HLED 373. Prevention and Care of Athletic Injuries 2 hours

Investigations into the prevention, care, and proper management of injuries related to athletics. (Winter)

HLED 470. Current Issues in Health 2 hours

This seminar course is designed to assist students in becoming knowledgeable regarding health issues of our time. Library research and class presentations are required. Discussion and problem solving are emphasized. A major part of the class focuses on the need of a spiritual component in establishing a healthful and balanced lifestyle. (Fall)

**HLED 473. Health Education 2 hours**

**Prerequisite:** HLED 173 or HLED 470.

A study of the theoretical and scientific basis of health education with emphasis on the development and organization of the school health instruction program. Two oral presentations required. (Winter)

**HLED 476. Wellness Methods, Materials, and Management 3 hours**

A course in planning, implementing and evaluating: work-site and community health promotion activities, including stress management, smoking cessation, cardiovascular fitness, body composition, and cholesterol testing. Oral presentation required. (Winter)

**HLED 491. Wellness Practicum 2 hours**

The student will work at a wellness facility for not less than 100 clock hours gaining experience with equipment, observing facility scheduling and management, and interacting with clients. Arrangements are made in advance with the department chair. (Fall, Winter, Summer)

**HEALTH, PHYSICAL EDUCATION, RECREATION**

**HPER 365. Topics in HPER 1-3 hours**

Selected topics in Health, Physical Education, or Recreation designed to meet the needs or interests of students in specialty areas not covered in regular courses. Subjects covered will determine how the class applies to the major. This course may be repeated for credit.

**GENERAL EDUCATION ACTIVITY COURSES**

PEAC courses have optional pass/fail grades available, excluding PEAC 225.

**PEAC 123. Volleyball (G-3) 1 hour**

Development of the skills of passing, setting, serving, and spiking necessary in participation in power volleyball. (Fall)

**PEAC 124. Basketball (G-3) 1 hour**

Individual skills and team concepts are developed that may be used in competition and leisure play. (Winter)

**PEAC 131. Badminton (G-3) 1 hour**

Instruction includes strokes, rules, and playing situations plus physical conditioning for badminton. (Winter)

**PEAC 133. Racquetball (G-3) 1 hour**

Focus is given to basic skills, rules, and terminology so that the student can carry on successful play.

**PEAC 134. Basic Tennis (G-3) 1 hour**

Emphasis in basic tennis skills including the forehand, backhand, and serve. (Fall)

**PEAC 136. Basic Golf (G-3) 1 hour**

A basic course for the beginning golfer. Transportation needed and lab fee required. (Fall)

**PEAC 137. Cycling (G-3) 1 hour**

A course for the active cyclist emphasizing various types of cycling, cycling techniques, safe cycling, and maintenance. Each student provides his/her own bicycle and helmet. (Fall)

**PEAC 139. Advanced Tennis (G-3) 1 hour**

For the advanced player. Emphasis is given to the advanced serve, volley, lobs, advanced ground strokes and playing strategy. Admission to class must be approved by instructor. (Fall)



- PEAC 143. Basic Tumbling (G-3) 1 hour**  
Mat tumbling leading to gymnastic free-exercise routines in conjunction with acrosport exposure.
- PEAC 144. Basic Apparatus (G-3) 1 hour**  
Skill development on various gymnastic equipment such as the pommel horse, high bar, P-bars, rings, uneven bars, and balance beam.
- PEAC 151. Scuba Diving (G-3) 1 hour**  
Leads to basic certification by N.A.S.D.S. or N.A.U.I. Lab fee of \$85 and check out dive expenses charged in addition to tuition.
- PEAC 153. Basic Swimming (G-3) 1 hour**  
Development of beginning and intermediate swimming skills coupled with aquatic safety principles. (Fall, Winter, Summer)
- PEAC 225. Fitness for Life (G-3) 1 hour**  
This course includes a study of and an opportunity for assessment in the basic areas of fitness and training. This is in conjunction with a personalized long-range conditioning program for optimal fitness functioning. The principles of wellness are also presented while including stress and nutrition assessments.
- PEAC 238. Advanced Golf 1 hour**  
This course focuses on the short game (putting and chipping), specialty shots (fade and draw), and course management.  
Advanced students must have:
- Own clubs.
  - Successfully completed Basic Golf.
  - Approval of Instructor.
  - Transportation to golf course.
- PEAC 243. Gymnastics Team (Gym-Masters) (G-3) 1 hour**  
A "variety show" team which emphasizes acrosport, sports acrobatics, gymnastics, physical fitness and health. Admission will be based on satisfactory performance of try-out requirements. Participation in all tours is required. This course may be repeated for credit.  
Due to program conflicts, second semester Gym-Masters will not enroll in classes that meet before 1:00 p.m. on Tuesdays and Thursdays.
- PEAC 254. Life Guarding (G-3) 1 hour**  
Leads to Red Cross Life Guarding certification, First Aid and CPR certification.
- PEAC 255. Water Safety Instructor (G-3) 1 hour**  
**Prerequisite:** PEAC 254 or equivalent.  
Leads to Red Cross Water Safety Instructor certification.
- PEAC 259. Special Activities (G-3) 1 hour**  
Courses with various structured content may be offered under this topic heading. Included are courses in water skiing, sailing, small craft, snow skiing, rock climbing, spelunking, and aerobics. This course may be r

## PHYSICAL EDUCATION THEORY

- PETH 114. ProAct — Softball** 1 hour  
Development of professional skills including performance and teaching techniques for softball. For majors and minors only. (Fall, odd years)
- PETH 115. ProAct — Flagball** 1 hour  
Development of professional skills including performance and teaching techniques for flagball. For majors and minors only. (Fall, odd years)
- PETH 116. ProAct — Volleyball** 1 hour  
Development of professional skills including performance and teaching techniques for volleyball. For majors and minors only. (Fall, odd years)
- PETH 117. ProAct — Basketball** 1 hour  
Development of professional skills including performance and teaching techniques for basketball. For majors and minors only. (Winter, even years)
- PETH 119. ProAct — Soccer** 1 hour  
Development of professional skills including performance and teaching techniques for soccer. For majors and minors only. (Winter, even years)
- PETH 210. Aerobics Instructor Trainer** 2 hours  
A course that will prepare a student to take the certification exam for Aerobic Instructors. A certified Instructor will teach this course that will deal with the theory and practice of a variety of aerobic styles. Safety and correct methods will be emphasized.
- PETH 214. ProAct — Tennis** 1 hour  
Development of professional skills including performance and teaching techniques for tennis. For HPER majors and minors only. (Fall, even years)
- PETH 215. ProAct — Golf** 1 hour  
Development of professional skills including performance and teaching techniques for golf. For HPER majors and minors only. (Fall, even years)
- PETH 216. ProAct — Fitness for Life** 1 hour  
Development of professional skills including performance and teaching techniques for conditioning. For HPER majors and minors only. (Fall, even years)
- PETH 217. ProAct — Badminton** 1 hour  
Development of professional skills including performance and teaching techniques for badminton. For HPER majors and minors only. (Winter, odd years)
- PETH 218. ProAct — Track and Field** 1 hour  
Development of professional skills including performance and teaching techniques for track and field. For HPER majors and minors only. (Winter, odd years)
- PETH 219. ProAct — Gymnastics** 1 hour  
Development of professional skills including performance and teaching techniques for gymnastics. For HPER majors and minors only. (Winter, odd years)
- PETH 240. Coaching for Success** 2 hours  
A study and discussion into sports team organization, recruiting, picking teams, training, game preparation, travel budget, crowd control, facilities management, fund raising, game safety and control, and coaches decorum. Special emphasis will include keeping the game in a "Christian perspective" and establishing a personal coaching philosophy.

- PETH 265, 266. Officiating Sports Analysis** 2,2 hours  
An introduction to administration of and participation in the organization of officiating in team and individual recreational activities.
- PETH 314. Kinesiology** 3 hours  
*Prerequisite:* BIOL 101-102 or equivalent.  
A study of the anatomical and mechanical variables influencing human motion for efficient, safe, and effective movement. The historical impact of leaders in physical education is studied. (Fall)
- PETH 315. Physiology of Exercise (W)** 4 hours  
*Prerequisite:* BIOL 101-102 or equivalent.  
Emphasizing the physiological effects of muscular exercise, aerobics, and physical conditioning. Significance of these effects for health, skilled performance, and prevention of disease. Research required. (Winter)
- PETH 325. Personal Trainer** 2 hours  
This course is designed to prepare a student to pass a national exam to become a Certified Personal Trainer.
- PETH 363. An Introduction to Measurements and Research of Physical Education** 3 hours  
A survey of tests used in Physical Education and an introduction to statistical procedures for analyzing data and how it may be applied to research. Test Construction and historical perspectives of physical education are dealt with. (Fall)
- PETH 364. Principles and Administration of Physical Education and Recreation** 3 hours  
An integrated study of the principles and administrative concepts of Physical Education and Recreation with emphasis in management needs and skills. (Winter)
- PETH 374. Motor Learning and Development** 2 hours  
A course of study designed to examine motor development and motor behavior as it relates to an individual's maturation process, with emphasis placed on implications for the physical educator. (Fall)
- PETH 437. Adaptive Physical Education** 2 hours  
A course designed to develop an understanding of neurodevelopment and functional ability, of impairments and their implications for motor performance. Emphasis on teaching progressions and exercise programs for special populations. (Fall)
- PETH 463. Physical Education in the Elementary School** 2 hours  
A course of study designed to acquaint students with the unique aspects of physical education and the adolescent. Special activities include teaching and observation in an elementary school.
- PETH 474. Psychology and Sociology of Sports** 2 hours  
An exploration of sports and their involving impact on American culture. Special attention is given to current issues in sports as they relate to the individual in society. (Winter)
- PETH 495. Directed Study (W)** 1-3 hours  
For Physical Education majors or minors only. Gives the student the opportunity to pursue knowledge in an area of interest related to health, PE, or recreation. Approval by Department Chair required.

EDUCATION

**EDUC 438. Curriculum and Content Methods/  
Health and Physical Education**

1 hour

**Prerequisite:** Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance.

(F-3) (G-3) (W) See pages 27-30 for explanation of general education requirements.

PHYSICS	PHYSICS	PHYSICS	PHYSICS
PHYS 400	PHYS 400	PHYS 400	PHYS 400
PHYS 401	PHYS 401	PHYS 401	PHYS 401
PHYS 402	PHYS 402	PHYS 402	PHYS 402
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PHYS 412	PHYS 412	PHYS 412	PHYS 412
PHYS 413	PHYS 413	PHYS 413	PHYS 413
PHYS 414	PHYS 414	PHYS 414	PHYS 414
PHYS 415	PHYS 415	PHYS 415	PHYS 415
PHYS 416	PHYS 416	PHYS 416	PHYS 416
PHYS 417	PHYS 417	PHYS 417	PHYS 417
PHYS 418	PHYS 418	PHYS 418	PHYS 418
PHYS 419	PHYS 419	PHYS 419	PHYS 419
PHYS 420	PHYS 420	PHYS 420	PHYS 420

Major—B.A. Physics, Teacher Certification  
Secondary certification in Physics requires completion of professional education courses in preparation for secondary teacher certification and completion of secondary teacher certification courses: EDUC 103; CHEM 103; ERSC 105; and RELT 117 or 118 or 424. See explanations in the School of Education and Psychology.

# PHYSICS

**Chair:** Ken Caviness

**Faculty:** Chris Hansen, Ray Hefferlin, Henry Kuhlman

**Adjunct Faculty:** Cyril Roe

Many doors of service await students who study physics. Southern Adventist University physics major graduates have become academy and high school teachers, and professors and researchers in physics, in America and overseas. Also, one or more of them has served as aerospace researcher for the Apollo project, anesthetist, chemical researcher, computer systems manager, computer net-work manager at large factory, corporation pilot, dentist, family-practice medical doctor, full-time homemaker, geologist, historian of science, instructor for fossil-fuel power-plant operators, instructor for nuclear-reactor operators, lawyer, mathematician, nuclear-plant walk-down engineer, oceanographer, oil-drilling engineer, planner for Space Station Freedom, radiologist, reliability designer for long-distance telephone systems, radio station engineer, and researcher in educational statistics.

## ASSESSMENT

To help the graduates in Physics evaluate their academic progress and to aid the department in evaluating teaching effectiveness, each senior is required to:

1. Take the physics portion of the GRE. A score above the 35th percentile is necessary for recommendation for graduate study.
2. Take PHYS 480 and do original research as a prerequisite.

Alumni are surveyed and studies are prepared comparing GRE results, careers, and graduate-study success. Information gained from the assessments and studies is used to evaluate departmental programs.

## PROGRAMS IN PHYSICS

### Major—B.A. Physics (30 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Strongly Recommended Electives</u>	<u>Hours</u>	
PHYS 155	Descript Astronomy: Creation & Cosmology	3	CPT 105	Intro to Word Processing	1
PHYS 211-212	General Physics	6	CPT 106	Intro to Spreadsheets	1
PHYS 213-214	General Physics Lab	2	CPT 107	Intro to Database	1
PHYS 310	Modern Physics	3	PHYS 400	Physics Portfolio	1
PHYS 215,216	General Physics Cal Appli	2	TECH 174	General Metals	3
PHYS 412	Quantum Mechanics	3			
PHYS 480*	Scientific Writing (W)	1			
	Physics Electives	10			

\*Satisfies the writing and speech components of the major.

Sample Freshman Year Sequence  
B.A. Physics

1st Semester		Hours	2nd Semester		Hours
CPT 106	Intro to Spreadsheets	1	CPT 105	Intro to Word Processing	1
CPT 107	Intro to Data Base	1	ENGL 102	College Composition	3
ENGL 101	College Composition	3	MATH 121	Precalculus Trigonometry	2
MATH 120	Precalculus Algebra	3	PHYS 137	Intro to Physics	3
PHYS 155	Descriptive Astronomy	3		Area B, Religion	3
	Area C-1, History	3		Area F-2, Fam Sci	2
		14		OR	
				Area F-3, Hlth Science	14
					14

Major—B.S. Physics (40 Hours)

Required Courses		Hours	Strongly Recommended Electives		Hours
PHYS 211-212	General Physics	6	CPTR 425	Computer Graphics	3
PHYS 213-214	General Physics Lab	2	TECH 174	General Metals	3
PHYS 215,216	General Physics Cal Appl	2			
PHYS 310	Modern Physics	3			
PHYS 412	Quantum Mechanics	3			
PHYS 413	Analytic Mechanics	3			
PHYS 414-415	Electrodynamics	6			
PHYS 418-419	Advanced Quantum Mechanics	6			
PHYS 295/495	Directed Study	1-3			
	OR				
PHYS 297/497	Undergrad Research	1-2			
PHYS 480*	Scientific Writing (W)	1			
	Physics Electives	5-7			

\*PHYS 480 satisfies the writing and speech components of the major.

Note: Computers are used routinely in all of these courses.

Students are expected to become student members of the American Physical Society and to purchase a book of mathematical tables or a computer-based mathematics resource.

Sample Freshman Year Sequence  
B.S. Physics

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MATH 181	Calculus I	3	MATH 182	Calculus II	4
PHYS 211	General Physics	3	MATH 216	Set Theory & Logic	2
PHYS 213	General Physics Lab	1	PHYS 212	General Physics	3
	Area B, Religion	3	PHYS 214	General Physics Lab	1
	Area C-1, History	3	PHYS 215	Gen Phys Calculus Apps	1
		16	PHYS 216	Gen Phys Calculus Apps	1
					15

Minor—Physics (18 Hours)

Required Courses	Hours
Physics Electives	12
Upper Div Physics Courses	6

Major—B.A. Physics, Teacher Certification, 7-12

Secondary certification in Physics requires a baccalaureate degree and completion of professional education courses (page 112) for licensure. Students preparing for secondary teacher certification must also take BIOL 103; CHEM 111-112; ERSC 105; and RELT 317 or 318 or 424. See explanations in the School of Education and Psychology.

The student must apply to the School of Education and Psychology for admission to the Teacher Education Program before the end of the sophomore year. At the end of the junior year application must be made to do student teaching.

Required Courses		Hours	Required Cognates		Hours
PHYS 155	Descriptive Astronomy	3	CHEM 111-112	Survey of Chemistry	6
PHYS 211-212	General Physics	6	ERSC 105	Earth Science	3
PHYS 213-214	General Physics Lab	2	BIOL 103	Principles of Biology	3
PHYS 215,216	Gen Physics Calculus Appli	2			
PHYS 310	Modern Physics	3			
PHYS 400	Physics Portfolio	1			
PHYS 412	Quantum Mechanics	3			
PHYS 480	Scientific Writing (W)	1			
	Physics Electives	9			

**Select One of the following:**

PHYS 317	Issues in Phy Sci/Religion	3
BIOL 424	Issues of Nat Sci & Religion	3

## PHYSICS

### PHYS 137. Introduction to Physics (E-3) 3 hours

A general education course stressing the methods of physics, the application of physics and laboratory work which can be done with simple materials. Laboratories include the use of calculators and the computer to do arithmetic, the estimation of numerical quantities and errors, and the construction of apparatus with which to make reservations. Satisfies the requirements for some Allied Health fields at some schools; does not apply to a major or minor in physics. Two hours lecture, three hours laboratory each week.

### PHYS 138. Introduction to Physics Applications (E-3) 1-3 hours

**Prerequisites:** Concurrent enrollment in PHYS 137 or previous enrollment and permission of instructor.

Additional theory and practice at the level of PHYS 137, oriented toward applications in the Health sciences. Meets once a week.

### PHYS 155. Descriptive Astronomy: Creation and Cosmology (E-3) 3 hours

Constellations and eclipses, astronomical instruments, time and the date line and calendars, astronomical objects with their motions and distances, energy processes in stars and quasars and pulsars, black holes, the infinity (?) and expansion (?) of the universe. Cosmology, the formation and subsequent histories of the solar system and the earth, radioactive dating, life on other worlds, as seen from observational and Biblical perspectives. Three hours lecture each week, with optional opportunities for an observation period.

### PHYS 211-212. General Physics (E-3) 3,3 hours

**Prerequisites:** MATH 120, 121.

The algebraic and trigonometric treatment of mechanics, heat, sound, light, electricity and magnetism, and "modern physics." Applies toward the basic science requirement as a non-laboratory science if taken alone and as a laboratory science if taken with PHYS 213-214. (Fall, Winter)

### PHYS 213-214. General Physics Laboratory (E-3) 1,1 hours

**Prerequisite:** Previous or concurrent enrollment in PHYS 211-212.

Laboratory experience designed to illustrate the material in lectures, to familiarize the student with useful measuring apparatus, and to encourage a systematic development of scientific curiosity, caution, and method. (Fall, Winter)

### PHYS 215, 216. General Physics Calculus Applications 1,1 hours

**Prerequisites:** MATH 181; previous or concurrent enrollment in PHYS 211-212.

Derivations and problems in General Physics using differential and integral calculus will be studied. Students completing PHYS 211-212 and PHYS 215, 216 will have taken the equivalent of General Physics with calculus. Two class periods per week. (Winter)

**PHYS 310. Modern Physics** **3 hours****Prerequisites:** PHYS 211-212; MATH 181, 182.

The origins of modern physics, quantum theory, the theory of relativity, nuclear physics. Three hours lecture each week. Laboratory experience is available in PHYS 325. (Fall)

**PHYS 313. Physical Optics** **3 hours****Prerequisites:** PHYS 211-212, 310; MATH 182.

Refraction, reflection, interference, and absorption of light are discussed from the standpoint of the ray and especially of the wave theories of light. Laboratory experience is available in PHYS 325. (Winter, even years)

**PHYS 315. Spectroscopy** **3 hours****Prerequisites:** PHYS 211-212, 310; MATH 182.

Interpretation of spectral line and band wavelengths, profiles, and intensities in terms of stars' composition, temperature, pressure, motions. Design of laboratory experiments to obtain atomic and molecular constants. Systematics of atomic and molecular data. Laboratory experience is available in PHYS 497. (Fall, even years)

**PHYS 316. Mathematics of Physics** **3 hours****Prerequisite:** PHYS 213-214, 310; MATH 315.

See MATH 316 for course description.

**PHYS 317. Issues in Physical Science and Religion (E-3)** **3 hours****Prerequisite:** One year of high school physics or chemistry or one semester of college physics or chemistry; junior standing and permission of instructor.

Scientific method, truth, reality, logic and derivability, authority/inspiration, faith and reason in mathematics and physical sciences. Non-logical factors in acceptance of scientific statements as authoritative. Arguments for the existence of God. Causality, determinism and miracles. Scientific revolutions and paradigm shifts with relation to trends in religion and philosophy. Does not apply to a major in or minor in Physics.

**PHYS 325. Advanced Physics Laboratory I** **1 hour****Prerequisites:** PHYS 213-214, 310.

Laboratory experiments pertinent to areas of physics except electricity and magnetism. Meets once per week.

**PHYS 326. Advanced Physics Laboratory II** **1 hour****Prerequisites:** PHYS 213-214, 310.

Laboratory experiments pertinent to electricity and magnetism. Meets once a week.

**PHYS 400. Physics Portfolio** **1 hour**

Each student majoring in Physics may compile a portfolio consisting of records of participation in professional activities as suggested by departmental faculty and as initiated by the student. Examples of activities include but are not limited to the following: attendance at club meetings, professional film showings, visiting-scientist seminar, and research review sessions, reading of journals and books, participation at professional meetings, preparation for graduate school and for employment, and lists of concepts or new ideas. The portfolio is reviewed upon the student's registration for this course during the senior year. The grade earned for this credit will depend upon the persistence of the student in participation during his/her stay at Southern Adventist University and during summers, and upon the breadth and depth of the entries. It also depends upon the student having his/her portfolio reviewed by the Department at the end of each preceding semester, and the extent to which the Department's suggestions on those occasions are implemented.



**PHYS 411. Thermodynamics** **3 hours**

*Prerequisites:* PHYS 213-214, 310; MATH 182.

A study of gases, kinetic theory, and quantum statistics. Emphasis is placed on being able to use thermodynamics data in the literature. Three hours of lecture each week. This class is not open to students who have taken CHEM 411. Laboratory experience is available in PHYS 497. (Fall, even years)

**PHYS 412. Quantum Mechanics** **3 hours**

*Prerequisites:* PHYS 215, 216, 310; MATH 315, or permission of instructor.

The limits to classical physics; wave packets, the Schroedinger equation, eigenfunctions and eigenvalues, one-dimensional potentials, the solution of the Schroedinger equation in spherical-polar coordinates for the hydrogen atom; electron spin and the Pauli requirement for antisymmetric wave functions, with applications to states of light atoms; variation techniques for small atoms and molecules, Hueckel and LCAO methods. This class is not open to students who have taken CHEM 412. (Winter, odd years)

**PHYS 413. Analytic Mechanics** **3 hours**

*Prerequisites:* PHYS 215, 216, 310; MATH 182, 218, 315 (MATH 316, 317, 318, 319, 411-412 desirable).

The motion of a particle in gravitational and other classical fields is attacked using the techniques of differential equations in the Newtonian, Lagrangian and Hamiltonian forms. Special functions, vector theorems, transforms, and tensors are introduced as needed. Laboratory experience is available in PHYS 325. (Fall, odd years)

**PHYS 414-415. Electrodynamics** **3,3 hours**

*Prerequisites:* PHYS 215, 216, 310; MATH 182, 218, 315, (316, 317, 318, 319, 411-412 desirable).

Analysis of electrical circuits, electrostatic and magnetostatic fields, and the motion of charges therein. Maxwell's equations and the consequent prediction of electro-magnetic waves. Applications to modern atomic and nuclear theory are stressed. Complex mapping, vector theorems, transforms, and special functions may be used. Laboratory experience is available in PHYS 326. (Fall, even years; Winter, odd years)

**PHYS 418-419. Advanced Quantum Mechanics** **3,3 hours**

*Prerequisites:* PHYS 215, 216, 310, 412; MATH 182, 218, 315, (316, 317, 318, 319, 411-412 desirable)

The structure of quantum mechanics; review of the Thomson, Bohr, and Fermi-Thomas models; operator methods; operators, matrices, and spin; time-independent perturbation theory; corrections to the hydrogen-atom treatment; other atoms and the periodic table; emission and absorption of radiation from atoms; collision theory; elementary particles and their symmetries; group dynamics approach to particle classification. (Fall, odd years; Winter, even years)

**PHYS 480. Scientific Writing (W)** **1 hour**

Principles and techniques of writing for news releases, periodicals, and research journals. Practice in scientific meeting oral and poster-session presentation. It is expected that the written reports be done with a word processor and that the student will have done some original research of an experimental, computational, or theorem-proving nature before enrolling in this course. PHYS 295/495 and 297/497 exist to fulfill this requirement and there are numerous opportunities with pay at universities and national laboratories during the student's junior-senior summer. (Fall)

**PHYS 295/495. Directed Study** **1-3 hours**

*Prerequisite:* Consent of instructor.

This course consists of individual or group work adjusted to meet particular needs in Physics. Approval must be secured from the instructor prior to registration. This course may be repeated for credit. (Fall, Winter)

**PHYS 297/497. Undergraduate Research in Physics**

**1-2 hours**

**Prerequisite:** Permission of instructor.

Research under direction of a member of the staff. The topic will be assigned in accordance to the interests and capabilities of the student. It is assumed that the student is familiar with one or more spreadsheets, mathematics manipulation programs, and graphing software packages. May be repeated for up to four hours. (Fall, Winter; May be accomplished on a co-op basis during the Summer.)

**EARTH SCIENCE**

**ERSC 105. Earth Science (E-4)**

**3 hours**

A non-mathematical and qualitative introduction, for non-science majors, to the areas of physical geography, geology, and meteorology. Special consideration is given the environment—conservation or pollution of natural resources. (Fall, Winter)

**EDUCATION**

**EDUC 438. Curriculum and Content Methods/Physics**

**1 hour**

**Prerequisite:** Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance, the survey and evaluation of textbooks.

**(E-3) (E-4) (W)** See pages 27-30 for explanation of general education requirements.

# SCHOOL OF RELIGION

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**Dean:** Jack Blanco

**Faculty:** Ron Clouzet, Michael Hasel, Jud Lake, Donn Leatherman, Derek Morris, Philip Samaan

**Research Professor of Systematic Theology:** Norman Gulley

**Adjunct Faculty:** Douglas Bennett, John Fowler, Ron Halverson, Ken Rogers, Leo Van Dolson, Ed Wright

**Advisory Council—Ministerial Recommendations:** SAU Religion Faculty, Presidents of Conferences within the Southern Union, Southern Union Ministerial Directors, Vice President for Student Services, Director of Student Finance and Accounts, head deans of the two dormitories, university chaplain, university church pastor.

As an integral part of Southern Adventist University the School of Religion has been given the responsibility by the Board of Trustees to continue to prepare young men and women in theology for the Seminary, the field, and religious education for denominational schools. It also has been asked to provide a degree in Religious Studies and courses in general religion for all students. Courses are designed to enhance their commitment of students to Jesus Christ and their involvement in the mission of the Seventh-day Adventist Church.

## MISSION STATEMENT

The School of Religion seeks to provide general education courses that will encourage students to experience an ongoing saving relationship with Jesus Christ, that will enable students to live responsibly and ethically in harmony with the Holy Scriptures and that will further their understanding of the Christian beliefs and values of the Seventh-day Adventist Church.

In addition, the School of Religion seeks to provide programs in theology, religious education, and religious studies of a quality that will enable its graduates to find employment and/or enter graduate programs in these or other fields and that will equip them to apply the knowledge and skills of their major field in "real world" situations.

## GOALS

### General Education Courses

1. To provide instruction in the Scriptures that enhances an intelligent faith in Jesus Christ.
2. To encourage development of a set of values that will provide a basis for moral decision-making in the Christian life.
3. To acquaint the students with the teachings, history, and global mission of the Seventh-day Adventist Church.

### Theology

1. To provide an adequate pre-Seminary training in biblical backgrounds, languages, history, theology, and church ministries to meet entrance requirements to the M.Div. degree program offered by Andrews University.
2. To provide instruction and practical experience in church ministries and public evangelism as outlined in the requirements of the Certification for Ministry.

3. To provide professional training that prepares graduates to serve the church effectively in their chosen career.

### **Religious Education**

1. To prepare the student for state and church certification (in cooperation with the School of Education) on the elementary or secondary levels.
2. To support candidates in meeting the requirements of the School of Education and its certifying officer by offering a course in Curriculum and Content Methods/Bible and by supervising student teaching.
3. To qualify students to pursue graduate work in biblical and religious studies.

### **Religious Studies**

1. To provide a basic course in biblical and religious studies without meeting the professional requirements of the other two majors.
2. To provide a major for students who are involved in preprofessional programs or who elect a double major, one of which is Religion.
3. To prepare students to become well-informed, local church leaders.

### **Bible Instructor or Literature Evangelist**

1. To provide courses in biblical and theological studies that will give the student a foundational knowledge of Scripture.
2. To provide instructional and practical experience in the student's chosen emphasis.
3. To prepare students to function within the context and structure of church organization.

## **EFFECTIVENESS**

The School of Religion is committed to develop an ongoing assessment and strategy to measure its effectiveness in harmony with the Mission Statement of Southern Adventist University, its own mission statement, and the recommendation of the Southern Association of Colleges and Schools.

### **Faculty Assessment**

Effectiveness of the School of Religion's faculty and program is directly or indirectly assessed by:

1. Student evaluations of all classes administered regularly through the office of the Vice President for Academic Administration.
2. Majors in the final semester of their senior year.
3. The annual meeting of the faculty with the Chair of the Board and the presidents of conferences within the Southern Union.

### **Student Assessment**

The quality of the School's graduates as well as its general students is assessed by:

1. A 16PF taken by all Theology majors in their sophomore and senior years with norms arrived at by extensive research of the performance of successful Adventist pastors. If a student's scores differ greatly from these norms, the faculty member assigned to administer the test meets with the student to discuss potential difficulties and to suggest strategies for improvement. This may involve referral to a professional for personal or career counseling.

Classes in Homiletics, Church Ministry, Interpersonal Ministry, and the Summer Field School of Evangelism measure the student's proficiency in those areas. A performance evaluation is submitted by the instructor(s) and kept in the student's file for future reference. This may involve referral to a professional for personal or career counseling.

2. The 16PF is administered by the School of Education and Psychology to all Religious Education majors. If the student's scores indicate potential difficulties, the School of Religion is asked to assist in strategies for improvement.
3. A cumulative record of Religious Studies majors is kept as a source of information and recommendation. This record includes data needed for academic advisement and guidance for graduate work or placement.
4. The religion portion of the annual assessment testing program is prepared by the General Education Committee and is administered to all students through the office of the Vice President for Academic Administration.

**NOTE:** A summary of the evaluations referred to above will be made available in the form of a check sheet to prospective employers who request it and will be signed by the School Dean on behalf of the Religion faculty. The School itself cannot guarantee employment.

## **PROGRAM REQUIREMENTS**

### **Admission to Theology Program**

Students seeking admission to the ministerial program with its major in Theology must make formal application during the second semester of the sophomore year. (Upper class transfer students must apply during the second semester in residence.) An evaluation and decision by the religion faculty of the student's overall potential for success in ministry, including consideration of the applicant's academic progress, emotional stability, social and professional skills determine individual acceptance as a Ministerial Trainee. If at any time, after being admitted to the program, trainees give evidence of failing to maintain commitment to the criteria or preparation for ministry, they forfeit their standing as trainees and the faculty's recognition in their senior year as Ministerial Candidates. Acceptance into the ministerial program as a trainee and a candidate is required for the completion of the major in theology. Students not accepted into the program may choose to complete a major in Religious Studies.

### **Trainees:**

Students may apply to the ministerial program for trainee status by mid-term of the first semester of their sophomore year. These applications will be considered during the last half of the first semester, and announced by semester's end.

### Qualifications

In order to be admitted to the program as trainees, students must meet the following qualifications:

1. In process of completing 40 hours of which 6 hours must be in Religion.
2. A grade point average of at least 2.50.
3. Completion of at least two semesters in residence at SAU.
4. Completion of the 16PF test.
5. Enrollment in RELT 238, Introduction to Ministry.

**Procedure**

The process of application and admission is as follows:

1. Complete the 16PF during the first semester of the sophomore year. This test will be offered in early September.
2. Complete the trainee application form (available from the Dean's secretary) during the month of October.
3. Applications for admission as trainees will be considered by the faculty in November and December. This will allow time for evaluation and additional consultation with students, if necessary.
4. Trainees will be inducted into the program officially at the time of the Spiritual Renewal Weekend.

**Candidates:**

Students will be considered for approval as ministerial candidates at the beginning of the first semester of their senior year. These applications will be considered during the early part of the first semester and announced about the end of September.

**Qualifications**

In order to be approved as candidates, students must meet the following qualifications:

1. Be in the process of completing (within one academic year) the 30-hour major in Theology.
2. Be in the process of completing (within one academic year) the minor in Biblical Languages.
3. Be in the process of completing (within one academic year) the classes required for ministerial certification.
4. Be in the process of completing (within one academic year) the general education requirements and the required cognates for the B.A. in Theology.
5. Maintain an overall grade point average of 2.50.
6. Pass exit examination(s) with a score of 70 or above.
7. Take a second 16PF test at the beginning of the senior year.

**Procedure**

The process of admission is as follows:

1. Complete the 16PF during the first semester of the senior year. This test will be administered on the second day of registration for the fall semester.
2. Ministerial candidates will be considered by the faculty in September. This will allow time for evaluation and additional consultation with students, if necessary.
3. A list of candidates approved in this program will be posted about the end of September. In addition the individuals admitted as candidates will be notified by letter.
4. Candidates will be considered officially approved at the time the list is posted, and will be honored in the senior recognition service.
5. Students will be eligible to sign up for conference interviews for graduating seniors only following their approval as candidates. If interviews for juniors are requested, students will be eligible only if they have been admitted as trainees.

Students may apply to the School for variances #2, #3, and #4, of the above qualifications, provided they meet the following criteria:

1. Must have attained the age of 35 years prior to enrolling.
2. Must transfer a minimum of 48 semester hours applicable to the program.
3. Must have been active in church work and be recommended by their local pastor or conference for ministerial training on the basis of this work.
4. Must have individualized study programs approved by the faculty prior to being recommended for ministerial candidacy.

### **Directed Field Education**

The School of Religion requires field education of Theology majors. These experiences are designed to enhance professional development by acquainting the student with the multi-faceted responsibilities of ministry, to provide a laboratory for working with experienced pastors and lay leaders in visitation of both active and inactive members, and to allow experience in preaching to area congregations. These experiences are necessary before the student can be recommended by the School for church employment.

### **Summer Field School of Evangelism**

Full-scale evangelistic meetings will be conducted for two months each summer under the direction of the Southern Union Conference of Seventh-day Adventists and the School of Religion. All Theology majors are required to participate in one such crusade. Academic credit will be offered in public and personal evangelism and the Southern Union will provide a scholarship for those who are approved by the faculty to participate. Students planning to take the Summer Field School program must have 55 hours with a 2.50 cumulative GPA and RELP 321, 322 to be recommended for admittance. Applications and scholarship information may be obtained from the field school coordinator. Additional evangelistic opportunities for individual students and student teams may be made available upon approval of the School of Religion to accommodate requests from the conferences within the Southern Union.

### **Admission to Religious Education Program**

The Religious Education Program is coordinated with the School of Education and Psychology for the University. Planning for certification by the states and/or endorsement by the Seventh-day Adventist church for Bible teaching is made with the certifying officer of the School of Education and Psychology, both for admission to the Religious Education program in the sophomore year and to the professional semester before the senior year.

The criteria for admission to Religious Education, requirements for secondary Bible teaching, and policies and procedures related to student teaching may be found in the University catalog under the School of Education and Psychology and obtained from the secretary of the School in Summerour Hall.

### **Teacher Certification and Endorsement**

Those seeking Tennessee State Certification must fulfill requirements listed on page 122 of this catalog.

### Admission to Religious Studies

The Religious Studies major is chosen by students interested in pursuing a degree other than a Theology or Religious Education degree, or by students preparing for professional fields such as medicine, dentistry, law, and other graduate studies.

It is a 124-hour liberal arts major and provides a balanced selection of both biblical studies and theology courses. The four-year degree candidate may apply the required 12 hours of General Education courses in religion toward the hours needed for the major, thus reducing the number of extra courses needed to qualify.

### Admission to the Bible Instructor or Literature Evangelist Program

The Bible Worker and Literature Evangelist Program is a 64 hour, two-year degree leading to an A.A. in Religion. Students wishing to be recommended for employment as Bible instructors or literature evangelists must be approved by the School of Religion. The School of Religion cannot recommend for employment anyone whose course of study has been inadequate or unapproved.

### General Education Courses in Religion

The objective in all religion courses is to enhance knowledge of and appreciation for the Scriptures, and to assist the student in gaining and maintaining a vital involvement with Jesus Christ, and a personal commitment to serve family, church, community, and the world. Six semester hours of religion are required of the two-year graduate, and 12 semester hours of the four-year graduate. This is equivalent to one three-hour course per year which may be selected from any of the religion courses offered. Bachelor degree students must take at least three semester hours at the upper division level. (Detailed information on General Education requirements are found in the University catalog.)

### Graduation Requirements

The candidates for graduation in the program for **Theology** must have a 2.00 overall, a 2.25 in their major and in the area of candidacy in order to graduate, and a 2.50 overall for Seminary entrance. In addition to their major they must have 20 hours in Biblical Languages, 26 hours in professional training, and 12 hours in cognates to qualify for Ministerial Candidacy. They must also give evidence of moral, physical, social, and intellectual fitness and demonstrate professional commitment in order for the School to recommend them as prospective ministerial employees. Those students pursuing the **Religious Education** major must have a 2.75 overall and a 2.75 in education and in the field of certification as outlined by the School of Education and Psychology. The **Religious Studies** candidates for graduation, from the School of Religion, must have a cumulative grade point average of 2.00 overall and a 2.25 in their major as outlined in the University catalog as must candidates for the **A.A. in Religion**. All majors must take their respective exit examinations and pass with a score of 70 percent or above prior to graduation.



**BACHELOR OF ARTS DEGREE PROGRAMS**

The bachelor of arts degree in **Theology** and **Religious Education** requires courses in biblical studies and religion of which three are introductory with others covering the Old and New Testament, the prophetic books of Daniel and Revelation, and the Fundamental Beliefs of Seventh-day Adventists in the light of Christian Theology.

**Major—Theology (32 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
RELB 125	Life & Teachings of Jesus	3	RELB 426	Studies in Revelation	3
RELB 138	Adventist Heritage	3	RELB 435	New Testament Studies I	3
RELB 238	Introduction to Ministry	2	RELB 436	New Testament Studies II	3
RELB 245	Old Testament Studies I	3	RELT 484	Christian Theology I	3
RELB 246	Old Testament Studies II	3	RELT 485	Christian Theology II (W)	3
RELB 425	Studies in Daniel (W)	3			

Must also include 20 hours in Biblical Languages, 24 hours for Certification for Ministry, and cognate requirements as follows:

<u>Minor in Biblical Languages</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
RELL 251-252	Biblical Hebrew I, II	3,3	COMM 135	Intro to Public Speaking	3
RELL 271-272	NT Greek I, II	4,4	HIST 364-365	Christian Church I(W), II(W)	3,3
RELL 301	Intro to Biblical Exegesis	2	PSYC 124	Intro to Psychology	3
RELL 350	Advanced Greek	2			
RELL 351	Advanced Hebrew	2			
<u>Certification for Ministry</u>			<u>Guidelines for Gen Ed Electives</u>		
RELP 273	Interpersonal Ministry	3	ACCT 103	College Accounting	3
RELP 321	Intro to Biblical Preaching	2	CPT 105	Word Processing	1
RELP 322	Inter Biblical Preaching	2	EDUC 134	Prin of Christian Education	2
RELP 423	Advanced Biblical Preaching	2	ENGL 335	Biblical Literature	3
RELP 424	Evangelistic Preaching	2	HLED 173	Health for Life	2
RELP 451-452	Church Ministry I (W), II	3,3	MUHL 215	Music in the Christian Church	2
RELP 464	Personal Evangelism	3	PSYC 377	Fundamentals of Counseling	3
RELP 466	Public Evangelism	3	RELP 354	Intro to Pastoral Counseling	3
RELT 265	Spiritual Formation I	1	SOCI 223	Marriage and the Family	2

Note: The School recommends that those majoring in Theology not simultaneously take RELL 251-252, Biblical Hebrew I, II, RELL 271-272, New Testament Greek I, II, or RELL 350, Advanced Greek, RELL 351 Advanced Hebrew.

**Sample Freshman Year Sequence**  
**B.A. Theology**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3	COMM 135	Intro to Public Speaking	3
RELB 125	Life & Teachings of Jesus	3	ENGL 102	College Composition	3
	Area A-2, Math	3	PEAC 225	Fitness for Life	1
	Area E-4, Science	3	PSYC 124	Intro to Psychology	3
	Area G-2, Skills	3	RELT 138	Adventist Heritage	3
		15		Area E, Science	3
					15

**Major—Religious Education (32 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Courses, cont.</u>		<u>Hours</u>
RELB 125	Life & Teachings of Jesus	3	RELB 426	Studies in Revelation	3
RELT 138	Adventist Heritage	3	RELB 435	New Testament Studies I	3
RELB 238	Introduction to Ministry	2	RELB 436	New Testament Studies II	3
RELB 245	Old Testament Studies I	3	RELT 484	Christian Theology I	3
RELB 246	Old Testament Studies II	3	RELT 485	Christian Theology II (W)	3
RELB 425	Studies in Daniel (W)	3			

Must include 30 hours in Education and cognate requirements as follows:

<u>Professional Education Requirements</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
EDUC 135	Intro to Education	2	COMM 135	Intro to Public Speaking	3
EDUC 217	Psych Found of Ed	2	RELL 301	Intro to Biblical Exegesis	2
EDUC 240	Educ for Excep Childr & Yth	2	RELL 271-272	Elements of NT Greek, I, II	4,4
EDUC 250	Technology in Education	2	RELP 321	Intro to Biblical Preaching	2
EDUC 325	Philosophy of Christian Ed	2	RELP 322	Inter Biblical Preaching	2
EDUC 356	Classroom Assessment	2	<u>Guidelines for General Ed Electives</u>		
EDUC 422	Behavior Mgmt for Adolescents	2	ACCT 103	College Accounting	3
EDUC 432	Reading in Content - Secondary	2	COMM 136	Interpersonal Communication	3
EDUC 437	Curricular and General Methods	1	HLED 173	Health for Life	2
EDUC 438	Curricular Content Methods/Bible	1	RELP 354	Intro to Pastoral Counseling	3
EDUC 468	Enhanced Student Tchng 7-12	12			

Sample Freshman Year Sequence  
B.A. Religious Education

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
EDUC 135	Intro to Education	2	COMM 135	Intro to Public Speaking	3
ENGL 101	College Composition	3	EDUC 217	Psych Foundations of Ed	2
RELB 125	Life & Teachings of Jesus	3	ENGL 102	College Composition	3
	Area A-2, Math	3	PEAC 225	Fitness for Life	1
	Area E-4, Science	3	RELT 138	Adventist Heritage	3
		14		Area E, Science	3
					15

Major—Religious Studies (30 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognate</u>		<u>Hours</u>
RELB 125	Life & Teachings of Jesus	3	COMM 135	Intro to Public Speaking	3
RELB 245	Old Testament Studies I	3			
RELB 246	Old Testament Studies II	3			
RELB 435	New Testament Studies I	3			
RELB 436	New Testament Studies II	3			
RELT 138	Adventist Heritage	3			
RELT 255	Christian Beliefs	3			
RELT 368	World Religions (W)	3			
RELT 373	Christian Ethics	3			
RELT 467	Phil and the Christian Faith (W)	3			

Sample Freshman Year Sequence  
B.A. Religious Studies

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3	COMM 135	Intro to Public Speaking	3
RELB 125	Life & Teachings of Jesus	3	ENGL 102	College Composition	3
RELT 138	Adventist Heritage	3	PEAC 225	Fitness for Life	1
	Area A-2, Math	3	RELT 255	Christian Beliefs	3
	Area G-2, Skills	3		Area E-4, Science	3
		15		Area F-1, Behavioral Sci	3
					16

RELB 246. Old Testament Studies II

Prerequisite: Six hours of religion courses.

An introduction to the structure, theme, theology, historical setting, and significance of the literature in Christian interpretation. (Winter, Summer as needed)

**MAJOR—A.A. RELIGION (30 Hours)**

This degree is designed to prepare the student to be effective in lay ministry as a Bible Instructor or Literature Evangelist.

<u>Core Courses</u>		<u>Hours</u>
RELB 125	Life & Teachings of Jesus	3
RELB 245	Old Testament Studies I OR	3
RELB 246	Old Testament Studies II	
RELB 435	New Testament Studies I OR	3
RELB 436	New Testament Studies II	

<u>Required Courses for Bible Instructor</u>		<u>Hours</u>
RELB 425	Studies in Daniel OR	3
RELB 426	Studies in Revelation	
RELP 321	Introduction to Biblical Preachg	2
RELP 291	Practicum: Evangelism	3

<u>Required Courses for Literature Evangelist</u>		<u>Hours</u>
PREL 244	Sales	2
PREL 291/391	Practicum: Sales OR	3
PREL 492	Public Relations Internship: Sales	
PREL 406	Persuasion and Propaganda	3

<u>Core Courses, cont.</u>		<u>Hours</u>
RELP 273	Interpersonal Ministry	3
RELP 464	Personal Evangelism	3
RELT 138	Adventist Heritage	3
RELT 255	Christian Beliefs	3
RELT 265	Spiritual Formation I	1

The following are required for both emphases:

<u>Cognates</u>		<u>Hours</u>
COMM 135	Intro to Public Speaking	3
PSYC 124	Intro to Psychology OR	
PSYC 128	Developmental Psychology	3

<u>General Education</u>		<u>Hours</u>
ENGL 101-102	College Composition	6
MATH 103	Survey of Math (unless except)	3
	Area C, History	3
	Area E, Nat or Phys Science	3
	Area G, Creative or Practical Skills (incl. PEAC Fitness for Life)	1-3

Sample Freshman Year Sequence  
**A.A. Religion**

<u>1st Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3
RELB 125	Life & Teachings of Jesus	3
RELT 138	Adventist Heritage	3
RELT 265	Spiritual Formation I Area A-2, Math	3
		15

<u>2nd Semester</u>		<u>Hours</u>
COMM 136	Interpersonal Communication OR	3
RELP 273	Interpersonal Ministry	
ENGL 102	College Composition	3
RELT 255	Christian Beliefs	3
PEAC 225	Fitness for Life Area E-4, Science Area F-1, Behavioral Sci	1
		3
		16

**MINORS IN RELIGION, BIBLICAL LANGUAGES,  
PRACTICAL THEOLOGY, AND CHRISTIAN SERVICE**

**Minor—Religion (18 Hours)**

Those seeking state certification and/or denominational endorsement for teaching in other areas could, with careful selection, also acquire a minor in Religion.

All who wish to have an add-on teacher certification in Religion must have a Religion minor plus EDUC 438, Curriculum and Content Methods/Bible, Grades 7-12 (1 hour).

<u>Required Courses</u>		<u>Hours</u>
RELB 125	Life & Teachings of Jesus	3
RELT 138	Adventist Heritage AND	3
	Upper Division Courses	6
	Religion Electives	6

No more than one of the following courses may be chosen to apply toward the minor: RELT 317, 424.

Note: All who wish to have an add-on teacher certification in Religion must have a Religion Minor plus EDUC 438, Curriculum and Content Methods/Bible, Grades 7-12 (1 hour).

### Minor—Biblical Languages (20 Hours)

<u>Required Courses</u>	<u>Hours</u>	<u>Required Courses, cont</u>	<u>Hours</u>
RELL 251, 252 Biblical Hebrew I,II	3,3	RELL 350 Advanced Greek	2
RELL 271, 272 New Testament Greek I, II	4,4	RELL 351 Advanced Hebrew	2
RELL 301 Into to Biblical Exegesis	2		

### Minor—Practical Theology (19 Hours)\*

<u>Required Courses</u>	<u>Hours</u>	<u>Required Courses</u>	<u>Hours</u>
REL P 273 Interpersonal Ministry	3	REL P 451-452 Church Ministry I (W), II	3,3
REL P 321 Intro to Biblical Preaching	2	REL P 464 Personal Evangelism	3
REL P 322 Inter Biblical Preaching	2	REL P 466 Public Evangelism	3

\*Non-theology majors must obtain permission from the School of Religion.

### Minor—Christian Service (18 Hours)

<u>Required Courses</u>	<u>Hours</u>
REL T 125 Life & Teaching of Jesus	3
REL T 138 Adventist Heritage	
OR	3
REL T 255 Christian Beliefs	
REL P Electives (6 hrs must be UD)	12
(May incl GEOG 306-Cultural Geography)	

## BIBLICAL STUDIES

### REL B 125. Life and Teachings of Jesus 3 hours

A study of the life, ministry, and teachings of Jesus with special emphasis on His teachings as they apply to the personal, social, and religious problems of the individual. (Fall, Winter, Summer)

### REL B 175. Acts of the Apostles 3 hours

A study of the development of the church during apostolic times, including an introduction to the characters, issues, and events that shaped the earliest Christian communities and the theological development of the gospel by the early church. (Fall)

### REL B 245. Old Testament Studies I 3 hours

**Prerequisites:** Six hours of religion courses.

An introduction to the Pentateuch and Writings, two major division of the Old Testament. Attention will be given to the structure, theme, theology, historical setting, and significance of this literature in Christian interpretation. Various approaches to the study of the Old Testament will be surveyed. (Fall, Summers as needed)

### REL B 246. Old Testament Studies II 3 hours

**Prerequisites:** Six hours of religion courses.

An introduction to the Prophets, a third major division of the Old Testament. Attention will be given to the structure, theme, theology, historical setting, and significance of this literature in Christian interpretation. (Winter, Summers as needed)

- RELB 335. Archeology and the Bible** 3 hours  
A study of cultures, customs, languages, and rituals that throw light on the understanding Scriptures based on archeological and other ancient material which, interpreted from the viewpoint of the Bible, emphasizes its accuracy and authenticity. (Winter, occasionally in Summer)
- RELB 425. Studies in Daniel (W)** 3 hours  
*Recommended:* HIST 174, 175.  
A study of selected historical and prophetic portions of Daniel to discover their meaning and relevance for today. (Fall, Summers as needed)
- RELB 426. Studies in Revelation** 3 hours  
*Recommended:* HIST 174, 175.  
A study of the prophecies and symbolisms of Revelation with their historical fulfillments. Special attention will be given to discovering its special message for our day. (Winter, Summers as needed)
- RELB 435. New Testament Studies I** 3 hours  
A brief introduction to and exegetical study of the General Letters of the New Testament which include, Hebrews, James, 1 and 2 Peter, Jude, 1, 2, and 3 John. Includes a background survey of the book of Acts. (Fall, Summers as needed)
- RELB 436. New Testament Studies II** 3 hours  
A brief introduction to and exegetical study of the Pauline Letters of the New Testament which include, 1 and 2 Thessalonians, 1 and 2 Corinthians, Galatians, Romans, Ephesians, Colossians, Philippians, Philemon, 1 and 2 Timothy. (Winter, Summers as needed)
- RELB 465. Topics in Biblical Studies** 1-3 hours  
This course is designed to provide an exposure to a wide range of religious studies dealing with issues encountered in Biblical studies. The content will change, as needed, so the course may be repeated once for credit. Open to all students. (As needed)
- RELB 295/495. Directed Study** 1-3 hours  
This course is limited primarily to Theology, Religious Education and Religious Studies majors and must be approved by the Dean of the School of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. This course may be repeated for credit. (Fall, Winter, Summer)

### BIBLICAL LANGUAGES

- RELL 251-252. Biblical Hebrew I, II (D-1)** 3,3 hours  
A foundation course in the grammar, syntax, and lexicography of classical Biblical Hebrew, with an emphasis on reading skills. Laboratory work required. (Fall, Winter)
- RELL 271-272. New Testament Greek I, II (D-1)** 4,4 hours  
A foundational study of the grammar, syntax, and vocabulary of the *koine* Greek of the New Testament. The student will read and translate selected New Testament passages in preparation for doing exegesis of the New Testament text. (Fall, Winter)
- RELL 301. Introduction to Biblical Exegesis** 2 hours  
*Prerequisite:* One semester of Biblical language.  
An introduction to biblical exegesis (the application of principles of interpretation) to passages of the Bible representing the various genres of the Old and New Testaments. This course will acquaint the student with the presuppositions which lie beneath various hermeneutical approaches to the text, and with guidelines for the steps in the interpretation of the text. Opportunity will be given for involvement in the process of biblical exegesis. (Winter)

**RELL 350. Advanced Greek** 2 hours**Prerequisite:** RELL 271, 272, 301.

An advanced course which applies the principles of *koine* Greek grammar and syntax to the exegesis of selected passages from the Greek New Testament. Emphasis will be placed upon the significance of the results of exegesis for preaching the text. (Fall)

**RELL 351. Advanced Hebrew** 2 hours**Prerequisite:** RELL 251, 252, 301

Application of the principles of exegesis to the text of the Hebrew Bible, with particular emphasis on the contribution of Hebrew lexicography, grammar, syntax and style to the understanding of the text. The student will be expected to analyze the text of assigned passages and to prepare brief exegetical papers and sermons based on the Hebrew text of the Old Testament. (Fall)

**RELL 465. Topics in Biblical Languages** 1-3 hours

This course is designed to provide an exposure to a wide range of religious studies dealing with issues encountered in Biblical languages and exegesis. The content will change, as needed, so the course may be repeated once for credit. Open to all students. (As needed)

**RELL 295/495. Directed Study** 1-3 hours

This course is limited primarily to Theology, Religious Education and Religious Studies majors and must be approved by the Dean of the School of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. This course may be repeated for credit. (Fall, Winter, Summer)

**PROFESSIONAL TRAINING****RELP 251. Introduction to Youth Ministry** 3 hours

This course will explore the Biblical basis for a specialized ministry to children, youth, and young adults. The students will become acquainted with current research, contemporary approaches, and available resources to enhance ministry to youth. Practical experience in area churches will be required. (Fall)

**RELP 273. Interpersonal Ministry** 3 hours

The development of listening skills and interpersonal communication in pastoral visitation with special emphasis on revitalizing inactive members. Laboratory work in area churches will be required.

**RELP 321. Introduction to Biblical Preaching** 2 hours**Prerequisite:** COMM 135; RELL 301.

This introductory course examines the foundations for effective Biblical preaching. Attention will be given to the call and preparation of the preacher, principles of Biblical hermeneutics, the elements of sermon formulation, and principles of sermon delivery. A topical, biographical, or narrative sermon will be preached and analyzed in a peer review setting. (Fall)

**RELP 322. Intermediate Biblical Preaching** 2 hours**Prerequisites:** RELP 321.

This course focuses on the preparation and delivery of expository sermons. Attention will be given to the discovery of the exegetical idea of the text, the formulation of the homiletical idea, and how to preach with conviction. Expository sermons will be preached and analyzed in a peer review setting. (Winter)

**RELP 354. Introduction to Pastoral Counseling** 3 hours

This course is an introduction to pastoral redemptive care. Visitation to correctional and rehabilitation centers, hospitals, and nursing homes will be required. This course is not designed as an introduction to professional counseling. (Winter)

- RELP 291/391. Practicum** **1-3 hours**  
Supervised practicum in various forms of ministry as individually designed for each student. The program and the supervisor must be approved by the School of Religion prior to registration. These programs will involve a minimum of 100 hours of instruction and activity for each hour of credit. This course may be applied to a Religion minor but is not a substitute for RELP 466 Public Evangelism.
- RELP 423. Advanced Biblical Preaching** **2 hours**  
*Prerequisite:* RELP 322.  
This course explores further methods of biblical preaching such as the narrative plot and the inductive sermon, all the while challenging the student to a complete reliance upon Word and Spirit. Preaching is set for specific needs, situations, and the development of a sermonic series. Sermons are preached and analyzed in a peer setting. (Fall)
- RELP 424. Evangelistic Preaching** **2 hours**  
*Prerequisite:* RELP 423.  
This course concentrates on the development and delivery of distinctively Adventist messages with emphasis on soul-winning decisions and the use of multi-media. Instruction includes sermon preparation for an evangelistic series. Sermons are preached and analyzed in a peer review setting. (Winter)
- RELP 451. Church Ministry I (W)** **3 hours**  
*Prerequisite:* Senior Level Only  
An introduction to church ministry, this course explores a biblical theology of church ministry, clergy, and laity roles and relationships, church administration, and the practice of some specific ministries in the local setting. Laboratory work in area churches is required. (Fall)
- RELP 452. Church Ministry II** **3 hours**  
*Prerequisite:* Senior Level Only  
In this course consideration is given to the personal life and the various professional tests of the pastor, such as spiritual leadership, life management, worship ministry, baptisms, weddings, and funerals. In addition, denominational polity, church growth, and the empowerment of the Holy Spirit for ministry are explored. This course includes the theology major exit exam. (Winter)
- RELP 464. Personal Evangelism** **3 hours**  
Attention will be given to the principles and practice of one-to-one evangelism, the presentation of the gospel, and the giving of Bible studies. The giving of such studies will be modeled in class and field work with local churches will be required. Theology students must take this course immediately preceding RELP 466, Public Evangelism. (Winter)
- RELP 465. Topics in Professional Training** **1-3 hours**  
In this introductory course, Christ's model of personal evangelism will be emphasized and attention will be given to the principles and practice of one-to-one evangelism with people of Christian, secular, and non-Christian backgrounds. The presentation of the gospel and giving of Bible studies is modeled in class and laboratory experience is required of the student. Theology students must take this course immediately preceding RELP 466.
- RELP 466. Public Evangelism** **3 hours**  
*Prerequisite:* RELP 465 and Acceptance as a Ministerial Trainee.  
Principles employed in preparing and conducting public evangelistic meetings are explored and experienced in connection with the Field School of Evangelism. The student learns how to plan and hold an evangelistic series as well as visit with evangelistic interests. Consent from the School of Religion must be obtained before enrollment. A scholarship is given to each student who successfully completes the course. (Summer)

**RELP 468. Health Evangelism** **3 hours**  
 A study of the concepts and methods of creating witnessing opportunities through taking advantage of the current interest in preventive health practices and lifestyle changes. The objective of these concepts and methods is to obtain decisions for a more abundant way of life and to lead men and women to Christ. The course also will provide future church leaders with practical ways to utilize the talents of members in health evangelism. Laboratory work in area churches and/or community settings is required. (Fall, Winter, Summers as needed)

**RELP 295/495. Directed Study** **1-3 hours**  
 This course is limited primarily to Theology, Religious Education and Religious Studies majors and must be approved by the Dean of the School of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. This course may be repeated for credit. (Fall, Winter, Summer)

## THEOLOGY AND RELIGION

**RELT 138. Adventist Heritage** **3 hours**  
 A study of the Second Advent Awakening in the nineteenth century and the subsequent development of the Seventh-day Adventist Church. Special emphasis will be placed on the contributory role in the church of the Spiritual Gift of Prophecy through the life and ministry of Ellen G. White. (Fall, Winter, Summer)

**RELT 225. Last-Day Events** **3 hours**  
 Last-Day Events is a biblical, theological, and historical study of eschatology rooted in its Christ-centered focus. It considers the unique Seventh-day Adventist contribution over against that made by leading scholars both in the past and present. Also it examines the New Age Movement and Dispensationalism and focuses on how to be ready for the end event.

**RELT 238. Introduction to Ministry** **2 hours**  
**Prerequisite:** Six hours of religion courses.  
 An introduction to the basics of Ministry, this course focuses on foundational issues such as the call to pastoral or teaching ministry, Christ-centered living, personal spirituality, ethical behavior, relationships with others, concern for the lost, time management, and theological study. This course is designed to lay a foundation for advanced training. As such, it focuses on developing personal morality, spiritual growth and practical life-skills in ministers and teachers in training.

**RELT 255. Christian Beliefs** **3 hours**  
 Christian Beliefs is a study of Adventist doctrines in a Christ-centered context. This course will involve a study of the major teachings, with a view to enhancing the student's understanding and ability to provide biblical support for his/her faith. (Fall, Winter, Summer)

**RELT 265. Spiritual Formation I** **1 hour**  
 A historical and theological study of Christian spirituality. This course provides a basic introduction to the devotional life, with an emphasis on prayer and fasting, including a practical application of the dynamics of these spiritual disciplines as a means of enriching the spiritual life.

**RELT 266. Spiritual Formation II** **1 hour**  
**Prerequisite:** RELT 265.  
 A continued study of the classic spiritual disciplines of the Christian faith with an emphasis on Scripture as a dynamic in personal spiritual formation. This course will focus on contemplative reading of Scripture, journaling, meditation on Scripture, and Scripture memorization. (Winter)



- \*RELT 317. Issues in Physical Science and Religion** 3 hours  
See PHYS 317 for course description.
- RELT 368. World Religions (W)** 3 hours  
A study of several major representative Christian and non-Christian religions, including a survey of the history and the distinctive characteristics of each. This course will also compare and contrast these religions, consider areas of commonality between these religions and biblical Christianity, and provide insights as to how to share Christianity with practitioners of these religions.
- RELT 373. Christian Ethics** 3 hours  
A foundation course in moral decision-making in the fields of bio-ethics, moral ethics, and personal ethics. The objective is to discover timeless norms by which to make basic ethical decisions across the professional spectrum. These norms are then applied to issues relevant to the student. Limited to nursing students or students with Junior/Senior class standing. (Fall, Winter, Summers as needed)
- \*RELT 424. Issues in Natural Science and Religion (W)** 3 hours  
See BIOL 424 for course description.
- RELT 465. Topics in Theology** 1-3 hours  
This course is designed to provide an exposure to a wide range of religious studies dealing with issues encountered in theology. The content will change, as needed, so the course may be repeated once for credit. Open to all students. (As needed)
- RELT 467. Philosophy and the Christian Faith (W)** 3 hours  
A study of the main thinkers and schools of thought from the Middle Ages to the present and their influence on biblical theology. Also, attention will be given to various world views which are shaping Christian thought today.
- RELT 484. Christian Theology I** 3 hours  
*Recommended:* RELT 255 or the equivalent.  
Christian Theology I is an in-depth study of the 27 Seventh-day Adventist Fundamental Beliefs to equip the student to know the doctrines of the church from Scripture and to present them to others. (Fall)
- RELT 485. Christian Theology II (W)** 3 hours  
*Prerequisite:* RELT 484.  
Christian Theology II examines the major issues in Theology, Christology, Pneumatology, Anthropology, Soteriology, Ecclesiology, and Eschatology to strengthen confidence in Scripture and to equip the student to preach with certainty. (Winter)
- RELT 295/495. Directed Study** 1-3 hours  
This course is limited primarily to the School majors and must be approved by the Dean of the School of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. This course may be repeated for credit. (Fall, Winter, Summer)

\*One of the "Issues" courses can apply to General Education natural science requirement for majors, and to Religion for nonmajors.

EDUCATION

**EDUC 438. Curriculum and Content Methods/Bible**

**1 hour**

**Prerequisite:** Admission to Teacher Education.

Attention is given to methods and materials construction, planning, testing and evaluating student performance, and the survey and evaluation of textbooks. (As needed)

**(D-1) (W)** See pages 23-24 and 27-30 for explanation of general degree and general education requirements.

STUDENT ADVISORY COMMITTEE

This committee is made up of students and faculty members who meet regularly to discuss the curriculum and to make recommendations. The committee is also responsible for the selection of the most effective and important areas of the curriculum. The committee is also responsible for the selection of the most effective and important areas of the curriculum. The committee is also responsible for the selection of the most effective and important areas of the curriculum.

The Bachelor of Science in Social Work (BSW) program is designed to prepare students for entry-level social work careers. The BSW is a four-year undergraduate program that provides students with the knowledge, skills, and values necessary to work in a variety of social work settings. The program is designed to provide students with the knowledge, skills, and values necessary to work in a variety of social work settings. The program is designed to provide students with the knowledge, skills, and values necessary to work in a variety of social work settings.

Extracurricular opportunities include membership in the National Association of Social Workers and the Phi Alpha Honor Society. Social Work Month is celebrated each March. The Federal Trade Commission's National Consumer Policy provides an opportunity to develop fund raising skills. Socialization for social service commitment and money for the educational expenses of employed students.

# SOCIAL WORK AND FAMILY STUDIES

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**Chair:** Ed Lamb

**Faculty:** Terrie Ruff, Larry Williams

**Adjunct Faculty:** Valerie Radu

## **PROGRAMS IN SOCIAL WORK AND FAMILY STUDIES**

The Social Work and Family Studies Department offers a degree in Social Work (accredited by the Council on Social Work Education) and in Family Studies. Minors are also available in Behavioral Science, Family Studies, Social Work, and Sociology.

The curricula for both the BSW and Family Studies degrees include computer content and hands-on experience intended to enable majors to develop elementary skills including word processing, spreadsheet, database, Internet, CD ROMS, video—interactive, and statistical analysis. Majors are encouraged to have their own personal computers (PCs) if possible.

## **SOCIAL WORK**

The study of social work is one of the most exciting and important fields of inquiry and practice within the people sciences. A historic and defining feature of the social work profession is its focus on individual well-being within a social context coupled with a keen interest in the well-being of society as a whole. Particular attention is given to the needs and empowerment of people who are vulnerable, oppressed, and living in poverty. Fundamental to social work is its emphasis on environmental forces that create, contribute to, as well as ameliorate problems of human existence.

The Bachelor of Science in Social Work (BSW) prepares students for entry-level social work generalist baccalaureate practice. The BSW is the foundation degree for social work careers in mental health, child welfare, health care, public welfare, schools, family service, developmental disabilities, service to the aged, industry, business and labor, and criminal justice. The degree is designed to also prepare students for informed community participation in social welfare issues. The BSW is the preferred preparation for the terminal graduate practice degree, the Masters of Social Work, (MSW). Job opportunities in the social work field are projected to grow at an above average rate during the near future.

The program makes available a number of experiences, both curricular and extracurricular, to enrich its students' academic experience. Multiple volunteer opportunities deepen understanding and compassion. A number of field experiences enhance commitment and skill building. National and international study tours are available to engender cross-cultural and global perspectives (see below). The center piece of the applied dimension of the curriculum is the 450 hour FIELD PRACTICUM INTERNSHIP in which each student participates in "real life" experience while being supervised by a seasoned and credentialed professional social worker.

Extracurricular opportunities include membership in the National Association of Social Workers and the Phi Alpha Honor Society. Social Work Month is celebrated each March. The Edward Lamb Community Scholarship Fund provides opportunity to develop fund raising skills, socialization for social service commitment, and monies for the educational expenses of exemplary students.

**PROFESSIONAL ADVISORY BOARD**

The following Board members serve in a consultative capacity to the social work program.

Shirley Clark, Chattanooga State Community College

Freda Cook, Private Practice

Kitty Garrett, Private Practice

Paul Gerringer, Chattanooga Department of Human Services

Suzanne Kent-Gibson, Interactive Management Solutions

Renita Klischies, Big Brother/Big Sisters Association of Chattanooga

Linda Luddington, Baptist Children's Homes, Inc.

Valerie Radu, Medical Social Work Solutions

Thomas Rock, Family and Children's Services

Cyndee Rice Simms, Senior Neighbors of Chattanooga, Inc.

Lillie Tollison, Hamilton County Department of Human Services

Anita Treadway, Catholic Charities

Dan White, Veteran's Administration Outpatient Clinic

**STUDENT ADVISORY COMMITTEE**

This committee is made up of two elected students from each class, freshman through senior, and two students elected at large. This committee provides a formalized student voice concerning any aspect of the social work program (see *Student Handbook*).

**POLICIES**

Students who are admitted to the social work program are considered adequately mature to realize the importance of accepting personal responsibility for their learning and professional behavior.

The social work program *Student Handbook* outlines the policies of the program. Each student accepted into the program is responsible to become acquainted with and to abide by these policies.

Transportation for volunteer and practicum experiences is not provided by the program. Students will be expected to provide their own transportation and make arrangements to share this expense with fellow students participating in the same experiences.

The social work program reserves the right to deny admission to and to remove students from the social work program who have an unresolved felony on record in any state and who have records of misconduct, legal and otherwise, that would jeopardize their professional performance.

The social work program reserves the right to revise, add, and withdraw policies and/or courses as necessary to ensure a quality social work program.

**ACCREDITATION**

The social work program has achieved full national accreditation with the Council on Social Work Education.

**ADMISSION PROCEDURES**

Admission to Southern Adventist University does not automatically enroll the student in the social work program. Declaration as a social work major is not equivalent of acceptance to the program. The final decision on acceptance and

continuation in the program is made by the program Admissions and Progressions Committee.

During the first semester of the sophomore year the student is to file a formal application to the social work program (refer to the Student Handbook for specifics). Application forms may be obtained from the office manager in the program office. Minimum requirements for admission to the program and upper division courses are listed below:

1. Acceptance to Southern Adventist University.
2. Completion of application form and statement.
3. Submission of a current unofficial transcript.
4. Have an overall grade point average of 2.50 or higher (exceptions may be made for persons who do not meet the grade point average requirements if they are strong candidates on the basis of other criteria).
5. Have completed SOCW 211: Introduction to Social Work and/or SOCW 212: Social Welfare as an Institution with a grade of C or higher.
6. Show evidence of physical, mental, and moral fitness. Further references may be required regarding character, attitude, and coping ability in case of a question in this area.
7. Students whose native language is not English must achieve at least 550 on the Test of English as a Foreign Language (TOEFL).
8. Have taken the Taylor-Johnson Temperament Analysis and the Jackson Personality Inventory. The student is to make arrangements with the University Counseling and Testing Center to take these tests.
9. Completion of a successful interview with the Admissions and Progressions Committee.

The Committee reviews the application material, conducts the interview, and makes a decision concerning the application. Applicants are notified of the Committee's decision by a letter from the program director. An applicant denied admission to the social work program may appeal the denial decision in person and/or in writing to the Admission and Progressions Committee. If this process is unsatisfactory to the student, the University appeals process described in this catalog may be followed.

### TRANSFER STUDENTS

Students intending to major in social work who are attending other colleges or universities, or who are transferring from another major at Southern Adventist University, will be expected to apply for admission to the Social Work Program by April 1 of their sophomore year. IN ORDER TO STAY ON SCHEDULE WITH THE SEQUENCE OF SOCIAL WORK PROGRAM COURSES, AN INTRODUCTORY SOCIAL WELFARE/SOCIAL WORK COURSE, INCLUDING 40 HOURS OF DOCUMENTED VOLUNTEER EXPERIENCE, MUST BE TAKEN BEFORE ENTERING THE SOCIAL WORK PROGRAM.

Those applying to the social work major after their sophomore year will be considered on a case by case basis. If the introductory course has not been completed, it is taken the first semester after declaring social work as a major. This will delay admission consideration until the following semester and may result in graduation taking more than four years.

The social work program seeks to maintain a heterogenous student body by enrolling students who represent diverse backgrounds and cultural perspectives.

**ASSESSMENT**

The social work program maintains a comprehensive assessment policy. In order to provide for evaluation of the program and monitoring teaching effectiveness, as well as measuring the achievements of graduates, all seniors are required to:

1. Take a standardized social work achievement test (PACAT) in the winter semester of the senior year.
2. Present a personal portfolio of papers, case materials, and video to the program faculty (see Student Handbook).
3. Complete a graduating senior survey.
4. Take part in a seniors group exit interview.
5. Present a report on a piece of original research they have designed in the research classes and completed during the field practicum. This report will be part of the Senior Seminar and Field Practicum Integrative Seminar.

Program effectiveness will be assessed by combining the results of the above cumulative evaluations. An ongoing analysis of courses and course content required for majors is made by the social work faculty to assure that the curriculum meets the objectives of the program and the standards of the national accrediting body, the Council on Social Work Education.

**FAMILY STUDIES**

The Family Studies degree is interdisciplinary in nature and combines various dimensions of the social sciences along with a strong liberal arts foundation to gain an understanding of individuals and families. The major is for those students wishing to prepare for graduate study in community and/or family counseling, law, personnel work, sociology of the family, or family life education.

**ASSESSMENT**

To help the graduates in Family Studies evaluate their academic progress and to aid the department in evaluating teaching effectiveness, each senior is required to:

1. Take an oral exam during the fall semester of the senior year that will be based on assigned readings and course work material.
2. Present a personal portfolio of papers and case material to the departmental faculty.

Information gained from the above assessments is used to evaluate departmental programs, but it will not affect graduation eligibility.

**DEPARTMENT STUDY TOURS**

The Social Work and Family Studies Department sponsors a study tour to New York City yearly during Thanksgiving vacation and a study tour to Europe every other summer. The objectives of these tours are to facilitate a better understanding of peoples and cultures and to enable the participants to work with people more effectively. Academic credit is given for these tours and each requires classroom time (see SOCI, SOCW 296/496).

**Major—B.S. Family Studies (45 Hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
PSYC 124	Intro to Psychology	3	CPT 105	Intro to Word Processing	
PSYC 128	Developmental Psych	3		OR	
PSYC 315	Abnormal Psychology	3	CPT 106	Intro to Spreadsheets	
PSYC 397	Research Design & Stat I (W)	3		OR	1
PSYC 497	Research Design & Stat II (W)	3	CPT 107	Intro to Database	
SOCI 125	Intro to Sociology	3	EDUC 250	Technology in Education	2
SOCI 150	Cultural Anthropology	3	COMM 135	Intro to Public Speaking	
SOCI 201	Parenting	3		OR	3
SOCI 223	Marriage and the Family	2	COMM 136	Interpersonal Com	
SOCI 233	Human Sexuality	3		Area E-1, Biology	3
SOCI 265/465	Appalachian Studies	1			
SOCI 349	Aging and Society (W)	3			
SOCI 360	Family Life Education	3			
SOCI 365	Family Relations	3			
SOCI 491	Family Studies Practicum	3			
SOCW 211	Intro to Social Work	3			

**Sample Freshman Year Sequence  
B.S. Family Studies**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
ENGL 101	College Composition	3	ENGL 102	College Composition	3
SOCI 125	Intro to Sociology	3	PSYC 124	Intro to Psychology	3
SOCW 211	Intro to Social Work	3	PSYC 128	Developmental Psych	3
	Area B, Religion	3	COMM 135	Intro to Public Speaking	
	Area C	3		OR	3
		<u>15</u>	COMM 136	Interpersonal Com	
				Area E-1, Biology	3
				Area G, Act Skills	<u>1</u>
					<u>16</u>

**Major—B.S.W., Social Work (44 hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Required Cognates</u>		<u>Hours</u>
PSYC 397	Research Design & Stat I (W)	3	BIOL 103	Principles of Biology	4
PSYC 497	Research Design & Stat II (W)	3	COMM 135	Intro to Public Speaking	3
SOCW 211	Intro to Social Work	3	CPT 102	Intro to Internet	1
SOCW 212	Social Welfare as Inst	3	EDUC 250	Technology in Education	2
SOCW 213	Interviewing Skills	3	ECON 213	Survey of Economics	
SOCW 214	Human Behavior/Biological Fdn.	1		OR	3
SOCW 311	Human Behav & Social Envir I	3	PLSC 254	American Natl & State Govt	
SOCW 312	Human Behav & Social Envir II	3	JOUR 330	Research on the Internet	1
SOCW 314	Social Work Practice I (W)	3	PSYC 124	Intro to Psychology	3
SOCW 315	Social Work Practice II (W)	3	RELT 373	Christian Ethics	3
SOCW 433	Social Work Practice III	3	SOCI 125	Intro to Sociology	3
SOCW 434	Social Welfare Issues	3			
SOCW 435	Social Work Practicum I	4			
SOCW 436	Social Work Practicum II	4			
SOCW 441	Integrative Seminar I	1			
SOCW 442	Integrative Seminar II	1			

**Sample Freshman Year Sequence  
B.S.W., Social Work**

<u>1st Semester</u>		<u>Hours</u>	<u>2nd Semester</u>		<u>Hours</u>
CPT 102	Introduction to Internet	1	ENGL 102	College Composition	3
EDUC 250	Technology in Education	2	PEAC 225	Fitness for Life	1
ENGL 101	College Composition	3	PSYC 124	Intro to Psychology	3
SOCW 211	Intro to Social Work	3	SOCI 125	Intro to Sociology	3
	Area B, Religion	3	SOCW 212	Social Welfare as an Institution	3
	Electives	<u>4</u>		Electives	<u>3</u>
		<u>16</u>			<u>16</u>

**Minor—Behavioral Science (18 hours)**

<u>Required Courses</u>		<u>Hours</u>
PSYC 124	Intro to Psychology	3
SOCI 125	Intro to Sociology	3
SOCW 211	Intro to Social Work	3
	*Electives	9

**Minor—Sociology (18 Hours)**

<u>Required Courses</u>		<u>Hours</u>
SOCI 125	Intro to Sociology	3
SOCI 150	Cultural Anthropology	3
SOCI 424	Contemp Social Problems	3
	Sociology Electives	9

\*An additional nine hours selected from any Social Work and Family Studies areas with a minimum of six hours of upper division Social Work and Family Studies classes.

**Minor—Family Studies (19 hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Select 8 hours from following:</u>		<u>Hours</u>
SOCI 201	Parenting	3	PSYC 128	Developmental Psych	3
SOCI 223	Marriage and Family	2	NRSO 265	Women's Issues	3
SOCI 233	Human Sexuality	3	SOCI 349	Aging and Society	3
SOCI 365	Family Relations	3	SOCI 360	Family Life Education	3
			PSYC 367	Adolescent Psychology	3
			PSYC 479	Family Counseling	3

**Minor—Social Work (18 hours)**

<u>Required Courses</u>		<u>Hours</u>	<u>Select 3 hours from following:</u>		<u>Hours</u>
SOCW 211	Intro to Social Work	3	SOCW 214	Human Behav/Biol Fdnts	1
SOCW 212	Social Welfare as an Institution	3	SOCW 230	Race Relations	3
SOCW 213	Interviewing Skills	3	SOCW 312	Human Behav Social Env II	3
SOCW 311	Human Behav Social Env I	3	SOCW 315	Practice II	3
SOCW 314	Social Work Practice I	3	SOCW 349	Aging and Society	3
			SOCW 433	Practice III	3
			SOCW 434	Social Welfare Issues & Policies	3

**SOCIOLOGY**
**SOCI 125. Introduction to Sociology (F-1) 3 hours**

An objective approach to the analysis and understanding of the social world. Consideration is given to the dynamic nature of American society and social institutions. Emphasis is placed on the study of social groups including the family, its history and current place in society. (Fall, Winter, Summer)

**SOCI 150. Cultural Anthropology (F-1) 3 hours**

A study of culture and cultural variation. The contemporary beliefs, values, institutions, and material dimensions of people in North America are contrasted with those of people living in other regions of the world today and in the past. (Fall)

**SOCI 201. Parenting (F-2) 3 hours**

A study of the family system in preparation for parenthood and the dynamics of parent-child interaction. Attention is given to family planning, the childbirth experience, child development, techniques for developing close relationships and communication between parent and child, understanding and relating to children's individuality, common child rearing problems, and methods of modifying behavior. (Winter)

**SOCI 223. Marriage and the Family (F-2) 2 hours**

A course in the ethics of human relationships, including the place of the family in society and a Christ-centered approach to marital and familial conflicts.

**SOCI 224. Social Psychology (F-1) 3 hours**

See PSYC 224 for course description.



**SOCI 230. Race Relations (F-1) 3 hours**

A study of interactional patterns between various human groups. Consideration is given to the theoretical bases of race relations and to class activities which promote awareness and understanding. A lab fee may be assessed to cover the expenses of off-campus field trips. (Winter)

**SOCI 233. Human Sexuality (F-1 or F-2) 3 hours**

A study of human sexual behavior, relationships, and values as reflected in the Christian cultural setting. (Winter)

**SOCI 349. Aging and Society (F-1) (W) 3 hours**

*The course emphasizes the reciprocal impact of societal attitudes on the process of aging and the increasing influence of "mature citizens" in contemporary society. Historical, demographic, and future trends are explored. A balance between the theoretical and the applied is sought. (Fall, Winter, Summer)*

**SOCI 356. Natives and Strangers (F-1) (W) 3 hours**

See HIST 356 for course description.

**SOCI 360. Family Life Education 3 hours**

A study of existing family life education programs, including computer generated resources. Focus is also given to the design and development of original family life education materials. (Fall)

**SOCI 365. Family Relations (F-2) 3 hours**

A sociological analysis of family structures and functions. Attention will be given to courtship, family organization and interaction, family disorganization and reorganization, and the post-parental family. Emphasis will be given to findings of recent family studies. (Winter)

**SOCI 374. Criminology (F-1) 3 hours**

This course emphasizes the scientific study of crime as a social phenomenon, of criminals, and of penal treatment. The relationship of law and crime to other trends in the social order. Research in prevention and treatment of crime. (Fall, odd years)

**SOCI 424. Contemporary Social Problems (F-1) 3 hours**

Attention is given to the major forces shaping cultural and subcultural changes today. Changes are particularly viewed as to their effectiveness in bringing about group and mass adjustment. (Winter)

**SOCI 265/465. Topics in Sociology 1-3 hours**

Study of special topics pertinent to the field of sociology. Content will vary among various topics, based on the interests or needs of students and the department. This course may be repeated for credit.

**SOCI 491. Family Studies Practicum 1-3 hours**

**Prerequisite:** SOCI 360

Supervised volunteer/work experience in related fields of family studies. At least 50 clock hours of work experience are required for each semester hour of credit. A two-thirds tuition waiver applies to this class, calculated according to the policy. May be repeated for credit for up to 3 hours. Grades will be assigned on an A, B, or F basis.

**SOCI 295/495. Directed Study** 1-3 hours

**Prerequisite:** SOCI 125 or permission of the instructor.

Study of special topics pertinent to the area of sociology and family studies. Open to qualified students who want to follow a program in independent study. This course can be repeated for credit for a total of not more than three hours credit.

**SOCI 296/496. Study Tour (F-1)** 1-6 hours

The Social Work and Family Studies Department sponsors a study tour to New York City yearly during Thanksgiving vacation and a study tour to Europe every other summer. The objectives of these tours are to facilitate a better understanding of peoples and cultures and to enable the participants to work with people more effectively. The fall trip to New York City focuses on ethnicity, social problems, urban change, and social agencies (1 or 2 hours). The European tour focuses on a comparison of cultures, current issues, and social policies (6 hours). Fees are assessed to cover the expenses of each tour. A two-thirds tuition waiver applies to this class.

**SOCIAL WORK**

**SOCW 101. Orientation to College (G-2)** 3 hours

A course designed for all freshmen, focusing on the theory and practice of attitudes and skills necessary to adjust to college life. Class assignments include but are not limited to the study of career choices, academic skills, time relationships with peers and professors, management, and sources of assistance to resolve problems common to a Christian campus. All freshmen are encouraged to enroll.

**SOCW 211. Introduction to Social Work (F-1)** 3 hours

An introduction to the profession of social work, its historical roots, its values, and its fields of practice. A lab fee may be assessed to cover the expenses of off-campus field trips. (Fall)

**SOCW 212. Social Welfare as an Institution (F-1)** 3 hours

Social welfare systems are viewed from both historical and philosophical perspectives. The role of the Seventh-day Adventist Church in meeting human need is also examined. A lab fee may be assessed to cover the expenses of off-campus field trips. (Winter)

**SOCW 213. Interviewing Skills** 3 hours

Focuses on the development of interviewing and communication skills. Course is experientially based. A lab fee will be assessed. (Winter)

**SOCW 214. Human Behavior/Biological Foundations** 1 hour

**Prerequisite:** BIOL 103.

This computer based course is designed to provide foundation knowledge of human biological systems.

**SOCW 230. Race Relations (F-1)** 3 hours

See SOCI 230 for course description.

**SOCW 233. Human Sexuality (F-1 or F-2)** 3 hours

See SOCI 233 for course description.

**SOCW 311. Human Behavior and the Social Environment I** 3 hours

*Prerequisites:* BIOL 103; SOCI 125; PSYC 124, SOCW 211, SOCW 214.

*Corequisite:* SOCW 314.

This first of a two course HBSE sequence is a study of the interaction between human behavior and the social environment from birth through adolescence and young adulthood. Relevant concepts from the behavioral sciences will be reviewed to provide students with a holistic view of human behavior. Includes such topics as systems theory, person-in-environment concepts, developmental tasks, diversity, populations-at-risk, the impact of racism and ethnocentrism, and assessment. The course will follow a life cycle model. (Fall)

**SOCW 312. Human Behavior and the Social Environment II** 3 hours

*Prerequisite:* SOCW 311.

The second of a two course HBSE sequence is a study of the interaction between human behavior and the social environment from middle through later adulthood. Relevant concepts from the behavioral sciences will be reviewed to provide students with a holistic view of human behavior. Includes such topics as systems theory, person-in-environment concepts, developmental tasks, diversity, populations-at-risk, the impact of racism, ethnocentrism, and assessment. The course will follow a life cycle model. (Winter)

**SOCW 314. Social Work Practice I (W)** 3 hours

*Prerequisite:* SOCW 211, 212, 213.

Provides students with theoretical framework for generalist social work practice. Topics include the establishment of relationship, assessment, contracts, intervention, utilization of resources, social work values and ethics. Work with individuals and families, primarily the micro dimension of social work practice, is emphasized in this first semester of a three-semester practice sequence. Social Work practice courses can only be taken by non-social work majors if ALL prerequisites have been completed. (Fall)

**SOCW 315. Social Work Practice II (W)** 3 hours

*Prerequisite:* SOCW 314.

A continuation of SOCW 314. The primary focus is on working with small groups and families, the mezzo dimension of social work practice, in this second semester of a three-semester practice sequence. Social Work practice courses can only be taken by non-social work majors if ALL prerequisites have been completed. (Winter)

**SOCW 349. Aging and Society (W)** 3 hours

See SOCI 349 for course description.

**SOCW 433. Social Work Practice III** 3 hours

*Prerequisite:* SOCW 315.

In this third of a three-semester practice sequence, the primary emphasis is on community practice, the macro dimension of social work practice. A lab fee may be assessed to cover the expenses of off-campus field trips. Social Work practice courses can only be taken by non-social work majors if ALL prerequisites have been completed. (Winter)

**SOCW 434. Social Welfare Issues and Policies** 3 hours

*Prerequisite:* PSYC 497; SOCW 212.

A study of contemporary issues and policies that influence the delivery of social services. Course requirements include a several-day social policy field trip to Washington, D.C. A lab fee will be assessed to cover the expenses of the Washington trip. (Fall)

**SOCW 435. Social Work Practicum I 4 hours****Prerequisite:** PSYC 497; SOCW 315.

This course provides opportunity for students to apply practice theory to develop skills for generalists social work practice. Through participation in the social service delivery system, the student becomes familiar with agency structures, functions, and programs. A minimum of 200 hours will be spent working in an agency setting for each four hours of course work. Social Work practicum courses can be taken ONLY by social work majors.

**SOCW 436. Social Work Practicum II 4 hours****Prerequisite:** SOCW 435

This course builds on the experiences of the first semester practicum and progresses to more difficult and varied tasks. Social Work practicum courses can be taken ONLY by social work majors.

**SOCW 441. Integrative Seminar I 1 hour****Prerequisites:** PSYC 497; SOCW 315. **Co-requisites:** SOCW 433, 435.

Integrative Seminar I is the companion course to be taken in conjunction with the Practicum I field-based course. This course is designed to provide a forum for providing mutual support, discussing and completing departmental assignments, exploring on-going practice concerns in the field practicum, and creating an arena in which peer learning takes place. Thus, it provides a vital link between the theoretical knowledge, skills, and values derived from the social work course work and the practice realities of the field practicum.

**SOCW 442. Integrative Seminar II 1 hour****Prerequisite:** SOCW 441. **Co-requisites:** SOCW 433, 436.

Integrative Seminar II is the companion course to be taken in conjunction with the Practicum II field-based course. It builds on the base provided by Integrative Seminar I. It provides the same forum for mutual support, discussing and completing departmental assignments, exploring ongoing practice concerns from the field practicum, and creates an arena in which peer learning takes place. This course creates this same atmosphere, but explores the same areas in more depth. An additional major emphasis in this second course is social work record keeping.

**SOCW 265/465. Topics in Social Work (F-1) 1-3 hours**

Study of special topics pertinent to the field of social work. Content will vary among various topics based on the interests or needs of students and the department. This course may be repeated for credit.

**SOCW 295/495. Directed Study 1-3 hours****Prerequisite:** SOCW 212.

A study of special topics pertinent to the field of social work. Content will vary among such topics as child welfare, income maintenance, values and ethics of social work practice, etc. The selected topic is pursued for the entire semester. This course can be repeated for credit for a total of not more than three hours credit.

**SOCW 296/496. Study Tour (F-1) 1-6 hours**

The Social Work and Family Studies Department sponsors a study tour to New York City yearly during Thanksgiving vacation and a study tour to Europe every other summer. The objectives of these tours are to facilitate a better understanding of peoples and cultures and to enable the participants to work with people more effectively. The fall trip to New York City focuses on ethnicity, social problems, urban change, and social agencies (1 or 2 hours). The European tour focuses on a comparison of cultures, current issues, and social policies (6 hours). Fees are assessed to cover the expenses of each tour. A two-thirds tuition waiver applies to this class.



# TECHNOLOGY

**Chair:** Dale Walters

**Faculty:** John Durichek, Robert Hargrove

**Adjunct Faculty:** Mark McGrath, Taylor Newman, Mike Warnock

Courses are offered which provide opportunity to balance learning with practical experience in the areas of aviation, woods, metals, printing, drafting, auto body, and auto service. Objectives of these classes are:

1. To assist the student in growing toward his potential by providing classroom and lab experiences that nurture creativity.
2. To help the student learn to meet the challenges of daily living by providing "hands-on" experiences with elements of the environment.
3. To develop practical skills which will be useful throughout life as hobby and recreational activities as well as professional enhancement.
4. To provide opportunity for the student to develop tactile learning skills.
5. To introduce the student to opportunities in technical and service occupations.
6. To provide background for entrance into specialized technical and professional degree programs and occupations.

## ASSESSMENT

All automotive technology and auto body students will be given the NIASE (National Institute of Automotive Service Excellence) certification exams as specified by the department. Students who pass the exams become eligible for ASE certification after two years of experience following their training. Students completing the two year degree will have one year of the two years of experience required for certification completed. Aviation minors take four FAA (Federal Aviation Administration) exams—two written tests and two check rides—for their private certificates and instrument ratings. The results of the exams are used to evaluate class offerings, teaching effectiveness, and program requirements.

## Major—Associate in Technology (37 Hours)

<u>Required Courses</u>		<u>Hours</u>	<u>Auto Service Emphasis</u>		<u>Hours</u>
TECH 114	Oxy-Acetylene Welding	1	TECH 168	Man Drive Train, Axles, Brakes	3
TECH 115	Arc Welding	2	TECH 175/375	Engine Rebuilding & Machining	4
TECH 166	Auto Electrical Systems	2	TECH 178	Heating and Air Conditioning	2
TECH 167	Suspension, Steering, Alignment	3	TECH 230	Automatic Transmission	3
TECH 264	Automotive Repair	3	TECH 273	Estimating and Diagnosis	1
TECH 291	Practicum	3	TECH 276/377	Engine Perform & Computers	3
			TECH 277	Engine Fuel & Emission Controls	4
			TECH 299	Advanced Engine Performance	3
<u>Required Courses</u>		<u>Hours</u>	<u>Auto Body Emphasis</u>		<u>Hours</u>
ACCT 103	College Accounting	3	TECH 110	Panel & Spot Repair	4
MGNT 213	Fundamental of Financial Decision Making	3	TECH 111	Painting and Refinishing	3
MGNT 371	Princ of Entrepreneurship	3	TECH 212/312	Painting and Refinishing II	3
MGNT 372	Entrepreneurial & Small Business Management	3	TECH 216/316	Collision Repair I	4
			TECH 218/318	Collision Repair II	4
			TECH 220/320	Collision Repair III	4
			TECH 285	Estimating & Damage Analysis	1
<u>General Education</u>		<u>Hours</u>			
AREA A	ENGL 101; MATH 103 or Higher	6			
AREA B	Religion	3			
AREA F	Behavioral, Family, Health Sciences	2			
AREA G	CPT 105, 106, 107; PEAC 225	4			

**Associates in Auto Body**

The auto body technician program is designed to train the student to repair cars damaged by accident and corrosion. They straighten frames, unibody structural damage, panel repair, refinishing, alignment, welding, fiberglass repair, glass removal and installation. The students will be working on projects in a live operating body shop environment. By the end of the second year the student will have completed over 1,150 hours of instruction and lab time. They will have developed skills in the following areas:

- ▶ Major collision repair
- ▶ Frame alignment
- ▶ Complete repaint work
- ▶ Power plant and drive train repair
- ▶ Alignment and chassis repair
- ▶ Basic electrical repairs

**Sample Freshman Year Sequence  
A.T. - Auto Body Emphasis**

<b>1st Semester</b>		<b>Hours</b>	<b>2nd Semester</b>		<b>Hours</b>
ACCT 103	College Accounting	3	MGNT 213	Fundamentals of Financial	
TECH 115	Arc Welding	2		Decision Making	3
TECH 110	Panel and Spot Repair	4	MATH 103	Survey of Math	3
TECH 216	Collision Repair I	4	RELT 138	Adventist Heritage	3
TECH 264	Automotive Repair	3	TECH 114	Oxy-Acetylene Welding	1
		16	TECH 212	Painting & Refinishing II	3
			TECH 218	Collision Repair II	4
					17

**Associate in Auto Service**

The auto service technician program is designed to train the student to repair late model automobiles. The student is trained to provide repair services in transmission, transaxles, drivetrain/axles, heat/air-conditioning, ignitions, fuel systems, and computerized automobiles. Students will be working on projects in a live operating repair shop environment. By the end of the second year the student will have completed over 1,124 hours of instruction and lab experience. They will have developed skills in the following areas:

- ▶ Major engine repair
- ▶ Driveability diagnosis and computer systems repair
- ▶ Alignments and chassis repair
- ▶ Manual and automatic transmissions
- ▶ Brakes and drivetrain
- ▶ Heating and air conditioning
- ▶ Electrical repair

**Sample Freshman Year Sequence  
A.T. - Auto Service Emphasis**

<b>1st Semester</b>		<b>Hours</b>	<b>2nd Semester</b>		<b>Hours</b>
ACCT 103	College Accounting	3	MGNT 213	Fundamental of Financial	
ENGL 101	College Composition	3		Decision Making	3
TECH 115	Arc Welding	2	MATH 103	Survey of Math	3
TECH 166	Auto Electrical Systems	2	TECH 114	Oxy-Acetylene Welding	1
TECH 264	Automotive Repair	3	TECH 175	Engine Rebuilding&Machining	4
CPTE 105/06/07	WP, Spreadsheets, Database	3	TECH 276	Engine Perform & Computers	3
		16	TECH 230	Automatic Transmission	3
					17

**Minor—Auto Body (20 Hours)**

<u>Required Courses</u>	<u>Hours</u>
TECH 110 Panel and Spot Repair	4
TECH 111 Painting and Refinishing	3
TECH 114 Oxy-Acetylene Welding	1
TECH 115 Arc Welding	2
TECH 212/312 Painting and Refinishing II	3
TECH 264 Automotive Repair	3
TECH 216/316 Collision Repair I	4

**Minor—Auto Service (18 Hours)**

<u>Required Courses</u>	<u>Hours</u>
TECH 115 Arc Welding	2
TECH 166 Auto Electrical Systems	2
TECH 264 Automotive Repair	3
TECH 175/375 Engine Rebuilding&Mach	4
TECH 276/377 Engine Perform & Computers	3
Auto Service Elective	4

**Minor—Aviation (18 Hours)**

The minor in Aviation is intended for producing excellent instrument-rated private pilots who may use their skills recreationally, as an asset in their careers, or as a foundation for higher certificates and ratings.

<u>Required Courses</u>	<u>Hours</u>
AVIA 102 Private Pilot: Ground	3
AVIA 103 Private Pilot: Flight Training Lab*	2
AVIA 104 Cross Country Training Lab*	2
AVIA 202 Instrument Pilot: Ground	3
AVIA 203 Instrument Pilot: Flight Training*	2
AVIA 302 Meteorology	3
AVIA 304 Aviation Safety	3

\*Note: Before aviation students may fly in a plane for AVIA 103, 104 or 203, students must show proof of non-owned aircraft liability coverage of \$1,000,000. A student may obtain this coverage from the insurance carrier of choice. Policies run between \$250 to \$800 per year. In addition, a student must purchase a \$5,000 accidental death and \$5,000 accident/medical policy through Adventist Risk Management for \$10.50 per student per year.

**Minor—Technology (18 Hours)**

Twelve (12) hours lower division Technology classes  
Six (6) hours upper division Technology classes

**CERTIFICATE PROGRAMS**

**Auto Body Technician (34 Hours)**

A one year certificate will be awarded for completing the technical classes of the associate program listed below plus one religion class as follows:

<u>Required Courses</u>	<u>Hours</u>	<u>Required Courses, cont.</u>	<u>Hours</u>
TECH 110 Panel and Spot Repair	4	TECH 216 Collision Repair I	4
TECH 111 Painting and Refinishing	3	TECH 218 Collision Repair II	4
TECH 114 Oxy-Acetylene Welding	1	TECH 220 Collision Repair III	4
TECH 115 Arc Welding	2	TECH 264 Automotive Repair	3
TECH 167 Suspension, Steering, Alignment	3	RELB or RELT ###	3
TECH 212 Painting and Refinishing II	3		



Students will be encouraged to purchase a basic set of tools for use during the program. The department will assist the student in locating these tools. The cost is approximately \$350.

### Auto Service Technician (32 Hours)

A one year certificate will be awarded for completing the technical classes of the associate program listed below plus one religion class.

Required Courses		Hours	Required Courses, cont.		Hours
TECH 114	Oxy-Acetylene Welding	1	TECH 277	Engine Fuel & Emission Control	4
TECH 115	Arc Welding	2	TECH 178	Heating & Air Conditioning	2
TECH 166	Auto Electrical Systems	2	TECH 264	Automotive Repair	3
TECH 167	Suspension, Steering, Alignment	3		Auto Service Elective	2
TECH 168	Man Drive Train, Axles, Brakes	3		RELT or RELB ###	3
TECH 175	Engine Rebuilding & Machining	4			
TECH 276	Engine Perform & Computers	3			

Students will be encouraged to purchase a basic set of tools as employers require employees to provide their own air and hand tools.

## AVIATION

### AVIA 102. Private Pilot: Ground

3 hours

A study of basic concepts of aircraft performance, radio navigation, principles of flight, meteorology, Federal Aviation Regulations, flight safety. The FAA Private Pilot written exam will be taken upon successful completion of the course. (A \$60 fee must be paid to Sylan Learning Center for the written exam.) The Federal Aviation Administration strongly recommends that ground school be integrated with concurrent flight training.

### AVIA 103. Private Pilot: Flight Training Lab (G-2)

2 hours

Consists of dual and solo flight hours required for Private Pilot Certification. Flight instruction emphasizes pre-flight inspection and planning, navigation, and radio communications. Successful FAA testing for the Private Pilot Certificate is necessary to fulfill course requirements. (Southern will not charge tuition for this flight lab course; however, students must pay Southern a \$35 per hour recording fee. Students must also pass a physical examination administered by an FAA medical examiner (\$60-\$100) and must pay Aviation Specialist at the Collegedale Airport for the following flight training fees:

#### Minimum\* Flight Hours Required:

Dual 25 hrs @ \$79/hr	\$1,975**
Solo 15 hrs @ \$50/hr	750
Pre- and Post-flight briefings 10 @ \$29/hr	290
FAA Checkride Examiner Fee	200
Private Pilot Kit for AVIA 102-104	<u>100</u>

#### Total Cost

**\$3,315**

\*There is a 40-hour minimum required by the FAA; however, most students need up to 10 additional practice hours to achieve the flying skills necessary to pass the FAA checkride.

\*\*Aviation Specialists' prices subject to change.

**AVIA 104. Cross Country: Flight Training Lab (G-2) 2 hours**

Consists of flight hours required by FAA prior to Instrument Pilot Training. A private Pilot's Certificate is required to enroll in this course. (Southern will not charge tuition for this flight lab course; however, students must pay Southern for a \$35 per hour recording fee. Students must also pay Aviation Specialist at the Collegedale Airport for the following flight training fees:

**Flight Hours Required:**

Dual 7 hrs @ \$79	\$ 553**
Solo 43 hrs @ \$50/hr	2,150
Pre-and Post-flight briefings 5 hrs @ \$29/hr	<u>145</u>

**Total Cost: \$2,848**

\*\*Aviation Specialists' prices subject to change.

**AVIA 202. Instrument Pilot: Ground 3 hours**

**Prerequisites:** AVIA 102, 103

Instruction in radio navigation and en-route procedures, weather forecasting, and all applicable FAA regulations. The FAA Instrument Pilot written exam will be taken upon successful completion of the course. (A \$60 fee must be paid to Sylvan Learning Center for the written exam.)

**AVIA 203. Instrument Pilot: Flight Training Lab (G-2) 2 hours**

**Prerequisites:** AVIA 102, 103, 104 and concurrent or prior enrollment in AVIA 202.

Consists of the dual flight hours required for Instrument Pilot Certification. Flight instruction emphasizes radio navigation, simulated instrument flight, communication, and en-route procedures. Successful testing for the FAA Instrument Pilot Certificate is required. (Southern will not charge tuition for this flight lab course; however, students must pay a \$35 per hour recording fee. Students must also pay Aviation Specialist at the Collegedale Airport for the following flight training fees:

**Flight Hours Required\*:**

Dual 25 hrs @ \$79/hr	\$1,975**
Pre- and Post-flight briefing 6 hrs @ \$29/hr	174
FAA Checkride Examiner Fee	<u>200</u>

**Total Cost: \$2,349**

\*The minimum FAA requirement for the Private Instrument Rating is 125 hours. If students have not accumulated these hours during the previous courses and during any personal flying, the additional hours required will be charged at Aviation Specialists' normal aircraft and/or instruction rates before this course may be successfully completed.

\*\* Aviation Specialists' prices subject to change.

**AVIA 302. Meteorology 3 hours**

**Prerequisite:** AVIA 301

Examination of the atmosphere, standard procedures related to the FAA Automated Flight Service Weather Station. Enhances information presented in AVIA 102 and AVIA 202. (Fall)

**AVIA 304. Aviation Safety** 3 hours**Prerequisite:** AVIA 102

A study of factors necessary for safe flight operations beyond material covered in AVIA 102 and AVIA 202. Students will examine factors influencing pilot performance, advanced aircraft flight characteristics, common mechanical operational problems and cockpit resource management. (Winter)

## TECHNOLOGY

**TECH 110. Panel and Spot Repair** 4 hours

The first introduction to body repair where the student will learn how to straighten small dents, prepare panel for body fillers, prime and block ready for painting. Hand tool costs average \$250. (Fall)

**TECH 111. Painting and Refinishing** 3 hours

An introductory study of vehicle preparation and painting. Student will progress to doing complete refinish job himself. Student must purchase his own respirator and spray gun. Costs average \$300.

**TECH 114. Oxy-Acetylene Welding** 1 hour

Gas welding and brazing of sheet metal in preparation for typical body shop welding jobs. Personal goggles required. Certain specialized welding processes will be taught, such as tig, cast iron, or others to be arranged on an individual basis. A lab fee of \$10 is charged. (Winter)

**TECH 115. Arc Welding** 2 hours

A class designed to give basic understanding of arc welding processes. Emphasis will be given to MIG, TIG, Heliarc, as well as conventional stick welding. Each student must purchase safety glasses and welding gloves. A lab fee of \$15 is charged. (Fall)

**TECH 145. Introduction to Graphic Arts (G-2)** 3 hours

Special emphasis is given to offset methods of copy preparation, camera techniques, platemaking, screen printing, and press work. Experience is offered in personal computer desktop publishing. Skills learned are applicable for personal and business communications. A supplies fee will be charged for projects produced in class. Average cost of projects approximately \$75. (Fall)

**TECH 149. Introduction to Mechanical Drawing and CADD (G-2)** 3 hours

A basic course in drafting, training the student in the use of instruments and the principles of orthographic projection, surface development, sectioning, pictorial representation, and dimensioned working drawings. Six periods of laboratory each week. Lecture as announced by the instructor. Instruments cost approximately \$75. (Fall)

**TECH 151. Introduction to Architectural Drafting and CADD** 3 hours

An introduction to skills and basic knowledge of architectural drafting. Emphasis is on lettering, orthographic projection, parallel line pictorial drawings, shades and shadows, and perspective drawing. Instruments cost approximately \$60. Open to all students.

**TECH 154. Woodworking (G-2)** 3 hours

A study of hand and machine tools, joinery, and proper methods of furniture construction. One period lecture, six periods laboratory each week. A supplies fee will be charged for the cost of the materials used in project construction. Generally, the costs have not exceeded \$225.

- TECH 164. Automotive Maintenance (G-2)** 2 hours  
A course designed to help the car owner become knowledgeable in the matters of buying, servicing, and maintaining the auto. The student will work on his own car or on one belonging to the shop. One period lecture and three periods laboratory each week. (Fall)
- TECH 166. Auto Electrical Systems** 2 hours  
A course designed to give a basic understanding of automotive electrical systems. Basic electrical principles and trouble shooting techniques will be taught. Emphasis will be given to lighting, charging, starting and accessory systems. One period lecture, three periods lab per week. (Fall)
- TECH 167. Suspension, Steering and Alignment** 3 hours  
A course designed to give understanding of automotive suspension and steering systems. Chassis service, repair, and trouble shooting will be taught. Alignment of both two and four wheel alignment systems will be taught. One and a half period lecture and four and a half labs per week.
- TECH 168. Manual Drive Train, Axles and Brakes** 3 hours  
A study of manual drive train operation, diagnosis and repair, clutches, manual transmissions and transaxles. Brake system operation and repair of both conventional and ABS brake systems will be taught.
- TECH 175/375. Engine Rebuilding and Machining** 4 hours  
A course designed to acquaint the student with major engine diagnosis, decision making and overhaul procedures. Machining and measuring processes related to engine rebuilding will be taught. Each student will be required to rebuild an engine and do engine machine work. Two periods lecture, six periods of lab per week.
- TECH 178. Heating and Air Conditioning** 2 hours  
A course designed to teach the principles of heating and air conditioning systems. Emphasis will be given to service and trouble shooting of manual and automatic heating systems of late model cars. One period lecture, three periods lab per week. (Winter, alternate years)
- TECH 183. Basic Electronics** 3 hours  
An introductory course to the properties of electricity/electronics as they pertain to AC and DC electrical circuits and devices such as diodes, transistors and integrated circuits. Intended to introduce the beginning student to the field of electronics. Two three-hour lecture/labs each week.
- TECH 212/312. Painting and Refinishing II** 3 hours  
A continuation of the study of vehicle preparation and painting. Student will progress to doing complete refinish job himself. Student must purchase his own respirator and spray gun. Costs average \$350.
- TECH 216/316. Collision Repair I** 4 hours  
Introduction to a major collision job. Students will probably work in pairs. Body alignment, frame straightening, panel replacement, and dent repair are involved. (Fall)
- TECH 218/318. Collision Repair II** 4 hours  
Continuation of experience in collision repair, emphasizing body alignment, frame straightening, glass work, fiberglass repair, and body section replacement. There is no lecture component to this class, but rather is composed of four three periods laboratory per week. (Winter)

**TECH 220/320. Collision Repair III** **4 hours**

A repetition of work experiences of Collision Repair I and II, but on an individual basis. Students will learn estimate writing, parts and supplies purchasing, shop management, and equipment maintenance. (Winter)

**TECH 230. Automatic Transmission** **3 hours**

A course designed to give understanding of automatic transmissions, transaxle overhaul and troubleshooting. Transmission removal, installation, rebuilding, and service will be taught. One hour lecture and five hours lab time per week. (Winter, alternate years)

**TECH 254/354. Furniture Design and Construction** **3 hours**

**Prerequisite:** TECH 154.

Emphasis will be placed on the design and techniques necessary to construct a quality piece of furniture. Two-three hour lecture/lab each week. A supplies fee will be charged for the cost of the materials used in project construction.

**TECH 264. Automotive Repair (G-2)** **3 hours**

A course designed to give basic understanding of the automobile. Main emphasis is given to power plant and drive train design, operation and service. One period lecture and three periods laboratory each week. All lab learning experience is on actual cars either from the community or personal vehicles.

**TECH 265. Antique Auto Restoration** **3 hours**

**Prerequisites:** TECH 110,111,115

A course designed to give particular emphasis on restoring vehicles 30 plus years old. A detail oriented course focusing on deterioration assessment, disassembly, repair, parts acquisition and assembly procedures. One hour lecture and six hours lab per week.

**TECH 273. Estimating and Diagnosis** **1 hour**

**Prerequisite:** Minimum of 25 hours of Auto courses.

A course in estimate writing and customer relations as well as diagnostics training. Training in how to use an estimated labor time guide as well as parts purchasing will be included.

**TECH 276/377. Engine Performance and Computers** **3 hours**

Electronic and computerized ignition systems operating theory will be emphasized. Each student will be taught driveability diagnosis and trouble shooting techniques for electronic and computerized systems. Hands on diagnosis practice using diagnostic equipment on live vehicles will be given.

**TECH 277. Engine Fuel and Emission Controls** **4 hours**

Both carburetor and fuel injection operation theory, and standard and electronic carburetor systems theory will be covered. Fuel injection diagnosis and repair as well as carburetor overhaul procedures will be taught. Emission control operation as well as trouble shooting and service procedures will be taught.

**TECH 285. Estimating and Damage Analysis** **1 hour**

**Prerequisite:** Minimum of 15 semester hours of Technology classes.

A course designed to teach the process of using crash manuals to write an estimate of parts and labor. Tips on damage analysis will be taught. Parts purchasing and invoice preparation will be included.

**TECH 291. Practicum.****1-3 hours**

**Prerequisite:** Departmental approval and completion of 27 semester hours of Technology classes.

Supervised work experience in Auto Body or Auto Service. Procedures and guidelines are available from the department.

**TECH 299. Advanced Engine Performance****3 hours**

**Prerequisite:** TECH 276 or equivalent.

A course in advanced electronic and computerized engine control system theory and diagnostics. On board diagnostics II on 1995 and later vehicles will be taught. Lab experience will include scan tool and lab scope usage in diagnosing OBDII systems.

**TECH 376. Automation and Robotics****4 hours**

See CPTe 376 for course description.

**TECH 295/495. Directed Study****1-3 hours**

The study of a specific problem in the field of Technology. A written report of the problem may be required by the supervising instructor. Open only to those earning a minor in Technology. Offered on demand.

**(G-2)** See pages 27-30 for explanation of general education requirements.

# INTERDEPARTMENTAL PROGRAMS

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## BACHELOR OF SCIENCE IN MEDICAL SCIENCE

Adviser: Stephen A. Nyirady

A Bachelor of Science Degree in Medical Science will be conferred upon students not already in possession of a bachelor's degree who satisfy the following three conditions:

1. Complete 93 semester hours in an accredited undergraduate university program of which at least the last 30 were taken in residence at Southern Adventist University and at least 12 of which were at the upper division level.
2. Meet the general education requirements equivalent to those outlined for the current Medical Technology program.
3. Provide certification from an accredited professional school of dentistry, medicine, or optometry that the first year of the respective professional program has been successfully completed and that the applicant is eligible to continue.

Request for the conferral of this degree is made to the Director of Records and Advisement.

## GENERAL STUDIES

Adviser: John Keyes

The Associate of Arts and Associate of Science degrees with a major in General Studies are designed for students who have not made a career decision at the time they enter the University. These degrees offer them an opportunity to earn a large part of the general requirements for a baccalaureate degree while leaving some semester hours free for exploration in areas of their choice.

## ASSOCIATE OF ARTS DEGREE IN GENERAL STUDIES

**Major:** The completion of the general education requirements for the Bachelor of Arts degree with the exception: Six hours instead of 12 will be required for Area B, Religion. COMM 135 and PEAC 225 are required courses. Six hours of an elementary foreign language must be included unless two units of the same language were earned in high school. A minimum total of 64 semester hours with a cumulative minimum grade point average of 2.00 is required. Students who plan to eventually complete a bachelor's degree should include some upper division credit and a "W" (writing emphasis) course in the second semester of their second year.

\*Six hours of elementary foreign language must be included unless two units of the same language were earned in high school.

Typical Sequence of Courses for  
A.A. General Studies

YEAR 1		Semester		YEAR 2		Semester	
		1st	2nd			1st	2nd
ENGL 101-102	College Comp	3	3	COMM 135	Area A, Math		0-3
	Area B, Religion	3			Area B, Religion	3	
	Area C, History	3	3		Area C, Govt/Econ		
	Area E, Nat Sci	3			Area D, Lit	3	
	Area F, Beh Sci		3		Speech		3
PEAC 225	Area G-2		3	Area E, Nat Sci	3		
	Fitness for Life	1		Area F, Beh Sci		2	
	Area G-3		1	Area G, Skills		1	
	Electives	<u>3</u>	<u>3</u>	Foreign Language	3	3	
		16	16	Electives	<u>4</u>	<u>4-1</u>	
					16	16	

See pages 23-24 and 27-30 for general degree and general education requirements. Note especially requirements for make-up of any admissions deficiencies.

ASSOCIATE OF SCIENCE DEGREE IN GENERAL STUDIES

**Major:** The completion of the general education requirements for the Bachelor of Science degree with the following exception: Six hours instead of 12 will be required for Area B, Religion. COMM 135 and PEAC 225 are required courses. A minimum total of 64 semester hours with a cumulative minimum grade point average of 2.00 is required. Students who plan to eventually complete a bachelor's degree should include some upper division credit and a "W" (writing emphasis) course in the second semester of their second year.

Typical Sequence of Courses for  
A.S. General Studies

YEAR 1		Semester		YEAR 2		Semester	
		1st	2nd			1st	2nd
ENGL 101-102	College Comp	3	3	COMM 135	Area A, Math		0-3
	Area B, Religion	3			Area B, Religion	3	
	Area C, History	3	3		Area C, Govt/Econ		3
	Area E, Nat Sci	3			Area D, Lit	3	
	Area F, Beh Sci		3		Speech		3
PEAC 225	Area G-2		3	Area E, Nat Sci	3		
	Fitness for Life	1		Area F, Beh Sci		2	
	Area G-3		1	Area G, Skills		1	
	Elective	<u>3</u>	<u>3</u>	Electives	<u>7</u>	<u>4-1</u>	
		16	16		16	16	

See pages 23-24 and 27-30 for general degree and general education requirements. Note especially requirements for make-up of any admissions deficiencies.



# NON-DEGREE PREPROFESSIONAL PROGRAMS

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Preprofessional and pretechnical curricula are offered in a wide variety of fields. Below are listed the curricula most frequently chosen. If other preprofessional programs are desired, faculty advisors are prepared to assist the student in working out a satisfactory sequence of courses needed to meet the admission requirements of the chosen professional school.

## **ANESTHESIA**

Adviser: L. Phil Hunt

Registered nurses who are experienced and comfortable working in critical care areas may become registered nurse anesthetists. Graduation from an approved program of nursing and a valid nursing license is required. Additional requirements may be determined by consulting the School of Nursing.

## **DENTISTRY**

Adviser: Stephen A. Nyirady

Pre-dental training in college/university requires a minimum of three years of study; however, a preference is given to those who have completed a fourth year, earning a bachelor's degree. Students may major in the field of their interest. Although a thorough background in the biological and physical sciences is essential to the study of dentistry, a broad educational background in the humanities is desirable. Upper division biology courses are recommended to prepare for the Dental Admissions Test and for the first year of basic science courses in dental school.

Application to dental school should be made one year previous to the one for which admission is desired. Successful applicants should have a minimum G.P.A. of 3.00 in both science and non-science courses as well as satisfactory performance on the Dental Admissions Test (given each October and April). Information regarding the Dental Admission Testing Program may be obtained from the American Dental Association, 211 East Chicago Avenue, Chicago, IL 69611.

The following courses must be included to meet the minimum requirements for admissions to the LLU School of Dentistry:

BIOL 151-152 .....	8 hours
CHEM 151-152, 311-312 .....	16 hours
ENGL 101-102 .....	6 hours
PHYS 211-212, 213-214 .....	8 hours

The following courses are strongly recommended: Ceramics, Principles of Management, Basic Accounting, Precalculus, Nutrition, Histology, Biochemistry, and Psychology courses.

**LAW**

Adviser: Ben McArthur

Students interested in the study of law as a profession should become acquainted with the entrance requirements of various law schools. This will make possible the planning of a preprofessional program which will qualify the student for admission to several schools.

It is a general requirement that students complete a bachelor's degree before entering law school. Although no particular major is required, four fields should be especially considered by the student serious about law school. These are: business, history, English, and behavioral science. Certain courses recommended by all law schools include American history, freshman composition, principles of accounting, American government, principles of economics, English history, business law, and mathematics. Pre-law students should concentrate on developing their analytical, verbal, and writing skills.

Southern Adventist University offers a Political Economy minor, which combines an interdisciplinary selection of courses helpful for law school preparation. This eighteen-hour minor consists of:

- |             |                                         |         |
|-------------|-----------------------------------------|---------|
| 1. ECON 224 | Principles of Economics                 | 3 hours |
| 2. PLSC 254 | American Government                     | 3 hours |
| 3. PLSC 471 | Classics of Western Thought I <u>OR</u> |         |
| PLSC 472    | Classics of Western Thought II          | 3 hours |
| 4. ENGL 313 | Expository Writing                      | 3 hours |

Plus six hours of electives selected from the following courses:

- |                  |                                                    |
|------------------|----------------------------------------------------|
| 5. ACCT 221      | Principles of Accounting                           |
| 6. ECON 225      | Principles of Economics                            |
| 7. BUAD 358      | Legal, Ethical, and Social Environment of Business |
| 8. BUAD 339      | Business Law                                       |
| 9. HIST/PLSC 357 | Modern America                                     |
| 10. HIST 374     | History of England                                 |
| 11. JOUR 427     | Mass Media Law and Ethics                          |
| 12. COOP 265/465 | Cooperative Education Internship (3 Hours)         |
- Such internships would include work with one of the following: a lawyer, a legal clinic, a public defender's office, a state or U.S. attorney's office.*

Information about preparation for law school may be obtained from the Section of Legal Education and Admissions to the Bar, American Bar Association, 1155 East 60th Street, Chicago, Illinois 60637. For information about the Law School Admissions Test, see the pre-law adviser.

**MEDICINE**

Advisers: Joyce Azevedo, Ann Foster, Rhonda Scott-Ennis, Keith Snyder

Secondary school students who look forward to a career in medicine are advised to include mathematics and science courses during their high school years.

Most applicants complete a Bachelor's Degree prior to entrance into medical school. Exceptional students may be eligible to apply after completion of a minimum of 85 semester hours. Applicants for admission to the Loma Linda University School of Medicine should maintain a grade point average of at least

3.50 in both science and non-science courses. The following courses without an asterisk must be included in the applicant's academic program. Medical schools generally do not accept CLEP credits for these basic science courses. Classes with (\*) asterisks in biology, chemistry, and mathematics are recommended.

BIOL 151-152, 313*, 316*, 330*, 340*, 412, 416*, 417*, 418* . . . . .	8 hours
CHEM 151-152, 311-312, 323* . . . . .	16 hours
ENGL 101-102 . . . . .	6 hours
MATH 120, 121, 181* . . . . .	3 hours
PHYS 211-212, 213-214 . . . . .	8 hours
Religion . . . . .	12 hours

It is recommended that students plan a curriculum that includes study of the humanities and social sciences to provide a solid preparation for the future role of the physician.

Applicants are also encouraged to obtain experience where they are directly involved in the providing of health care. The Biology Department collaborates with Chattanooga's Erlanger Medical Center in a premedical preceptorship program. This program provides the opportunity for upper division pre-medical students to shadow resident physicians in the hospital for up to 24-hour periods.

The applicant is required to have taken the new Medical College Admission Test (MCAT) prior to consideration by the admissions committee. This exam is administered twice a year—in August and April. Application for the exam is made through the Counseling and Testing Center one to two months before the exam is scheduled. For entrance into medical school following graduation, the student should plan on taking the MCAT in April of the junior year or in August preceding the senior year. All of the above required science courses should be completed by this time to insure maximum performance on the MCAT exam.

Once or twice each year representatives from LLU and other schools of medicine visit the campus to interview prospective students. Premedical students are encouraged to make appointments to speak with them.

Most medical schools are members of the American Medical College Application Service (AMCAS). Applications must be submitted through this service. The AMCAS application may be obtained from the Counseling and Testing Office or directly from AMCAS and should be sent directly to AMCAS between June 16 and November 1 for entry into medical school the following year.

American Medical College Application Service

1176 Massachusetts Avenue, N.W.

Washington, DC 20036-1989

After receiving the applications from AMCAS, the admissions office of the medical school reviews the candidates and determines whether or not supplementary information is needed.

Medical schools usually require a letter of recommendation from the pre-professional recommendation committee of the applicant's undergraduate college. Senior pre-medical students are asked to provide the names and addresses of all medical schools to which they are applying to the Vice President for Academic Administration's office before October 1.

Following a careful evaluation of the supplementary application and letters of recommendation submitted to the admissions office, selected applicants may be invited for a personal interview by the medical school.

### OPTOMETRY

Adviser: Chris Hansen

The admission requirements to colleges of optometry vary, so the student should follow the catalog from the school of his/her choice. However, all place emphasis on biology, chemistry, mathematics and physics. Additional courses in the areas of fine arts, language, literature, and the social sciences are usually necessary.

A minimum of two years of preoptometric study is required. However, additional study increases the prospects of acceptance into professional training.

Following is a list of preoptometry courses required by most schools:

BIOL 151-152, 416, 418 .....	18 hours
CHEM 151-152, 311 .....	12 hours
ENGL 101-102 .....	6 hours
MATH 120, 121, 181, 182, 215 .....	15 hours
PHYS 211-212, 213-214 .....	8 hours
PSYC 124 .....	3 hours

Direct individual inquiries are welcomed by the American Optometric Association, Division of Education and Manpower, 243 North Lindbergh Blvd., St. Louis, MO 63141.

### OSTEOPATHIC MEDICINE

Adviser: Joyce Azevedo, Ann Foster, Keith Snyder

An alternative to allopathic medical schools, which grant the M.D. degree, are the osteopathic medical schools whose graduates receive the D.O. degree.

Many Seventh-day Adventists have attended the University of Health Sciences, College of Osteopathic Medicine in Kansas City, Missouri, one of fifteen osteopathic medical colleges in this country.

Requirements for admission are similar to those for allopathic medical schools such as Loma Linda University School of Medicine. Students apply to schools of osteopathic medicine through the American Association of Colleges of Osteopathic Medicine Application Service. Application packets may be obtained by writing to:

American Association of Colleges of  
 Osteopathic Medicine Application Services  
 6110 Executive Blvd., Suite 405  
 Rockville, MD 20852-3991  
 Phone: (301) 468-0990

For a reasonable chance of acceptance, a minimum grade point average of 3.00 should be maintained in both science and non-science subjects.

**PHARMACY**

Adviser: Bruce Schilling

A bachelor's degree program in pharmacy normally requires five years of schooling while a doctorate in pharmacy (PharmD) is usually a six year program. The first two years of either of these programs may be taken at Southern Adventist University. Not all colleges of pharmacy offer both degrees, many now offer only the PharmD degree.

Admission requirements to colleges of pharmacy vary from school to school so the student should consult the catalog of the school of his/her choice for specific course requirements. All schools place a strong emphasis on chemistry, biology, physics, and mathematics.

Minimum admission requirements to the University of Tennessee College of Pharmacy at Memphis are:

BIOL 151-152, 225 .....	12 hours
CHEM 151-152, 311-312 .....	16 hours
ENGL 101-102 .....	6 hours
MATH 181, 215 .....	6 hours
PHYS 211-212, 213-214 .....	8 hours

Additional requirements include:

Speech or Communications .....	3 hours
Social Sciences .....	6 hours
(Psychology, Sociology, Economics, Anthropology, Political Science)	
Humanities .....	6 hours
(Literature, Language, History, Philosophy)	
General Electives .....	4 hours

A total of 66 semester hours of required course work must be taken. A minimum grade of "C" must be obtained for each required pre-pharmacy class. A higher grade point average will increase the chances of acceptance into pharmacy school. In addition, a satisfactory score must be achieved on the National Pharmacy College Admission Test.

Loma Linda University will be accepting its first class of students for the new School of Pharmaceutical Sciences PharmD program in 2000. Official admission requirements have not yet been published, but will include the following:

CHEM 151-152, 311-312 .....	16 hours
BIOL 151-152 .....	8 hours
PHYS 211-212, 213-214 .....	8 hours
ENGL 101-102 .....	6 hours

Mathematics should be taken through precalculus algebra and trigonometry (MATH 120,121). One semester of calculus (MATH 181) is strongly recommended. General education requirements will be added and will likely include, at a minimum, one religion class for each year of attendance at Southern Adventist University or other Adventist College/University as well as a course in cultural diversity.

**PODIATRIC MEDICINE:**

Adviser: Stephen A. Nyirady

An alternative to allopathic (M.D.) and osteopathic (D.O.) medical schools are the podiatric medical schools whose graduates receive the D.P.M. degree. Doctors of podiatric medicine are physicians trained in the medical and surgical treatment of the human foot and ankle.

To gain acceptance to a school of Podiatric Medicine, a bachelor's degree is highly desirable. Preprofessional course work, with a minimum of 90 semester hours, is required of all students. Applicants are required to take the Medical College Admission Test (MCAT). In addition, most D.P.M. schools require the same prerequisite science classes as the M.D. and D.O. schools.

There are seven colleges of podiatric medicine, six of which participate in the American Association of Colleges of Podiatric Medicine Application Service (AACPMAS). The six schools in the AACPMAS are located in California, Florida, Illinois, Iowa, Ohio, and Pennsylvania. An application packet can be obtained by writing or calling:

AACPMAS

1350 Piccard Drive, Suite 322  
Rockville, MD 20850-4307

1-800-922-9266  
(301) 990-7400

**VETERINARY MEDICINE**

Adviser: Stephen A. Nyirady

Competition for admission to colleges of veterinary medicine is keen. Consequently, most successful applicants have completed a degree rather than the minimum requirements listed below. It should also be noted that it is difficult to be accepted in any veterinary institution other than the school in the state where the applicant resides.

The applicant must make a satisfactory score on the Veterinary College Admission Test (VCAT) in addition to meeting grade point average and personal qualifications for admission. Professional training involves four years of veterinary school beyond college.

Minimum admission requirements to the University of Tennessee College of Veterinary Medicine in Knoxville are:

BIOL 151-152, 316, 412 .....	15 hours
CHEM 151-152, 311-312, 331 .....	19 hours
ENGL 101-102 .....	6 hours
PHYS 211-212, 213-214 .....	8 hours

Additional requirements include:

Humanities and Social Sciences .....	18 hours
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Admission requirements will vary between veterinary schools; therefore, it is recommended that the pre-veterinary student work closely with his/her adviser in assuring that the specific requirements for the schools of his/her choice are met.

# FINANCIAL POLICIES

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## STUDENT FINANCE OFFICE MISSION STATEMENT

Southern Adventist University is committed to providing every student the opportunity to obtain a Christian education. In order to reach this goal, the Student Finance Office will make every effort to work together with students toward meeting the students' financial obligations.

## STUDENT FINANCIAL RESPONSIBILITY

### *Student Responsibility for University Expenses*

The Student Finance Office will assist students in their financial planning. Financial aid is available to qualified recipients in the form of grants, loans, scholarships and work opportunities. However, responsibility for payment of University expenses rests with the student, regardless of any assistance which may be expected or received from federal financial aid, parents, Southern Adventist University, denominational tuition assistance, or any other source.

Before registering, each new and/or transfer student must submit a Payment Contract to the Student Accounts Services Office signed by the student indicating acknowledgment of this responsibility.

Information on student costs and means of paying those costs is given throughout this "Financial Policies" section of the catalog to assist students in financial planning. Student financial responsibility includes awareness of this information.

### *Student Account Cash Withdrawals*

Students may receive up to 25% of their earnings for tithe and personal items. Additional cash withdrawals may be made by exception:

1. Students who have sufficient financial aid to cover their tuition and books, who live out of the residence halls, and have a no-charge ID card.
2. Students whose parents pay their accounts using Payment Plan I or II, with written permission from their parents.
3. Students who receive Federal Work-Study earnings will receive 100% of their earnings unless they give written permission for their earnings to be applied to their student account. Further information is available from a financial counselor.

The payroll period normally covers a two-week period and students are paid every other Friday.

On-campus summer earnings should remain on the students' accounts to accumulate toward their advance payment.

Parents wishing to provide a student with cash for personal expenses should use a means other than depositing funds to the student's account. (Further information is available under the "Student Banking" heading.)

Although the Cashier's Office honors VISA, MasterCard, Discover, and American Express cards for making payments on a student's account, **no cash withdrawal service from these cards is available.** This service may be obtained from a local bank.

### Student Check Cashing

Students are encouraged to use their home banks or a local area bank for their personal financial services. The Cashier's Office will cash checks not to exceed \$500 if approved by Student Accounts Services. No third party checks will be honored. Checks must be made payable either to the student or to cash. Proper identification is required.

Each time a check is returned by a bank for insufficient funds, account closed, or any other reason, there will be a \$20 returned check fee assessed to the student's account. The student then forfeits the privilege of cashing future checks.

### Student Banking

For the convenience of students and/or their financial sponsors, no-fee banking is available at the Collegedale Credit Union located in Fleming Plaza on the University campus. Service is provided six days each week. With a \$50 savings account (membership) students can open a no-fee checking account with no minimum balance. Several commercial banks close to the campus community provide similar opportunities.

### Student Personal Effects Liability

When determining what to bring to campus, students should remember that the University is not responsible for the personal effects of any student even though such effects may be required by the University for student use, or required by the University to be stored in a designated location. University-carried insurance does not insure the personal effects of any individual. The University recommends that students consider carrying insurance to cover such losses.

## FEES AND CHARGES

### Advance Payment

All students are asked to pay an advance payment of at least \$2,500 of their fees and charges before registering for the fall semester (or \$1,250, if registering for the first time for the winter semester).

Students taking less than 6 hours must pay the full amount in advance or pay the required \$2,500 advance payment. No discount is available for students who fall in this category.

The following fees and charges apply only to undergraduate students on the Collegedale campus. Information concerning graduate student charges is available in the *Graduate Catalog*. Students should contact satellite campuses directly for information about their costs.

### Tuition and General Fee Charges

Tuition per semester hour (1-11 hours) .....	\$445.00
Tuition for 12-16 semester hours (flat fee) .....	\$5,150.00
Tuition for each semester hour over 16 .....	\$330.00
Tuition for each semester hour of summer school .....	\$330.00
*General Fee per semester (charged to each student enrolled for 6 or more hours)	\$160.00

### Books and School Supplies Charges

Books and school supplies may be charged at the Campus Shop. A student may charge up to a maximum allowable amount for books. A separate maximum applies to school supplies and miscellaneous items.



**Special Fees and Charges**

The following special fees and charges are assessed separately inasmuch as they may not apply to all students nor do they occur regularly:

Add/Drop fee .....	\$15.00
Application for admission (non-refundable) .....	25.00
Audit tuition .....	½ reg. tuition
Automobile parking fee (per semester):	
Residence hall students .....	\$36.00
Village students .....	\$26.00
Motorcycle parking fee .....	\$26.00
Cancellation of registration (non-refundable) .....	\$100.00
Continuing education units .....	\$10.00
Credit by examination (per hour) recording fee .....	\$35.00
Examinations:	
Challenge or waiver .....	\$50.00
CLEP .....	\$45.00
TOEFL .....	\$25.00
Rescheduling midterm or final .....	\$65.00
Graduation Fee .....	\$55.00
Incomplete grade recorded .....	\$10.00
Insufficient funds check fee and penalty .....	\$20.00
**Insurance:	
Student .....	\$351.00
Spouse .....	\$985.00
Child .....	\$385.00
All Children (2 or more) .....	\$725.00
Late Registration .....	\$35.00
Late return of organizational uniform .....	\$20.00
<i>(The full cost will be charged if irreparably damaged or not returned.)</i>	
Lost residence hall key or replacement:	
Talge Hall .....	\$25.00
Thatcher Hall .....	\$25.00
Lost student I.D. or replacement (must be cash payment) .....	\$5.00
Medical Technology recording fee (senior year) .....	\$55.00
***Nursing education fees:	
Associate degree (per semester) .....	\$310.00
Baccalaureate degree (per nursing semester hour after completing Associate degree) .....	\$15.00
Packing and Moving Fee .....	\$50.00
Residence Hall Deposit .....	\$150.00
Residence Hall rent per semester .....	\$890.00
****Summer Graduation Deposit .....	\$200.00
Transcript Fee — Same Day Service .....	\$5.00

\*Fee is used for computer technology, academic transcripts, and registration.

\*\*An annual fee that is subject to change by insurance company.

\*\*\*Declared nursing majors enrolled in a nursing class.

\*\*\*\*Refundable when requirements are met according to the policy on page 25.

**ESTIMATED STUDENT BUDGET**

	Residence Hall Student		Non Residence Hall Student	
	Semester	Year	Semester	Year
Tuition (12-16 hrs/semester)	\$5,150	\$10,300	\$5,150	\$10,300
General Fee	160	320	160	320
Residence Hall Rent	890	1,780		
Food (monthly average \$244; monthly minimum charge \$135)	975	1,950		
Books and School Supplies	<u>450</u>	<u>900</u>	<u>450</u>	<u>900</u>
Total Estimated Costs*	\$7,625	\$15,250	\$5,760	\$11,520

(Health insurance, automobile parking, and Campus Shop personal purchases are in addition, if applicable.)

\*With financial aid and/or labor, this total figure can be substantially reduced.

**POLICES ON FEES AND CHARGES***Approved Items to Charge to Student Account*

Any charges to a student's account, outside of the normal educational expenses, must be approved by the Student Finance Office. Examples of charges which will not be approved are student club dues and departmental or class tours.

*Advance Payment*

An advance payment of \$2,500 of the student's fees and charges is required before registration, with one-half of the advance payment (\$1,250) being held for second semester. For new students entering second semester the advance payment is \$1,250, and all other appropriate charges are applicable.

Scholarships and denominational tuition subsidy may not be used as part of the advance payment, with the exception of the Student Missionary Scholarship, HHES, and the summer camp matching scholarship.

*Food Service Charges*

The cafeteria plan of boarding allows the residence hall students the privilege of choosing food and paying only for what is selected. Students are encouraged to eat healthfully by eating at the cafeteria, Campus Kitchen, or KR's Place where balanced meals are provided. Residence hall students will be charged a minimum of \$135 per month which will be prorated for vacations and holidays. No minimum charge is made during the summer months.

Village students may charge food at the cafeteria, Campus Kitchen, and KR's Place as long as their school accounts are paid monthly by the due date. Should a village student account become 60 days in arrears the privilege of charging food will be withheld. The food charging capability will be reactivated only after at least one full semester of timely payments.

*Books and School Supplies Charges*

Books and school supplies may be charged at the Campus Shop. A student may charge up to a maximum allowable amount for books. A separate maximum applies to school supplies and miscellaneous items.

Students may not charge items from the Adventist Book Center or other book stores to their student accounts.

### *Nursing Education Fees*

Upon acceptance to the clinical nursing program, students are required to send a deposit of \$310 to hold their placement in the class. This deposit also serves as the first semester's Nursing Education Associate Degree Fee, which will be charged to the A.S. nursing student's account each subsequent semester. This fee is in addition to all other fees. The \$310 deposit is refundable to students who change majors, or to those who never attend SAU. Requests for refund must be made through the School of Nursing no later than August 1.

### *Music Lesson Fees*

In addition to the tuition charge for private music instruction courses, a music lesson fee is charged per semester, as detailed below.

With credit: **\$134.00 plus tuition**

A student will receive 14 half-hour lessons per semester.

Without credit: **\$180.00**

A student will receive 14 half-hour lessons per semester.

Without credit: **\$360.00**

A student will receive 14 one-hour lessons per semester.

Music majors who are currently enrolled in or have completed MUCT 111-112 and 121-122, and who have been accepted to receive credit for a concentration, pay only one fee per semester to cover all private lessons.

Music lesson fee refunds are calculated on the basis of the number of lessons taken during the first four weeks of the semester, after which no refunds are granted. Students taking lessons with or without credit must submit an Add/Drop form to the Records Office at the time the lessons are discontinued to be eligible for a refund.

Excused absences may be made up at the discretion of the teacher if previous arrangements have been made. Lessons falling on holidays or during vacations will not be made up unless this results in the student having fewer than 14 lessons for the semester.

### *International Student Deposit*

In addition to the regular University costs, international students must provide an International Student Deposit of \$4,000 U.S. This applies to all international students except documented permanent residents of the U.S. or residents of Canada. The deposit must be received by the Accounting Office before a U.S. Immigration Form I-20 is sent to the prospective student for entry to the U.S. Because mail service from many foreign countries takes time, this deposit should be sent six weeks prior to enrollment. This deposit, once paid, remains untouched (with interest paid at the rate of two percent less than prime, based on the prime rate at the time of deposit) until the student graduates, withdraws from SAU, or is unable to pay his or her student account, at which time the international deposit will be applied to the student's account. If the student's account has been paid in full, the deposit will be refunded after the final statement is issued.

### Health and Accident Insurance

Southern Adventist University requires all international students to purchase the Student Accident and Sickness Insurance Plan. All other students who are taking six hours or more, or who are living in University housing will automatically be enrolled in the University health and accident plan unless the student signs a waiver card at the time of registration indicating s/he does not want the University insurance because:

1. The student has other insurance equal to or better than the University insurance plan.
2. The student is covered under the SDA denominational health care plan.
3. The student does not live in University-owned housing and is taking **less than six semester hours** of class work during the fall and spring semesters or less than three hours of class work in the summer.

### SAU Refund Policies

#### REFUND FOR COMPLETE WITHDRAWAL FROM CLASSES

A student who withdraws from school completely during the semester will receive a tuition and general fee refund based on the date the completed withdrawal form with all the required signatures is filed with the Records Office. Residence hall refunds are prorated according to the number of days a student occupies their room subtracted from the number of days remaining in the semester. University apartment refunds are prorated based on when the student vacates the apartment subtracted from the number of days remaining in the month. Music lesson refunds are calculated according to a separate policy explained on page 258.

Tuition refunds are calculated as follows:

1st Week	100%	6th Week	50%
2nd Week	90%	7th Week	40%
3rd Week	80%	8th Week	30%
4th Week	70%	9th Week	20%
5th Week	60%	10th Week	10%
		11th Week	0%

#### REFUND FOR PARTIAL WITHDRAWAL

Refunds of tuition for semester credit hours dropped are calculated according to the date the drop form with all the required signatures is filed with the Records Office. Tuition refunds are calculated as follows:

First week of the semester—100%

Second week through the tenth week—10% less per week (as listed above)

After the tenth week—no refund will be given

#### REFUND FOR SHORTENED SCHOOL TERM WITHDRAWAL

First two (2) school days—100%

Third (3rd) day through end of term—Prorated through mid-term

### REFUND OF CREDIT BALANCES

Credit balances are refundable, upon request, 30 days after the monthly statement is received for the last month the student was in school in order to be certain that all charges have been processed. For example, if a student drops out of school in December, a full credit refund would not be made until after the January statement is prepared during the first week of February. When the credit balance is large, a portion may be refunded earlier upon request to the Disbursements Office.

If the student has received financial aid during the current semester, any credit balance will be credited to the aid funds, according to the Financial Aid Refund Policy described in the "Financial Aid Refund Policy" section.

### *Residence Hall/Campus Housing Charges*

#### RESIDENCE HALL COSTS

Room charges are based on two students occupying one room. Residence hall accommodations costs for each single student are \$1,780 for the school year. Charges are made on a semester basis beginning in August and January. A student may, upon application to the residence hall dean, be allowed to room alone at an additional cost of 150% of the single rate per semester. If sufficient rooms are available, s/he requires approval from the Student Finance Office. It is the student's responsibility to have arranged for a roommate unless specific arrangements have been made to room alone. No pets are allowed in the residence hall.

No refunds are made for vacation periods or absences from the campus. When a student withdraws, a prorated portion of the semester charge, beginning with the date of non-occupancy of the room, will be refunded.

#### RESIDENCE HALL DEPOSIT AND DEPOSIT REFUND

A room deposit of \$150 is required of each resident. To guarantee a room in the residence hall, payment of this deposit must be made by July 1. After July 1, no room is held for a student whose deposit has not been paid. This deposit should be sent directly to Southern Adventist University and is held in reserve until the student graduates and/or permanently moves out of the residence hall. The deposit is in addition to any other payment, and is fully refundable to students who never attend SAU or never move into the residence hall.

#### UNIVERSITY APARTMENT COSTS

University-owned apartments may be rented by married students taking a minimum of six hours each semester. The apartments range in size from two to six rooms and are rented furnished or unfurnished. Rents range from \$265 to \$372 per month. Rent is paid in advance and begins when the key is issued. Charges are based on the date of issue and return of keys and proper clearance with the office of the Vice President for Financial Administration. No pets or firearms are allowed in University housing.

#### UNIVERSITY APARTMENT DEPOSIT AND DEPOSIT REFUND

Married students and single students over 23 years of age renting an apartment from the University pay a housing deposit of \$300 to reserve an apartment. This housing deposit is due before occupancy and is sent directly to Southern Adventist University. The deposit is in addition to any other payment.

If a student gives notice before August 1 that s/he will not be attending, the housing deposit will be refunded. Damage or cleaning charges may also be charged to the student's account if the deposit is insufficient to cover these costs. The Housekeeping Supervisor at the Service Department will determine whether the apartment has been left clean and undamaged. A packing and moving fee may be charged as necessary.

### **Adventist Colleges Abroad Fees**

Students wishing to apply for study abroad under the Adventist Colleges Abroad (ACA) program must follow the procedures listed below:

1. Obtain an ACA application from Southern Adventist University's Admissions Office.
2. Complete and return the ACA application to the Modern Languages Department.
3. Follow one of the following payment plans:
  - a. Pay the total amount of tuition, room, board, hospital and accident insurance, personal account deposit, and tour deposit of the chosen school by August 1.
  - b. Semester System: Pay one-half of the total charges and tour charge by August 1. The remaining one-half must be paid by November 1.
  - c. Quarter System: Pay one-third of the total charges and tour charge by August 1; one-third by November 1; and the remaining one-third by February 1.
4. Make all payments by cash, cashier's check, money order, or credit card.

University funded scholarships are not available for ACA students, nor will they receive a family rebate. When planning their finances for the ACA program students must:

1. Have their Southern Adventist University account paid to date.
2. Have completed all necessary paperwork for federal financial assistance and received a financial aid award letter before August 1 if relying on financial aid.
3. Subtract tuition assistance or federal financial aid from the total ACA charges due.
4. Pay SAU for charges before the University makes payment to ACA. If payment is not received, student will be sent back from ACA.

## **POLICIES ON FEE WAIVERS AND REBATES**

### **Family Rebate**

When two students from the same immediate family who have the same financial sponsor are enrolled at Southern Adventist University at the same time, they may receive a five percent discount on tuition and general fee. This also applies to married student couples. A ten percent discount will be given when three or more students are enrolled at SAU at the same time, and have the same financial sponsor. This rebate does not apply for summer classes. If one student of a married couple is a National Merit Finalist and receives free tuition, that student would not be eligible for the family discount.

When two students are enrolled at SAU from the same immediate family who have the same financial sponsor, and one is a Student Missionary/Task Force Worker and is enrolled in the 12 hour Christian Service course, the Student

Missionary/Task Force Worker will not receive an additional discount; however, the brother or sister who is enrolled at Southern will receive a five percent tuition discount. If the Student Missionary/Task Force Worker is not enrolled in the 12 hour Christian Service course, no discount will be given to the sibling enrolled on the SAU campus.

When three or more students are enrolled at SAU from the same immediate family who have the same financial sponsor, and one is a Student Missionary/Task Force Worker and is enrolled in the 12 hour Christian Service course, the Student Missionary/Task Force Worker will not receive an additional discount; however, the students who are enrolled at Southern will receive a 10 percent tuition discount. If the Student Missionary/Task Force Worker is not enrolled in the 12 hour Christian Service course, a 5 percent tuition discount will be given to the siblings enrolled on the SAU campus.

No family rebate will be given to ACA students. However, family members will receive a family rebate according to the policy above for Student Missionaries/Task Force Workers.

#### *Tuition Waivers*

Tuition waivers are available for classes involving summer tours and are included in the approved travel arrangements. Waivers for tours take into consideration if the student is enrolled in fewer than 12 hours, excluding the tuition waiver class, or more than 16 hours including their tuition waiver class. The waiver is calculated on the hours below 12 and above 16 resulting from the tuition waiver class.

#### *Post-graduate Tuition Plan for Undergraduate Classes*

A Post-graduate Tuition Plan has been established for the purpose of assisting students who have graduated with a bachelor's degree from Southern at a 50% tuition reduction. The plan also allows eligible non-Southern Adventist University graduates to enroll in classes at a 25% tuition reduction. The provisions that apply are:

1. To be eligible for the Post-graduate Tuition Plan, a student must have graduated from SAU or other eligible non-SAU schools with a bachelor's degree at least two years before entering the Post-graduate Tuition Plan.
2. Applicants must have a clear financial SAU account and all loan payments must be up-to-date at the time of registration before the Post-graduate Tuition Plan is approved. To continue to participate in the plan, students must reapply each semester. If a participant's account or loan payment becomes delinquent, that student will lose his/her Post-graduate Tuition Plan privileges and cannot be reinstated.
3. Regular readmission criteria apply to this program. Completed applications and other college or university transcripts must be on file in the Admissions Office no later than four weeks prior to the beginning of the semester for which the graduate is applying.
4. Students wishing financial aid must apply through the Student Finance Office.
5. This plan is applicable to classes where space is available and where the hiring of new faculty or staff is not required. The Post-graduate Tuition Plan does not include private music lessons, long-term health care classes, independent study, directed study, student teaching, graduate classes, internships, A.S. nursing, the fifth year of a five-year degree program, summer classes, or a program where a tuition discount is already in effect.

6. Since the Post-graduate Tuition Plan offer is for **tuition only**, it does not apply to lab fees, surcharges for applicable courses, residence hall charges, books, or cafeteria charges.
7. This program is open to a limited number of students. Southern Adventist University reserves the right to discontinue or amend this special tuition offer at the discretion of the University administration.

#### *Tuition and Fee Waiver for Student Missionaries*

Those students planning to serve as Student Missionaries and enrolling in NOND 227 and 228, Christian Service I and II, will be charged tuition at 10% of the current rate and will not be charged a General Fee. Students enrolled in GEOG 306, Cultural Geography, will be given a two-thirds tuition waiver.

Before final authorization may be obtained, all students going as Student Missionaries or Task Force Workers must be cleared by the Student Finance Office.

#### *Senior Citizen Tuition Plan*

Persons over 65 years of age may audit any regular college course free of charge, provided there is space available and sufficient enrollment of students paying regular tuition to offer the class. Lab fees will be charged at full price where required.

They may take classes for college credit at one-fourth the regular rate, provided there is space available and sufficient enrollment of students paying regular tuition to offer the class. Lab fees will be charged at full price where required.

They may enroll in seminars, workshops, other courses offered outside the regular academic structure, and private lessons at full price.

#### *Collegedale Academy Students Tuition Fee Waiver*

Collegedale Academy students who have finished their Junior year may take up to six credit hours at SAU at a rate of 1/3 of the current tuition rate per hour. Students eligible for tuition subsidy will receive the subsidy of 35% or 70% of the tuition paid. Private music lessons are at the regular SAU tuition rate.

*Refunds (see "Refund Policies" in "Policies on Fees and Charges" section)*

### **METHODS OF PAYMENT**

The following methods of payment are available. Families who do not enroll in one of these payment plans must pay the amount due indicated on the student's monthly statement each month by the due date.

#### *Payment Plan I and III—Cash in Advance*

When the total estimated charges for tuition (minimum six hours), general fee, room, and board for a semester are paid in cash at or before registration, a discount of three percent for the semester or five percent for the year is allowed on this cash payment. Amounts paid as a result of student loans, grants, or scholarships are excluded from the amount on which the discount is allowed. Students choosing to pay cash in advance must on or before registration time, pay the full amount required by the plan for the semester or year, less any advance payments or credits.



The following schedule outlines how *Payment Plan I* would work for both a semester and the year:

	Residence Hall Student		Non Residence Hall Student	
	Semester	Year	Semester	Year
Total estimated charges (see Estimated Student Budget)	\$7,625	\$15,250	\$5,760	\$11,520
(a) Less cash discount (3% for semester) or	-229		-173	
(b) Less cash discount (5% for year)		-763		-576
<b>*Net cash due at registration</b>	<b>\$7,396</b>	<b>\$14,487</b>	<b>\$5,587</b>	<b>\$10,944</b>

\*These figures are only an example. A worksheet for each student desiring the prepayment discount must be completed by the Student Accounts Services Office.

Note: For calculating the discount, estimated charges may be reduced by approved financial aid and scholarship awards (excluding student wages). Cash discount applies to the cash paid at registration.

### *Payment Plan II—Guaranteed Tuition Plan*

The University will guarantee to the student that tuition will remain constant under the following provisions:

1. This plan is not available to students receiving financial aid. However, parents taking a Parent Plus Loan may include this amount in their payment.
2. The tuition rate in effect at the time of the first contract (including beginning second semester) will remain in effect until the student graduates. The student must maintain full-time continuous registration, not to exceed four years, excluding a one-year leave of absence which may be given for student missionaries, ACA, or task force workers. This plan is not applicable to summer school.
3. Total estimated cost for the year must be paid prior to or at fall registration.
4. Any cash withdrawals, except student earnings, will void the contract.
5. Participants in this plan are eligible for a five percent cash discount on the total estimated cost the first year of participation only (calculated as in Payment Plan I). The next three years, the tuition rate will remain the same as year one, and a five percent discount will be given on general fee, room, board, and books only.
6. Dependents of denominational workers may deduct the denominational tuition assistance when making their payment; however, the tuition assistance must be received by the University from either the denominational employer or the denominational worker within two months after registration or the contract is void.
7. Student earnings may be withdrawn from the student's account and will not reduce the amount to be paid.
8. Costs in excess of the total estimated amount to be paid will be billed monthly and should be paid on a monthly basis or the contract is void.
9. Should the estimated cost be less than the amount paid, the credit will be refunded after June 1.
10. If the Payment Contract is broken for any of the above reasons, or the student withdraws during the school year, the student who re-enters Payment Plan II may do so based on the rates of enrollment for the new year.

This plan only guarantees the tuition rate—not the room, board, books, and other miscellaneous charges. The student/financial sponsor must pre-pay each year the total estimated costs no later than the last day of registration.

#### *Payment Plan IV—Monthly Payments*

A monthly payment plan is available for the 1999-2000 academic year through the Student Accounts Services Office.

#### *Credit Card Payments*

The Cashier's Office honors VISA, MasterCard, Discover, and American Express cards for making payments on a student's account. **No cash withdrawal service is available from these cards**—this service may be obtained from a local bank.

When using a credit card to pay on an account, the following information must be supplied: 1) name of credit card being used; 2) cardholder's name; 3) credit card number; 4) expiration date; 5) student's name and ID number; and, 6) amount to be charged on card.

#### *Automatic Credit Card Payments*

Payment through automatic credit card deductions may be arranged. This arrangement is made through the Student Accounts Services Office. A signed written request for automatic credit card deductions, stating the amount to be deducted, the date each month the deduction should be made, and the amount to be deducted each month will be required.

#### *Personal Check Payments*

Payments made to a student's account by personal check should have the student's University personal identification number (ID number) written on the check. If the ID number is not written on the check when it is received by SAU, it will be written on the check by an SAU employee for posting purposes.

## **BILLING PROCEDURES**

### *Monthly Statements*

Statements will show all monthly/semester charges and credits and will be mailed to students on or before the 13<sup>th</sup> of each month. The minimum payment is due the 28<sup>th</sup> of each month. If the minimum payment due is paid on or before the 23<sup>rd</sup>, a one percent discount may be subtracted from the payment. Students who do not pay by the 28<sup>th</sup> will be assessed a \$25 late fee. Students who do not pay within three weeks after the 28<sup>th</sup> will have their ID cards deactivated. Students' registrations will be canceled and they will be charged a \$100 fee if payment is not received four weeks after the 28<sup>th</sup> due date. Those wishing to re-enroll must then pay the entire semester's estimated expenses.

Before semester examinations may be taken, or before registering for a new semester, the student account balance must be paid in full.

### *Denominational Tuition Assistance*

Prior to fall registration, a financial information packet is sent to the parent/financial sponsor of all accepted students. A form is included in this packet for those who qualify for tuition assistance from their employer. This form should be completed for each eligible student each school year and returned to the Student Finance Office. The Accounting Office will then bill the appropriate

institution for this tuition assistance in September for first semester, and in February for second semester. It is the obligation of the parent/financial sponsor to be sure the tuition assistance is paid on a timely basis.

#### *Transcript Requests for Currently Enrolled Students*

It is the policy of the University to withhold transcripts if a student has an unpaid or past-due account at the school, or any unpaid account for which the University has co-signed.

An official grade transcript will be issued for a currently enrolled student when the student's account is current according to the payment plan the student is on. Exceptions may be considered to receive an official grade transcript when the account is current except for the disbursement of any Federal student loan for which a guarantee has been established. A student's failure to comply with instructions can delay the release of a transcript.

When payment is made by personal check, the transcript will be held for ten working days to allow the check to clear. To expedite the release of these documents, the student should send a money order or certified check to cover the balance of the account when requesting the documents. Under provisions of federal loan programs, Southern Adventist University withholds any records when payments for these loans become past due or are in default.

#### *Financial Aid Overawards*

When financial aid recipients receive additional resources not included in the financial aid award letter, it is the student's responsibility to report these funds to the Student Finance Office. Federal regulations prohibit "overawards;" therefore, when the total of all resources exceeds the allowable student budget, financial aid awards must be adjusted. When financial aid funds have already been credited to the student's statement, any refunds due to the federal aid programs or the amount of the overaward will be charged to the student's account.

#### *Credit Refund Policy*

Credit balances are refundable, upon request, 30 days after the monthly statement is received for the last month the student was in school in order to be certain that all charges have been processed. For example, if a student drops out of school in December, a full credit refund would not be made until after the January statement is prepared during the first week of February. When the credit balance is large, a portion may be refunded earlier upon request to the Disbursements Office.

If the student has received financial aid during the current semester, any credit balance will be credited to the aid funds, according to the Financial Aid Refund Policy on page 278. Cash refunds will not be made to the student without authorization from the parent or financial sponsor.

### **COLLECTION POLICIES AND PROCEDURES**

#### *Accounts Collection Policy*

Students completing or terminating their studies with the University are required to pay their balance in full prior to leaving. Payments due on non-current accounts that are not received by the last working day of the month will be charged a one percent per month service charge.

When a student who was enrolled first semester does not enroll second semester and has left with an unpaid account, that account will be designated a non-current student account and will be reported to TRW Credit Bureau by February 15.

When a student leaves at the end of second semester who does not return for the summer session, the account will be designated a non-current student account by June 15 and reported to TRW Credit Bureau.

When a student leaves at the end of second semester with an unpaid account and plans to return the following year, the student will have from May through August to bring the account current. If the student decides not to return, then this account will be designated a non-current account by September 15 and reported to TRW Credit Bureau.

At the time any account is designated non-current, a carrying charge of one percent per month will apply.

When a non-current account is 90 days past due and neither satisfactory payments nor communication have been received, and unsuccessful attempts have been made by the SAU Student Accounts Services Office to contact the individual, the account will be submitted to a collection agency or attorney.

If the University deems it necessary to employ a collection agency or an attorney to collect defaulted accounts, all charges for these services, including court costs, if incurred, will be added to unpaid bills.

#### *Policy on Transcript, Diploma, and Test Score Requests for Non-current Students*

It is the policy of the University to withhold transcripts, diplomas, test scores, certificates of completion, and other records if a student has an unpaid or past-due account at the school, any unpaid account for which the University has co-signed, or (if a federal loan borrower) has not completed an Exit Interview.

Official grade transcripts for non-enrolled students will be issued when students' accounts are paid in full and when there are no delinquencies in the payment of student loans. No exceptions will be made.

When payment is made by personal check, the transcript will be held for ten working days to allow the check to clear. To expedite the release of these documents, the student should send a money order or certified check to cover the balance of the account when requesting the documents. Under provisions of federal loan programs, Southern Adventist University withholds any records when payments for these loans become past due or are in default.

#### *Policy on Legal Proceedings*

Southern Adventist University shall not render services to former students who may be involved in any legal proceedings, until court confirmation has been received with regards to the legal actions taken.

#### *Bankruptcy Policies and Procedures*

Recognizing that the discharge of a debt through bankruptcy proceedings prohibits a creditor from subsequently pursuing the collection of the debt, the University, upon notification by the court of such filing, complies with this legal prohibition. The bankruptcy of the financial sponsor in no way changes the underlying financial obligation of the student to pay his or her student account. No further services will be extended.

## STUDENT LABOR

### *Student Labor Regulations*

Work opportunities are available in departments/schools and industries operated by the University and at local private businesses. Students seeking employment should contact the Human Resources/Student Employment Office for a listing of available positions or to complete an employment application.

Although Southern Adventist University cannot guarantee a student employment, the University will endeavor to find a work opportunity either at the University or at a local business. Students are urged to arrange class schedules that allow "blocks" of time for work.

All hiring formalities are completed in the Human Resources/Student Employment Office. Students must bring their Social Security cards and one identification document, such as a passport, driver's license, or original birth certificate, in order to complete the hiring process legally. Students who are not American citizens must produce an unexpired employment authorization document such as a valid I-20 or other legal document before employment can be arranged.

Students are expected to maintain satisfactory job performance and meet all work appointments, including those during examination week. Work superintendents reserve the right to dismiss students if their service and work records are unsatisfactory. Should a student find it necessary to be absent from work, s/he must make arrangements with the work supervisor and, if ill, with Student Health Service.

A student accepting employment is expected to retain it for the entire semester except in cases where changes are recommended by the school nurse or the Human Resources/Student Employment Office. Should a student receive opportunities for more favorable employment at another department on campus during the semester, the transfer must be made through the Human Resources/Student Employment Office and the two employing departments. A student must NOT drop his/her work schedule without notifying the Human Resources/Student Employment Office.

The student pay rate is not less than the current minimum wage rate. It may be higher, depending on a student's grade level, if a student possesses special skills or training and shows responsibility and consistency.

Students who work more than 20 hours per individual week or who are enrolled for less than 12 credit hours will have Social Security taxes (FICA) withheld from their earnings.

Students may work off campus; however, permission may be withheld for off-campus employment that could be detrimental to a student's health or character development.

### *Foreign Student Labor Regulations*

Foreign students on non-immigrant visas are required by law to secure permission before accepting any off-campus employment. Foreign students with student visas are allowed to work on campus up to 20 hours a week. Spouses may work only if they have student visas of their own or have immigrant visas.

### *Student Payroll Policies and Procedures*

Students may receive up to 25% of their earnings for tithe and personal items.

Students who receive Federal Work-Study earnings will receive 100% of their earnings unless they give written permission for their earnings to be applied to their student account or they voluntarily return their earnings to be applied to their student account. Further information is available from a financial counselor.

The payroll period normally covers a two week time period and students are paid every other Friday. Students must wait until they receive their earning statements before they are allowed to withdraw any additional cash from earnings.

On-campus summer earnings should remain on the students' accounts to accumulate toward their advance payment.

### *Student Workers' Compensation Insurance*

As provided by the laws of the State of Tennessee, the University carries workers' compensation insurance to protect all employees in case of work-related accidents.

### *Summer Work Incentive Program*

1. Work supervisors may recommend raises for a student's summer wage within the pre-set wage rate scale.
2. Two-thirds of the resident hall student's summer rent will be refunded after registration for the fall term, provided:
  - A. A minimum of 300 hours of summer work is completed.
  - B. The student is enrolled for at least six credit hours for the fall term.
3. Any variation to the above plan must be approved by the Administrative Council.
4. This incentive program applies only to the dormitory students.

## **FINANCIAL AID POLICY**

Southern Adventist University provides financial aid for students in the form of loans, grants, scholarships, and employment. The source of these funds is in most cases the United States government (in the form of Title IV funds), the student's state, a private group or corporation, or Southern Adventist University. Financial aid applicants will not be denied assistance on the basis of sex, race, color, national origin, or ethnicity. The Student Finance Office follows established procedures and practices which will assure equitable and consistent treatment of all applicants.

Students are urged to contact the Student Finance Office, P.O. Box 370, Collegedale, Tennessee 37315-0370, (1-800-SOUTHERN), for information about and applications for financial aid. Applications received by March 1 will be given preference. Applications received after March 1 will be processed as long as time and funds permit. Southern Adventist University's Title IV code is 003518.

## **FINANCIAL AID AVAILABLE**

### *Scholarships*

Southern Adventist University institutional scholarships are awarded from a variety of scholarship funds to students who meet the scholarship requirements. These awards usually range from \$200 to \$2,000 per year depending upon the student's need and availability of funds.

The amount of a student's SAU need-based scholarship award will be reduced by the amount the student receives from all sources that exceeds the total budgeted expenses for the school year. Scholarship funds will not be applied to certain extra-curricular expenses. If the student's grade point average (GPA) falls below the required level, the SAU scholarship will be deferred or canceled. Any requests for exceptions should be addressed to the Financial Appeals Committee.

All combined scholarships including tuition assistance will be capped at a student's tuition (up to 16 hours per semester), general fees, and room expenses (up to the standard residence hall rent.) The following SAU scholarships are awarded to eligible students regardless of financial need:

**ACADEMIC SCHOLARSHIPS** are awarded to incoming freshmen who graduate with a GPA of 3.50 or higher from academies or secondary schools, are recommended by their faculty, and enroll at Southern Adventist University for a minimum of twelve semester hours. Students completing their GED and their score is at least the equivalent of a 3.5 GPA may qualify for academic scholarships.

For those incoming freshmen students who have a high school GPA of 3.85 or above and an ACT composite score of 28 or above, a high academic scholarship of \$6,500 over four years is available. Two thousand dollars will be awarded the first year at SAU and \$1,500 for each of the following three years. The student must maintain an SAU GPA of 3.50 and enroll in at least 14 credit hours each semester.

**ACT SCHOLARSHIPS** are awarded to incoming freshmen with a composite score of 26-30 are eligible for a \$700 award if they maintain at least a 3.00 GPA each semester of the first year they are enrolled at Southern Adventist University. Incoming freshmen with a composite score of 31-36 are eligible for an \$850 award if they maintain at least a 3.25 GPA each semester of the first year they are enrolled at Southern Adventist University. Students must enroll at Southern Adventist University for a minimum of 12 semester hours.

**ASIAN SCHOLARSHIPS** are awarded to full-time international students who come directly from the Far Eastern Division countries. This scholarship is to help defray the cost of travel and is available for one year only. Amount is \$1,000.

**CANADIAN SCHOLARSHIPS** are awarded to full-time students whose permanent residence is in Canada, family's income is in Canadian funds and who are not eligible for U.S. federal financial aid. The amount is \$2,000 per year. SAU does not accept Canadian funds at par.

**CHURCH AND UNIVERSITY MATCHING SCHOLARSHIPS** are awarded to students whose churches participate in a matching plan. Southern Adventist University will match one-half of the total funds received from churches for a student up to \$1,000. The student must be enrolled for a minimum of 12 credit hours each semester. Funds will not be matched for past-due accounts for prior years and/or for the required advance payment amount. The participating church must complete and sign the matching application form certifying that their appropriation came from local church funds, not from the student, the student's parents or relatives, and is not for wages or pay for services rendered by the student. These forms may be obtained from the Student Finance Office.

**GYMNASTICS SCHOLARSHIPS** are awarded by the Coach based on tryout, selection, and participation on the gymnastics team.

**LEADERSHIP SCHOLARSHIPS** are awarded to incoming freshmen who have served as S.A. President, S.A. Vice-President, S.A. Spiritual Vice-President, Senior Class President, Yearbook Editor, Class Pastor, or School Paper Editor, provided

they enroll at Southern Adventist University for a minimum of 12 credit hours each semester.

MUSIC SCHOLARSHIPS are awarded by the School of Music based on an audition, selection and participation in orchestra, band, and choir. Amount of scholarship varies depending on student's ability and department needs.

NATIONAL ACADEMIC RECOGNITION AWARDS are awarded to finalists in the National Merit contest. Finalists receive tuition-free scholarship for four continuous years at Southern Adventist University as long as they maintain an SAU GPA of 3.50 or above and enroll each semester for not less than 15 credit hours.

SOUTHERN SCHOLARS' SCHOLARSHIPS are awarded to students after completing one year in the honors program, Southern Scholars may receive a waiver for the cost of auditing one class each semester that they remain in the program. Upon successful completion of the program students will receive a tuition refund equivalent to four three-hour classes. The "per hour" rate for a 16-hour class load will be the basis for calculating the refund. Southern Scholars also receive a 100 percent tuition waiver for Honors Seminar, HMNT 451, 452, providing the Southern Scholar must be enrolled in fewer than 12 hours excluding their tuition waiver class, or more than 16 hours including their tuition waiver class. The waiver is calculated on the hours below 12 and above 16 resulting from the tuition waiver class.

STUDENT MISSIONARY/TASK FORCE SCHOLARSHIPS are awarded to students who were approved by Southern Adventist University to serve as Student Missionaries or Task Force Workers may, upon the completion of a year of service, apply for a \$1,500 scholarship through the Chaplain's Office if they are enrolled at SAU for a minimum of 12 credit hours each semester.

SUMMER CAMP SCHOLARSHIPS are awarded to students participating in conference-sponsored summer camp programs will receive a scholarship from Southern Adventist University for 50 percent of the net amount (up to \$1,000) receipted to the student's statement upon enrollment of at least 12 credit hours each semester. Funds will not be matched for past-due accounts for prior years. Taxes may be withheld from summer camp earnings. It is the responsibility of the students to have their camp checks sent to the Student Finance Office.

SUMMER LITERATURE SALES SCHOLARSHIPS are awarded to students participating in the Summer Literature Sales Scholarships will receive a scholarship from Southern Adventist University for 50 percent of the net amount received from commissions (up to \$2,000) receipted to the student's statement upon enrollment for at least 12 credit hours each semester.

It is proposed that beginning with the 2000-2001 academic year, the Student Missionary/Task Force, Summer Camp, and Summer Literature Scholarships shall be awarded 50% each semester that the student is enrolled for a minimum of 12 credit hours. This is a change from the current procedure of awarding 100% at the beginning of fall semester.

### Grants

Southern Adventist University need-based institutional grants are awarded from institutional and endowment funds to students who have financial need and are achieving academically. The amount of these awards is variable per year depending upon the student's need and availability of funds.

The amount of a student's SAU need-based institutional grant award, as well as his/her federal grant award, will be determined after all the necessary federal and institutional applications are completed and processed. If the student's



academic progress falls below the required level, the SAU grant may be deferred or canceled. Any requests for exceptions should be addressed to the Academic Progress Committee.

**SAU ENDOWMENT GRANTS**—These funds are awarded to students who have established financial need through the federal aid application process. Awards are made on a funds available basis. Notification to eligible recipients will be listed on the Financial Aid Award Letter.

Eligibility and requirements for disbursement of Endowment funds are listed on the Financial Aid Award Letter.

**FEDERAL PELL GRANTS**—Federal Pell Grants are awarded through the Federal Pell Grant Program, a federal program which provides grant assistance directly to eligible first-degree undergraduate students. A student's eligibility for a Pell Grant is based on a congressionally-approved formula which considers family financial circumstances. Pell Grants are available to full and part-time students with proven financial needs who are making satisfactory progress towards a bachelor's degree.

**FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT**—Awarded to students with exceptional need when funds are available from the federal government.

### *Loans*

**FEDERAL NURSING STUDENT LOANS** are available to nursing students only. Repayment and five percent interest assessment begin nine months after a student graduates, leaves school, drops below half-time enrollment, or drops from the nursing program.

**FEDERAL PERKINS LOAN**—Under this program students can borrow up to \$4,000 from the federal government through Southern Adventist University. Repayment and five percent interest begin nine months after a student graduates, leaves school, or drops below half-time enrollment.

**FEDERAL PLUS LOANS** are available to **parents** of dependent undergraduate students who have satisfactory credit histories. The student must be enrolled at least half-time. These loans, like Federal Stafford Loans, are made by a lender such as a bank, credit union, or savings and loan association. The yearly loan limit is a student's cost of education minus any estimated financial aid s/he is eligible for.

For PLUS loans first disbursed on or after July 1, 1997, the interest rate will be variable, but not higher than nine percent. Variable interest rates are set each June. For more information on the interest rate, parents should contact the organization that holds their loan. That organization will also notify the parents of any interest rate changes.

Students' parents will pay an "origination fee" of three percent of the loan principal. This amount must be deducted proportionately from each disbursement made. The lender may collect an insurance premium of up to one percent of the loan principal, which must also be deducted proportionately from each disbursement.

The procedure for applying is the same as for a Federal Stafford Loan. Southern Adventist University can refuse to certify a loan application, or can certify a loan for an amount less than a student's parents would be eligible for.

Federal law requires lenders to send the loan proceeds to the school in at least two payments. Payments will be sent either by electronic transfer or by check made co-payable to the school and to the parents.

Monthly principal and interest payments begin 60 days after the final loan disbursement. There is no "grace period" for these loans.

If a deferment—a postponement of repayment—applies (including a deferment for school enrollment), a student's parents' repayment of the principal amount borrowed will not begin until the deferment ends. The interest on the loan is not deferred during the time of the deferment, although the organization that holds the loan may allow the interest to accumulate until the deferment ends. In such a case, however, the interest will be added to the principal, increasing the amount of principal that will need to be repaid.

**FEDERAL STAFFORD LOANS** are low-interest loans made to students attending school at least half-time. Loans are made by a lender such as a bank, credit union, or savings and loan association. These loans are insured by the guarantee agency in each state and reinsured by the federal government. A borrower must repay this loan.

Students enrolled at least half-time may qualify for a "subsidized" Federal Stafford Loan, which is based on financial need. Dependent students whose parents were denied a PLUS loan and independent students who enroll at least half-time may also apply for an "unsubsidized" Federal Stafford Loan regardless of need; that is, regardless of their or their family's financial status.

**Dependent undergraduate students** may borrow up to:

- \$2,625 if they are first-year students enrolled in a program of study that is a full academic year.
- \$3,500 if they have completed the first year of study and the remainder of their program is a full academic year.
- \$5,500 a year if they have completed two years of study and the remainder of the program is at least one academic year.

The total Stafford Loan debt that a dependent undergraduate student may accumulate is \$23,000.

**Independent undergraduate students** may borrow up to:

- \$6,625 if they are first-year students enrolled in a program of study that is a full academic year. (At least \$4,000 of this amount must be in unsubsidized Stafford Loans.)
- \$7,500 if they have completed the first year of study and the remainder of the program is a full academic year. (At least \$4,000 of this amount must be in unsubsidized Stafford Loans.)
- \$10,500 a year if they have completed two years of study and the remainder of their program is at least one academic year. (At least \$5,000 of this amount must be in unsubsidized Stafford Loans.)

The total Stafford Loan debt that an independent undergraduate student may accumulate is \$46,000.

The amounts given are the maximum amounts that can be borrowed; however, students cannot borrow more than the cost of education at Southern Adventist University minus any other financial aid they receive.

**Associate Degree Students** may only borrow up to the second year level.

**Undergraduate Students Attending Less than a Full Academic Year** may borrow an amount which will be less than the amounts listed above. Information about how much may be borrowed can be obtained from the Student Finance Office.

**Graduate Students** may borrow up to \$18,500 in Stafford loans annually for each academic year, with subsidized Stafford Loans comprising no more than \$8,500 of the total amount. The student may not borrow more than \$65,500 for the total graduate program.

The amounts given are the maximum amounts that can be borrowed; however, students cannot borrow more than the cost of education at Southern Adventist University minus any other financial aid they receive. Refer to *SAU Graduate Catalog*.

### *Work*

**FEDERAL WORK-STUDY PROGRAM**—Federal Work-Study funds are available to undergraduate students with demonstrated financial need. Under the Federal Work-Study program, the employer pays a small part of the student's wages, and the government pays the remainder. Most work-study positions are on campus. Students are responsible to acquire their own jobs and sign a Federal Work-Study contract.

Students can work part-time while they are in school. They can work full-time during the summer and other vacation periods. The basic pay rate is no less than the current minimum wage. The rate varies depending on the skill and experience needed for the job.

Students who receive Federal Work-Study earnings will receive 100% of their earnings unless they give written permission for their earnings to be applied to their student account. Further information is available from a financial counselor.

### *Other Grants, Loans, and Scholarships*

Grants, loans, and scholarships are available to students meeting the above requirements or having exceptional academic achievements. Details concerning amounts and qualifications for recipients of these funds can be obtained from the Student Finance Office.

### *Veterans' Benefits*

Southern Adventist University is approved for the training of veterans as an accredited training institution. V.A. benefits are not available to students at the East Pasco Medical Center, and may not be available for students enrolled in classes offered off the Collegedale campus. Those who qualify for educational benefits should contact the nearest Department of Veterans' Affairs.

Veterans or other eligible persons are required to attend classes in order to be eligible for educational benefits. Southern Adventist University is required to report promptly to the V.A. the last day of attendance when an eligible student withdraws or stops attending classes regularly.

A recipient may not receive benefits for any course that does not fulfill requirements for his/her stated degree and major. Audited courses, non-credit courses (except for a required remedial course), and correspondence work cannot be certified.

## **FINANCIAL AID REQUIREMENTS**

### *General Requirements*

Financial aid awards are made for one academic year to students who are accepted for admission and demonstrate a financial need. Recipients of government aid **must hold U.S. citizenship or a permanent resident visa.** (Visa

documents must be submitted with aid application.) Students desiring aid **must** reapply each year, have a GED or high school diploma on file in the Records Office, and continue to make satisfactory academic progress toward a degree to receive financial aid.

**WARNING: If a student purposely gives false or misleading information on the federal aid application, s/he may be fined \$10,000, sent to prison, or both.**

### Academic Progress Requirements

#### ACADEMIC PROGRESS POLICY

Government regulations require all financial aid recipients to maintain satisfactory academic progress towards a degree as measured both qualitatively and quantitatively in order to receive financial aid. This requirement applies to the entire enrollment at Southern Adventist University—even periods during which a student does not receive financial aid. Failure to comply with this requirement may result in a student becoming ineligible for financial aid.

This policy defines the minimum standards for eligibility for state and/or federal financial aid.

#### ACADEMIC PROGRESS STANDARDS

##### Qualitative Standards:

<u>Cumulative Credit Hours Attempted</u>	<u>Cumulative Grade Point Average</u>
0 - 24	1.50 or above
25 - 54	1.75 or above
55 or above	2.00 or above

##### Quantitative Standards:

Students must complete and pass a minimum of **67.00 percent** of attempted credit hours toward a degree to be making satisfactory progress. Incompletes, withdrawals, and failed courses count toward the total attempted credit hours. A repeated course counts as attempted credit hours each time it is taken.

#### TIME FRAME FOR RECEIVING FINANCIAL AID

<u>Degree Program</u>	<u>Degree</u>	<u>Max. Time to Receive Financial Aid</u>
General	baccalaureate	186 attempted hours
	associate	96 attempted hours
Art	baccalaureate	190 attempted hours
Music	baccalaureate	198 attempted hours
Nursing	associate	103 attempted hours
Second	baccalaureate	231 attempted hours
Second	associate	132 attempted hours

The above maximum time frame to receive financial aid is based on 1.5 times the number of credit hours to attain a degree. *Hours from the first degree will be counted as attempted hours toward a second degree.*

Time frame for transfer students will be evaluated according to the hours accepted from previous institutions and the attempted hours toward SAU's current degree program.

### PROGRESS REVIEW

A financial aid recipient's progress at Southern Adventist University will be reviewed at the end of each semester and will be based on the number of attempted hours a student completes during each semester of an academic year and their cumulative grade point average (GPA).

Students who do not meet the above satisfactory GPA or completion requirements will be placed on probation. If the cumulative GPA or the completion rate is below the required level at the end of the probationary period, the student will be ineligible to receive financial aid and may file an appeal.

Students may enroll for the summer sessions or subsequent terms at SAU without financial aid assistance or attend another accredited institution to fulfill the progress requirements. Academic progress for these students will be reviewed prior to the release of financial aid for the following term in which the student reaches necessary academic standard.

Students accepted to Southern Adventist University on academic probation may be eligible for financial aid for the first semester in attendance. Financial aid thereafter is based on the above guidelines.

### PROCEDURE FOR APPEAL AND REINSTATEMENT OF FINANCIAL AID

Students who are found to be ineligible for financial aid will be notified in writing from the Student Finance Office. If unusual circumstances occur that include, but are not limited to, personal or family illness, injury, or death in the family, students may appeal in writing to the Academic Progress Committee for continuation of financial aid. Students will receive a written notification as to the committee's decision.

### *Financial Need Requirements*

#### FINANCIAL NEED ANALYSIS

The financial aid program is administered in conjunction with the nationally-established policy and philosophy that the parents are the primary and responsible source for helping a student to meet his/her education costs. Financial aid is available to help fill the gap between the student's own resources (parental contribution, summer earnings, and savings) and the total cost of attending Southern Adventist University. The amount of parental contribution is based on the family's adjusted gross income, number of dependents, number in college, allowable expenses, indebtedness, and assets.

*Exceptions to the financial need requirements are private scholarships awarded on the basis of academic achievement.*

#### FINANCIAL AID OVERAWARDS

When financial aid recipients receive additional resources not included in the financial aid award letter, it is the student's responsibility to report these funds to the Student Finance Office. Federal regulations prohibit "overawards;" therefore, when the total of all resources exceeds the allowable student budget, financial aid awards must be adjusted. When financial aid funds have already been credited to the student's statement, any refunds due or overawards will be charged to the student's account.

### *Enrollment Requirements*

Eligibility for Southern Adventist University funds is based upon the number of hours being taken on the Southern Adventist University campus.

## **FINANCIAL AID APPLICATION PROCEDURES**

### *Financial Aid Applications*

The following documents must be submitted annually to apply for the federal, (including federal loans) state, and institutional aid programs:

1. The Free Application for Federal Student Aid (FAFSA), or Federal Aid Renewal Application (FARA) for returning students. This application should be mailed directly to the Federal Aid Programs in the envelope provided by the government.
2. A financial aid transcript from the school attended first semester. (A financial aid transcript is required only of students who attended other colleges or universities first semester and transferred to SAU second semester.) A financial aid transcript is required even if no aid was received.
3. A Stafford Loan application with a preferred lender indicated. A list of preferred lenders is supplied with the loan application. The student's section only should be completed and mailed to SAU Student Finance Office.

The following documents must be submitted **only** if you have been selected by the government for verification. The Student Finance Office will notify you if these documents are needed.

1. The Southern Adventist University Verification Worksheet. This worksheet should be mailed to SAU Student Finance Office.
2. Copies of parents' signed income tax return (exact signed copies of all schedules and W-2 forms sent to the IRS). These copies should be mailed to SAU with the Verification Worksheet.
3. Copies of student's signed income tax return including W-2 forms. These copies should be mailed to SAU with the Verification Worksheet.
4. A Stafford Loan application with a preferred lender indicated. A list of preferred lenders is supplied with the loan application. The student's section only should be completed and mailed to SAU Student Finance Office.

Unsolicited documents will either be destroyed or returned to the sender.

Application packets are available in January of each year and may be obtained by contacting Southern Adventist University Student Finance Office. Students are urged to complete applications as early as possible after the family income tax returns have been completed. Income tax returns only have to be completed, not necessarily mailed to the IRS, before submitting the financial aid application.

### *Transfer Student Financial Aid Applications*

Financial aid for students transferring from other institutions will be determined by their academic standing, which will be calculated on all hours SAU has accepted. Students with a GPA below the policy stated above will be on financial aid probation for one semester. If the cumulative GPA or the completion rates are below the required levels at the end of the probationary period, students will be ineligible to receive financial aid. Deletion of transfer hours from Southern Adventist University academic records may affect a student's financial aid eligibility, depending on the number of hours deleted. Any change in academic program, such as changing from a baccalaureate degree program to an associate degree program, or from an associate degree program to a one-year certificate degree program, may affect a student's eligibility for financial aid.

### *Transient Student Financial Aid Applications*

Financial aid for transient students is available when a student receives a transient student permission letter from the Records Office.

Eligibility for Federal Pell Grant and Federal Family Education Loans (Stafford, Unsubsidized Stafford, Parent PLUS) will be based on total hours enrolled at both institutions. Costs at both institutions will be a factor in determining eligibility.

## **FINANCIAL AID AWARD AND DISBURSEMENT PROCEDURES**

### *Financial Aid Award Procedures*

A Financial Aid Award Letter will be sent to each applicant after Southern Adventist University's Student Finance Office receives the FAFSA results (electronically received from the federal processor). To confirm and reserve the funds offered, students should return the signed acceptance of the offer within **ten days** of receipt.

Financial aid awards are made on a rolling basis, as long as funds are available, with the neediest students receiving priority. The financial aid award package will usually consist of: 1) Federal Work-Study, 2) federal student loans, 3) federal, state, private or institutional grants or scholarships.

### *Disbursement of Financial Aid Funds*

Financial aid awards are disbursed equally each semester. The disbursement will show as a credit on a student's account. Loan funds received from the federal loan programs will in most cases be automatically credited to the student's account. In the cases where the funds are received in the form of physical checks, the checks will be available for signing in the Disbursement Office. In addition, an entrance interview is required for first-time borrowers prior to receiving their loan funds. An exit interview is required when a student graduates or terminates his/her studies at SAU. A student's diploma and/or academic transcripts will not be released until an exit interview is completed.

### *Financial Aid Overaward Procedures*

When financial aid recipients receive additional resources not included in the financial aid award letter, it is the student's responsibility to report these funds to the Student Finance Office. Federal regulations prohibit "overawards;" therefore, when the total of all resources exceeds the allowable student budget, financial aid awards must be adjusted. When financial aid funds have already been credited to the student's statement, any refunds due or overawards will be charged to the student's account.

## **FINANCIAL AID REFUND AND REPAYMENT POLICIES**

### *Financial Aid Refund Policy*

The SAU refund policy for students withdrawing from classes is outlined on page 259. A \$100 administrative fee will be charged to students who withdraw completely.

Since financial aid is considered to be used first for direct educational costs (tuition, fees, room, board, and books), when a student withdraws from all classes and under the refund policy receives a refund of these charges, any credit will be used to reimburse financial aid programs first, and any remaining credit will be refunded to the student.

**Pro Rata Refund**

A first-time student who receives federal financial aid and withdraws from school completely on or before the 60% point in time of the enrollment period will have their institutional charges refunded according to the following:

An amount proportional to the portion of the enrollment period for which the student has been charged but did not complete. The portion that remains is calculated using the following formula rounded down to the nearest 10%:

Weeks remaining—total weeks in enrollment period.

**Federal**

A student who receives federal financial aid and withdraws from school completely will receive a refund based on either SAU or the following Federal Refund Policy whichever provides the largest refund.

Institutional charges are refunded as follows:

- Withdrawal on the 1<sup>st</sup> Day . . . . . 100%
- Withdrawal on the 2<sup>nd</sup> Day through the first 10% of the enrollment period . . . . . 90%
- Withdrawal after the first 10% through the first 25% of the enrollment period . . . . . 50%
- Withdrawal after the first 25% through the first 50% of the enrollment period . . . . . 25%

According to regulations, refunds due to Federal Title IV programs will be allocated according to the following priority:

1. Unsubsidized Federal Stafford loans
2. Subsidized Federal Stafford loans
3. Parent Federal (PLUS) loans
4. Federal Perkins loans
5. Federal Pell Grant program
6. Federal SEOG program
7. Other Title IV aid programs
8. Any other Federal or State aid programs
9. Student/Parent.

**Financial Aid Repayment Policy**

There are specific repayment policies for students who withdraw completely from SAU and have received financial aid in excess of their incurred educational costs. An example would be the student who received a Stafford Loan and did not use the full amount for educational costs. An amount owing to any federally funded student aid program will be paid by SAU and be charged to the students' account.

**Deferment of Financial Aid Repayment for Student Missionaries/Task Force Workers**

Any student desiring to serve as a Student Missionary or in a Task Force position needs to apply through the Chaplain's Office. The General Conference policy requires the completion of the course Student Missions Orientation Class, NOND 099, prior to placement in a volunteer position. The orientation class is



taught the last nine weeks of the second semester. Students who register for NOND 099 will not receive any academic credit hours.

Those students who desire deferment on their student loan payments during their mission service placement must enroll in NOND 227 Christian Service I, 6 hours, and NOND 228 Christian Service II, 6 hours.

To receive 12 hours of academic credit, the student must complete a full academic year of service. Students enrolled in NOND 227 and 228 must have taken NOND 099 as a prerequisite. A maximum of 12 hours is available during the year of service. Tuition is charged at ten percent of the current rate. Specific details regarding academic assignments may be obtained from the Chaplain's Office.

Before final authorization may be obtained, all students going as Student Missionaries or Task Force Workers must be cleared by the Student Finance Office. The section "Family Rebate" has relevant information for a Student Missionary/Task Force Worker who has a sibling attending Southern Adventist University.

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**WSMC FM90.5**

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- Rita Wohlers (1987) ..... Manager, Campus Shop

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Ed Lucas (1987) . . . . . Director, Energy Management  
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 Cassandra Krause, B.S. (1987) . . . . . Associate Dean of Women  
 Dwight Magers, M.A. (1993) . . . . . Dean of Men  
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## INSTRUCTIONAL FACULTY

(Dates in parentheses indicate the beginning year of employment at Southern Adventist University.)

- Carolyn Achata—M.S.N., Associate Professor of Nursing**  
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\*Study Leave



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**Wayne Hazen—M.F.A., Professor of Art and Graphic Design**

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S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6					
7	8	9	10	11	12	13	7	8	9	10	11	12	13	7	8	9	10	11	12	13	7	8	9	10	11	12	13	7	8	9	10	11	12	13	7	8	9	10	11	12	13
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28	29	30	31				28	29	30	31				28	29	30	31				28	29	30	31				28	29	30	31				28	29	30	31			

# 2000

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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28	29	30	31				27	28	29					26	27	28	29	30	31	23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30		

# 2001

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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28	29	30	31				25	26	27	28				25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30

# 2002

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6					
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28	29	30	31				24	25	26	27	28			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29







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