



1984-1985  
CATALOG

# Southern College

OF SEVENTH-DAY  
ADVENTISTS

# At Your Service

Inquiries by mail or telephone should be directed as follows:

## **SOUTHERN COLLEGE**

Collegedale, Tennessee 37315

Telephone 238-2111

Area Code 615

**ACADEMIC PROGRAMS AND REQUIREMENTS**—*Vice President for Academic Administration, 238-2004*

**ADMISSIONS, RECRUITMENT, and RETENTION**—*Vice President for Admissions and College Relations, 238-2037 or (800) 624-0350*

**COLLEGE DEVELOPMENT**—*Vice President for Development and Alumni Relations, 238-2028*

**GENERAL INTEREST**—*President, 238-2000*

**HOUSING**—*Residence Hall Living—Vice President for Student Services, 238-2015*

*Married Students' Housing, 238-2023*

*Men's Residence Hall, 238-3004*

*Women's Residence Hall, 238-2904*

**PUBLIC RELATIONS**—*Director of College Relations, 238-2040*

**RECORDS**—*Director of Records, 238-2033*

**STUDENT FINANCE**—*Director of Student Finance, 238-2051*

## **STATEMENT OF MISSION**

◆ Founded in 1892, Southern College of Seventh-day Adventists is a four-year coeducational accredited college owned and operated by the Southern Union Conference of Seventh-day Adventists. ◆ Its faculty and staff are committed to academic excellence and to modeling their satisfaction with a personal relationship with Jesus Christ. ◆ The college seeks to guide students in a personal commitment to thoughtful excellence in academic achievement, in service, in appreciation of cultural diversity, and to a mature personal relationship with Jesus Christ, demonstrated by a life that is consistent with the ideals and mission of the Seventh-day Adventist Church. ◆ These goals are accomplished through rigorous liberal arts, professional, pre-professional and vocational curricula, and through a total environment calculated to promote balanced development of the intellectual, spiritual, physical, and social dimensions of life.

**NOT TO BE TAKEN  
FROM LIBRARY**

# THIS IS SOUTHERN COLLEGE

## I. DESCRIPTION

Southern College is a four-year co-educational institution established by the Seventh-day Adventist Church primarily to serve its constituents in the southeastern\* part of the United States. Its purpose is to provide liberal arts, professional, pre-professional, and vocational curricula in a Christian setting.

## II. STATEMENT OF 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, man 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 man 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 man's relationship to God and a commitment of service to mankind. Education, consequently, must focus on developing the whole person. Southern College attempts to provide a spiritual, intellectual, social, and physical environment designed to encourage this development through the following specific objectives.

### *Spiritual*

Students are expected to acquire an understanding of the beliefs and value system of Christianity as understood by the Seventh-day Adventist

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\*This College is operated by the Southern Union Conference of Seventh-day Adventists, which is comprised of the churches in the states of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee.

Church. Religious instruction in the classroom, religious convocations, and a variety of opportunities for Christian fellowship and service provide the context in which students are encouraged to make their own commitment to these ideals.

### *Intellectual*

Faculty and students constitute a fellowship of Christian scholars engaged in a lifelong pursuit of learning. Academic activities are therefore designed to assist students in achieving intellectual and career goals and in acquiring skills for future learning. A liberal education curriculum is designed to develop critical thinking and expression, intellectual curiosity, aesthetic appreciation, and cultural awareness to help fit students for the realization of their immediate and long-range goals.

### *Social*

Since social maturity is necessary for successful family and community living, Southern College endeavors to provide for the development of healthy interpersonal relations, communication skills, and decision-making abilities in an atmosphere marked by personal concern and acceptance.

### *Physical*

The development of the whole person would be incomplete without attention to physical well-being. Principles of healthful living, including a balanced program of exercise, rest, diet, study, work, and recreation are promoted through instruction, work experience, and recreational facilities.

## **HISTORY**

In 1892 the educational venture that developed into Southern College had its beginning in the Seventh-day Adventist Church 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. Through the ensuing years the College had become known to its alumni and friends as SMC. On February 16, 1982, the name was again changed to Southern College of Seventh-day Adventists.

## **SETTING**

SC's main campus is nestled in a valley surrounded by over one thousand acres of school property. The quietness and beauty of the

peaceful surroundings are in keeping with the college's educational philosophy.

The community and campus post office address is Collegedale, eighteen miles northeast of Chattanooga and three miles from Ooltewah off Interstate Highway 75.

An extension campus in Orlando at the Florida Hospital provides additional clinical facilities for the baccalaureate program of the Division of Nursing.

### **ACCREDITATION AND MEMBERSHIPS**

SC is accredited by the Southern Association of Colleges and Schools and is approved by the Tennessee State Board of Education for the preparation of secondary, elementary, and early childhood teachers.

The curricula of both the Associate of Science degree program and the Bachelor of Science degree program in nursing, including Public Health Nursing, are accredited by the National League of Nursing as surveyed by the Collegiate Board of Review. The Division of Nursing is an agency member of the Department of Baccalaureate and Higher Degree Programs of the Division of Nursing Education of the National League for Nursing. It is also accredited by the Tennessee Board of Nursing and is recognized by the Florida State Board of Nursing.

The College is accredited by the Seventh-day Adventist Board of Regents and is a member of the Association of American Colleges, the American Council on Education, the Tennessee College Association, the American Association of Colleges for Teacher Education, the National Council of Accreditation for Teacher Education (NCATE), and the National Association for Schools of Music.

### **ACADEMIC PROGRAM**

The academic program consists of ten divisions offering thirty-six majors and thirty-four minors in which students may qualify for the baccalaureate degree. Students may pursue programs of study leading to the Bachelor of Arts, Bachelor of Science, and Bachelor of Music degrees. Various pre-professional and terminal curricula are available to students wishing to qualify for admission to professional school and to those wishing to take a two-year terminal program of a technical or vocational nature.

### **SC STUDENTS**

Approximately sixty percent of the students of SC come from the eight states comprising the Southern Union Conference of Seventh-day Adventists. However, most of the additional states and 25-30 foreign countries are also represented. Generally, the student group is fairly equally divided between men and women.

Former SC 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

Twelve buildings house the academic activities of the College.

*Richard Brock Hall*—Art, Communication, English, Modern Languages, History-Political Science, Business and Office Administration, Instructional Media, WSMC-FM

*Daniells Hall*—Mathematics, Physics, Computer Science

*Hackman Hall*—Biology, Chemistry

*Mazie Herin Hall*—Nursing

*J. Mabel Wood Hall*—Music

*Ledford Hall*—Industrial Arts

*Lynn Wood Hall*—Religion

*McKee Library*

*Physical Education Center*—Physical Education

*Student Center*—Computer Center, Student Health Service, Cafeteria, Testing and Counseling Center, Campus Ministry Office, student activity rooms, Teaching Learning Center

*Summerour Hall*—Behavioral Sciences, Education, Home Economics

*Wright Hall*—Administration

Other facilities on or near campus serve student needs.

*Collegedale Academy*—secondary laboratory school

*Collegedale Seventh-day Adventist Church*

*College Plaza*—shopping center with businesses serving the college and community

*Recreational Area*—tennis courts, a track, a golf course, playing fields

*Spalding Elementary School*—laboratory school

*Student apartments*

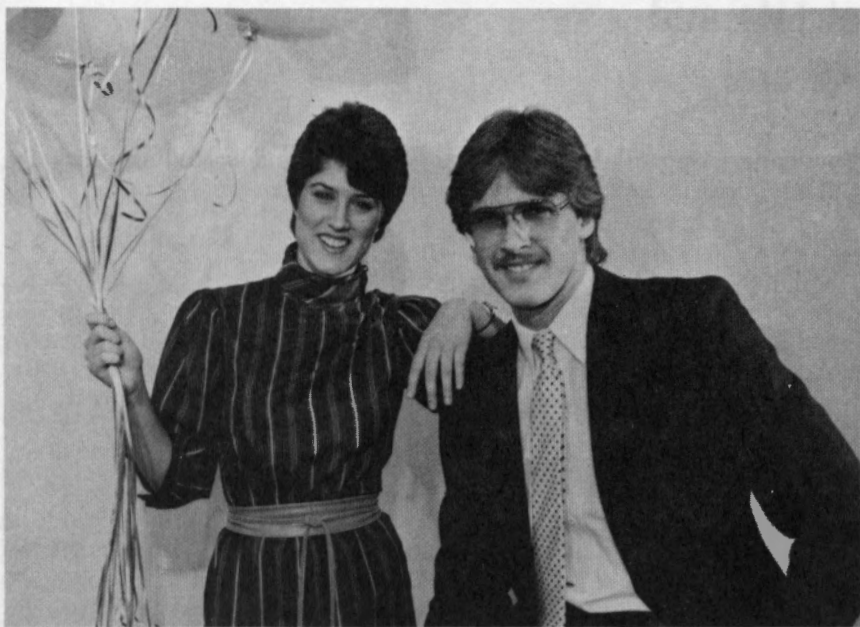
*Talge Hall*—men's residence hall

*Thatcher Hall*—women's residence hall

*Trailer park*

*WSMC-FM*—a 100,000-watt stereo, non-commercial, educational radio station affiliated with National Public Radio, The Associated Press, and The Adventist Radio Network

Various auxiliary and vocational buildings house college industries and service departments.



## **STUDENT LIFE AND SERVICES**

A college is not only classroom instruction, but also a mode of association. The effectiveness of the college 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 college 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 a firsthand experience in adjusting to a social group.

To assure students this beneficial experience, the College requires those students who take more than three semester hours of classwork and who are unmarried and not living with their parents or other close relatives in the vicinity to reside in one of the residence halls.

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

Southern College is dedicated to the elimination of architectural and prejudicial barriers which prevent any qualified person from attending. All applications are welcomed. Students who anticipate the need for special services are encouraged to arrange with the Admissions Office for a visit to the campus at which time the applicant will receive informa-

# Student Life and Services

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tion concerning all features of campus life and can share with the College officials any information pertinent to personal needs.

## DINING

For the promotion of student health and enjoyment, SC provides a complete cafeteria service, organized to serve the students' needs. The spacious dining hall is an inviting center of social and cultural life at the College, 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.

## HEALTH SERVICE

The Health Service is administered by a nurse director in cooperation with a college physician and the Dean of Students. The director uses the physician's standing orders and maintains regular office hours. The college physician holds regular clinic hours each weekday morning.

A fourteen-bed infirmary is provided and staffed in the evenings and at night on an on-call basis by live-in A.D. nurse graduates who are continuing for the B.S. degree.

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

All students taking eight hours or more are covered under the Student Accident and Sickness Insurance Plan. Spouses of students and those taking less than eight hours may 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.

## GUIDANCE AND COUNSELING 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 consult the Dean of Students or Director of Counseling Services. Personnel trained in psychology and counseling are available to those with serious social and personal problems.

The testing service works in close cooperation with the counseling service in providing guidance information to both students and coun-





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selors. Students are urged to take advantage of the testing service as a means of obtaining information useful in choosing a profession or occupation.

## ORIENTATION PROGRAM

SC has a personal interest in the success of the student desiring a college education. There is much that the student must do for himself in getting acquainted with the academic, social, and religious life of the College by perusing this bulletin and the *SC Student Handbook*. Instruction and counsel are given which will help the student better understand the college program and what is expected of him as a citizen of the college community.

Orientation for new freshman students is held prior to the opening week of the fall term. It includes examinations and instruction helpful in course planning. The student is introduced to the facilities, purposes, and functions of the College. 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

SC encourages every student enrolled to organize his educational program on the study-work plan. It is a policy of the College 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 Student Employment Office located in the Student Center.

## SENIOR PLACEMENT SERVICE

One of the personnel services of the College is that of assisting graduates in securing appointments for service. The Placement Service distributes information concerning senior students to a wide list of prospective employers. The Dean of Students serves as the liaison officer in bringing graduate and employer together.

## STUDENT ASSOCIATION

Every student at SC who is taking eight or more semester hours of classwork 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 SC are afforded by the Association. The Association assists the College 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 activities include the publishing of the weekly newspaper, *Southern Accent*; the yearbook, *Southern Memories*; the announcement sheet, *Campus Chatter*; and the student-faculty directory, *Joker*.

The activities and responsibilities of officers and the detailed organization of the Student Association are outlined in the *Student Association Constitution and By-laws*.

## CAMPUS ORGANIZATIONS

Aside from the Student Association and its committees, more than thirty campus organizations provide opportunity for enrichment, leadership training, and enjoyment. They include church-related organizations—Campus Ministry, Student Ministerial Association, Collegiate Adventists for Better Living, and Literature Evangelists Club; clubs related to academic interests sponsored by the divisions; social clubs—Married Couples' Forum, Sigma Theta Chi, and Upsilon Delta Phi; 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 elected office.

## CONCERT-LECTURE SERIES

Each year a concert-lecture series featuring distinguished artists, lecturers, and film travelogues is provided for students, generally on Saturday or Sunday nights. The cost of season tickets issued to students is partially included in the tuition.

## FINE ARTS SERIES

To cultivate an appreciation for that which is elevating and beautiful in the fine arts, evening concerts by visiting musicians are sponsored by the Division of Music. Art exhibits by prominent artists are displayed in the McKee Library and in the Student Center and are open to the public.

## STANDARDS OF CONDUCT

In harmony with the objectives of the College, high standards of behavior are maintained to encourage the development of genuine Christian character. Mature Christian students of sound spiritual and social integrity delight in standards that elevate and ennoble. Admission to SC 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 College and who willingly subscribe to the social program as ordered are welcomed. It therefore follows that since students at Southern College receive an education subsidized by the Seventh-day Adventist Church, those who engage in

# Student Life and Services

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activities designed to be detrimental to the church on or off campus will not be knowingly accepted or retained.

A student who finds himself out of harmony with the social policies of the College, who is uncooperative, and whose attitudes give 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, theater attendance, card playing, dancing, profane or vulgar language, hazing, and improper associations are not tolerated.

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

## CHAPEL AND WORSHIP SERVICES

In private parochial education it has been well known that elimination of residence halls convocations and all school 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 religious 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 College.

The religious emphasis weeks and the weekend church services assist in the spiritual growth of the students comprising the college community. Students are required to attend these services regularly. Failure to do so will jeopardize the student's current status and readmission privileges.

## ADMISSION TO SC

Southern College welcomes applications from students, regardless of race, sex, religion, or national origin, whose principles and interests are in harmony with the ideals and traditions of the College as expressed in its objectives and policies. Although religious affiliation is not a requirement for admission, all students are expected to abide by the policies and standards of the college as a Seventh-day Adventist institution.

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

Applicants for regular admission as freshmen must submit three satisfactory recommendations to the Admissions Office and satisfy one of the following three conditions by 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> and have a minimum composite score of 15 on the American College Test (ACT).
- B. Pass the General Education Development (GED) test, have a composite score of 15 on the ACT, and be eighteen years old by June 1 (prior to admission).
- 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 15 on the ACT.

**SC must have received a final high school transcript or GED scores from each new student before he will be admitted to registration.**

#### *Acceptance on Academic Probation*

- A. If either the high school GPA or ACT composite score is below the minimum requirements as stated above, the student may be accepted on academic probationary status.
- B. Students accepted on academic probation may take no more than 12 semester hours during the first semester.

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

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

# Admission to SC

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If both the high school GPA and the ACT composite score are below the minimum requirements (2.00 and 15 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 College. These six hours may be taken at SC during the summer (last session excluded) or at another accredited college.

Applicants to freshman standing are expected to have the following minimum subjects in their secondary program:

1. Three units of English, excluding journalism and speech.
2. Two units of mathematics, including algebra.
3. Two units of science. A college class in biology, chemistry, or physics must be taken in addition to general education 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 for a B.A. degree are required. If deficient, one year of a foreign language at the college level will be required.
6. One unit in typing is strongly recommended.

## ADMISSION TO THE NURSING DIVISION

Students who wish to be admitted to nursing courses as freshmen or as transfer students should refer to the Nursing section of the CATALOG for admission requirements.

## ADMISSION OF TRANSFER STUDENTS

Students wishing to transfer to SC 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 College standards (see pages 35 and 36). A maximum of seventy-two semester hours may be accepted from a junior college. 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 College with a 2.00 or better average. Only those courses that are comparable to SC courses and for which the student has earned a "C" or better grade 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 institu-

tion 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 transcripts to the Admissions Office before being admitted to registration.**

### ADMISSION OF SPECIAL STUDENTS

Mature individuals who do not meet the above college 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.

### ADMISSION OF INTERNATIONAL STUDENTS

An international student making application to Southern College must have completed the equivalent of a United States high school (secondary) education. He is required to list only the institutions and dates attended on his application forms, but he will not be accepted to Southern College until the college has received original records or official copies of all his 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 Admissions of Southern College 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 "0" 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 the English Language Proficiency Test (ELI) or Test of English as a Foreign Language (TOEFL). Students whose ELI score is below 90 or TOEFL score is below 550 will be required to take an eight (8) week Basic English Language Seminar during the previous summer. Students must reach the above stated score to be admitted to the college for the regular academic year. If admitted, after taking the Basic English Language Seminar students will be required to enroll in ENGL 099. Southern College is not a bilingual institution.

In addition to the regular college expenses, there are other expenses

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for an international student. (Please refer to the Financial Section of the CATALOG.)

Southern College offers no financial aid to international students. The student must secure funds from other sources to meet his or her educational expenses. International students should realize that according to U.S. Immigration laws, overseas students are not permitted to work more than 20 hours per week and may not be employed except on the college campus.

It is important that an international student not leave his homeland until he or she receives an official letter of admission from Southern College. Such a letter will be issued only if the student's academic credentials are satisfactory, surety advance deposit has been made, and he is able to demonstrate his ability to finance his education at Southern College. Then his (Immigration) I-20 form will be issued.

When the student departs his homeland, he should have in his possession:

1. An admissions letter of acceptance from Southern College;
2. I-20 form;
3. A valid passport;
4. A valid visa to enter the United States;
5. Sufficient funds for the first year at Southern College (in addition to the international surety deposit required of all non-U.S. citizens).

## APPLICATION PROCEDURE FOR ADMISSION

- ▶ Prospective students should request application forms from the Office of Admissions.
- ▶ Completed applications, budget sheets, and medical forms should be returned to the Office of Admissions with an application fee of \$15 if the application is received at least six weeks before the beginning of the semester and \$20 if after that.
- ▶ It is the student's responsibility to request his former schools (high school and college) to forward his transcripts to the Office of Admissions in support of his application. These will become the property of the College. **NO TRANSCRIPT WILL BE ACCEPTED DIRECTLY FROM AN APPLICANT.**
- ▶ To permit a more effective program of counseling for admission, applicants who have earned fewer than twelve semester hours must submit scores from the American College Testing program (ACT). Test scores are valuable in determining ability to pursue a college program and in discovering areas in which the student may be deficient.



# **DIRECTOR OF ADMISSIONS**

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**BOX No 1**

**BOX No 3**

## **INTER- NATIONAL STUDENTS**

- ▶ Upon receipt and evaluation of the application, transcripts of credits, recommendations, and test scores, the Admissions Committee will notify the applicant of the action taken.

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

New students are urged to submit applications not 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 College 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.

Students in residence may submit re-applications without charge until April 30. Thereafter the regular application fee of \$15 will be required until July 15, after which the fee becomes \$20.

# PROGRAMS OF STUDY

## DEGREES AND CURRICULA

### PLANNING A COURSE OF STUDY

When planning for college, the student should consider in detail the course of study which will lead to his desired profession or occupation. If a firm decision about the choice of life work has not been made before entering college, a student may take a general program of study exploring several fields of knowledge during the freshman year. This approach need not result in loss of credits if carefully planned.

The College offers programs of study leading to the Bachelor of Arts, Bachelor of Science, Bachelor of Music, Bachelor of Business Administration, Associate of Science and Associate of Technology degrees, various pre-professional curricula, and two one-year occupational certificate programs.

When planning his course work, each student should acquaint himself with the programs of study and graduation requirements outlined in this CATALOG. Freshman students may consult faculty members during the summer months before the beginning of the fall term. Students planning to teach should consult the Division of Education and Human Sciences so as to include courses in teacher education as a part of their program in order to qualify for denominational and state certification.

Degree candidates are responsible for satisfying all degree requirements. A student may choose to meet the requirements of any one catalog in effect during the period of residency. If he discontinues for a period of twelve months or more, he must qualify according to a single catalog in force subsequent to his return.

### GENERAL DEGREE REQUIREMENTS

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

- ▶ Satisfactory make-up of admissions deficiencies. (See page 13).
- ▶ A minimum of 124 semester hours including 40 hours of upper division credits, with at least 18 upper division credits in the major for a Bachelor of Science degree and at least 14 for a Bachelor of Arts degree, with six in the minor, and a resident and cumulative grade point average of 2.00 (C) or above.\* Students receiving the Bachelor of Science degree in Nursing will need 127 semester

hours or the Bachelor of Music degree will need 132 semester hours.

- ▶ 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 majors,\* completion of the general education requirements, and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than a "C-" may not be applied on a major or minor. **No course may fulfill the requirements of more than one major and/or minor.**
- ▶ Completion of an examination as required by the division.
- ▶ 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 three writing emphasis courses including one in the major field and one outside the major field.

The general degree requirements for an associate degree are as follows:

- ▶ A minimum of 64 semester hours and a resident and cumulative grade point average of 2.00 (C) or above. \*Nursing majors need 68 semester hours.
- ▶ Completion of a major with a cumulative grade point average of at least 2.00, the general education requirements, and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than "C-" may 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 College for work toward the second degree. **No course may fulfill the requirements of more than one major and/or minor.**

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\*A music major requires a grade point average of 2.25 in applied music and other music courses, calculated separately. Students wishing educational certification must have a grade point average of at least 2.5 in their majors. Elementary education majors must also have a grade point average of at least 2.25 in their required nonmajor subjects. A nursing major requires a grade point average of 2.25 in nursing and cognate courses.

- ▶ 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.

## CLASS STANDING

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

Eligibility for office requires an acceptable scholastic and citizenship record.

\* A student may not be classified as a senior until he has filed a formal request with the Office of Records.

## GRADUATION REQUIREMENTS

*Degree Candidacy:* A student may become a degree candidate when he enters upon 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. All resident candidates must be members of the senior class.

*Dates of Graduation:* The date of graduation will be (a) the date of commencement for those graduating at the close of each semester or (b) for others, the last day of the month in which graduation requirements are met, with the exception of the month preceding the month in which a commencement exercise is held when the date will be the actual date of the commencement.

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

*Participation in Graduation Exercises:* **Students are allowed to participate in commencement exercises only if they have completed all the courses they need for graduation.**

*In Absentia Policy:* Seniors who are enrolled at Southern College during the semester in which the commencement exercise is held are to be present for the ceremony or an *in absentia* fee of \$30 will be levied.

**Deferred Graduation:** A student is ordinarily allowed to graduate under the requirements of the CATALOG of the year in which he enters the College or of any subsequent year in which he is in attendance provided he does not discontinue attendance for twelve months or more. If a student who is studying for a baccalaureate degree fails to graduate within six calendar years (four years for an associate degree), he must reorganize his degree plan to conform to the current CATALOG. Time spent on active military duty is not considered a part of this allowed time.

### RESIDENCE REQUIREMENTS

**Baccalaureate Degree:** Thirty semester hours of credit must be completed in residence immediately preceding the conferment of the baccalaureate degree. These hours must include 16 upper division, with eight in the major and three in the minor fields.

**Associate Degree:** Twenty-eight semester hours of credit must be completed in residence immediately preceding the conferment of the associate degree. Sixteen of these hours must be in the major area of study.

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

**Transfer Credit:** Unless prior arrangements were made with the Academic Dean, the College will not accept transfer credit earned at another college or university during any session the student was simultaneously enrolled at Southern College.

### 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 must be met before enrollment in upper division classes.**

### GENERAL EDUCATION

It is an awesome task to distill from the accumulated human experience those stories, histories, thoughts, and skills which can be transmitted in a classroom setting and at the same time contribute maximally and positively to the student's own experience. The choices are many, and competition for inclusion is intensive. Yet degree programs do necessitate a certain amount of structure so choices have to be made. Each division is allowed a great deal of freedom in choosing requirements for the major area of specialization. However, the faculty have chosen certain experiences, known as general education requirements, to which they feel all degree candidates should have some exposure.

# Programs of Study

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Underlying all general education requirements are the basic academic skills of English and mathematics. Proficiency in these skills is essential to the transmission of much of the human experience.

The faculty of Southern College chooses without apology the religious experience as fundamental to a correct understanding of all of man's other experiences. The religious experience embodied in the teachings of the Seventh-day Adventist Church has been chosen to be transmitted to the students. It is recommended as enabling, enriching, and uplifting.

Because man builds his present and future upon the past, it is necessary that he have historical perspective. A society which allows its members a voice in shaping its political, social and economic institutions can survive only if these citizens are well versed in man's history and cognizant of man's experiences, past and present, with these institutions.

Language, literature, and the arts give expression to man's thoughts and feelings. Acquaintance with these modes of communication enriches one's life through more effective expression of his own thoughts and feelings and through better understanding and appreciation of the thoughts and feelings of others.

A study of the natural sciences develops in man an inquiring attitude toward his environment. It provides him with empirical and rational methods of inquiry and an awareness of both the potential and the limitations of science and technology in solving man's problems.

Social units ranging from the individual through the family, church, communities, and nations exert a tremendous influence upon one's life. A study of those units and the conditions which affect them positively or adversely contributes to one's adjustment within his society and his opportunity to improve both himself and his society.

Creative, practical, and recreational skills provide man with exercise, relaxation, and a sense of well-being and accomplishment. They provide a wholesome and healthy diversion from heavy academic programs and from work responsibilities later in life.

## GENERAL EDUCATION REQUIREMENTS

Semester Hours  
Assoc. Bach.

### AREA A. BASIC ACADEMIC SKILLS

**All Area A courses 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

3-6      6-9

ENGL 099 is required of all students with

an English ACT score below 13, plus ENGL 101 is required for an associate degree and ENGL 101, 102 for a bachelor's degree.

2. **Mathematics** 0-3      0-3  
 MATH 099 is required of all students with a Math ACT score below 12, plus MATH 103, 104, or 114 is required of all with a score below 22.

**AREA B. RELIGION** 6      12

Transfer students must take 3 hours for each year or part thereof in attendance at an SDA college with a minimum of 6 hours. Bachelor's degree students must take at least three hours from each of the sub-areas.

1. **Biblical Studies**  
 All RELB courses.
2. **Religion**  
 All RELT courses. (Only one of RELT 317, 318, 325, will apply.)

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

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** 3      6  
 All HIST courses.
2. **Political and Economic Systems** 3  
 All PLSC courses; GEOG 204 (elementary education majors only); GEOG 306, ECON 213, 224, 225.

**AREA D. LANGUAGE, LITERATURE, FINE ARTS** 2      9-12

Bachelor's degree students must include at least 2 hours in each of 3 sub-areas (2 sub-areas if required to take 6 hours of foreign language). Students entering SC who have less than two secondary school credits of foreign language and who are pursuing a Bachelor of Arts degree must take a full year of beginning foreign language.

1. **Foreign Language**  
 FREN 101:102, 211:212; GRMN 101:102,

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211:212; SPAN 101:102, 211:212, 344;  
RELL 271:272, 311:312, 471:472.

2. Literature  
All ENGL literature courses; all SPAN literature; MDLG 304.
3. Music and Art Appreciation  
HMNT 205; MUHL 115, 215, 314, 315;  
ART 218, 318, 344, 345.
4. Speech  
SPCH 135, 136, 236.

AREA E. NATURAL SCIENCE 3-6 6-9

*Bachelor's degree students must take at least 3 hours from each of 2 sub-areas. Only one of the following may apply: BIOL 325, PHYS 317, 318. Students who have less than two secondary school units in science 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.*

1. Biology  
BIOL 103, 104, 105, 106, 125, 155:156, 226, 314, 325.
2. Chemistry  
CHEM 111:112, 113:114, 151:152, 201:202.
3. Physics  
PHYS 107, 155, 211:212, 213:214, 317, 318.
4. Earth Science  
ERSC 105, 106.

AREA F. BEHAVIORAL, FAMILY, HEALTH SCIENCES 2 5

*Bachelor's degree students must include at least 2 hours in each of 2 sub-areas.*

1. Behavioral Science  
All PSYC courses except 326, 344; all SOCI courses except 223, 365; SOCW 221, 222, 375; EDUC 217, 427.
2. Family Science  
HMEC 146, 147, 201, 202, 313, 349;  
BUAD 128, SOCI 223, 365; PSYC 233.
3. Health Science  
HLED 173, 203; FDNT 125.



## AREA G. ACTIVITY SKILLS

3 6

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 at least 1 hour from G-3.

### 1. Creative Skills

All MUPF courses; ART 104:105, 109, 110, 215, 235; ENGL 314; CRTF 112, 225, 312.

### 2. Practical Skills

ACCT 103, 121:122; CPTR 105, 106, 107, 120, 125, 127, 131, 132, 217, 218; HMEC 164, 165, 166, 244, 345; FDNT 126, 127, 317; INDS 145, 149, 154, 155, 174, 175, 176, 177, 185, 255, 264, 265, 274, 323, 325; SECR 104, 105, 114, 115, 214, 218; AGRI 100; LIBR 125; CRTF 101; EDUC 250.

### 3. Recreational Skills

All PEAC courses; PETH 261.

## ADDITIONAL BACHELOR'S DEGREE REQUIREMENTS

### 1. Forty upper division hours.

2. Three writing-emphasis classes. These classes are identified by a "(W)" following the course name, e.g., History of the South (W), in the divisional listings. One such class must be in the student's major field and one must be outside the major field.

## 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, interdisciplinary 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. This committee 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

# Programs of Study

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registration. A freshman is eligible if he has a high school GPA of 3.70 or higher. Other students must have completed at least thirty-one and at most sixty-two semester hours 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 grade of B (3.00) or higher in each honors sequence course 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 College who wish to take classes at another institution must secure prior approval from the honors committee.

After successfully completing one year in the honors program, a Southern Scholar will be eligible to audit one class of his choice per semester without charge for as long as he remains in the honors program. In addition, upper division students who have maintained their participation in this program for at least one year will receive a reduction in their tuition equivalent to the cost of one three-hour class per semester. This reduction does not apply during the summer session.

## HONORS STUDIES SEQUENCE

### A. General Education

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

1. Area B2. One of the following courses must be selected: BIOL 325, PHYS 317, PHYS 318, PSYC 385.
2. Area D1. Foreign language competency must be attained at the intermediate level.
3. Area D2. One of the following courses must be selected: ENGL 445, MDLG 304.
4. Area D3. HMNT 205 must be selected.
5. Area E. MATH 115 or MATH 215 and one of the following science sequences must be selected: BIOL 155:156; CHEM 151:152; PHYS 211:212 with PHYS 213:214.

### B. Honors Seminar

A sequence of eight lectures, one each month, September through April, taken during the junior or senior year.

### C. Project (2-3 hours, Directed Study)

A significant interdisciplinary project demonstrating an understanding of the relationship between the student's major field and some other discipline. Directed study research, writing, special performance, appropriate to the major in question. The honors committee expects the project to be of sufficiently high quality to justify public presentation. The project must be approved by the honors committee in consultation with the student and his supervising professor.

## GRADUATION WITH HONORS

Students graduating with a cumulative GPA of 3.50 or above but who do not participate in the Southern Scholars Honors Program 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*. Students completing the honors program will, in addition to the above designation, be graduated as Southern Scholars. The appropriate designations will appear on the diploma.

## DEAN'S LIST

Students who carry a minimum of twelve semester hours and attain a grade point average of 3.50 or above for two consecutive semesters in residence are listed on the official Dean's List.

## MAJOR AND MINOR REQUIREMENTS

SC offers 33 majors and 30 minors for students wishing to qualify for a baccalaureate degree. Each major consists of thirty hours or more in the chosen field of specialization of which a minimum of eighteen for a Bachelor of Science degree and fourteen for a Bachelor of Arts degree must be upper division credit. The total semester hours required for each major for the Bachelor of Science, Bachelor of Music, and Bachelor of Business Administration degrees varies with the field of specialization chosen.

All minors consist of 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 "Divisions and Courses of Instruction." No class may fulfill the requirements of more than one major and/or minor.

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## BACHELOR DEGREE PROGRAMS

Majors for the Bachelor of Arts degree are offered:

|  |                       |
|--|-----------------------|
| Art  | History               |
| Biology                                      | International Studies |
| Chemistry                                    | Mathematics           |
| Communication                                | Music                 |
| Computer Science                             | Physics               |
| English                                      | Psychology            |
| French                                       | Religion              |
| German                                       | Spanish               |
| Health, Physical Education<br>and Recreation | Theology              |

Majors for the Bachelor of Science degree are offered:

|                         |                       |
|-------------------------|-----------------------|
| Behavioral Science      | Industrial Education  |
| Business Administration | Long-Term Health Care |
| Biology                 | Mathematics           |
| Chemistry               | Medical Technology    |
| Computer Science        | Nursing               |
| Elementary Education    | Office Administration |
| Health Science          | Physics               |
| Home Economics          |                       |

The Bachelor of Business Administration degree is available to students who are planning for a professional career in business. Majors are available in Accounting and Management. Detailed requirements are outlined under the Division of Business and Office Administration.

The Bachelor of Music degree is available to students planning to major in music with special emphasis in music education. The detailed requirements for this professional degree are outlined under the Division of Music in the section "Divisions and Courses of Instruction."

Minors are offered in most majors and emphases as well as the following:

|  |                        |
|--|------------------------|
| Practical Theology                     | Foods and Food Service |
| Biblical Languages                     | Library Science        |
| Fields Related to<br>English Education |                        |

## ASSOCIATE DEGREE PROGRAMS

Southern College offers the following eleven associate degrees:

|                           |                       |
|---------------------------|-----------------------|
| Accounting                | Home Economics        |
| Allied Health             | Industrial Technology |
| Child-Care Administration | Media Technology      |
| Computer Science          | Nursing               |
| Construction Technology   | Office Administration |
| Food Service Technology   |                       |

Complete details of course requirements for the associate degrees are outlined in the descriptions in the bulletin section "Divisions and Courses of Instruction."

## ONE-YEAR CERTIFICATE PROGRAMS

The College has one-year certificate programs in the following areas:

- Auto Body Repair (Industrial Education)
- Food Service Production (Home Economics)
- Trade Competency (Plumbing, Refrigeration, Electrical Wiring)

Requirements for these programs are given in the appropriate divisional sections of this CATALOG.

## PRE-PROFESSIONAL CURRICULA

SC offers pre-professional and pre-technical programs in a wide variety of fields which may prepare students for admission to professional schools or to enter upon technical careers. Below are listed the pre-professional curricula offered at SC.

|                               |                       |
|-------------------------------|-----------------------|
| Anesthesia                    | Occupational Therapy  |
| Dental Hygiene                | Optometry             |
| Dentistry                     | Osteopathic Medicine  |
| Dietetics                     | Pharmacy              |
| Engineering                   | Physical Therapy      |
| Law                           | Public Health Science |
| Medical Record Administration | Radiology Technology  |
| Medicine                      | Respiratory Therapy   |
|                               | Veterinary Medicine   |

An A.S. degree in Allied Health is available to students who spend two or more years at SC while fulfilling pre-professional requirements in the allied health fields of Dental Hygiene, Dietetics, Medical Records Administration, Occupational Therapy, Physical Therapy, Radiology Technology, and Respiratory Therapy. Pre-professional and technical admission requirements may vary from one professional school to another. The student is, therefore, advised to become acquainted with the admission requirements of the chosen school.

Detailed requirements for non-degree pre-professional curricula are outlined in the section on "Pre-Professional Curricula."



## ACADEMIC INFORMATION

### REGISTRATION

Students are expected to register during the scheduled registration periods designated in the school calendar. The registration process is complete only after all procedures have been met and registration forms are returned to the Office of Records. 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 assessed a late registration fee of \$25.00. The course load of a late registrant will be reduced by one to two semester hours for each expired week of instruction. No student should expect to register after two weeks of the semester have elapsed.

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

To make program changes the student must obtain the appropriate change of registration voucher at the Office of Records. After obtaining the necessary signatures indicating approval of the change, the student

must return the form to the Office of Records. Course changes and complete withdrawals from the school become effective on the date the voucher is filed at the Office of Records. A fee of \$8.00 will be assessed for each change in program the first week of instruction.

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

A student may withdraw from a class up to two weeks after mid-term and receive a grade of "W" automatically. A student withdrawing from a class after that 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 after that will automatically be "F."

*Auditing Courses.* With the approval of the division, a student may register on an audit basis in courses (other than private lessons) for which he is 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 during the first week of instruction only. No credit is given for courses audited, and the fee is one-half of the regular tuition charge.

## COURSE LOAD

College courses are expressed in semester hours at Southern College. 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 between one and one-half and two hours outside of class for each fifty-minute period the class meets. Thus a sixteen-semester-hour class load should require forty or more hours of study each week on the part of the student. Except by permission of the Academic Dean, a student may not register for more than eighteen or less than eight 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.

*Study-Work Program.* It is exceedingly 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 adviser in planning the proper balance of study and work. In determining an acceptable study-work program, the following will serve as a guide.

| Course Load    | Maximum<br>Work Load |
|----------------|----------------------|
| 16 hours ..... | 16 hours             |
| 14 hours ..... | 20 hours             |
| 12 hours ..... | 26 hours             |
| 10 hours ..... | 32 hours             |
| 8 hours .....  | 38 hours             |

### FULL-TIME STUDENT

Students enrolled for twelve or more semester hours and students in the last semester of their senior year who are taking all the courses required for graduation (but no fewer than eight semester hours) will be classified as full-time students according to the standards and practices of the College. The completion of nine or more semester hours will constitute full-time enrollment for the summer. Students receiving financial aid should consult the Student Finance Office for the definitions of a full-time student set up by the various agencies which offer aid.

### GRADING SYSTEM

Mid-semester and semester grade reports are issued to the student and his parent or guardian (if authorized by the student). Only semester grades are recorded on the student's permanent record at the College.

The following system of grading and grade point values is used:

|                              |                              |
|------------------------------|------------------------------|
| A 4.0 grade points per hour  | D 1.0 grade points per hour  |
| A- 3.7 grade points per hour | D- 0.7 grade points per hour |
| B+ 3.3 grade points per hour | F 0.0 grade points per hour  |
| B 3.0 grade points per hour  | W Withdrawal                 |
| B- 2.7 grade points per hour | WF Withdrew Failing          |
| C+ 2.3 grade points per hour | (0.0 grade points per hour)  |
| C 2.0 grade points per hour  | AU Audit                     |
| C- 1.7 grade points per hour | I Incomplete                 |
| D+ 1.3 grade points per hour |                              |

A student may receive an "I" (incomplete) because of illness or other unavoidable delay. A student who believes he is eligible for an incomplete must secure from the Office of Records the proper form on which he may file application with the Academic Dean to receive an incomplete. **Any incomplete which is not removed by the end of the following term (Fall, Spring, Summer) will automatically become an "F."**

A course in which the student received a grade of "C," "D," or "F" may be repeated before he 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 Academic Dean.



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

## ACADEMIC HONESTY

Morally and spiritually, Southern College 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 Responsibility:*

1. Students assume responsibility for 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 teacher.
3. Students are to assume all course work is "no collaboration" unless stated otherwise by the teacher.

### *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 academic dean 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 academic dean and the student.

3. Two incidents of academic dishonesty make a student eligible to be dismissed from college. However, the student may then appeal the action through the established appeal procedures.

## ACADEMIC PROBATION AND DISMISSAL

When for any reason a student's SC or cumulative grade point average falls below 2.00, he will be placed on academic probation and restricted

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from holding office in any student organization or being a member of any touring group sponsored or approved by the College. Those on academic probation will not be allowed to participate in academic activities causing class absences and will not be allowed to participate in on or off campus extracurricular activities including fire department duties.

Any baccalaureate senior with a grade point average of less than 2.25 in his major will also be placed on academic probation. Candidates for an associate of science degree must have a grade point average of at least 1.95 before being accepted for their final year and at least 2.00 to graduate.

Transfer students should have a grade point average of at least 2.00 in order to be eligible for admission to SC.

A student will be subject to academic dismissal when his SC or cumulative grade point average fails to reach the levels indicated below.

| <i>Semester Hours Attempted</i> | <i>G.P.A. Dismissal Level</i> |
|---------------------------------|-------------------------------|
| 6-48                            | 1.50                          |
| 49-64                           | 1.65                          |
| 65-80                           | 1.75                          |
| 81-93                           | 1.85                          |
| 94-up                           | 1.95                          |

A student academically dismissed may not be readmitted until two sessions (for this purpose the summer is counted as one session) have elapsed. Eligibility for readmission shall include successful college-level work taken in another institution or other evidence of maturity and motivation.

In order to be eligible for financial aid, recipient must maintain satisfactory academic progress. Satisfactory academic progress is defined as maintaining a cumulative and resident grade point average of 2.0. If a student does not maintain satisfactory academic progress or fails to attend classes, prepare and submit required classwork, or take required examinations, his financial aid will be suspended.

If a student whose financial aid has been suspended for any of the above reasons feels that unusual and unavoidable circumstances led to this suspension, he may appeal the suspension to the Loan and Scholarship Committee. This policy is generally applied to financial aid from institutional and private sources as well as federal programs.

## RIGHT OF PETITION

A student who believes 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 Academic Dean for consideration of his case after obtaining the advice and signature of the head of his major division. The petition must contain a statement of the request and supporting reasons.

The student will be notified in writing by the Academic Dean of the action on the petition within five working days of receiving the petition. Petition forms are available from the Records Office information desk in Wright Hall.

## GRIEVANCE PROCEDURE

A student who believes that his academic rights have been infringed upon or that he has been treated unjustly with respect to his academic program is entitled to a fair and impartial consideration of his case. The student should do the following to effect a solution.

1. Present his case to the teacher or teachers concerned.
2. If necessary, discuss the problem with the division chairman.
3. If justice has not been attained at this level, submit the matter to the Academic Dean.
4. Finally, ask for a review of the case by the Grievance Committee, chaired by the Academic Dean 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 Academic Dean.

## ABSENCES

*Class.* Attendance at class and laboratory appointments is required. Absences are dealt with in two ways. Teachers may excuse absences themselves or ask their students to submit excuses to the Absence Committee. Students are told at the beginning of each semester which of the two means will be used in the class.

Generally speaking, absences will not be excused by either a teacher or the Absence Committee for reasons other than illness, authorized school trips, or emergencies beyond the student's control. Absences due to illness are not normally excused unless the student contacts Student Health Service prior to the absence. Non-emergency medical appointments must be scheduled around the class program.

For classes in which the Absence Committee is used, a completed absence excuse form (one for each class) must be placed in the absence box, located in the Student Center, no later than noon the first Monday following the absence. Absence forms are available at the Student Center, library, switchboard, and residence halls. The Absence Committee determines whether or not to excuse the absence and so notifies the teacher of its decision.

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Students having absences exceeding in number\* twice the number of course credit hours (six absences for a three-hour credit course) may, at the teacher's discretion and after consultation with the academic dean, be dropped from the class.

Make-up work is not normally allowed in the case of homework or quizzes missed due to absences. Teachers have the option of recording homework and quiz averages if the absence is excused. Tests and major assignments missed because of excused absences are made up as arranged with the teacher.

**Examination.** Because of problems concerning time, expense and fairness, final examinations are rarely rescheduled. Students desiring to reschedule final examinations must obtain a request form from the Records Office in Wright Hall, fill it out completely, make two additional copies and submit all three copies to the teacher involved. The teacher will approve or deny the request, return one copy to the student and send one to the academic dean. If approved, the rescheduled examination will be given at a time convenient to the teacher and a fee of \$25 per examination will be assessed. The \$25 fee will be waived in cases of illness verified by Student Health Service or a physician, death in the immediate family, or four or more examinations scheduled for one day.

**Chapel.** The chapel service is provided for the spiritual and cultural benefit of the college family, to promote the interests of SC, and to develop and conserve a spirit of campus unity. In essence the chapel attendance policy is the same as for class attendance in that no absences are permitted except for illnesses, authorized school trips, or emergencies. An excuse must be presented at the Dean of Students' office within 48 hours after the absence. It is the responsibility of each student to keep track of his chapel absences. A student is allowed four unexcused absences from chapel per semester. Additional unexcused absences can result in a student's being placed on Citizenship Probation. A continued absence problem can disqualify a student from attending Southern College. A satisfactory chapel attendance record is required for readmission to SC.

## WAIVER EXAMINATIONS

Upon the approval of the division chairman and the Academic Dean, a student may obtain a waiver of curricular requirements by successfully completing a comprehensive examination—written, oral, manipulative, or otherwise, as determined by the division involved. A fee of \$25 per examination is charged.

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\* One and one-half absences are given for missing a 75-minute class, two for missing a 100-minute class, etc.

## NONTRADITIONAL COLLEGE CREDIT

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

The goals and objectives of the College 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 college credits should be earned through class participation. However, the College will permit a maximum of one-fourth of the credit required for a given degree to be earned by these nontraditional means.

### College Credit by Examination

The College recognizes three types of examinations for credit: challenge examinations prepared by a division which must be passed at "B" level or above, approved College Level Examination Program (CLEP) subject examinations which must be passed at the 65th percentile or above, and the Advanced Placement Examinations which must be passed with a score of three or better. 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 divisional challenge examinations and scaled scores are recorded for nationally normed examinations. Permission to take a challenge examination while in residence must be obtained from both the division chairman and the Academic Dean.

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 College.

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 Office of Admissions 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.

Home Study International of Washington, D.C., is the officially recognized correspondence school of Southern College. The College recom-

# Academic Information

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mends Home Study International for those students needing correspondence credit and accepts all such credits when the study program is approved by the College prior to enrollment.

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

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. Correspondence credit with a "D" grade is unacceptable and 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 he has earned a minimum of twelve hours in residence with an average of at least "C." Official transcripts must be in the Office of Records before a diploma will be ordered. The graduation date will be the last day of the month after the official transcript is received.

## TRANSCRIPTS

Official transcripts of a student's academic record may be obtained by the student upon a written request to the Office of Records. The request must include the student's signature and payment of \$2.00 in cash, check, or money order for each transcript ordered. Because of legal difficulties, telephone requests from students or written requests from other members of the student's family cannot be honored.

A student may receive an unofficial transcript for evaluative purposes without charge by applying in person at the Office of Records. 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. **No exceptions will be made.**

## SEQUENCE OF COURSES

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

# DIVISIONS AND COURSES OF INSTRUCTION

## COURSE NUMBERS

Each course number consists of three figures as follows:

(a) The first numeral indicates class year status as follows:

- 0 — remedial (Institutional credit only)
- 1 — freshman level
- 2 — sophomore level
- 3 — junior level
- 4 — senior level

(b) The third numeral indicates the following:

- 1 — signifies a course which is first in a sequence
  - 2 — signifies a course which is second in a sequence and presupposes one as a prerequisite
- All other figures have no designation.

Within a given 100 sequence there is no necessary 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 that stand alone represent courses of one semester which are units in and of themselves. Course numbers separated by a comma represent units in and of themselves, either one of which may be counted for graduation without reference to sequence.

Course numbers separated by a colon are year courses in which credit for the first course is a prerequisite to the second. However, credit may be given for the first semester when taken alone.

Upper division courses are numbered 300 and above.

## DIVISIONAL ABBREVIATIONS

- ACCT = Accounting (Business and Office Administration)  
AGRI = Agriculture (Biology and Chemistry)  
ART = Art (Arts and Letters)  
AVIA = Aviation (Industrial Education)  
BHSF = Behavioral Science Foundations  
(Education and Human Sciences)  
BIOL = Biology (Biology and Chemistry)  
BUAD = Business Administration  
(Business and Office Administration)  
CHEM = Chemistry (Biology and Chemistry)  
CNST = Construction Technology (Industrial Education)  
CPTR = Computer Science (Mathematical Sciences)  
CRTF = Communication: Radio, Television, Film  
(Arts and Letters)  
ECON = Economics (Business and Office Administration)  
EDUC = Education (Education and Human Sciences)  
ENGL = English (Arts and Letters)  
ENGR = Engineering (Mathematical Sciences)  
ERSC = Earth Science (Mathematical Sciences)  
FDNT = Foods and Nutrition (Education and Human Sciences)  
FREN = French (Arts and Letters)  
FRSH = Freshman (Education and Human Sciences)  
GEOG = World Geography (Arts and Letters)  
GRMN = German (Arts and Letters)  
HIST = History (Arts and Letters)  
HLED = Health and Life Education  
(Health, Physical Education, Recreation)  
HMEC = Home Economics (Education and Human Sciences)  
HMNT = Humanities (Arts and Letters)  
INDS = Industrial Education  
INST = International Studies (Arts and Letters)  
JOUR = Journalism (Arts and Letters)  
LIBR = Library (Education and Human Sciences)  
MATH = Mathematical Sciences  
MDLG = Modern Language (Arts and Letters)  
MUCT = Music Theory  
MUED = Music Education  
MUHL = Music History  
MUPF = Music Performance  
NRSG = Nursing  
OCED = Occupational Education (Religion)  
PEAC = Physical Education Activity Courses  
(Health, Physical Education and Recreation)



- PETH = Physical Education Theory  
(Health, Physical Education and Recreation)
- PHYS = Physics (Mathematical Sciences)
- PLSC = Political Science (Arts and Letters)
- PSYC = Psychology (Education and Human Sciences)
- RELB = Religion-Biblical Studies
- RELB = Religion-Biblical Languages
- RELP = Religion-Practical Theology
- RELT = Religion-Theory
- SECR = Secretarial (Business and Office Administration)
- SOCI = Sociology (Education and Human Sciences)
- SOCW = Social Work (Education and Human Sciences)
- SPAN = Spanish (Arts and Letters)
- SPCH = Speech (Arts and Letters)

## DIVISION OF ARTS AND LETTERS

Chairman: Robert Morrison

| <i>Art</i>  | <i>Communication</i>                                     | <i>English</i>  |
|---|--|---|
| Robert Garren   | Frances Andrews<br>Don Dick                              | Frances Andrews<br>Ann Clark                                |
| <i>History</i><br>Floyd Greenleaf<br>Benjamin McArthur<br>William Wohlers | Frank DiMemmo<br>David Smith                             | Jan Haluska<br>Wilma McClarty<br>Barbara Ruf<br>David Smith |
|   | <i>Modern Languages</i><br>Robert Morrison<br>Helmut Ott |   |

### Programs

The Division of Arts and Letters is an academic unit of Southern College offering programs of studies in five fields: Art, Communication, English, History, and Modern Languages. Some of these are subdivided into emphases. These programs involve two-year degrees, minors, teaching endorsements, and overseas study. The following table indicates the programs available and the page where the details are presented.

## PROGRAMS

| Field                       | Four Year Prog. |      | Two          | Minor | Teaching<br>Endorse-<br>ment | Over-<br>seas<br>study | For<br>details<br>see page |
|-----------------------------|-----------------|------|--------------|-------|------------------------------|------------------------|----------------------------|
|                             | B.A.            | B.S. | Year<br>A.S. |       |                              |                        |                            |
| 1. Art                      | *               |      |              | *     | *                            |                        | 41                         |
| 2. Communication            |                 |      |              | *     |                              |                        | 44                         |
| a. Radio-TV-Film            | *               |      |              | *     |                              |                        |                            |
| b. Journalism               | *               |      |              | *     |                              |                        |                            |
| c. Media Technology         |                 |      | *            |       |                              |                        |                            |
| 3. English                  | *               |      |              | *     | *                            | *                      | 49                         |
| 4. History                  | *               |      |              | *     | *                            | *                      | 54                         |
| 5. Modern Languages         |                 |      |              |       |                              |                        | 58                         |
| a. French                   | *               |      |              | *     | *                            | *                      |                            |
| b. German                   | *               |      |              | *     | *                            | *                      |                            |
| c. Spanish                  | *               |      |              | *     | *                            | *                      |                            |
| d. International<br>Studies | *               |      |              |       |                              |                        |                            |
| Overseas Study              |                 |      |              |       |                              |                        | 40                         |

**Degree Requirements**

Students majoring in any of the fields in the Division of Arts and Letters must adhere to these requirements:

1. Specific program requirements explained in the departmental sections listed above.
2. General Education program spelled out on pages 19-23.
3. Requirement applicable to all B.A. degrees in the Division of Arts and Letters: Foreign language at the intermediate level. Majors in Radio-TV-Film and Journalism may substitute six hours of computer language for the intermediate level. Applicable CPTR courses are: CPTR 125 and 218 or 318.

**Overseas Study**

The Division of Arts and Letters encourages its students to engage in a year of study outside the United States. Majors in English, History, and Modern Languages will especially benefit from these intellectually stimulating and culturally broadening experiences. Earned credit will apply to majors and general education. Financial and academic details about overseas study programs are available in the Modern Languages office. In order to allow maximum transfer of credit the Division recommends only overseas colleges approved by Southern College. To facilitate transfer of credit students must counsel with their major professor before arranging for overseas study.

1. *Modern Languages.* Students may earn a major or minor in French, Spanish, or German by attending the appropriate college in France, Austria, Mexico, or Spain, or other approved colleges.

2. *English.* Students majoring in English will benefit from a year at Newbold College, England.
3. *History.* History majors will enhance their programs with a year at Newbold College or an approved college overseas.

## HUMANITIES

**HMNT 205. Arts and Ideas (D-3) 3 hours**

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.

## ART

### BACHELOR OF ARTS DEGREE IN ART

**Major:** Thirty-six hours to include ART 104:105, 109, 110, 344, 345, 499, with not less than 14 hours upper division. Cognate requirements: CRTF 225. A foreign language at the intermediate level is required.

**Minor:** Eighteen hours including courses ART 104:105, 109, 110, 344, with not less than six hours in upper division courses.

**Teaching Endorsement:** The following are the minimum requirements.

|               |                                 |                 |
|---------------|---------------------------------|-----------------|
| ART 104:105   | Beginning Drawing I, II .....   | 6 hours         |
| ART 109, 110  | Design I, II .....              | 4 hours         |
|               | Art techniques elective .....   | 2 hours         |
| ART 344       | History of Art .....            | 3 hours         |
|               | Art appreciation elective ..... | 2 hours         |
|               | Art elective .....              | 3 hours         |
| EDUC 230, 438 | Methods - Art .....             | <u>4</u> hours  |
|               | <b>TOTAL</b>                    | <b>24 hours</b> |

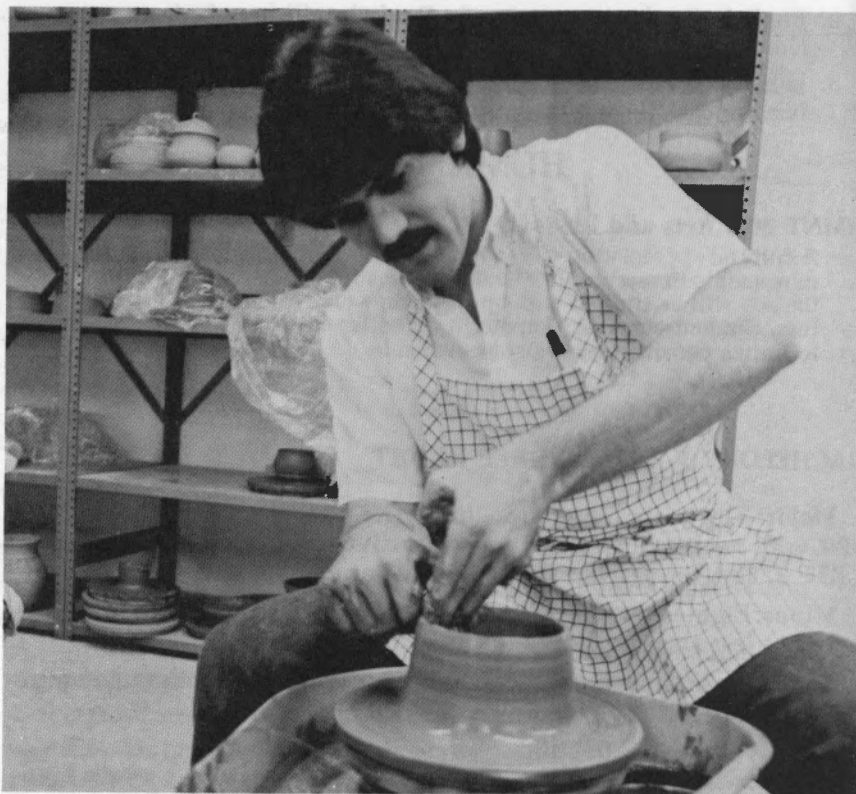
The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

**ART 104:105. Beginning Drawing I, II (G-1) 3,3 hours**

An introductory course in drawing, composition, and design. Emphasis on the basic art elements and their functions in composition using various media. (Fall, Spring)

**ART 109, 110. Design I, II (G-1) 2,2 hours**

Problems in two- and three-dimensional art, dealing with line, shape, form, color, and texture. (Fall, Spring)



**ART 215. Sculpture (G-1) 3 hours**

Prerequisite: ART 104:105 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. Taught odd years. May be repeated for credit. (Fall)

**ART 217. Printmaking 3 hours**

Prerequisite: ART 104:105 or permission of instructor.

A course designed to give the art major experience in printmaking media. Relief, intaglio, and silk-screen will be covered. May be repeated for credit. (Fall)

**ART 221:222. Painting I, II 3,3 hours**

Prerequisite: ART 104:105 or permission of instructor.

A course designed to give the student experience in using painting materials applied to compositional organizations. May be repeated for credit. (Fall, Spring)

**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 \$20 fee is applied toward necessary supplies. (Fall)

**ART 311, 312. Painting III, IV 3,3 hours**

Prerequisite: ART 221 or permission of instructor.

Advanced problems in painting. May be repeated for credit. (Fall, Spring)

**ART 313, 314. Drawing III, IV 3,3 hours**

Prerequisite: 104, 105 or permission of instructor.

A course designed to give the student increased experience in the application of drawing media to the production of art. This course may be repeated for credit. (Fall, Spring)

**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. (Spring)

# Communication

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## ART HISTORY

**ART 218 or 318 (D-3), (W). Art Appreciation** **2 hours**

Lecture and travel seminar. Two weekly lectures will be presented until Thanksgiving to prepare the students for the Art Appreciation trip. Students will spend Thanksgiving vacation visiting major art museums in New York City. There is an additional charge for travel. Trip summary paper is required. Writing emphasis for ART 318 only. (Fall)

**ART 344. History of Art (D-3), (W)** **3 hours**

A study of the arts of western civilization from antiquity to the mid-1800's with an emphasis on pivotal figures in art history. (Fall)

**ART 345. Contemporary Art (D-3), (W)** **3 hours**

Nineteenth and twentieth century developments in European and American arts. (Spring)

## EDUCATION

**EDUC 230. Elementary Methods in Curriculum and Instruction: Art** **2 hours**

A study of the aims, philosophy, and methods of teaching art on the various levels of the elementary school.

**EDUC 438. Methods of Teaching Art** **2 hours**

Prerequisite: Admission to Teacher Education (secondary program).

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

(D-3), (G-1), (W) See pages 20-23 for explanation of General Education requirements.

## COMMUNICATION

### BACHELOR OF ARTS DEGREE IN COMMUNICATION

**Major:** Thirty hours including basic requirements of CRTF 101, 226; JOUR 111, 434; SPCH 135, 319; and fourteen hours in Radio-TV-Film or Journalism emphasis. Cognate requirements: INDS 145 and six hours intermediate foreign language or computer science.

**Journalism Emphasis**—JOUR 212, 316; CRTF 225, 312; plus five hours elected within the overall Communication offerings, two of which must be in Journalism.

**Radio-TV-Film Emphasis**—CRTF 112, 225, 313, and 314, plus five hours elected within the overall Communication offerings, two of which must be in Radio-TV-Film.

**Minor—Communication:** Eighteen hours of Communication classes including SPCH 135, 319; JOUR 111; CRTF 101, 226; with a minimum of six hours of upper division work from overall Communication offerings.

**Minor—Radio-TV-Film:** Eighteen hours of Communication classes including CRTF 101, 225, 226, 313; SPCH 135, 319; with a minimum of six hours within the minor to be upper division in Radio-TV-Film.

**Minor—Journalism:** Eighteen hours including JOUR 111, 212, 434 and CRTF 225, 226, with a minimum of six hours in upper division Journalism courses.

### ASSOCIATE OF SCIENCE DEGREE IN MEDIA TECHNOLOGY

This is a two-year curriculum especially designed for the technically oriented student interested primarily in the production and operation aspects of media. Students completing this degree can continue and complete a baccalaureate degree in Communication (Radio-TV-Film emphasis) without loss of educational time.

**Major:** Thirty hours including CRTF 101, 112, 217, 225, 313, 418, plus five hours in departmental electives; INDS 145, 274; CPTR 120 or 125; LIBR 333; with general education courses to meet CATALOG requirements and sufficient electives to make a total of 64 semester hours. Cognate requirement: ENGL 102.

Communication students at Southern College have opportunities for realistic learning experiences in connection with the College's radio station, WSMC-FM.

Students who include Radio-TV-Film courses in their preparation are encouraged to participate in the many aspects of the total program of WSMC-FM.

### College Publications

The journalistic output of the Public Relations office of the College, the editing of the Associated Press teletype news service for WSMC-FM, *The Spire* (published by the Collegedale Seventh-day Adventist Church), and the Student Association publications—*Campus Chatter*, *Southern Accent*, *Southern Memories*, and *Joker*—all provide students with varied opportunities to put journalistic principles into practice.

### On-the-Job Training in Journalism, Public Relations, and Radio-TV-Film

A program of journalism and public relations on-the-job training for selected communication majors has been developed. This program (which has been approved by the General Conference of Seventh-day Adventists) calls for a student to associate with a publishing house, a newspaper, or an educational or medical institution for an arranged

period working directly with the institution in its editing, publishing, or public relations activities. A scholarship is provided for the student and a proportionate amount of academic credit is available in JOUR 495.

A program of broadcasting and audio-visual media on-the-job training is also available. This program calls for a student to associate with a commercial or noncommercial broadcasting or production organization for an arranged period, working directly with professionals in various phases of radio or TV station operation or production. A scholarship is occasionally provided for the student and a proportionate amount of academic credit is available in CRTF or JOUR 495.

### RADIO-TV-FILM

#### **CRTF 101. Audio Production I (G-2) 1 hour**

Operation of mixing consoles, tape recorders, turntables, patch panels, microphones, etc. for various types of audio production. Meets two hours each week for lecture and demonstration during the first half of each semester. Reservations for two hours per week of individual control room practice and production time made at registration. Supplies fee \$5.00. (Fall, Spring)

#### **CRTF 112. Audio Production II (G-1) 1 hour**

Prerequisite: CRTF 101 (follows CRTF 101 second nine weeks of each semester).

Audio script interpretation, production music, sound effects, audio projects direction, quality control, equalization, special effects, etc. Meets two hours weekly for lecture and demonstration during second half of semester. Two hours per week of individual studio production time arranged. (Fall, Spring)

#### **CRTF 217. Radio Station Operations 2 hours**

Prerequisite: Current or previous enrollment in CRTF 101.

A laboratory course where the student becomes familiar with the day-to-day operations of a radio station. The course covers control room procedures, announcing, production, automation, teletype, copy editing, traffic, music programming, etc. Taught in conjunction with WSMC-FM. (Spring)

#### **CRTF 225. Introduction to Photography (G-1) 2 hours**

Standardized procedures for camera and meter use, film exposure and development, negative enlargement and print finishing, and basic lighting and composition. Students must have their own 35mm camera with adjustable f-stops and shutter speeds. One hour of lecture, three hours of laboratory each week. Supplies made available to class members at cost, approximately \$50. (Fall, Spring, Summer)

#### **CRTF 226. Survey of Mass Communication 3 hours**

A study of the communication process in professional journalism and in the mass communication industries of modern society, with special consideration of the Christian segment of society, both as consumers and dispensers of information. Each student will establish criteria for his own choices from among products of the mass media. (Spring)



**CRTF 312. Advanced Photography (G-1) 2 hours**

Prerequisite: CRTF 225 or equivalent.

Advanced photographic techniques in camera handling, composition, exposure, and developing with special emphasis on creativity, darkroom techniques, and preparation for exhibit and publication. Students must have their own camera with adjustable stops and shutter speeds. One hour of lecture, three hours of laboratory each week. Supplies made available to class members at cost, approximately \$75. (Fall, Spring)

**CRTF 313. Television Production 3 hours**

Prerequisite: CRTF 101.

Camera, switcher, special effects generator, and videotape recorder operation. Elementary TV lighting, scripting, production and direction. Study of TV graphics, picture composition, and storyboard preparation. Two hours of lecture and three hours of laboratory each week. (Spring)

**CRTF 314. Writing For Radio-TV (W) 3 hours**

Prerequisites: CRTF 101, 112, and 313.

Emphasis on writing news for broadcast and persuasive spot announcements: commercials, religious spots, and public service announcements. Students desiring to write a 30 minute (or longer) dramatic script must register concurrently for 1 or 2 hours credit in CRTF 495. May apply on Journalism emphasis. Supplies are made available to students at cost. (Spring)

**CRTF 414. Advanced TV Production 3 hours**

Prerequisite: CRTF 313.

Writing, producing, and directing video productions of various types, utilizing both single camera with post-production editing, and multi-camera production in real-time. Advanced students provide leadership for beginning TV students. Two hours lecture and three hours lab each week. Supplies fee, \$15. (Spring)

**CRTF 418. Multi-Image Production 3 hours**

Pre- or Co-requisite: CRTF 101 and 225.

Instruction in conceptualizing, forming, scripting, visual composition, taking and developing color transparencies; titling and graphics, making a synchronized sound track, plus programming and operation of dissolve units and slide projectors. Goal: Creation of projector slide shows using 1-6 projectors. Supplies made available to class at cost (approximately \$50 per student). (Fall)

**CRTF 295/495. Directed Study 1-4 hours**

Three types of options are offered: 1) As demand is developed for various specialized class instruction, the topic to be offered that term will be publicized prior to registration. 2) Individual projects in various aspects of communication on an independent study basis may be worked out. 3) This course also provides opportunity, among other options for on-the-job training in public relations, journalism, or Radio-TV-Film areas. Proposals must be submitted to the Division Chairman for approval before registering. This course also includes credit offered by the Communication Department on

directed study tours. Course may be repeated. Up to four hours may apply on a Communication major or minor. (This course is also cross listed under JOUR and SPCH.) (Fall, Spring, Summer)

### JOURNALISM

#### **JOUR 111. News Reporting** **3 hours**

Prerequisite: ENGL 102, and SECR 105 or 106.

Practice in newswriting and general reporting of church, school, and community affairs for the public press. Study is given to the duties of the reporter in newsgathering and to his relationship to editorial requirements. (Fall, Summer)

#### **JOUR 212. News Editing** **2 hours**

Prerequisite: JOUR 111.

Instruction is given in copy editing, headline writing, layout, and other editorial responsibilities through the various phases of newspaper production from copy to final print form. (Spring)

#### **JOUR 315. Layout and Design of Publications** **3 hours**

Prerequisite: INDS 145.

Editorial techniques and problems from the arrival of the manuscript in the editor's office until the publication reaches the reader. Relationships with authors, manuscript handling, payment, layout and illustrations; relationships with art, composing, proofreading, and press rooms; circulation and distribution problems as they affect the editor. (Fall)

#### **JOUR 316. Article and Editorial Writing (W)** **3 hours**

Prerequisite: ENGL 102, and SECR 105 or 106.

Preparation and marketing of feature and religious articles for newspapers and magazines, market analysis, writing for specialized markets. (Spring)

#### **JOUR 427. Communication Law** **3 hours**

The nature and social functions of the major forms of communication laws and regulations and especially as pertains to the mass media: libel, slander, copyright, FCC and FTC Rules and Regulations, etc. This course may apply to the Radio-TV-Film emphasis. (Spring, even years)

#### **JOUR 434. Public Relations** **3 hours**

Designed to give professional competence in the theory and practice of public relations, the course is a study of the plans and methods of disseminating information from business establishments and from institutions through all the media of communication. (Fall)

#### **JOUR 295/495. Directed Study** **1-4 hours**

(See Radio-TV-Film 295/495 listing.) (Fall, Spring, Summer)

SPEECH

**SPCH 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, Spring, Summer)

**SPCH 136. Interpersonal Communication (D-4) 2 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. (Fall, Spring)

**SPCH 236. Oral Interpretation (D-4) 2 hours**

Theory and practice in the art of conveying to others the full meaning of selections in literature of various types via reading and interpreting orally. (Fall, Spring)

**SPCH 319. Communication Theory (W) 3 hours**

Prerequisites: SPCH 135 and ENGL 102.

Introducing the study of communication transactions in all arenas— intrapersonal, interpersonal, small group, public speaking, and mass media—this course gives attention to models of communication and to the psychology, sociology, semantics, and ethics of the communication process. This course may apply to the Journalism minor. (Fall)

**SPCH 295/495. Directed Study 1-4 hours**

See CRTF 295/495 listing. (Fall, Spring, Summer)

(D-4), (G-1), (G-2), (W) See pages 20-23 for explanation of General Education requirements.

**ENGLISH LANGUAGE AND LITERATURE**

**BACHELOR OF ARTS IN ENGLISH LANGUAGE AND LITERATURE**

**Major:** Thirty hours excluding Basic Writing and College Composition, but including ENGL 215, 216, 314, 335, and either 218 or 315 plus six hours from ENGL 214, 333, or 334; plus nine hours from ENGL 336, 337, 338, 444, or 445. Required cognates: HIST 374, HMNT 205, intermediate foreign language.

Students anticipating secondary teaching should meet state certification requirements (see Secondary Education requirements under DIVISION OF EDUCATION AND HUMAN SCIENCES), should consider taking a minor in Fields Related to English Education, and should obtain experience working on the Southern Accent staff, Southern Memories staff, and/or a programs committee of one of the student organizations.

# English Language and Literature

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**Minor:** Eighteen hours, excluding Freshman English and College Composition, including ENGL 218 or 315; ENGL 214 or 333 or 334; ENGL 215; 314; six hours of English electives to include one additional literature class. Six hours of upper division are required.

**Minor in Fields Related to English Education** (*Available only to English Majors*): Eighteen hours including LIBR 125; HIST 374; SPCH 135, 236; JOUR 111; and four (two upper division) hours from the following electives: PSYC 124; SECR 105, 115, or 214; EDUC 333; any Communication course; any Library Science course.

**Teaching Endorsement:** The following are the minimum requirements.

|               |                                       |         |
|---------------|---------------------------------------|---------|
| ENGL 101, 102 | College Composition .....             | 6 hours |
| ENGL 218 or   | Advanced Grammar (3) .....            | 3 hours |
| 315           | Intro. to Linguistics (3)             |         |
| ENGL 214 or   | Survey of American Literature (3)     |         |
| 333 or        | American Literature from Colonial     |         |
|               | through Romantic Periods (3) .....    | 3 hours |
| 334           | American Literature from              |         |
|               | Realism to the Present (3)            |         |
| ENGL 215      | Survey of English Literature .....    | 3 hours |
| ENGL 314      | Creative Writing .....                | 3 hours |
|               | English electives to include one      |         |
|               | additional literature class .....     | 6 hours |
|               | (Six of the 24 hours must be          |         |
|               | upper division)                       |         |
| EDUC 332 or   | Teaching of Reading .....             | 2 hours |
| 333           | Developmental Reading .....           | 2 hours |
| EDUC 432      | Reading in the Secondary School ..... | 2 hours |

TOTAL 28 hours

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

## ENGLISH LANGUAGE AND COMPOSITION

**ENGL 021. Basic American English** **5-15 hours equivalent**

This course is for students with limited English proficiency as defined by the Michigan English Language Institute Test. Emphasis is on developing language skills in conversation, writing, and reading comprehension. Grammar, vocabulary, spelling, and current American idioms are stressed. Each student is strongly urged to room with native speakers of English and to find work where his/her own language is not used. This self-paced course

is noncredit, but is recognized by the Department of Immigration and Naturalization as part of the minimum class load required of international students. Class meets daily for three hours.

## **ENGL 099. Basic Writing**

**3 hours**

Focuses on development of those writing skills necessary for successful entry into ENGL 101. Students whose English ACT score is 12 or below are required to register for this class. Students successfully completing this course will earn three institutional elective credits and may enroll in ENGL 101. This course does not count toward an English major or minor. (Fall, Spring)

## **ENGL 101:102. College Composition (A-1)**

**3,3 hours**

A two-semester, *sequential* course focusing strongly on the writing process, especially revision. ENGL 101 emphasizes specific writing skills and principles which readily apply to various personal (narrative, descriptive, and expository) writing tasks. 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. This course does not count toward an English major or minor. (Fall, Spring, Summer)

## **ENGL 205. Principles of Grammar**

**2 hours**

This course focuses primarily on the study of basic English grammar. Practice is also provided in developing punctuation, capitalization, vocabulary development, and word usage skills that would contribute to more effective communication. Does not apply to a major or minor. (Fall)

## **ENGL 218. Advanced Grammar**

**3 hours**

A detailed survey of descriptive grammar as it pertains to parts of speech, sentence construction, syntax, and punctuation. Designed to aid any student who wishes to strengthen his skill in grammar analysis, it is also especially helpful for prospective teachers and writers and essential for secondary teacher certification. (Spring)

## **ENGL 295. Directed Study**

**1-3 hours**

The content of this course will be adjusted to meet the particular needs of the student, including requests for credit for such activities as projects done during student missionary terms. This course also includes credit offered by the English Department on directed study tours. Open only to students approved by the division chairman in consultation with the prospective instructor.

## **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 types 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. (Fall)

# English Language and Literature

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## **ENGL 315. Introduction to Linguistics**

**3 hours**

Prerequisite: ENGL 102.

Purposes to give the student a background in history of the English language; to acquaint him with the various fields, aspects, and branches of linguistics; to equip him with a working knowledge of structural linguistics' four principal branches—phonetics, phonemics, morphemics, and grammar; and to relate these learnings to the teaching of contemporary English. Open to sophomore and upper division students. This course may be taught only alternate years. (Fall)

## **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, Summer)

### **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 and his philosophy, and a review of literary trends and influences from ancient times to the present. (Fall, Spring)

### **ENGL 216. Approaches to Literature (D-2)**

**3 hours**

Prerequisite: ENGL 102.

The study and appreciation of selected works, with special emphasis on literary terms and on the critical qualities that distinguish such basic literary types as the essay, the short story, the drama, and the poem. (Fall)

### **ENGL 333. American Literature From Colonial Through Romantic Periods (D-2), (W)**

**3 hours**

A reasonably comprehensive, chronological study of the works of major American writers with special emphasis on Bradford, Taylor, Franklin, Edwards, Irving, Cooper, Bryant, Poe, Emerson, Thoreau, Hawthorne, Melville, Longfellow, Lowell, and Whitman. (Spring, even years)

### **ENGL 334. American Literature From Realism to the Present (D-2), (W)**

**3 hours**

A continuation of ENGL 333, from the mid-nineteenth century through some of the more recent writers, including Dickinson, Twain, James, Adams, Crane, Robinson, Frost, Fitzgerald, Hemingway, and Faulkner. (Spring, odd years)

### **ENGL 335. Biblical Literature (D-2), (W)**

**3 hours**

A survey of the Bible's literary masterpieces from an archetypal perspective. The Bible is viewed as one story, the double quest: man, searching for a lost Eden, and Christ, the great Questor, seeking the restoration of His world and His family. This story, reinforced by its central theme of redemption and by the universal archetypal symbols centering in Christ the Word made flesh,

actually permeates all imaginative literature. Biblical genres studied include the story of origins, heroic narrative, epic, idyl, lyric poetry, wisdom literature, encomium, epithalamion, gospel, epistle, and apocalypse. (Fall)

**ENGL 336. Medieval and Renaissance Literature (D-2), (W) 3 hours**

From Chaucer through Shakespeare, the men and their times. Readings in *Canterbury Tales*, Middle English romance, allegory, play, and meditation in translation; in sixteenth century prose, Elizabethan poetry and dramatic literature, with study of genre, conventions, and trends. Specific attention to moral and religious issues. (Spring, even 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, Tennyson, Dickens, Arnold, Browning, Carlyle. This course may be taught only alternate years. (Fall)

**ENGL 338. Twentieth Century Writers (D-2), (W) 3 hours**

A study of twentieth century writers with an emphasis on poetry or prose. Focus will be on American and/or British works, but world literature in translation may be included. This course may be taught only alternate years. (Spring)

**ENGL 444. Restoration and  
Eighteenth Century Literature (D-2), (W) 3 hours**

English life and letters in ferment through the Enlightenment and decline of Neo-classicism: Milton, Dryden, Swift, Pope, Johnson. Special attention to moral and religious issues, trends. This course may be taught only alternate years. (Fall)

**ENGL 445. World Literature (D-2), (W) 3 hours**

Beginning with the three great epics which underlie the literature of the Western World—the *Iliad*, *The Odyssey*, and *The Book of Job*—the class will consider a range of classical and medieval works from the Greeks to the Italian Renaissance. Collateral emphasis will be on enhancing the student's ability to differentiate the pagan from the Christian in the thematic mix of individual works. Students desiring a complete sequence in world literature may follow this course with MDLG 304. (Spring)

**ENGL 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 division chairman in consultation with the prospective instructor.

## EDUCATION

**EDUC 438. Methods of Teaching English 2 hours**

Prerequisite: Admission to Teacher Education.

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

textbooks is also included. Four lectures each week of the first half of the semester. (Fall)

(A-1), (D-2), (G-1), (W) See pages 20-23 for explanation of General Education requirements.

## HISTORY

Commonly understood, history is the study of mankind; their accomplishments and institutions, and the explanations seeking the reasons for man's existence. In addressing these issues history courses at Southern College take into account the Christian view of man. The Christian's insights into human nature and his recognition of the possibilities and limitations of human endeavor permit greater comprehension of the past and present, and 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 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.

### BACHELOR OF ARTS DEGREE IN HISTORY

**Major:** Thirty hours including HIST 154, 155; 174, 175; 499. Six hours of political science may apply to the major. Intermediate level of a foreign language is required. At least two courses are to be taken in each of the following areas:

Area I: American History, HIST 354, 355, 356, 357, 358; PLSC 254.

Area II: European History, HIST 374, 375, 386, 389; PLSC 389; either HIST 364 or 365.

**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 his professional objectives.

**History as a preparation for teaching.** A student majoring in history who plans to teach will automatically have the 24 semester hours required for certification in the area of his first teaching field. It is strongly recommended that he also earn teaching credentials in a field outside of history. He may accomplish this by including a supporting field of 18 hours in his program. No specific supporting field is required but art,



behavioral science, business, English, and modern languages are recognized as intimately related to the study of history.

**Teaching Endorsement:** The student whose first teaching field is in an area other than history may obtain an endorsement in history as his second field by following the program indicated below.

|               |  |         |
|---------------|--|---------|
| HIST 154, 155 | American History .....                           | 6 hours |
| HIST 174, 175 | Survey of Civilization .....                     | 6 hours |
|               | History electives numbered<br>300 or above ..... | 6 hours |

**TOTAL 18 hours**

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

**Minor:** Eighteen hours including HIST 174, 175. 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. Those planning to certify for teaching history must take all eighteen hours in history and should include HIST 154, 155. See Teaching Endorsement above.

**General education for students not majoring in history.** 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, Spring, Summer)

**HIST 174, 175. Survey of Civilization (C-1)      3,3 hours**

An introductory consideration of the ancient, classical, and medieval contributions to our own civilization and a consideration of modern and current developments. This course is recommended as general education for freshmen and sophomores. (Fall, Spring)

# History — Political Science

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

A survey of Latin America offering brief backgrounds from the colonial, independence, and early national periods, but focusing on twentieth-century trends in selected republics.

**HIST 355. History of the South (C-1), (W) 3 hours**

A study of the Old South from the discovery through the war between the states, the reconstruction and the subsequent developments, and recent changes, including the current scene. (Spring)

**HIST 356. Minorities in America (C-1), (W) 3 hours**

A view of American minorities with particular emphasis on their history, changing problems, and current relationship to American life. Special attention is devoted to the American Black. (Spring)

**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. (Spring)

**HIST 374. History of England (C-1), (W) 3 hours**

An analysis of the political, social, economic, religious, and cultural development of Great Britain and its contributions to the world, especially in constitutional and democratic institutions. (Fall)

**HIST 375. Ancient World (C-1), (W) 3 hours**

A study of the nations of antiquity, especially Israel, Assyria, Babylonia, Egypt, Medo-Persia, and the classical nations Greece and Rome, concentrating on the institutions and contributions to civilization of each. (On demand)

**HIST 386. Foundations of Modern Culture: Europe in the Middle Ages and Renaissance (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. (Spring)

**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 499. Research Methods in History (C-1), (W) 3 hours**

Historical theories, procedures, and research methods are examined in conjunction with the preparation of a research project. (Fall)

## POLITICAL SCIENCE

**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. (Fall)

**PLSC 389. Vienna to Vietnam (C-2), (W) 3 hours**

See HIST 389 for course description. (Spring)

## 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**

This course is open only to those students who have spent a minimum of six months in residence in a country other than the United States, or its Administrative Territories. It is understood that students may not write about their native land or a country in which they have lived for a long period. The credit will be earned by the presentation of an essay with supporting materials. The class is under the jurisdiction of the World Geography teacher. The course is non-repeatable.

## EDUCATION

### EDUC 438. Methods of Teaching History

2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials in instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the semester. (Spring)

(C-1), (C-2), (W) See pages 20-23 for explanation of General Education requirements.

## MODERN LANGUAGES

This department offers the opportunity for students to discover French, German, and Spanish not only as living languages but also as reflections of the cultures, customs, and peoples they represent. The aim, then, is to provide both an aesthetic background and a practical tool 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. The Department of Modern Languages aspires toward helping Christians fulfill this responsibility to demonstrate good will, whether as travelers and business people or as respondents to the Master's gospel commission.

Students whose mother tongue is a language other than English and who wish to major in their native language obviously begin with certain basic skills already achieved. These skills are reasonably expected to be at least equivalent to the intermediate level. Such students will be asked to demonstrate these skills through a qualifying examination which, when successfully completed, will constitute a waiver of the six intermediate credits. These six credits are to be replaced by three hours of advanced English grammar (ENGL 218) and three hours from Masterpieces in Translation (MDLG 304), American or English literature, or American history. The foreign language major for students majoring in their mother tongue may thus be considered to consist of 30 hours but to include a waiver of six hours.

## FOREIGN STUDY

*Adventist Colleges Abroad.* Southern College 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 following institutions are affiliates of ACA: In Austria, Seminar Schloss Bogenhofen, Braunau; in France, Seminaire Adventiste, Collonges-sous-Saleve; and in Spain, Colegio Adventista de Sagunto, Sagunto.

Students participate in the ACA program to obtain such goals as a language major with a speaking proficiency; a language minor with a speaking proficiency; general education credit, especially in such fields as history, humanities, religion, art, and music in an overseas setting; broader perspectives through foreign travel and experience, without loss of academic time; foreign study at reasonable cost; and insights into the global nature of the Seventh-day Adventist Church.

Most ACA students return with a minor in the language. Some, especially if they have completed the intermediate year before leaving for Europe, return with enough credits for a major. A major or minor in the foreign language is not automatic, however; ACA students intending to fulfill major or minor requirements must counsel with the Modern Languages staff before drafting their overseas program.

Needed for admission to the ACA program are:

1. Admission as a regular student at SC.
2. Competence in the language. (The intermediate level is recommended; one year in college or two in secondary school may sometimes be accepted.)
3. A record free from academic and citizenship probation.
4. The special ACA application form, submitted to the Admissions Office.
5. Compliance with the financial requirements. (See page 198. Costs, including transportation, are comparable to those at Adventist colleges in the United States.)

*The University of Montemorelos.* By arrangement with the University of Montemorelos in Nuevo Leon, students may apply for an intensive summer course in Spanish in Mexico. An academic-year program is also available to a limited number of students. Credit for both plans is variable.

## **BACHELOR OF ARTS DEGREE IN FRENCH, GERMAN, OR SPANISH**

**Major—French, German or Spanish:** Thirty hours for the Bachelor of Arts degree, excluding course 101:102 but including course 211:212. Because the number of hours available on the SC campus is limited, students are expected to earn a large portion of their major through ACA or the Montemorelos affiliation. Students not interested in foreign study are referred to the International Studies major (below).

**Minor—French, German or Spanish:** Eighteen hours excluding course 101:102 but including course 211:212 and six hours of upper-

# Modern Languages

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division courses. Because advanced courses in French and German are not at present offered on the SC campus, the student desiring a minor in French or German must plan either a year in the ACA program or two summer terms in an intensive language program previously approved by this division.

## BACHELOR OF ARTS — INTERNATIONAL STUDIES (INST)

**Major—International Studies:** This major is intended to offer basic language and literature within a framework of international cultural dimensions. Such a program is sometimes considered a “humanities major.” Only a Spanish emphasis is at present available on the SC campus. ACA students who complete sufficient language, culture and literature courses overseas may, however, apply for the International Studies major in French or German. Thirty hours are required for the Bachelor of Arts degree, including the following:

|   |          |
|---|----------|
| SPAN (or GRMN or FREN) 211:212 — Intermediate Level .....   | 6 hours  |
| SPAN (or GRMN or FREN) 344 — Composition and Conversation .....   | 3 hours  |
| SPAN (or GRMN or FREN) 354 — Culture and Civilization .....   | 3 hours  |
| ENGL 445 — World Literature .....   | 3 hours  |
| MDLG 304 — Masterpieces in Translation .....  | 3 hours  |
| ART 344 (or MUHL 314 or 315) — History of Art (or History of Music) .....   | 3 hours  |
| HIST 386, 389 (or 354) — Foundations of Modern Culture or Vienna to Vietnam (or History of Latin America) .....   | 3 hours  |
| Additional hours from language and literature, world geography, a second foreign language, or ART 344 or MUHL 314 or 315 (whichever is not taken above) ..... | 6 hours* |
| TOTAL 30 hours  |          |

\* Students desiring certification in Spanish, French or German must take these six hours in that language. Cognate requirement: In fulfilling the general education requirements in Religion, the student will include RELT 368, Comparative Religions (3 hours).

### Teaching Endorsement:

1. For students with successful completion of 2 years Foreign Language study in high school:
  - a. One language endorsement—a minimum of eighteen hours in that language.
  - b. Two or more foreign languages—a minimum of thirty semester hours with a minimum of twelve semester hours in each of the languages.
2. For students with no evidence of two years of high school credit:

- a. One language endorsement—a minimum of twenty-four hours in that language.
- b. Two or more foreign languages—a minimum of eighteen semester hours in each of the languages.

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

## SPECIAL COURSES

### **MDLG 304. Masterpieces in Translation (D-2) 3 hours**

A survey of great literary works from France, Germany, Spain, and Spanish America, from the seventeenth century to modern times. Students desiring a complete survey of world literature may first enroll for ENGL 445, World Literature, which covers the centuries up to the seventeenth. Applies toward general education requirements in literature but not toward the major in French, German or Spanish. (Spring, even years)

### **MDLG 295/495. Directed Study 2-6 hours**

The content of this course will be adjusted to meet the particular needs of the individual student. This course also includes credit offered by the Modern Languages Department on directed study tours. Approval of the instructor must be obtained prior to registration for the course.

## 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. No credit will be allowed for elementary modern language if credit has already been received for it at the secondary level. (No credit may be earned for this course by students whose mother tongue is French. FREN 101 is offered fall odd years; 102, spring even years.)

### **FREN 211:212. Intermediate French (D-1) 3,3 hours**

Prerequisite: Entrance by standardized examination at required level. Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises. Laboratory work is required. (No credit may be earned for this course by students whose mother tongue is French. FREN 211 is offered Fall even years; 212, Spring odd years.)

## 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. No credit will be allowed for elementary modern language if credit has already been received for it at the secondary level. (No credit may be earned for this course by students whose mother tongue is German.) GRMN 101 is offered fall even years; 102, spring odd years.

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**GRMN 211:212. Intermediate German (D-1) 3,3 hours**

Prerequisite: Entrance by standardized examination at required level.  
Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises. Laboratory work is required. (No credit may be earned for this course by students whose mother tongue is German.) GRMN 211 is offered fall odd years; 212, spring even years beginning 1985-86.

## 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. No credit will be allowed for elementary modern language if credit has already been received for it at the secondary level. (No credit may be earned for this course by students whose mother tongue is Spanish).

**SPAN 211:212. Intermediate Spanish (D-1) 3,3 hours**

Prerequisite: Entrance by standardized examination at a required level.  
Advanced grammar; intensive and extensive reading of moderately difficult Spanish texts; oral and written exercises. At the discretion of the Division Chairman, this course may be closed to Spanish-speaking persons with three credits in secondary Spanish. Laboratory work is required. (No credit may be earned for this course by students whose mother tongue is Spanish).

**SPAN 344. Composition and Conversation (D-1), (W) 3 hours**

Prerequisite: SPAN 211:212 or equivalent.  
Development of skill in speaking, understanding, and writing idiomatic Spanish. (Not open to Spanish or Latin-American nationals. Fall, odd years)

**SPAN 354. Hispanic Culture and Civilization 3 hours**

Prerequisite: SPAN 211:212 or equivalent.  
Backgrounds of the social, religious, political, economic, artistic, and intellectual scene in the Spanish-speaking world. (Fall, even years)

**SPAN 365. Spanish Linguistics 3 hours**

Prerequisite: SPAN 211:212 or equivalent. Recommended: SPAN 344.  
Introduction to the morphological, syntactic, and phonemic structure of the Spanish language. Practice in sounds, intonation, and transcription; remedial pronunciation drills. (Spring, odd years)

**SPAN 376. Masterpieces of Spanish Literature (D-2) 3 hours**

Prerequisite: SPAN 211:212 or equivalent.  
History and development of Spanish literature; reading of representative works. No credit allowed if SPAN 336 credit has been awarded. (Spring, odd years)



**SPAN 436. Masterpieces of Spanish-American Literature (D-2)**

**3 hours**

Prerequisite: SPAN 211:212 or equivalent.

History and development of Spanish-American literature; reading of representative works. (Spring, even years)

**EDUCATION**

**EDUC 438. Methods of Teaching Modern Languages**

**2 hours**

Prerequisite: Admission to Teacher Education.

Learning and teaching a foreign language, in both theory and practical application, with special attention to goals, planning, classroom techniques, selection and utilization of materials and aids, and evaluation of student performance. Four lectures each week of the first half of the first semester during the senior year.

(D-1), (D-2), (W) See pages 20-23 for explanation of General Education requirements.



# DIVISION OF BUSINESS AND OFFICE ADMINISTRATION

Chairman: Wayne Vandevere

## *Business Administration*

Bill Richards    Dan Rozell  
Cecil Rolfe     Wayne Vandevere

## *Office Administration*

Joyce Cotham  
Evonne Richards  
Jolene Zackrison

The courses and programs offered by the division are designed to prepare students for business-related careers with the church, government, industry, and in long-term health care.

The objectives of the division 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 to develop a sound Christian philosophy towards 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 and office skills required for initial job placement.
4. To encourage Seventh-day Adventist students to serve as workers and in positions of business leadership within organizations sponsored by this denomination.
5. To provide the necessary academic background for entrance into most graduate degree programs in business.

The division offers a Bachelor of Business Administration degree (B.B.A.) with majors in accounting and management and a Bachelor of Science degree (B.S.) with majors in Business Administration, Office Administration, and Long-Term Health Care.

For those who desire a two-year program, Associate of Science degrees (A.S.) are available in Accounting and Office Administration with options with or without shorthand. Minors in either Business or Office Administration are offered.

Students who plan to teach business subjects at the high school level should major in Office Administration and should also fulfill the requirements for teacher certification.

# Business Administration

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## BUSINESS ADMINISTRATION

### BACHELOR OF BUSINESS ADMINISTRATION DEGREE

The B.B.A. degree requires a basic core of business courses plus a major in accounting or management. Basic Core Course requirements are as follows:

|              |  |         |
|--------------|--|---------|
| ACCT 121:122 | Principles of Accounting .....                       | 6 hours |
| ECON 224:225 | Principles of Economics .....                        | 6 hours |
| BUAD 313     | Business Statistics .....                            | 3 hours |
| BUAD 314     | Quantitative Methods for<br>Business Decisions ..... | 3 hours |
| BUAD 315     | Business Finance .....                               | 3 hours |
| BUAD 326     | Introduction to Marketing .....                      | 3 hours |
| BUAD 334     | Principles of Management .....                       | 3 hours |
| BUAD 337:338 | Business Law .....                                   | 6 hours |
| BUAD 414     | Business Policies .....                              | 3 hours |
| BUAD 488     | Seminar in Business Administration ..                | 1 hour  |
| SECR 315     | Business Communications .....                        | 3 hours |

TOTAL 40 hours

**Major—Accounting:** 23 hours plus the above B.B.A. Core Requirements:

|               |  |         |
|---------------|--|---------|
| ACCT 211:212  | Intermediate Accounting .....          | 6 hours |
| ACCT 317      | Federal Income Taxes .....             | 4 hours |
| ACCT 321, 322 | Cost & Managerial Accounting I & II .. | 6 hours |
| ACCT 417      | Auditing .....                         | 4 hours |
|               | Accounting electives .....             | 3 hours |

TOTAL 23 hours

**Major—Management:** 23 hours plus the above B.B.A. Core Requirements:

|          |                                      |         |
|----------|--------------------------------------|---------|
| ACCT 211 | Intermediate Accounting .....        | 3 hours |
| ACCT 321 | Cost & Managerial Accounting I ..... | 3 hours |
| BUAD 344 | Personnel Administration .....       | 3 hours |
| BUAD 353 | Management of a Small Business ..... | 3 hours |
| BUAD 355 | Organizational Behavior .....        | 2 hours |

One of the following three courses:

|          |                                     |         |
|----------|-------------------------------------|---------|
| BUAD 347 | Business and Government .....       | 3 hours |
| ECON 314 | Money & Banking .....               | 3 hours |
| ECON 328 | Managerial Economics .....          | 3 hours |
|          | Electives in ACCT, BUAD, or ECON .. | 6 hours |

TOTAL 23 hours

Among the General Education Requirements, the B.B.A. degree stu-

dent must include RELT 373, SPCH 135, a course in Psychology, and either CPTR 120, 125, 131, or 217.

## BACHELOR OF SCIENCE DEGREES

**Major—Business Administration:** Forty-three hours including ACCT 121:122, 211; BUAD 313, 314, 315, 326, 334, 337, 338, 414, 488; ECON 224, 225; plus three hours in ACCT, BUAD, or ECON. Cognate requirement: CPTR 120, 125, or 131; SECR 315.

**Major—Long-term Health Care:** Forty-four hours including ACCT 121:122; BUAD 231, 232, 234, 235, 315, 334, 337, 338, 497, 498; ECON 224, 225. Cognate requirement: CPTR 120, 125, or 131.

**Minor—Business Administration:** Eighteen hours including ACCT 121:122; ECON 213 or 224; BUAD 334 or 344; and six hours of upper division courses in Accounting, Economics or Business Administration.

## ASSOCIATE OF SCIENCE DEGREES

**Major—Accounting:** Thirty hours for the Associate of Science degree, including ACCT 121:122, 211:212, 321; BUAD 128, 337; ECON 213 or 224; plus six hours electives in Accounting, Economics and Business Administration. Cognates required: CPTR 120, 125, or 131; SECR 115 or equivalent.

**Teaching Endorsements:** The student must earn a major in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

### Bookkeeping

|                         |                                |         |
|-------------------------|--------------------------------|---------|
| ACCT 121:122            | Principles of Accounting ..... | 6 hours |
|                         | Accounting elective .....      | 4 hours |
| ECON 224 or<br>ECON 225 | Principles of Economics .....  | 3 hours |

Two of the following three areas for a total of ..... 6 hours

|                    |                             |  |
|--------------------|-----------------------------|--|
| BUAD 337 or<br>338 | Business Law (3)            |  |
| BUAD 128           | Personal Finance (3)        |  |
| SECR 315           | Business Communications (3) |  |

TOTAL 19 hours

|                         |                                |         |
|-------------------------|--------------------------------|---------|
| ACCT 121                | Principles of Accounting ..... | 3 hours |
| ECON 224 or<br>ECON 225 | Principles of Economics .....  | 3 hours |

|                         |                             |         |
|-------------------------|-----------------------------|---------|
| BUAD 337, 338           | Business Law .....          | 6 hours |
|                         | Business elective .....     | 3 hours |
| BUAD 128 or<br>SECR 315 | Personal Finance (3) .....  | 3 hours |
|                         | Business Communications (3) |         |

TOTAL 18 hours

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

## ACCOUNTING

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

This course covers the fundamental accounting processes dealing with the bookkeeping and accounting functions for the small business, professional offices, merchandising firms and service organizations. This course does not apply towards a bachelor's degree offered by the Division of Business and Office Administration. (Spring)

### **ACCT 121:122. Principles of Accounting (G-2) 3,3 hours**

A course in the fundamentals of accounting theory. (Fall, Spring, Summer)

### **ACCT 211:212. Intermediate Accounting 3,3 hours**

Prerequisite: ACCT 121:122.

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. (Fall, Spring)

### **ACCT 316. Fund and Institutional Accounting 3 hours**

Prerequisite: ACCT 121:122.

A course designed to provide an in-depth coverage of the concepts of fund accounting as they apply to governmental units and not-for-profit institutions including schools, hospitals, and churches. Considerable attention will be given to accounting principles as used by the various institutions of the Seventh-day Adventist Church. (Fall)

### **ACCT 317. Federal Income Taxes 4 hours**

Prerequisite: ACCT 121:122.

A course designed to provide an explanation and training in the application of personal and corporate Federal income taxes to specific problems. Social Security taxes are also included. (Spring)

### **ACCT 321. Cost and Managerial Accounting I 3 hours**

Prerequisite: ACCT 122.

A study of cost accounting fundamentals with emphasis on accounting as a managerial tool. Special attention is given to cost-volume-profit relationships, budgeting, capital budgeting, cost behavior patterns, transfer pricing, and divisional performance measurement. (Fall)

### **ACCT 322. Cost and Managerial Accounting II 3 hours**

Prerequisites: ACCT 321 and BUAD 313.

An in-depth study of the more technical aspects of job-order and process cost accounting systems using actual, standard, and direct costing methods.

The more quantitative aspects of management accounting are emphasized including decision-making under uncertainty, inventory control, cost behavior and regression analysis, and the variance investigation decision. (Spring)

**ACCT 415. Advanced Accounting** **3 hours**

Prerequisite: ACCT 211:212.

A course designed to study the problems concerned with consolidated financial statements, partnerships, business firms in financial difficulty, estates and trusts, foreign exchange, and segment reporting. (Spring)

**ACCT 417. Auditing** **4 hours**

Prerequisite: ACCT 211:212.

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)

**ACCT 418, 419. C.P.A. Review Problems** **3,3 hours**

Prerequisite: Permission of instructor.

A course designed to study accounting theory, auditing, accounting practice, and business law as exemplified by the official accounting pronouncements of the AICPA and FASB. (Fall, Spring)

## 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. This course does not apply on a major in accounting or management. No credit is available if ECON 224 or 225 has been taken. (Fall)

**ECON 224, 225. Principles of Economics (C-2)** **3,3 hours**

A survey course in the fundamentals of economics; the institutions, forces, and factors affecting production, evaluation, exchange, and distribution of wealth in modern society. (Fall, Spring)

**ECON 314. Money and Banking** **3 hours**

Prerequisite: ECON 224.

Mediums of exchange, money and credit, banks and their services, the Federal Reserve System, and other financial institutions are considered. (Spring)

**ECON 328. Managerial Economics** **3 hours**

Prerequisite: ECON 213 or ECON 225.

The examination of the economic environment within which the business firm makes the decisions, and the application of principles and theories of economics in managerial decision making. (Spring)

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## BUSINESS ADMINISTRATION

- 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. (Fall, Spring, Summer)
- BUAD 231. General Administration of the Long-Term Care Facility** **3 hours**  
A study of management tools and techniques including theories of organization and management, mechanisms for planning, organizing, directing, and controlling. Includes review of licensing requirements, insurance, business law, human relations, public relations. (Summer)
- BUAD 232. Technological Aspects of Long-Term Care** **3 hours**  
A detailed study of the technical aspects of long-term care administration including a review of the history and philosophy of facilities, the relationship to other health care facilities in the total health care delivery system, and technically related medical relationships and services. (Summer)
- BUAD 234. Financial Management of the Long-Term Care Facility** **3 hours**  
A review of techniques and interpretation of financial information for management decision-making in the long-term care facility. (Summer)
- BUAD 235. Health Planning, Regulation, and Legislation** **3 hours**  
A detailed course covering the planning for delivery of health services both at the systems level and at the organizational level. Implications of legislation to providers of health services: current policies, practices, and regulations including their financial impact. Includes contemporary issues in health care administration, financing, organization, delivery, regulation, development and improvement of standards, and allocations of resources. (Summer)
- BUAD 313. Business Statistics** **3 hours**  
Prerequisites: CPTR 120 or 125; MATH 104 or an ACT mathematics score of 22 or above.  
Descriptive statistics; probability theory and applications including Bayesian revision; the binomial, hypergeometric, Poisson, exponential, normal, student's t, chi-square, and F distributions; inferential statistics including sampling concepts, confidence intervals, and hypothesis testing; multiple regression and correlation; introductory time series analysis. This is an applied (rather than mathematical) approach to statistics, and emphasis will be placed on statistics as a tool of management for decision-making. (Fall)
- BUAD 314. Quantitative Methods for Business Decisions** **3 hours**  
Prerequisite: BUAD 313.  
Linear programming—simplex method, primal/dual interpretation, trans-



portation problems. Decision theory under classical and Bayesian statistics. Game theory, inventory models and control, queuing theory. Program Evaluation and Review Technique (PERT). (Spring)

**BUAD 315. Business Finance (W) 3 hours**

Prerequisite: ACCT 211:212.

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)

**BUAD 326. Introduction to 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. (Spring)

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

A beginning course designed to study business management including an analysis of business policies viewed from the standpoint of the functional characteristics of the management process and current ethics. (Fall)

**BUAD 337, 338. Business Law 3,3 hours**

A course designed to study the nature and social functions of law including social control through law and the law of commercial transactions and business organizations. (Fall, Spring)

**BUAD 344. Personnel Administration 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. (Spring)

**BUAD 347. Business and Government 3 hours**

A study of the ways in which business and economic life are shaped and directed by government. The legal framework within which business is conducted and the evolution of public policy toward business are examined. (Fall)

**BUAD 353. Management of a Small Business 3 hours**

A course on the principles and problems of organizing and operating a small business. Topics covered will include a procedural system for establishing a new business, providing physical facilities, financing, organizing, and the management of the small business. (Spring)

**BUAD 355. Organizational Behavior 2 hours**

This course examines the nature and consequences of human behavior in work organizations. Primary emphasis is placed on the interaction between employee needs and organizational requirements, and on the role of management in facilitating mutual goal attainment. Topics covered include: individual differences, perception and attitude formation, motivation, job

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design, group processes, conflict, leadership, decision making, and change and development processes. (Spring)

**BUAD 414. Business Policies (W) 3 hours**

Prerequisite: BUAD 334.

This course of study is designed to give the student experience in decision-making and problem-solving through the case method. The attention of the student is directed to defining, analyzing, and proposing alternative solutions to business problems from management's viewpoint. (Spring)

**BUAD 425. Investment Analysis (W) 3 hours**

Prerequisite: ACCT 121.

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. (Spring)

**BUAD 488. Seminar in Business Administration 1 hour**

This course will include the Eugene Anderson Lecture Series in business. Top men and women in their field will present lectures in insurance, real estate, finance, retailing, production management, etc. Attendance at ten lectures will be required. This course may be repeated for credit. (Spring)

**BUAD 295/495. Directed Study 1-2 hours**

Individual research work open only to business majors. Content to be arranged. Approval must be secured from Division Chairman prior to registration. (Fall, Spring)

**BUAD 497, 498. Long-Term Care Administration Internship 4,4 hours**

A tailored program of management experience in a selected long-term care facility will include 400 clock hours of on-the-job experience. (Fall, Spring, Summer)

(C-2), (F-2), (G-2), (W) See pages 20-23 for explanation of General Education requirements.

## OFFICE ADMINISTRATION

### BACHELOR OF SCIENCE DEGREE IN OFFICE ADMINISTRATION

**Major:** Forty-nine hours including SECR 104, 114, 115, 213, 214, 215, 218, 223, 314, 315, 317, 323, 324; ECON 213 or 224; BUAD 334 and 337. Cognate requirements include ACCT 121:122, and CPTR 120.

Those students wishing to receive teacher certification in Office Administration must also satisfy the professional teacher education requirements. (See Education listing.)

**Minor:** Eighteen hours including SECR 214 and fifteen hours from courses in Office Administration, six of which must be upper division.

**ASSOCIATE OF SCIENCE DEGREE IN OFFICE ADMINISTRATION**

Two-year Associate of Science degree majors in Office Administration with ACT scores below 22 in Math may fulfill general education requirement (A-2) with SECR 218 (Business Math and Calculating Machines). Those with scores below 12 must take MATH 100.

**Major—Executive Option:** Thirty-four hours for the Associate of Science degree, including SECR 104, 114, 115, 213, 214, 215, 218, 223, 315, 317, 323. Cognates required: ACCT 103 or 121; ENGL 102.

**Major—Word Processing Option:** Thirty hours including SECR 115, 213, 214, 218, 223, 314, 315, 317, 323, 324; plus two hours electives in Office Administration. Cognates required: ACCT 103 or 121; ENGL 102; CPTR 120.

**Major—Medical Option:** Thirty hours including SECR 115, 213, 214, 218, 223, 314, 316, 317, 323, 333; plus two hours electives in Office Administration. Cognates required: ACCT 103 or 121; BIOL 105; ENGL 102; CPTR 120.

**Teaching Endorsement:** The student must earn a major in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

*Secretarial Practice*

|             |                                |                 |
|-------------|--------------------------------|-----------------|
| ACCT 121    | Principles of Accounting ..... | 3 hours         |
| ECON 224 or | Principles of Economics .....  | 3 hours         |
| ECON 225    |                                |                 |
| SECR 105    | Beginning Typewriting .....    | 2 hours         |
| SECR 115    | Intermediate Typewriting ..... | 2 hours         |
| SECR 214    | Advanced Typewriting .....     | 2 hours         |
| SECR 114    | Shorthand II .....             | 4 hours         |
| SECR 215    | Shorthand III .....            | 5 hours         |
| SECR 317    | Secretarial Procedures .....   | 3 hours         |
|             | Two of the following three     |                 |
|             | areas for a total of .....     | 6 hours         |
| BUAD 337 or | Business Law (3)               |                 |
| 338         |                                |                 |
| BUAD 128    | Personal Finance (3)           |                 |
| SECR 315    | Business Communications (3)    |                 |
|             | <b>TOTAL</b>                   | <b>30 hours</b> |

*Business Machines*

|             |                                |         |
|-------------|--------------------------------|---------|
| ACCT 121    | Principles of Accounting ..... | 3 hours |
| ECON 224 or | Principles of Economics .....  | 3 hours |
| 225         |                                |         |
| SECR 218    | Business Mathematics and       |         |
|             | Calculating Machines .....     | 2 hours |

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|                    |  |          |
|--------------------|--|----------|
|                    | Business electives .....                                 | 4 hours  |
|                    | Two of the following three<br>areas for a total of ..... | 6 hours  |
| BUAD 337 or<br>338 | Business Law (3)   |          |
| BUAD 128           | Personal Finance (3)                                     |          |
| SECR 315           | Business Communications (3)                              |          |
|                    | TOTAL  | 18 hours |

## Clerical or Office Practice

|                    |  |          |
|--------------------|--|----------|
| ACCT 121           | Principles of Accounting .....                           | 3 hours  |
| ECON 224 or<br>225 | Principles of Economics .....                            | 3 hours  |
| SECR 217           | Secretarial Procedures .....                             | 3 hours  |
|                    | Business elective .....                                  | 3 hours  |
|                    | Two of the following three<br>areas for a total of ..... | 6 hours  |
| BUAD 337 or<br>338 | Business Law (3)   |          |
| BUAD 128           | Personal Finance (3)                                     |          |
| SECR 315           | Business Communications (3)                              |          |
|                    | TOTAL  | 18 hours |

## Shorthand

|                    |  |          |
|--------------------|--|----------|
| ACCT 121           | Principles of Accounting .....                           | 3 hours  |
| ECON 224 or<br>225 | Principles of Economics .....                            | 3 hours  |
| SECR 114           | Shorthand II .....                                       | 4 hours  |
| SECR 215           | Shorthand III .....                                      | 5 hours  |
|                    | Two of the following three<br>areas for a total of ..... | 6 hours  |
| BUAD 337 or<br>338 | Business Law (3)   |          |
| BUAD 128           | Personal Finance (3)                                     |          |
| SECR 315           | Business Communications (3)                              |          |
|                    | TOTAL  | 21 hours |

## Typewriting

|                    |                                |         |
|--------------------|--------------------------------|---------|
| ACCT 121           | Principles of Accounting ..... | 3 hours |
| ECON 224 or<br>225 | Principles of Economics .....  | 3 hours |
| SECR 105           | Beginning Typewriting .....    | 2 hours |
| SECR 115           | Intermediate Typewriting ..... | 2 hours |

|                    |  |          |
|--------------------|--|----------|
| SECR 214           | Advanced Typewriting .....                               | 2 hours  |
|                    | Two of the following three<br>areas for a total of ..... | 6 hours  |
| BUAD 337 or<br>338 | Business Law (3)   |          |
| BUAD 128           | Personal Finance (3)                                     |          |
| SECR 315           | Business Communications (3)                              |          |
|                    | TOTAL  | 18 hours |

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

### OFFICE ADMINISTRATION

#### SECR 104. Shorthand I (G-2) 4 hours

This course presents the fundamental principles of Gregg Shorthand, Diamond Jubilee Series, using the individual progress method. Reading and writing of shorthand outlines and longhand transcription are emphasized. Five class periods a week. (Fall)

#### SECR 105. Beginning Typewriting (G-2) 2 hours

Five class periods each week. One hour of laboratory a week is required. Basic keyboard fundamentals; development of manipulative techniques; development of speed and accuracy on straight copy material and problems; introduction to business letters; simple tabulation. For students with no previous training in typewriting. Students with one year of high school typewriting receive no credit. Thirty-five words a minute for five minutes is required. (Spring)

#### SECR 106. Typewriting Production and Review 1 hour

Prerequisite: One year of high school typing or equivalent.  
Second nine weeks of semester. Development of speed and accuracy on straight copy and problems; review of simple business letters, tabulation, and basic typing skills. (Spring)

#### SECR 114. Shorthand II (G-2) 4 hours

Prerequisites: SECR 105 or high school equivalent, and SECR 104 with grade of C or above or consent of instructor.  
A continuation of individual progress instruction in which students progress at their own rates in building shorthand skill. Transcription on the typewriter is introduced with increased emphasis on speed building. Five class periods a week. (Spring)

#### SECR 115. Intermediate Typewriting (G-2) 3 hours

Prerequisite: SECR 105 or equivalent.  
Three class periods plus additional laboratory time each week. Continuation of SECR 105; improvement of basic skills; business letter production;

# Office Administration

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tabulated reports; manuscripts; special business forms. (Students with two years of high school typewriting receive no credit.) (Fall)

## **SECR 213. Records Management** **2 hours**

Basic principles and procedures of control and storage of records. A simulation involving a study of rules for alphabetic filing and projects on five methods of filing. A study of the criteria by which records are created, stored, and transferred. (Fall)

## **SECR 214. Advanced Typewriting (G-2)** **3 hours**

Prerequisite: SECR 115 or equivalent.

Three class periods plus additional laboratory time each week. Preparation of final copy from rough drafts; typing of financial statements; complex statistical and tabulated reports, and representative problems from technical and professional offices. (Spring)

## **SECR 215. Shorthand III and Transcription** **4 hours**

Prerequisites: SECR 114 with grade of C or above and 214.

Additional development of shorthand skill with emphasis on the mailable transcript. Includes speed building, with minimum speed requirement at 90 words per minute for three minutes with 95 percent accuracy. Five class periods a week. (Fall, Summer)

## **SECR 218. Business Mathematics and Calculating Machines (G-2)** **2 hours**

Prerequisite: MATH 100 or ACT score of 12 or above.

The electronic calculator is used to solve common business problems which include: basic arithmetic operations, fractions, percentage, interest, discounts, merchandising, payrolls, depreciation and the use of credit. (Spring, Summer)

## **SECR 219. Offset and Quick Print Operations** **2 hours**

This course is designed to prepare the student to work in a quick print business operation by operating equipment typical of large corporation in-house printing systems. (Fall, Spring)

## **SECR 223. Introduction to Word Processing** **3 hours**

Prerequisite: ENGL 101; pre- or corequisite: ENGL 102 and SECR 214.

Introduces the total concept of word/information processing. Through lectures, films and field trips, the student will learn about the history of word processing, paperwork origination and production techniques, reprographics, records processing, communication/distribution, computers, office systems and implementation of word/information systems. In the second half of the course students will develop skill in using voice transcribing machines to produce mailable copy. (Spring)

## **SECR 314. Business English** **3 hours**

Prerequisite: ENGL 101:102.

An intensive study of elementary grammar, punctuation, vocabulary, spelling, and word usage as necessary tools for effective written and spoken communication. (Fall)

**SECR 315. Business Communications (W) 3 hours**

Prerequisite: 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-letter writing. (Fall, Spring)

**SECR 316. Medical Terminology 3 hours**

Prerequisite: SECR 214; BIOL 105.

A study of medical terms—their pronunciation, spelling, and meaning, and their application to medical secretarial work. Open only to students who are enrolled in a medical emphasis program. (Fall)

**SECR 317. Secretarial Procedures 3 hours**

Prerequisite: SECR 213; 214; 215 or previous or current enrollment in 326.

An integration of skills learned in previous secretarial courses, together with emphasis on decision-making ability, judgment, business ethics, and initiative used in the secretarial profession. Lectures/simulations. (Spring)

**SECR 323. Word Processing Text Editing 3 hours**

Prerequisite: SECR 223.

Introduces the student to the text editing capabilities of modern word processing equipment. The student will complete the self-paced training materials for the Dictaphone System 6000 as well as other supplementary projects. One hour of class and three hours of laboratory each week. (Fall)

**SECR 324. Advanced Word Processing and Transcription 3 hours**

Prerequisite: SECR 323.

Continued skill and knowledge in the use of text editing and voice transcription equipment. The student will learn such advanced applications of the Dictaphone 6000 System as global search and replace, phrase libraries, automatic indexing, footnoting, records processing and math processing in forms. Emphasis is placed on rapid and efficient production of correspondence and documents. Production skills applied to class assignments, simulations and live work projects. One hour of class and six hours of laboratory each week. (Spring)

**SECR 333. Advanced Medical Terminology and Transcription 3 hours**

Prerequisites: SECR 223 and 316.

For medical secretarial majors only. Continued emphasis on increasing medical vocabulary, with skill and knowledge developed in the transcription techniques and procedures of medical dictation. Three class periods per week. (Spring)

**SECR 295/495. Directed Study 1-2 hours**

Open only to majors in Office Administration. Research studies relating to the field of Office Administration are assigned according to the experience and interests of the student. Length of project determines credit.

### EDUCATION

#### EDUC 438. Methods of Teaching Business

2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year. (Spring)

(G-2), (W) See pages 20-23 for explanation of General Education requirements.



# DIVISION OF EDUCATION AND HUMAN SCIENCES

Chairman: Cyril Roe

## *Behavioral Science*

Ed Lamb

Larry Williams

## *Home Economics*

Thelma Cushman

Earl Evans

## *Education*

Melvin Campbell

Desmond Rice

Cyril Roe

Jeanette Stepsanske

## *Library Science*

Peggy Bennett

Charles Davis

Loranne Grace

Patricia Morrison

## BEHAVIORAL SCIENCE

The student of human behavior may span the full scope of endeavor open to mankind—mental, physical, and spiritual. He perceives man as once perfect, but now fallen from his original state. Through experimentation, field study, review, and the aid of the Holy Spirit, the behavioral scientist becomes better able to predict and understand individual and group behavior. Always uppermost in his goals is the proper stewardship of the wisdom flowing from the mind of God.

Those who anticipate employment or graduate study in guidance, law, occupational therapy, personnel work, psychology, social work, sociology or anthropology should consider a major in a Behavioral Science emphasis or Psychology. Those interested in becoming school counselors or dormitory deans will want to certify in a teaching field and take EDUC 355. Registered nurses should find a major in Behavioral Science a timely preparation for public health or psychiatric nurses' work. In most cases, to achieve a professional level in these fields the student must seriously consider further preparation at the graduate level.

## BACHELOR OF ARTS DEGREE IN PSYCHOLOGY

**Major:** Thirty hours including PSYC 124, 224 or 225, 326, 385, 415, 465, and 484. Cognate requirements are BHSF 215, 356, and three hours in biology (BIOL 227 strongly recommended). Students planning for

graduate study in psychology are urged to take beyond the basic 30 hours required.

### BACHELOR OF SCIENCE DEGREE IN BEHAVIORAL SCIENCE

**Major:** Forty-five hours with an emphasis in Family Studies, Social Work, or Sociology, including core requirement courses BHSF 115, 394, 485; PSYC 124, 128, 315; SOCW 221, 222; SOCI 125, 223, 424. Cognate requirements are three hours in biology and ECON 213, 224 or 225. Additional requirements for the specific emphases in the Behavioral Science major are:

*Family Studies emphasis:* PSYC 233; SOCI 295 or 495, 365; HMEC 147, 201, 202. Remaining course-work will normally be chosen from the following courses: PSYC 225, 367, 377; SOCW 375, 485.

*Social Work emphasis:* SOCW 314, 315, 435 (maximum hours), and 295 or 495.

*Sociology emphasis:* SOCI 427 and 295 or 495.

The student contemplating graduate study should take as many hours as possible in the area of his emphasis.

**Minor—Behavioral Science.** Eighteen hours selected from any Behavioral Science areas and including PSYC 124, SOCW 221, and SOCI 125, with a minimum of six hours of upper division Behavioral Science classes.

**Minor—Family Studies.** Eighteen hours including HMEC 147, 201, 202, SOCI 365, PSYC 126, 127, and five hours to be selected from the following: SOCI 223, SOCI 495, SOCW 375, BHSF 485, HMEC 146, HMEC 415.

**Minor—Psychology.** Eighteen hours including PSYC 124, 126, 225, 315, and 385.

**Minor—Sociology.** Eighteen hours including SOCI 125, 424, and 427.

### BEHAVIORAL SCIENCE FOUNDATIONS

#### **BHSF 115. Orientation to the Behavioral Sciences** **1 hour**

An examination of career choices, training requirements, employment trends in the behavioral sciences. Career and academic guidance will be provided for each student. Some visitations and interviewing asked of students. (Fall, Spring)

#### **BHSF 215. Statistics** **3 hours**

Prerequisite: MATH 104 or an ACT mathematics standard score of 22 or above.

See Mathematical Sciences course listing. (Fall, Spring, Summer)

**BHSF 356. Tests and Measurements** **2 hours**

An evaluation of classroom learning and teacher-made tests as well as an overview of selected ability, achievement, interest, and personality tests. Principles of effective test construction and selection are studied, particularly as they apply to sampling, validity, reliability, and norming. (Fall, Spring)

**BHSF 394. Research Methods (W)** **3 hours**

An introduction to common research design and methodology in laboratory and non-laboratory settings. Both experimental and field research designs and analysis techniques will be included. (Fall)

**BHSF 485. Behavioral Science Seminar** **1 hour**

Prerequisite: BHSF 394.

A discussion of problems and issues related to the behavioral sciences. One hour discussion each week with individual students assigned primary report responsibilities for each class period. A term report/paper is required. Open only to Behavioral Science and Psychology majors during their junior or senior year. (Fall, Spring)

**PSYCHOLOGY****FRSH 100. Life Planning** **2 hours**

The student is helped to explore personal needs, motivation, and coping patterns in relation to making decisions, setting goals, and choosing a career. Standardized tests and self-paced instruction may be employed as means for clarifying personal values and identifying applicable occupational fields. (Fall, Summer)

**PSYC 124. Introduction to Psychology (F-1)** **3 hours**

A beginning course in the basic principles and concepts of psychology. Attention given to the concepts of Christian psychology. Recommended as a preliminary to other courses in the field. (Fall, Spring)

**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, motor, and psychological development of the individual. No credit will be granted if PSYC 126 or 127 has been taken. (Fall, Spring)

**PSYC 224. Social Psychology (F-1)** **3 hours**

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. (Spring)

**PSYC 225. Psychology of Personality (F-1)** **3 hours**

A systematic study of the development, dynamics, and structure of personality. Methodology and theory are studied in relation to personality development. (Fall)

- PSYC 233. Human Sexuality in the Christian Context (F-1 or 2)** 3 hours  
A study of human sexual behavior, relationships, and values as reflected in the Christian cultural setting.
- PSYC 315. Abnormal Psychology (F-1)** 3 hours  
Prerequisite: PSYC 124 or 126.  
A study of the etiology of pathological behavior and the factors of good adjustment and mental health. (Spring)
- 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. (Fall)
- PSYC 344. Personnel Administration** 3 hours  
(See Business and Office Administration Division listings.)
- PSYC 367. Adolescent Psychology (F-1)** 2 hours  
The determinants and implications of behavioral characteristics and developmental patterns during adolescence. Content will include the psychological and social dynamics underlying the attempted resolution of crises and tasks specific to adolescents in modern society. (Fall, Spring)
- PSYC 377. Fundamentals of Counseling (F-1)** 3 hours  
Recommended: One course in Psychology.  
This is an introduction to the major theories and practices of individual counseling. The dynamics of the helping relationship are analyzed. (Fall)
- PSYC 385. Religious Psychology (F-1)** 3 hours  
Examination of the philosophical assumptions of modern science and modern psychological theory. The evaluation of various personality and counseling theories in light of the Christian image of man. Covers religious motivation, religious experience, religiosity, nonbelief, the nature and reality of the spiritual, and the importance of absolutes. Includes applications of Biblical psychology to Christian counseling. (Spring)
- PSYC 415. History and Systems of Psychology (F-1), (W)** 3 hours  
Prerequisite: PSYC 124.  
Philosophical and historical backgrounds of psychology leading to a consideration of contemporary schools and systems of psychology. (Spring)
- PSYC 425. Psychology of Learning (F-1)** 2 hours  
A review of the current theories and principles related to both learning and teaching. Advanced analysis of human problem-solving, thinking, reasoning, and other correlates of human cognition processes. (Spring)

**PSYC 465. Topics in Psychology (F-1) 3 hours**

Selected topics in psychology in the classroom and/or laboratory setting. This course may be repeated for credit with an appropriate change in topics.

**PSYC 484. Experimental Psychology (F-1) 4 hours**

Prerequisites: BHSF 215.

The application of experimental methods of research in psychology. Selection of a topic, literature review, design, and data collection. Proposals and independent student research projects required. Two lectures and one laboratory per week. (Spring)

**PSYC 495. Directed Study (F-1), (W) 1 hour**

Prerequisite: PSYC 484.

Individual research work open only to psychology majors or behavioral science majors. Approval must be obtained from the division head prior to registration. (Fall, Spring)

**SOCIAL WORK****SOCW 221. Social Welfare I (F-1) 3 hours**

An introduction to the field of social welfare. Programs are viewed from both historical and philosophical perspectives. An examination of agencies and organizations in which social work is practiced. Off-campus visits to several agencies are required. (Fall)

**SOCW 222. Social Welfare II (F-1) 3 hours**

Prerequisite: SOCW 221 or permission of the instructor.

The impact of cultural, economic, political and social forces upon social welfare policies and programs is analyzed. An overview of intervention models and methods. (Spring)

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

Prerequisite: SOCW 221 or permission of the instructor.

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. (Fall)

**SOCW 314. Social Work Methods I (W) 3 hours**

A course oriented toward problem-solving technologies used in working with individuals, groups, and communities. Considers resolving social problems through an effective battery of social welfare activities. Diagnostic assessments of the person-problem-situation, ego supportive procedures, and problem-solving processes are emphasized. (Fall)

**SOCW 315. Social Work Methods II (W) 2 hours**

A course designed to develop a basic understanding of group theory and process from a therapeutic perspective. Community organization principles are explored including public policy development and implementation. (Spring)

**SOCW 375. Introduction to Family Intervention (F-1) 3 hours**  
An introduction to the various theoretical orientations of family intervention. The family is viewed as a unit, with focus on programs and crisis techniques designed to maintain and re-establish family equilibrium. (Fall)

**SOCW 435. Social Work Practicum 4 hours**  
Prerequisite: SOCW 314.

This course provides opportunity for students to apply the combined techniques of casework, group work, and/or community organization through direct participation in the social service delivery system. Through his participation the student becomes familiar with agency structures, functions, and programs. A minimum of 175 hours will be spent working in an agency setting for each four hours of course credit. Course may be repeated once. (Fall, Spring, Summer)

## 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, Spring, Summer)

**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 the Christ-centered approach to marital and familial conflicts. (Fall, Spring)

**SOCI 224. Social Psychology (F-1) 3 hours**  
(See Psychology area listings.)

**SOCI 233. Human Sexuality in the Christian Context (F-1 or 2) 3 hours**  
A study of human sexual behavior, relationships, and values as reflected in the Christian cultural setting.

**SOCI 295/495. Directed Study (F-1) 1-3 hours**  
Prerequisite: SOCI 125 or permission of the instructor.  
Study of special topics pertinent to the area of sociology. Content will vary among such topics as the sociology of women, social conflict and change, Black America, the sociology of education, 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. (Spring)

**SOCI 328. The Community (F-1) 3 hours**  
Examination of the social structure and interaction patterns of communities, both rural and urban. The history of community development, particularly urbanization and its effect on society. (Fall, odd years)

**SOCI 349. Aging and Society (F-1) 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. (Spring)

**SOCI 356. Minorities in America (F-1) (W) 3 hours**

(See History listings under Division of Arts and Letters.)

**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. (Spring)

**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)

**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. (Spring)

**SOCI 427. Sociological Theory Development (F-1), (W) 2 hours**

Prerequisite: SOCI 125.

This course focuses on the emergence of sociology as a systematic discipline. A critical analysis of sociological theory is made from 1850-1920, including Comte, Tocqueville, Spenser, Marx, Weber, Durkheim, Simmel, and Pareto. (Spring)

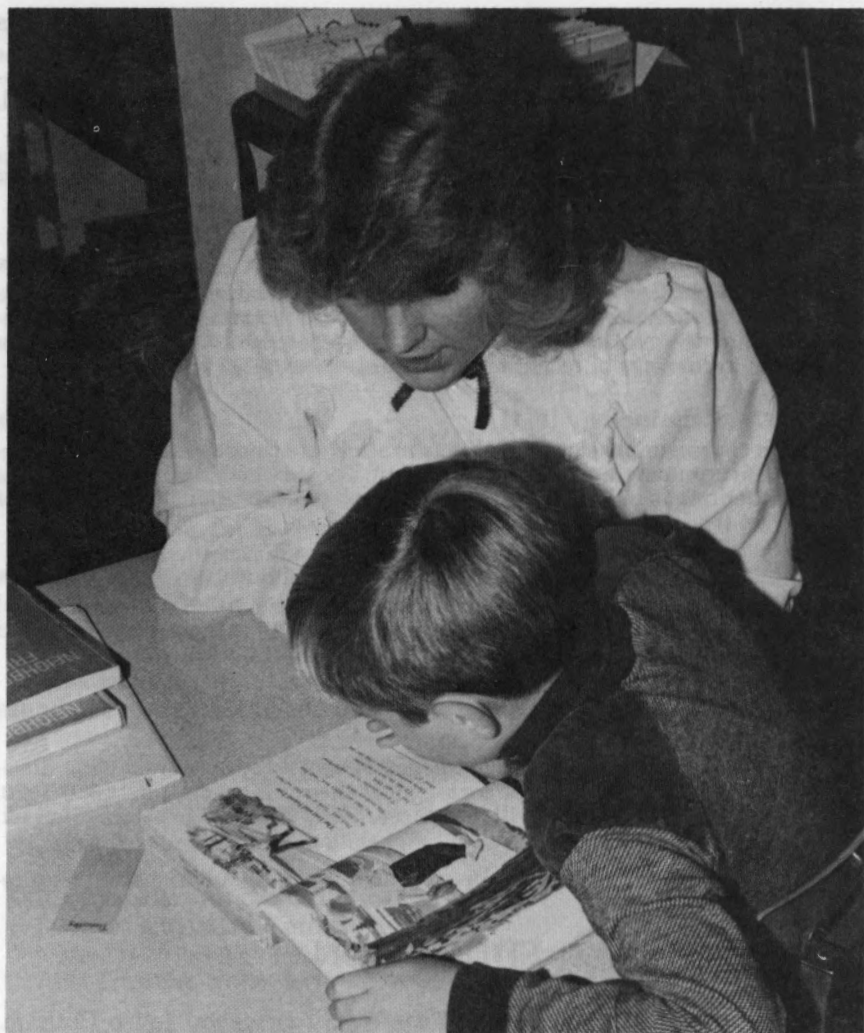
(F-1), (F-2), (W) See pages 20-23 for explanation of General Education requirements.

## EDUCATION

*College Methods and Student Teacher Supervisors:* Joyce Cotham, Charles Davis, Robert Garren, Floyd Greenleaf, Wayne Janzen, Robert Kamieneski, Ed Lamb, Robert Moore, Robert Morrison, Marvin Robertson, David Smith, Ron Springett, David Steen.

The teacher education programs are founded upon a liberal arts demand for breadth and depth of knowledge and experience and on the idea that a teacher should be a good example in health, intellect, and character.

The Education program offers courses leading to the Bachelor of Science in Elementary Education with an optional endorsement for



kindergarten teaching. Furthermore, in cooperation with other subject areas, the following secondary certification programs are available: Art, Bible, Business (Office Administration), English, Foreign Languages, Health and Physical Education, History, Home Economics (non-vocational), Industrial Arts, Mathematics, Music, and Science (Biology, Chemistry, and Physics).

Tennessee endorsement for School Librarian is available to all certified teachers.

The National Teachers Examination (NTE) is required for certifica-



tion. It is necessary that teacher education students apply at the Testing and Counseling office to take the core battery and specialty areas of this examination during the last semester of the senior year.

### Accreditation

SC's programs in teacher education are approved by the Tennessee State Board of Education, the Department of Education of the General Conference of Seventh-day Adventists, the American Association of Colleges for Teacher Education, and the National Council for Accreditation of Teacher Education (NCATE).

SC's teacher education programs prepare the individual for certification to teach in North American Seventh-day Adventist schools and public schools.

The student who completes SC's approved program and is recommended for certification will have indicated on the transcript that his program was NCATE approved. This recognition provides virtually automatic certification in the following states:

|          |                |               |
|----------|----------------|---------------|
| Alabama  | Maine          | Pennsylvania  |
| Arizona  | Maryland       | Rhode Island  |
| Arkansas | Massachusetts  | South Dakota  |
| Colorado | Minnesota      | Tennessee     |
| Delaware | Mississippi    | Texas         |
| Florida  | Missouri       | Utah          |
| Georgia  | Nebraska       | Vermont       |
| Illinois | North Carolina | Washington    |
| Indiana  | North Dakota   | West Virginia |
| Iowa     | Oklahoma       |               |
| Kentucky | Oregon         |               |

Each student will be responsible for determining additional courses required for certification in any state not listed above.

Application for state and denominational certification is made through the Teacher Certification Officer in the Division of Education and Human Sciences. *To be eligible for certification the teacher education student must always meet the most current Tennessee certification requirements.*

### Aims

Courses in Education are offered to provide the necessary professional preparation to meet certification requirements for public and church-related kindergarten, elementary, and secondary classroom teaching, to afford a general understanding of the school as a social institution for those entering services other than teaching, and to serve as preparation for graduate programs.

### Requirements

The criteria for admission to Teacher Education, outlines of teaching majors in secondary education, and policies and procedures related to student teaching may be obtained from the Division Secretary in Summerour Hall. Outlines of teaching majors in secondary education are also listed in the CATALOG under the respective academic divisions.

#### I. ADMISSION TO THE TEACHER EDUCATION PROGRAM

- A. Before the end of the sophomore year, the student will file a formal application. This applies to both elementary and secondary teacher education candidates. Transfer students later than the sophomore year will file an application the first semester in residence.
- B. Teacher education institutions are charged with the responsibility of assuring that students approved for entrance into teacher preparation programs demonstrate competency in the verbal and quantitative skills at an approved performance level. As a requirement for admission to the Teacher Education Program, all students must demonstrate this competency by obtaining a specific score on a standardized test approved by the State Board of Education (ACT composite of 17+).
- C. The Education faculty evaluate the candidates and recommend them to the Teacher Education Council. The Council will then admit competent individuals. To qualify, applicants must:
  - 1. Be in residence at the College.
  - 2. Have an overall grade point average of 2.25.
  - 3. Completed ENGL 101:102 with a minimum of C-.
  - 4. Show evidence of physical, mental, and moral fitness.
  - 5. Indicate professional commitment at time of interview with the Education faculty.
  - 6. Have successfully completed the following classes: EDUC 125 and 134.
  - 7. Have an ACT composite of 17+, or taken and passed the California Achievement Test (CAT) as a qualifying examination for entrance to the Teacher Education Program.
  - 8. Have taken the 16-Personality Factor Questionnaire.

#### II. ADMISSION TO PROFESSIONAL SEMESTER

- A. A formal application must be filed with the Division Chairman prior to the end of the junior year. A later application may delay the student teaching experience.
- B. Applicant's qualifications:
  - 1. Before applicants may be admitted to the professional

semester, they must have completed all lower division professional education courses, plus at least 8 hours in methods courses for the elementary school majors.

2. Elementary education applicants must have a grade point average of at least 2.5 in the professional core and a 2.25 grade point average in required non-major subjects.

Secondary teacher education applicants must have a minimum grade point average of 2.5 in the professional core subjects and a minimum grade point average of 2.5 for subject area endorsements both overall and at SC.

3. All applicants must give evidence of good physical and mental health.
  4. All applicants must adhere to the standards and objectives of Southern College and the teacher education program.
  5. All applicants must be approved by action of the Education faculty and the Teacher Education Council.
- C. The student will be informed in writing as to his status in the teacher education program.

### III. RETENTION IN THE TEACHER EDUCATION PROGRAM

- A. The progress of each prospective teacher will be reviewed after each nine-week period by the Division Chairman or a delegated member of the Education faculty.

1. Criteria include:

- a. Adequate academic progress including maintenance of the academic standard required for admission to the teacher education program.
- b. Consistent personal representation of the standards and objectives of Southern College and the teacher education program.

- B. The teacher education faculty reserves the option to disqualify a person at any point in his teacher education program if it becomes evident that standards for admission are not being upheld. The student has the right to appeal any such decision through the Teacher Education Council with the Academic Dean in consultation.

- C. The required courses for graduation may be altered during the student's program at any time to meet revised certification standards of either the denomination or the state.

### BACHELOR OF SCIENCE DEGREE IN ELEMENTARY EDUCATION

**Major:** Forty-one hours including EDUC 125, 134, 217, 230 or 231,

240, 332, 333, 356, 425, 443, 453, 454, 455, 456, 457, 467. Cognate requirements include HLED 203; GEOG 204; LIBR 325; ENGL 205 or 218.

### Teaching Endorsements—Elementary Education Majors:

- A. Kindergarten: Students desiring a kindergarten endorsement must include in their program of studies EDUC 426, 466, and PSYC 128.
- B. School Librarian: Students certifying in elementary education may receive the School Librarian Tennessee endorsement by including in their program of studies 18 hours of Library Science, LIBR 125, 226, 314, 325, 333, 416, 425.

**Professional Semester:** One semester of the senior year is a professional semester. Its required curriculum includes the following:

First part of the semester:

|  |         |
|--|---------|
| EDUC 356 Tests and Measurements .....      | 2 hours |
| EDUC 427 Current Issues in Education ..... | 2 hours |
| EDUC 443 Classroom Competencies .....      | 3 hours |

Second part of the semester:

|                                 |         |
|---------------------------------|---------|
| EDUC 467 Student Teaching ..... | 8 hours |
|---------------------------------|---------|

Because of time commitments during the student teaching experience, employment will not be permitted and additional course work will be by permission only.

The Education faculty will endeavor to provide the opportunity for student teachers to teach in off-campus student teaching centers.

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 Teacher Education Council and its approval obtained before registering for the course. The course must be completed and the grade filed in the Office of Admissions and Records before student teaching is begun.

**Subject Matter Requirements:** Even though the Elementary Education student may elect to take a major and a minor in teaching fields represented in the elementary school curriculum, he or she must also satisfy the following Tennessee requirements for certification:

#### A. Basic Academic Skills

|                                   |         |
|-----------------------------------|---------|
| College Composition 101:102 ..... | 6 hours |
| Mathematics .....                 | 6 hours |

#### B. Religion .....

12 hours  
Christian Beliefs 155, Adventist Heritage 238 and 6 hours of RELB.

#### C. History/Political Science/Economics

|                                 |         |
|---------------------------------|---------|
| American History 154, 155 ..... | 6 hours |
|---------------------------------|---------|

|  |           |
|--|-----------|
| World Geography 204 .....  | 3 hours   |
| <b>D. Language/Literature/Fine Arts</b>                                    |           |
| Listening to Music 115 and Art<br>Appreciation 218 or Humanities 205 ..... | 3-4 hours |
| Literature .....   | 6 hours   |
| Speech .....   | 3 hours   |
| <b>E. Science</b>  |           |
| Biology .....  | 4 hours   |
| Chemistry or Physics .....   | 4 hours   |
| Earth Science .....  | 4 hours   |
| <b>F. Behavioral and Family Science</b>                                    |           |
| Intro to Sociology 125 or<br>Family Relations 365 .....                    | 3 hours   |
| Health and Life 173 .....  | 2 hours   |
| Safety Education .....   | 2 hours   |
| <b>G. Skills</b>   |           |
| Library Materials for Children 325 .....                                   | 3 hours   |
| Physical Education activity courses .....                                  | 4 hours   |
| Physical Education in the Elem. Sch. 463 .....                             | 2 hours   |

**SECONDARY EDUCATION TEACHING CERTIFICATE**

**1. Professional Education Requirements: 24 semester hours.**

The following are required courses:

|  |         |
|--|---------|
| EDUC 125 Foundations of Education .....                        | 3 hours |
| EDUC 134 Principles of Christian Education .....               | 2 hours |
| EDUC 217 Psychological Foundations of Education .....          | 3 hours |
| EDUC 240 Education for Exceptional<br>Children and Youth ..... | 2 hours |
| EDUC 356 Tests and Measurements .....                          | 2 hours |
| EDUC 427 Current Issues in Education .....                     | 2 hours |
| EDUC 432 Reading in the Secondary School .....                 | 2 hours |
| EDUC 437 Curriculum and General Methods .....                  | 2 hours |
| EDUC 438 Special Methods Grades 7-12 .....                     | 2 hours |
| EDUC 468 Student Teaching Grades 7-12 .....                    | 6 hours |

In addition to the above, all English majors seeking secondary education endorsement will be required to take EDUC 332 or 333.

All students seeking certification in Religion must take Special Methods of Teaching Bible (EDUC 438) regardless of whether they have other special methods courses.

Students who are planning to be dormitory deans are advised to take EDUC 355 and EDUC 415.

All candidates for a teaching certificate are required to take the National Teacher Examination, usually in their senior year.

In order to meet Seventh-day Adventist certification requirements for secondary teaching the student must also take in addition to the above:

|          |                          |         |
|----------|--------------------------|---------|
| RELB     | Biblical Studies .....   | 6 hours |
| RELT 155 | Christian Beliefs .....  | 3 hours |
| RELT 238 | Adventist Heritage ..... | 3 hours |
| HLED 173 | Health and Life .....    | 2 hours |

### 2. Professional Semester:

One semester of the senior year is a professional semester.

Some secondary methods classes are taught only first or second semester. Consult class schedule for current offerings.

First part of the semester:

|          |                                      |         |
|----------|--------------------------------------|---------|
| EDUC 427 | Current Issues in Education .....    | 2 hours |
| EDUC 437 | Curriculum and General Methods ..... | 3 hours |
| EDUC 438 | Special Methods Grades 7-12 .....    | 1 hour  |
| EDUC 356 | Tests and Measurements .....         | 2 hours |

Second part of the semester:

|          |   |         |
|----------|---|---------|
| EDUC 468 | Student Teaching Grades 7-12 (full day) | 6 hours |
|----------|---|---------|

Because of time commitments during the student teaching experience, employment will not be permitted and additional course work will be by permission only.

The Education faculty will endeavor to provide the opportunity for student teachers to teach in off-campus student teaching centers.

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 Teacher Education Council and its approval obtained before registering for the course. The course must be completed and the grade filed in the Office of Records before student teaching is begun.

It is expected that any student entering the professional semester will have completed all course materials up to that point. Specifically, no student will be allowed to enter Special Methods of Teaching (EDUC 438) or Curriculum and General Methods (EDUC 437) with any incompletes on their transcript.

### ADDITIONAL TEACHING CERTIFICATES

In order for a person to obtain an additional teaching credential, the

classwork for that credential may not be completed before the original credential is issued.

1. PROGRAM FOR ELEMENTARY ENDORSEMENT FOR INDIVIDUALS MEETING REQUIREMENTS FOR SECONDARY CERTIFICATION. Eighteen semester hours listed below is required. A minimum of 12 semester hours from these courses must be completed after the date the applicant became eligible for a professional certificate endorsed in a subject area in grades 7-12 or in a subject area in grades K-12.

A. Required Courses:

- EDUC 332, Teaching of Reading ..... 2 hours
- EDUC 333, Developmental Reading ..... 2 hours
- EDUC 453, Mathematics Methods in  
the Elementary School ..... 2 hours
- EDUC 454, Science and Health Methods in  
the Elementary School ..... 2 hours
- EDUC 455, Bible Methods in  
the Elementary School ..... 2 hours
- EDUC 456, Language Arts Methods in  
the Elementary School ..... 2 hours
- EDUC 457, Social Studies Methods in  
the Elementary School ..... 2 hours

B. Four semester hours to include two of the following three areas:

- EDUC 230, Elementary Methods in  
Curriculum and Instruction: Art ..... 2 hours
- EDUC 231, Elementary Methods in  
Curriculum and Instruction: Music ..... 2 hours
- PETH 463, Physical Education in  
the Elementary School ..... 2 hours

C. Two semester hours must be in Survey of Exceptional Children if not previously successfully completed. If Survey 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. Children's Literature
- b. Tennessee History
- c. Health
- d. Geography

D. Two to three semester hours of student teaching.

2. PROGRAMS FOR SECONDARY ENDORSEMENT FOR INDIVIDUALS MEETING REQUIREMENTS FOR ELEMENTARY EDUCATION CERTIFICATION. Ten semester 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.

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 Division of Education and Human Sciences.
3. Four semester hours of electives in addition to the Elementary Education degree requirements.

### 3. APPROVED PROGRAM IMPLEMENTATION BY STATE BOARD OF EDUCATION

Procedures for securing SC's recommendation for state certification of students from institutions located out of the state:

1. Application is made to the teacher certification officer through the Records Office accompanied by an official transcript and a recommendation from the institution.
2. Assessment of deficiencies will be made by the Teacher Certification Officer and approved by the Division and the Teacher Education Council.
3. The Teacher Certification Officer will inform the applicant of any deficiencies.
4. A fee of twenty-five dollars (\$25) will be charged for this service, to be refunded upon completion of courses at SC.

### ASSOCIATE OF SCIENCE DEGREE IN CHILD CARE ADMINISTRATION

**Major:** Twenty-four hours including BUAD 128, EDUC 123, 134, 217, 230 or 231, 240, 275; FDNT 126, 127; HLED 203; HMEC 201, 202; general education and other electives to make a total of 64 semester hours.

Child Care Administration A.S. degree requirements in general education:

- A. **Basic Academic Skills:** 9 hours  
ENGL 101, 102  
MATH 103
- B. **Religion:** 6 hours  
RELT 155  
RELT 238



- C. *History*: 6 hours  
HIST 154, 155, or GEOG 204
- D. *Language, Literature, Fine Arts*: 6 hours  
ENGL 213, 214, 215, or 216
- E. *Natural Sciences*: 6-8 hours with lab, with two areas represented below: Biology, Chemistry, or Physics electives with lab.
- F. *Behavioral, Family, Health Sciences*: 3 hours  
(Plenty with 24-hour major) plus HLED 173
- G. *Activity Skills*: 3 hours  
(FDNT 126, 127 already required)

### COURSES IN EDUCATION

#### **EDUC 125. Foundations of Education** **3 hours**

An orientation to early childhood, elementary and secondary education. Included in this course are 20 hours of observation in child care, elementary and secondary classrooms and a study of the history and organization of education, as well as an introduction to professional literature. The student is required to take all screening tests for admission to the teacher education program, as well as completing application forms. (Only two hours credit available if the student already has credit for EDUC 123.) (Fall, Spring)

#### **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. (Not open to students who already have credit for EDUC 133.) (Fall, Spring)

#### **EDUC 217. Psychological Foundations of Education (F-1)** **3 hours**

A study of the processes of human growth, development, and learning, joined to the practical application of this knowledge to teaching.

#### **EDUC 230. Elementary Methods in Curriculum and Instruction: Art** **2 hours**

Prerequisite: Admission to Teacher Education

A study of the aims, philosophy, and methods of teaching art on the various levels of the elementary school. Observation and participation in art activities with elementary students will be scheduled.

#### **EDUC 231. Elementary Methods in Curriculum and Instruction: Music** **2 hours**

Prerequisite: Admission to Teacher Education, MUCT 100 (or permission of instructor) or MUHL 115.

A course designed to prepare teachers to direct the music activities in the elementary classroom. The content includes appreciation, singing, playing, and rhythmic activities with attention to current methods including Orff, Kodaly, and movement education. Observation and participation in the music program of the elementary school is required. (Fall, Spring, alternate Summers)

**EDUC 240. Education for Exceptional Children and Youth 2 hours**  
A course in the education of exceptional children which concerns itself with the wide range of factors contributing to the need for special education and the general plans for caring for these factors. (Fall, Spring, Summer)

**EDUC 250. Computers in the Classroom (G-2) 2 hours**  
The course is an introduction to the use and evaluation of computers in the elementary and secondary classroom. Experience and evaluation will be given to a wide range of educational software such as records, gradebooks, word processing, accounts, and computer assisted instruction. In addition to an introduction to computer hardware both LOGO and BASIC will be explored as languages suited for classroom use.

**EDUC 275. Child Care Practicum 2 hours**  
Prerequisite: EDUC 123, 133, 217, 240; HLED 173, 203; BUAD 128.  
The student devotes at least 80 hours of on-the-job practice under the supervision of a certified elementary education director. Experiences should include: registration and advertising, program design and management, budgeting, preschool instruction, and parent consultation.

**EDUC 332. Teaching of Reading 2 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. The course involves approximately three hours of supervised practicum along with one hour of lecture each week. (Fall and alternate Summers)

**EDUC 333. Developmental Reading (W) 2 hours**  
Prerequisite: EDUC 332 and Admission to Teacher Education.  
A detailed study of the development of vocabulary, comprehension, and study/reference skills in the elementary grades. Causes of reading problems, assessment procedures, and organization of a sound reading program are stressed. (Spring and alternate Summers)

**EDUC 355. Administrative and Personnel Work of Deans 2 hours**  
A basic professional course in the administration of the school home. (Offered on demand.) (Spring)

**EDUC 356. Tests and Measurements 2 hours**  
An evaluation of classroom learning and teacher-made tests as well as an overview of selected ability, achievement, interest, and personality tests. Principles of effective test construction and selection are studied, particularly as they apply to sampling, validity, reliability, and norming. (Fall, Spring)

**EDUC 415. Secondary School Homes Practicum 2 hours**  
Prerequisite: EDUC 355.  
This course is designed to provide resident experience in secondary school home administration under the supervision of a successful dean. Usually taken concurrently with student teaching. (Fall, Spring)

**EDUC 426. Kindergarten Methods****3 hours**

Prerequisites: EDUC 123, 133, 217, 240 and 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. Observation and participation required. (Fall, Spring)

**EDUC 427. Current Issues in Education (F-1), (W)****2 hours**

An analysis of social and philosophical forces influencing American education today, with special emphasis on the schools as social institutions. (Not open to students who already have credit for EDUC 425.)

**EDUC 432. Reading in the Secondary School****2 hours**

Prerequisite: Admission to Teacher Education.

This course will help teachers focus on those reading skills essential for the needs of secondary school pupils. It will include the teaching of reading in the content areas of one's major field, the program elements with procedures and processes involved along with their classroom applications. (Fall)

**EDUC 437. Curriculum and General Methods, Grades 7-12****2 hours**

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. (Fall, Spring)

**EDUC 438. Special Methods of Teaching, Grades 7-12****2 hours**

Prerequisite: Admission to Teacher Education. Course EDUC 437 and EDUC 438 comprise a block and should be taken the same semester.

Student must have completed fifteen semester hours in the teaching area to qualify for admission.

The areas which offer methods courses are: Art, Bible, Business (Office Administration), English, Foreign Language, Health and Physical Education, History, Home Economics, Industrial Arts, Mathematics, Music, Science (Biology, Chemistry, and Physics).

The course will be offered the first half of that semester designated by the student's major department. The class will meet four class periods per week. 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, and evaluation of textbooks. Directed observation in selected schools and attendance at selected local professional meetings are considered a part of the course. (Fall, Spring)

**EDUC 443. Classroom Competencies****3 hours**

Prerequisite: Admission to Teacher Education and completion of at least two upper division methods courses.

This course provides opportunity for the student to develop skills and knowledge related to concepts of classroom organization and management, audio-visual aids and techniques, discipline, public relations and ethics. Although all school settings will be considered, emphasis will be given to small schools. Classroom experience may be required. (Fall, Spring, Summer on demand)

**EDUC 453. Mathematics Methods in the Elementary School 2 hours**

Prerequisites: EDUC 123, 133, 217, 240 and 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. (Fall, Spring, Summer on demand)

**EDUC 454. Science and Health Methods in the Elementary School 2 hours**

Prerequisites: EDUC 123, 133, 217, 240 and 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. Observation and micro-teaching required. Two-day field trip is required. A lab fee is charged. (Fall, Spring, Summer on demand)

**EDUC 455. Bible Methods in the Elementary School 2 hours**

Prerequisites: EDUC 123, 133, 217, 240 and 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. Observation and micro-teaching required. (Fall, Spring, Summer on demand)

**EDUC 456. Language Arts Methods in the Elementary School 2 hours**

Prerequisites: EDUC 123, 133, 217, 240 and 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. Observation and micro-teaching required. (Fall, Spring, Summer on demand)

**EDUC 457. Social Studies Methods in the Elementary School 2 hours**

Prerequisites: EDUC 123, 133, 217, 240 and admission to Teacher Education.

A course to develop teaching objectives, instructional strategies, materials and methods when integrating social studies, geography and the world-

wide mission of the church. Special attention will be given to multi-grade classrooms. Observation and micro-teaching required. (Fall, Spring, and Summer on demand)

**EDUC 466. Student Teaching, Kindergarten** **2-4 hours**

Prerequisites: EDUC 426 and Admission to Professional Semester.

This course is offered the first half of each semester and is available during the summer term to teachers with previous experience if suitable classes can be found. (Fall, Spring, Summer)

**EDUC 467. Student Teaching, 1-8** **8 hours**

Prerequisite: Admission to Professional Semester.

This course is offered each semester and is available during the summer term to teachers with previous experience. The student will be assigned a half-day each week of classroom observation and participation the first half of the semester. A weekly seminar is held in the first nine weeks of the semester.

The second half of the semester will be used for full-time student teaching in on-campus or selected off-campus elementary schools. Group conferences of two periods each week will be scheduled. A minimum of two hours credit must be earned in residence.

Student teachers are expected to provide their own transportation to their teaching centers and to follow the school calendars where they are assigned. (Fall, Spring, Summer)

**EDUC 468. Student Teaching, Grades 7-12** **6 hours**

Prerequisite: EDUC 217, 437, 438, and admission to professional semester. Music majors must have completed MUPF 479.

This course is offered each semester and the summer session in selected areas. The student teachers will be assigned to the cooperating teacher near the beginning of the semester and will be expected to spend a minimum of three hours per week in observation and participation. These hours will count toward the required student teaching allotment. One-half semester of full time directed observation, participation and full-day classroom teaching is required in on-campus or selected off-campus secondary schools. Conferences of two class periods each week will be scheduled.

A minimum of two hours credit must be earned in residence by degree candidates. Student teachers are expected to provide their own transportation to their teaching centers and to follow the school calendars where they are assigned. (Fall, Spring, Summer)

**EDUC 475. Workshop in Education** **1-3 hours**

Preservice and experienced teachers are given opportunity to work under supervision on curriculum problems. (Fall, Spring, Summer)

**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. (Fall, Spring, Summer)

(F-1), (W) See pages 20-23 for explanation of General Education requirements.

## HOME ECONOMICS

Home Economics programs are designed to prepare men and women for careers dealing with home and family life, food and nutrition, textiles and clothing, and teaching of non-vocational Home Economics in secondary and elementary schools.

Flexibility of programs allows a choice of concentration to fit the preparation needed for the chosen Home Economics profession.

Emphasis is placed upon the Seventh-day Adventist philosophy for home and family living and preparation for professional, church, and community leadership.

All Home Economics programs are planned with a member of the Home Economics 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.

### BACHELOR OF SCIENCE DEGREE IN HOME ECONOMICS

**Major:** Forty hours including FDNT 125, 126, 127, 317, 325; HMEC 146, 147, 148, 164, 165, 166, 201, 202, 349, 415, 485. Cognate requirements: PSYC 127; HLED 203.

Home Economics majors and candidates for secondary certification are encouraged to attend two approved professional meetings each semester.

**Minor—Home Economics:** Eighteen hours, six hours of which must be upper division.

**Minor—Foods and Food Service:** Eighteen hours including six hours of upper division.

#### Teaching Endorsement Requirements:

|  |         |
|--|---------|
| Foods and Nutrition courses                      | 8 hours |
| Textiles and Clothing courses including HMEC 315 | 8 hours |
| Home Management courses including HMEC 146       | 8 hours |

Total 24 hours

Before the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Before the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

**ASSOCIATE OF SCIENCE DEGREE IN HOME ECONOMICS**

The purpose of the two-year curriculum is to prepare the student for a successful family experience as well as for service to his community. All specified courses will apply toward a Bachelor's degree in Home Economics.

**Major:** Twenty-four hours including courses FDNT 125, 126, 127, 317; HMEC 146, 147, 148, 165, 201, plus electives to make a total of 24 hours in Home Economics; HLED 203; general electives to make a total of 64 semester hours.

Home Economics majors and candidates for secondary certification are encouraged to attend two approved professional meetings each semester.

**ASSOCIATE OF TECHNOLOGY DEGREE IN FOOD SERVICE**

The purpose of the two-year associate of technology program is to provide the student with advanced skills in institutional food service production operations including management of special functions.

**Major:** Thirty-seven hours including FDNT 111, 112, 113, 114, 125, 126, 127, 129, 219, 220, 239, 317. Cognate requirements: HMEC 146 or BUAD 128; SPCH 136; PSYC 124 or 128. General education requirements include ENGL 099 or 101, MATH 100 (or waiver), and six hours B-1 or B-2 and electives for a total of 64 semester hours. Work experience in the food service and/or bakery is required.

**CERTIFICATE PROGRAM IN FOOD SERVICE PRODUCTION**

The purpose of the one-year certificate program is to provide the student with the basic production skills necessary for institutional food service. Course requirements are FDNT 111, 112, 113, 114, 127, 129, HMEC 146 or BUAD 128; SPCH 136; MATH 099 (or waiver); B-1 or B-2 (three hours), and electives to complete a total of 32 semester hours. Work experience in the food service is required.

**FOODS AND NUTRITION****FDNT 111:112. Principles of Quantity Food Service I, II 2,2 hours**

Classroom instruction in physical and chemical principles of institutional food preparation including the principles of sanitation and safety. (Fall, Spring)

**FDNT 113:114. Quantity Food Service Production Laboratory 6,6 hours**

Prerequisite or corequisite: FDNT 111:112.

Experience in food service production operations to illustrate and apply the

principles presented in lectures of FDNT 111:112. Three five-hour laboratory periods each week. (Fall, Spring)

**FDNT 125. Nutrition (F-3) 3 hours**

An introduction 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 Mrs. E. G. White. (Fall, Spring)

**FDNT 126. Foods (G-2) 2 hours**

Basic principles of food science including food composition, food selection, and physical and chemical principles of food preparation. Two hours of lecture each week. Home economics majors must take concurrently with FDNT 127. (Fall)

**FDNT 127. Food Preparation (G-2) 1 hour**

Principles of quality food preparation. Efforts will be made to meet the specific needs and interests of the group. One three-hour discussion and laboratory per week. Home economics majors must take concurrently with FDNT 126. (Fall)

**FDNT 129. Institutional Baking Techniques 3 hours**

Lecture and experience in principles of commercial institutional bakery production and operation, including purchasing, equipment layout, maintenance, and sanitation. One hour of lecture and five hours of laboratory each week. (Fall)

**FDNT 219, 220. Advanced Food Service Production 3,3 hours**

Prerequisites: FDNT 111:112, 113:114.

Lecture and experience in recipe development, menu planning, and management of banquets and special functions. One hour of lecture and five hours laboratory each week. (Fall, Spring)

**FDNT 239. Advanced Institutional Baking Techniques 3 hours**

Prerequisite: FDNT 129

Lecture and laboratory experience in advanced principles and techniques of commercial and institutional bakery production and operation. One hour lecture and five hours of laboratory each week. (Spring)

**FDNT 317. Meal Management (G-2) 3 hours**

Prerequisites: FDNT 125, 126, 127, or approval of instructor.

Experience in planning, costing, and serving meals to family-sized groups; problems in consumer economics and art of home food service. Two lectures and three hours of laboratory each week. (Spring)

**FDNT 325. Demonstration Techniques 2 hours**

Prerequisites: FDNT 125, 126, 127, or approval of instructor.

Purposes, standards, and techniques of giving demonstrations with application to education and business settings. There will be a fee for supplies. (Spring, even years)



- FDNT 328. Foods and Nutrition Seminar** 1 hour  
Studies in a variety of current topics relating to foods and nutrition. Topics, announced in advance, will be chosen to meet student need and interest. (Fall)

## HOME MANAGEMENT

- HMEC 146. Consumer Economics (F-2)** 2 hours  
A basic course in consumer education from the standpoint of purchasing and money management as related to the home and its personal needs. (Spring)
- HMEC 147. Family Resource Management (F-2)** 3 hours  
A study of the achievement of family goals through management of personal and family resources including time, money, energy, and health. This course is offered in alternate years. (Fall, even years)
- HMEC 148. Orientation to Home Economics** 1 hour  
Orientation in the areas of Home Economics and a study of the field in terms of history, philosophy, and professional opportunities. (Spring, even years)
- HMEC 201. Parenting I (F-2)** 2 hours  
A basic course in preparation for parenthood and the dynamics of parent-infant interaction. Particular emphasis will be given to family planning, the childbirth experience, and care of the infant. (Fall)
- HMEC 202. Parenting II (F-2)** 2 hours  
An examination of a variety of specific techniques for developing communication and working relationships between parents and children. Discussion of common problems of young children and of methods of modifying behavior. Special emphasis will be given to discipline, communication skills, and understanding and relating to children's individual characteristics. (Spring)
- HMEC 244. Household Equipment (G-2)** 2 hours  
Evaluation, use, and care of household appliances and equipment. (Spring, even years)
- HMEC 349. Interior Design (F-2)** 3 hours  
A basic design course dealing with the principles of applied art in the home. Two class hours and three laboratory hours. (Spring)
- HMEC 354. Home Management Seminar** 1 hour  
Studies in a variety of current trends relating to home management. Topics, announced in advance, will be chosen to meet student need and interest. (Spring)

**HMEC 415. Practicum in Home Management** **2 hours**

Prerequisites: Twenty hours in Home Economics including HMEC 147 and 349, and FDNT 317, or approval of the instructor.

Experience in solving problems of family living. Laboratory will include personal management as well as working in the community. Registration required at the division office one semester in advance. (Spring)

### TEXTILES AND CLOTHING

**HMEC 164. Textiles (G-2)** **3 hours**

A study of basic fibers and fabrics including properties, construction, selection, uses, and care. Three one-hour lectures per week. (Fall)

**HMEC 165. Basic Clothing (G-2)** **2 hours**

Basic principles of clothing construction as applied to individual garments. Three hours combination lecture/laboratory each week. Three hours of additional sewing experience required each week. (Fall, Spring)

**HMEC 166. Intermediate Clothing (G-2)** **2 hours**

Principles of wardrobe planning, selection, and care for the individual. Emphasis is given to the relationship of the art principles to clothing. Two lectures and two hours of additional sewing experience required each week. (Spring)

**HMEC 313. Clothing and Human Behavior (F-2), (W)** **2 hours**

Clothing as it relates to self-expression and to the individual's adjustment to the physical and social environment. The Seventh-day Adventist philosophy of dress is studied. (Spring, odd years)

**HMEC 315. Pattern Design** **3 hours**

Prerequisite: HMEC 165 or approval of instructor.

Clothing design and practice in creating designs through flat pattern and draping techniques. Two one-hour lectures and one three-hour laboratory per week. (Spring, odd years)

**HMEC 316. Tailoring for Men and Women** **3 hours**

Prerequisite: HMEC 165 or approval of instructor.

Evaluation and use of various tailoring methods as applied in selection, fitting and construction of tailored garments. (Fall, odd years)

**HMEC 345. Upholstery and Drapery (G-2)** **3 hours**

Laboratory experience in simple upholstering and professional drapery making. Two three-hour combined lecture and laboratory periods. There will be a fee for supplies. (Spring, even years)

**HMEC 485. Home Economics Seminar (W)** **2 hours**

Prerequisite: Twenty hours completed in Home Economics.

Recent trends in Home Economics and related professional fields. Required of and limited to majors. (Spring, odd years)

**HMEC 295/495. Directed Study**

**1-3 hours**

To permit the advanced student majoring in Home Economics to do individual work in the field under the direction of a staff member. By divisional approval which must be obtained before the semester begins.

**EDUCATION**

**EDUC 438. Methods of Teaching Home Economics**

**2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the semester. (Fall)

(F-2), (F-3), (G-2), (W) See pages 20-23 for explanation of General Education requirements.

**LIBRARY SCIENCE**

**Minor: Eighteen hours.**

A school librarian K-12, Tennessee endorsement is available to certified teachers who complete the 18 hours of Library Science provided by this minor.

**Teaching Endorsement:** If a student meets the requirements for a first teaching field he may add the following endorsement by meeting the number of hours indicated below.

|              |  |                 |
|--------------|--|-----------------|
| LIBR 125     | Reference .....  | 3 hours         |
| LIBR 226     | Libraries and Librarianship .....                      | 2 hours         |
| LIBR 314     | Cataloging and Classification .....                    | 3 hours         |
| LIBR 325     | Library Materials for Children .....                   | 3 hours         |
| LIBR 333     | Instructional Media .....                              | 2 hours         |
| LIBR 416     | School Library Media Center<br>Administration .....    | 3 hours         |
| LIBR 425     | Library Materials for Young<br>Adults and Adults ..... | 2 hours         |
| <b>TOTAL</b> |  | <b>18 hours</b> |

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

**Schedule of Course Offerings:**

|      | 84     | 84-85 | 85     | 85-86 | 86     | 86-87 |
|------|--------|-------|--------|-------|--------|-------|
|      | Summer |       | Summer |       | Summer |       |
| 1st  | 226    | 125   | 333    | 125   | 314    | 125   |
| Sem. | 325    | 314   | 425    | 226   | 325    | 314   |
|      |        |       |        |       | 333    |       |
| 2nd  |        | 325   |        | 325   | 416    | 325   |
| Sem. |        | 333   |        | 425   |        | 333   |
|      |        | 416   |        |       |        | 416   |

**LIBR 125. Reference (G-2) 3 hours**

Presents basic concepts, selection and use of general and specialized reference material for all levels of school libraries. Useful for the general student who desires to know how better to use the library. Required for all student assistants working in McKee Library. (Fall)

**LIBR 226. Libraries and Librarianship 2 hours**

Introduces the aspects of the library profession and the areas of service of various types of libraries. Develops the career possibilities of librarianship. (Fall)

**LIBR 314. Cataloging and Classification 3 hours**

Prerequisite: LIBR 125, 226.

Examines the basic concepts and strategies for instituting and operating the cataloging area of the school library or media center. Involves the student in the basic methods of cataloging, classification, and other technical procedures integral to the retrieval of information. (Fall)

**LIBR 325. Library Materials for Children 3 hours**

Presents to the student a knowledge of a wide variety of books and related materials for children, grades 1-8. 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. (Spring)

**LIBR 333. Instructional Media 2 hours**

A laboratory course in the selection, operation, and use of audio-visual equipment and materials. Preparation of transparencies, flat pictures, graphics, and audio materials will be required. One hour lecture and three hours laboratory per week. (Spring)

**LIBR 416. School Library Media Center Administration 3 hours**

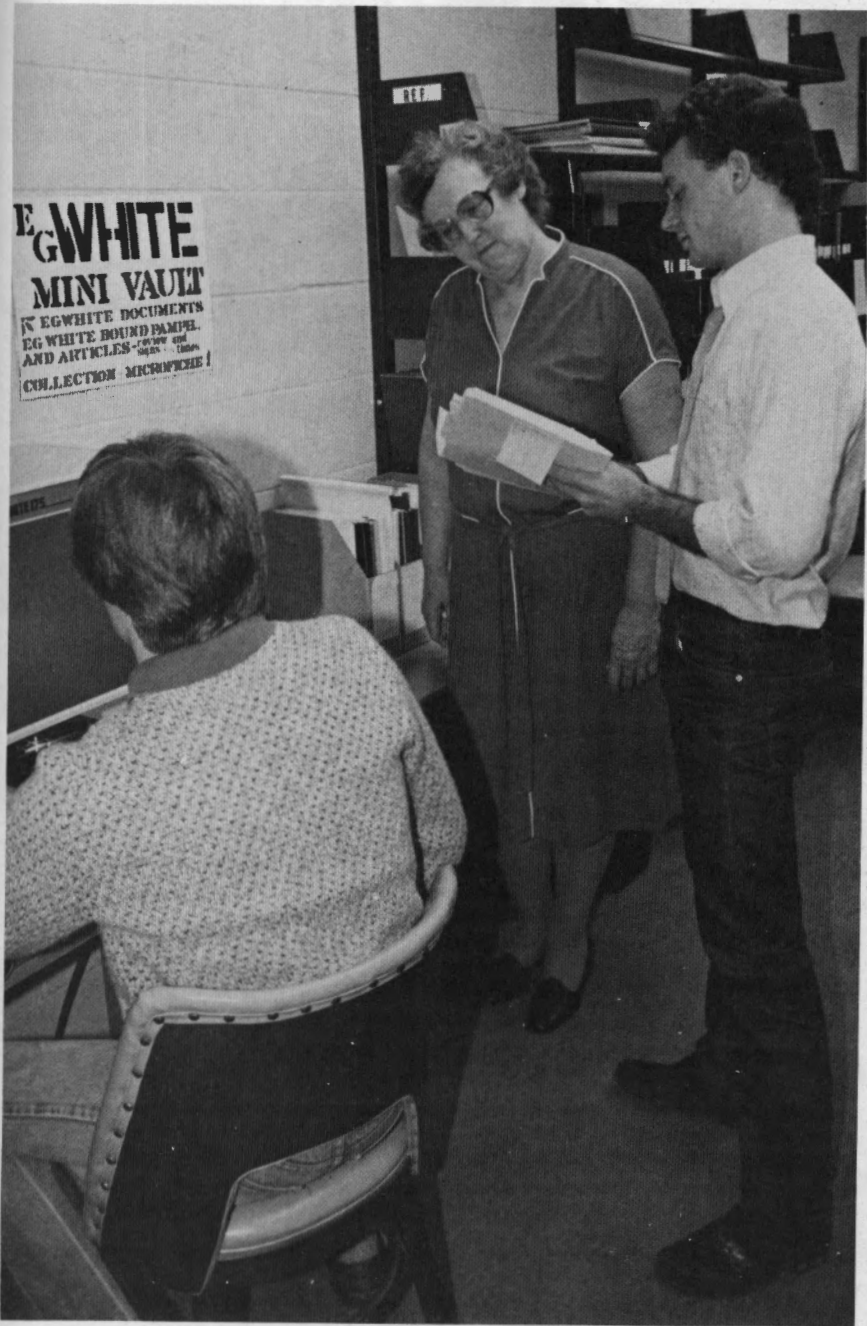
Prerequisites: LIBR 125, 226, 314.

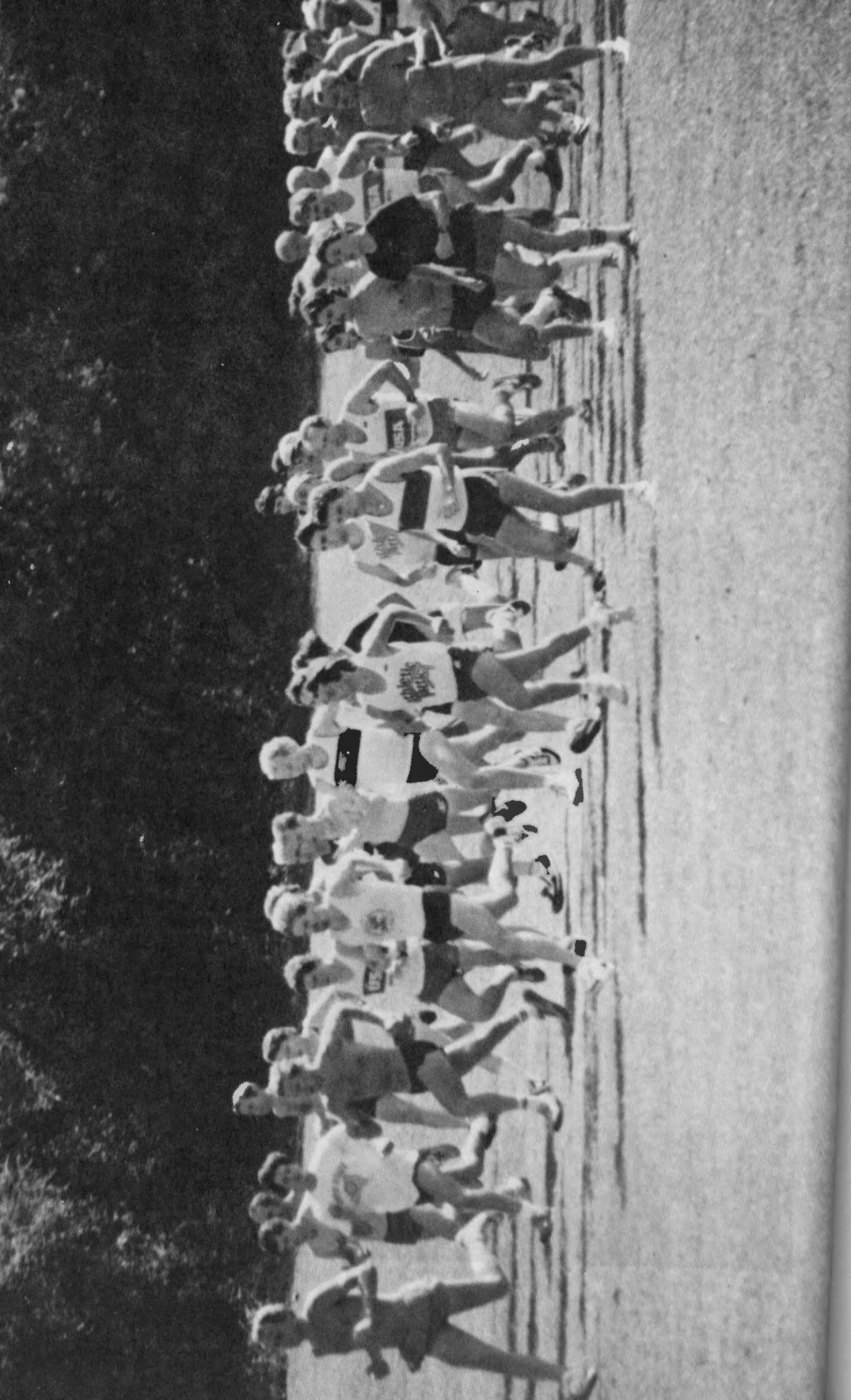
Presents the basic concepts and organizational procedures for the administrative personnel of the school library or media center so that this resource will become involved with the total program of the school. (Spring)

**LIBR 425. Library Materials for Young Adults and Adults 2 hours**

Gives emphasis to the variety of books and related materials for grades 9-12. Correlates critical evaluation and selection to the interests, use, and specific needs of the young adult as he develops his reading habits and skills. Develops an appreciation for books and reading that can enthusiastically involve both young adults and adults. (Spring)

(G-2) See pages 20-23 for explanation of General Education requirements.





# DIVISION OF HEALTH, PHYSICAL EDUCATION, AND RECREATION

Chairman: Robert Kamieneski  
Philip Garver, Ted Evans, Steve Jaecks

The courses in Health, Physical Education, and Recreation propose to acquaint students with principles of healthful living, to help each student develop physical efficiency through participation in supervised activity, to develop wholesome recreational habits by helping the student acquire interest, knowledge, and skills in several recreational activities, and to contribute to preparation for a career in health, physical education, and recreation.

## BACHELOR OF ARTS DEGREE IN HEALTH, PHYSICAL EDUCATION AND RECREATION

**Major:** Thirty hours including HLED 314, 315; PETH 121, 122, 221, 222, 265, 266, 363, 364; and excluding HLED 203. Required cognates: BIOL 105, 106.

No general education activity courses, except PEAC 255, Water Safety Instructor, may apply on the major. Competency required in PEAC 143, Beginning Tumbling and PEAC 254, Lifesaving.

Skill deficiencies in each PETH 121, 122, 221, or 222 activity unit 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.

Majors training for teaching positions must meet the NCATE certification requirements set forth by the Division of Education and Human Sciences.

## BACHELOR OF SCIENCE DEGREE IN HEALTH SCIENCE

**Major:** Forty-five hours including HLED 314, 315, 373, 470, 473; PETH 374, 495; PEAC 125; CHEM 151:152; MATH 215; BIOL 105, 106, 125; FDNT 125.

**Minor:** Eighteen hours including PETH 121, 122, 221, 222, 265, 266, 364.

# Health, Physical Education and Recreation

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## Teaching Endorsement, Grades 1-12:

|                            |  |                 |
|----------------------------|--|-----------------|
| HLED 173                   | Health and Life .....  | 2 hours         |
| HLED 373                   | Care and Prevention of Athletic Injuries                                 | 2 hours         |
| HLED 314                   | Kinesiology .....  | 4 hours         |
| HLED 315                   | Physiology of Exercise .....   | 4 hours         |
| PETH 364                   | Principles and Administration of<br>Physical Education and Recreation .. | 3 hours         |
| PETH 463                   | Physical Education in the<br>Elementary School .....                     | 2 hours         |
| PETH 265, 266              | Officiating Sports Analysis .....  | 4 hours         |
| PETH 121, 122;<br>221, 222 | Professional Skills courses .....  | 8 hours         |
|                            | <b>TOTAL</b>   | <b>29 hours</b> |

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

## GENERAL EDUCATION ACTIVITY COURSES

|   |               |
|---|---------------|
| <b>PEAC 123. Volleyball (G-3)</b>   | <b>1 hour</b> |
| Development of skills necessary for enjoyable and successful play. (Spring, Fall)   |               |
| <b>PEAC 124. Basketball (G-3)</b>   | <b>1 hour</b> |
| Team activity skills developed that may be used in the individual's leisure time. (Fall)  |               |
| <b>PEAC 125. Conditioning (G-3)</b>   | <b>1 hour</b> |
| The learning of basic training and aerobic principles followed by a personal long-range conditioning program. May be repeated for credit. |               |
| <b>PEAC 126. Softball (G-3)</b>   | <b>1 hour</b> |
| Development of skills necessary for enjoyable and successful play. (Fall)   |               |
| <b>PEAC 131. Badminton (G-3)</b>  | <b>1 hour</b> |
| Strokes, rules, and playing situations included with physical conditioning for badminton. (Spring)  |               |
| <b>PEAC 133. Racketball (G-3)</b>   | <b>1 hour</b> |
| Activities with emphasis on recreational carry-over values. (Fall, Spring)  |               |
| <b>PEAC 134. Basic Tennis (G-3)</b>   | <b>1 hour</b> |
| Basic tennis skills including the strokes, rallying, and volleying. (Fall)  |               |



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- PEAC 136. Basic Golf (G-3)** **1 hour**  
A basic course for the beginning golfer; includes use of all clubs and course play. (Fall)
- PEAC 137. Cycling (G-3)** **1 hour**  
Emphasizing various types of cycling, repairs, and safety factors. Students are to provide their own bicycles. (Spring)
- PEAC 138. Intermediate Golf (G-3)** **1 hour**  
Play on a variety of courses for the bogie golfer. (Spring)
- PEAC 139. Intermediate Tennis (G-3)** **1 hour**  
For the advanced player with emphasis on playing strategy, doubles, and mixed doubles. (Fall)
- PEAC 143. Basic Tumbling (G-3)** **1 hour**  
Mat tumbling leading to gymnastic free-exercise routines. (Fall, Spring)
- PEAC 144. Basic Apparatus (G-3)** **1 hour**  
Basic skills emphasized on trampoline, P-bars, rings, unevens, and balance beam. (Fall, Spring)
- PEAC 151. Scuba Diving (G-3)** **1 hour**  
Leads to basic certification by N.A.S.D.S. or N.A.U.I. Lab fees in addition to tuition. Lab fee required. (Fall, Spring)
- PEAC 153. Basic Swimming (G-3)** **1 hour**  
Both beginning and intermediate swimming, and aquatic safety skills will be included. (Fall, Spring, Summer)
- PEAC 243. Tumbling Team (G-3)** **1,1 hour**  
Admission will be based on satisfactory performance of try-out requirements for team membership. (Fall, Spring)
- PEAC 253. Intermediate Swimming (G-3)** **1 hour**  
Review of swimming strokes, diving, and conditioning. (Fall, Spring)
- PEAC 254. Lifesaving (G-3)** **1 hour**  
Prerequisite: PEAC 253 or equivalent.  
Leads to Red Cross Advanced Life Saving certification. (Spring)
- PEAC 255. Water Safety Instructor (G-3)** **1 hour**  
Prerequisite: PEAC 254 or equivalent.  
Leads to Red Cross Water Safety Instructor certification. (Spring)
- 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

# Health, Physical Education and Recreation

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skiing, rock climbing, spelunking, aerobics, and sailplaning. This course may be repeated with the varying subject matter. Lab fees in addition to tuition are usually charged, by approximately \$50-\$75.

## HEALTH EDUCATION

**HLED 173. Health and Life (F-3) 2 hours**

A study of current subjects vital to healthful living. Integrating healthful living and Christianity with today's scientific research. Not open to nursing students. (Fall, Spring, Summer)

**HLED 203. Safety Education (F-3) 2 hours**

The nature and causes of accidents, safety measures for the prevention of common accidents of the home, school, industry, transportation, and recreation. The standard and advanced Red Cross Certificates will be issued to those completing the required work in first aid. (Fall)

**HLED 314. Kinesiology 4 hours**

Prerequisite: BIOL 105, 106 or equivalent.

A study of the anatomical and mechanical variables influencing movement, including adaptive activities for the handicapped person. (Fall)

**HLED 315. Physiology of Exercise (W) 4 hours**

Prerequisite: BIOL 105, 106 or equivalent.

Emphasizing the physiological effects of muscular exercise, massed gymnastics, and physical conditioning. Significance of these effects for health and for skilled performance. (Spring)

**HLED 373. Care and Prevention of Athletic Injuries 2 hours**

Prerequisite: HLED 314.

The study of treatment and prevention of athletic injuries. (Spring, even years)

**HLED 470. Health Ministry 2 hours**

This course emphasizes lifting the Great Healer through health ministry. Principles found in the Bible and Spirit of Prophecy are used as the basis for optimum health habits. Learning of health for an evangelistic tool and for optimal personal health are the two-fold objectives for the course. (Spring)

**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. (Spring, odd years)

## PHYSICAL EDUCATION THEORY

**PETH 121, 122. Professional Skills, Team Activities 2,2 hours**

Development of professional skills including performance and teaching

# Health, Physical Education and Recreation

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techniques for softball, football, volleyball, basketball, hockey, and soccer. For majors and minors only. (Fall, odd years; Spring, even years)

**PETH 221, 222. Professional Skills, Individual Activities 2,2 hours**

Development of professional skills including performance and teaching techniques for golf, tennis, badminton, gymnastics, conditioning, recreational activities, track and field. Taught in alternate years for HPER majors and minors only. (Fall, Spring)

**PETH 261. Introduction to Recreation (G-3) 2 hours**

A course designed to promote outdoor recreation and provide experience for those interested in preparing for different phases of camp life, outdoor living and activities. (Spring, Summer)

**PETH 262. Wilderness Survival 3 hours**

Prerequisite: PETH 261 or equivalent.

A course designed to acquaint students with a basic knowledge of survival techniques and skills. A four- or five-day survival experience will be included. Offered alternate summers only. (Summer, odd years)

**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. (Fall, Spring)

**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. (Spring)

**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. (Fall)

**PETH 374. Motor Learning and Development 2 hours**

The course based on physical anthropometrics and the neurological development of the child, adolescent related to his motor behavior. Taught in alternate years. (Spring)

**PETH 463. Physical Education in the Elementary School 2 hours**

This course is designed primarily for elementary teachers, physical education majors and minors. Methods and materials, graded activities in games and relays, singing games and rhythmic activities, self-testing and rhythmic activities, and safety measures. Observation and teaching of elementary school children will be scheduled. (Spring, Summer)

**PETH 490. Senior Seminar (W) 2 hours**

An exploration of philosophical and historical contributions to the field. Discussion of current topics, issues and research pertinent to the field and

# Health, Physical Education and Recreation

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the interests of the students. Research and/or writing required as a portion of the class. (Fall)

## **PETH 295, 495. Directed Studies (W) 1-3 hours**

An introduction to research and discussion on problem areas in the discipline. Limited to Physical Education majors. Writing emphasis credit for PETH 495 only. (Fall, Spring, Summer)

## **EDUCATION**

### **EDUC 438. Methods of Teaching Health and Physical Education 2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. The first half of the first semester during the senior year. (Fall)

(F-3), (G-3), (W) See pages 20-23 for explanation of General Education requirements.

# DIVISION OF INDUSTRIAL EDUCATION

Chairman: Wayne Janzen  
John Durichek, Francis Hummer, David Turner

Industrial Education at Southern College provides learning experiences for those who may wish a teaching career, a trade in the construction or service industries, consumer education or avocational skills.

## BACHELOR OF SCIENCE DEGREE IN INDUSTRIAL EDUCATION

**Major:** Forty-eight hours including (a) INDS 145, 149, 154, 174, 184, 265, 274, 275, 314, 324, 325; ART 104; seven hours of electives, and (b) the courses listed below for an Industrial or Secondary Teaching emphasis. Cognate requirements are CHEM 111, MATH 104, and PHYS 107.

Secondary Teaching Emphasis—INDS 415 and 485, plus the 24 semester hours of professional education subjects required to meet the NCATE-approved program for certification.

Industrial Emphasis—INDS 176. This program prepares students for employment in fabricating and manufacturing industries and plant and institutional maintenance. The student will be proficient in several areas upon completion of the program.

**Minor:** Eighteen hours including six hours upper division.

### Teaching Endorsement:

Teaching endorsements are granted by the state to those who complete additional courses beyond the following classes: INDS 149, 325, 274, 145, 174, 154, 265 and ART 104.

### Drafting

Drafting endorsement requires 2 hours Woods, Metals, or Industrial Crafts elective.

### Industrial Arts

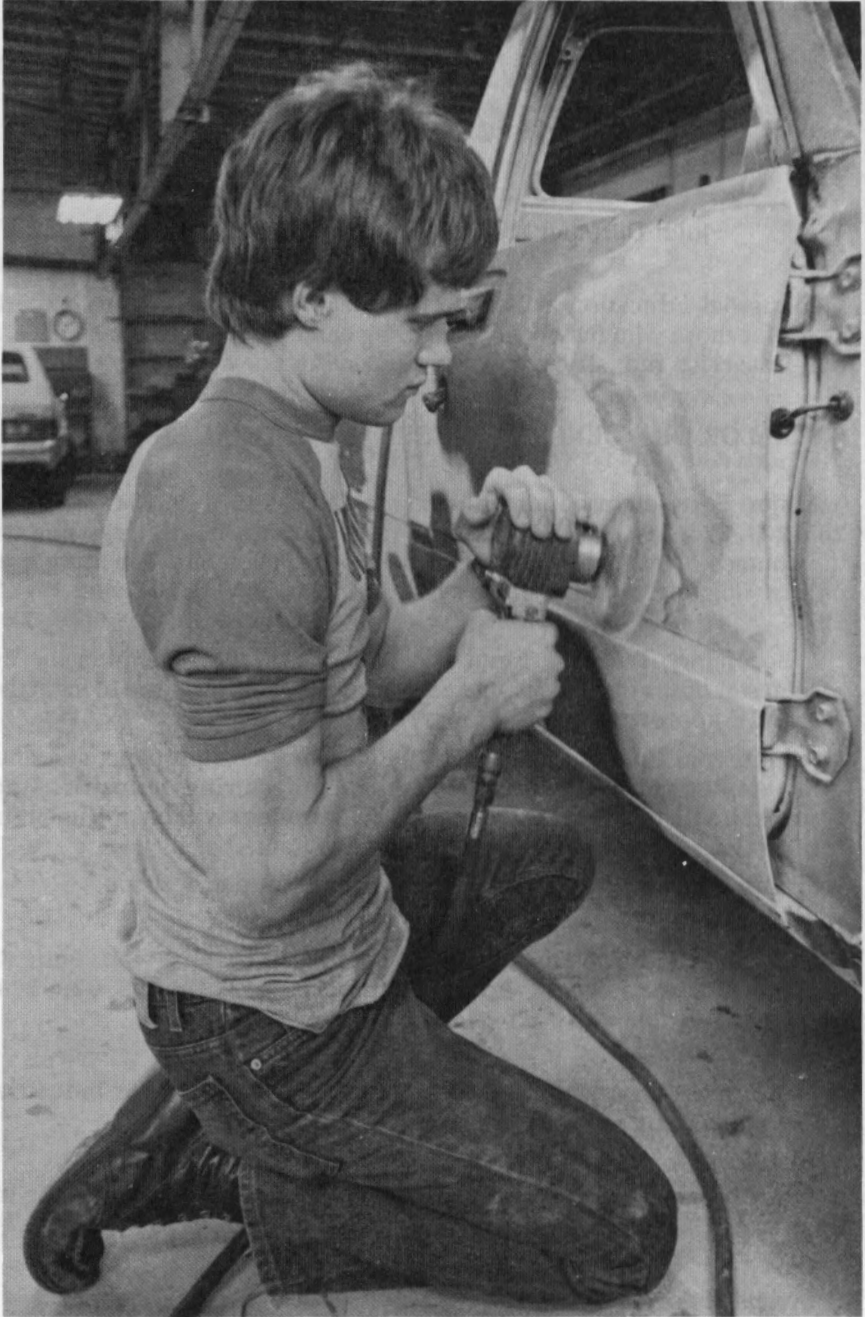
Industrial Arts endorsement requires 4 hours Woods, Metals, or Industrial Crafts elective.

### Metals

Metals endorsement satisfied by INDS 314 which is required.

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## Power Mechanics

Power Mechanics endorsement requires 4 hours Woods, Metals, or Industrial Crafts elective.

## Woods and Construction

Woods and Construction endorsement requires 2 hours Woods elective plus 2 hours Woods, Metals, or Industrial Crafts elective.

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

## ASSOCIATE OF SCIENCE DEGREE IN INDUSTRIAL TECHNOLOGY

This two-year curriculum is designed for those who would like a broad background in materials and processes of industry with an emphasis towards plant and institutional maintenance. The requirements are as follows: INDS 154, 174, 175, 176, 184, 265, 274 275, 278, 314. Cognates: Six hours to be chosen from PHYS 107, MATH 104, and CHEM 111.

## ASSOCIATE OF TECHNOLOGY DEGREE IN CONSTRUCTION

The emphasis of this program will be in residential construction. Extensive on-the-job training will include framing, carpentry, finish carpentry, painting, masonry, plumbing, and house wiring. Each student must have a math ACT score of at least 12 or take MATH 100.

**Major:** Thirty-nine hours including CNST 121, 122, 123, 124, 125, 126, 128, INDS 135, 177, 184, 185, 325. Cognates required: ACCT 103, six hours of Religion electives, and ENGL 101.

Construction Technology students are supplied with commercially laundered uniforms. The student will be charged half the cost incurred. Each student is also expected to purchase his own hand tools. Estimated cost for carpentry classes—\$125.

## CONSTRUCTION

**CNST 121. Home Building Technology I** **3 hours**

**CNST 122. Home Building Technology II** **3 hours**

These two courses emphasize methods and techniques of homebuilding, foundation layout, framing, and roofing. Two periods lecture and twelve periods laboratory each week. (Fall)

**CNST 123. Home Building Technology III** **3 hours**

**CNST 124. Home Building Technology IV** **3 hours**

Students will complete the house begun the previous semester. Emphasis

on interior finish including the installation of doors, window trim and cabinets. Two periods lecture and twelve periods laboratory work each week. (Spring)

**CNST 125. Home Building Technology V 6 hours**

This course builds on the skills and techniques learned during the first year. Students will be exposed to advanced roofing systems, techniques of building layout, and the use of automated equipment. Two periods lecture and twelve periods laboratory each week. (Fall)

**CNST 126. Home Building Technology VI 6 hours**

This course is designed to further develop and refine the students' finish carpentry skills. There will be an increased emphasis on the use of power equipment. Two periods lecture and twelve periods laboratory each week. (Spring)

**CNST 128. Construction Estimating and Management 3 hours**

This course will emphasize proper estimating and management procedures as they apply to residential construction. Three periods lecture each week. (Spring)

### DIPLOMA PROGRAMS

#### Auto Body—Repair and Refinishing

The auto body program is designed to teach panel repair, refinishing, estimating, frame straightening, and major collision repair. The typical student upon completion of the course should have gained sufficient skill and experience to obtain employment in the trade.

Inasmuch as tradespeople provide their own hand and air tools, the student will be expected to purchase a skeleton set for personal use during the course. The department will assist the student in the purchase of these tools which will cost approximately \$200.

The requirements are as follows: INDS 110, 112, 114, 116, 118, 120, 265; BUAD 128; B-1 or B-2, three hours.

#### Trade Competency

The Trade Competency diploma requires a basic core of industrial education courses plus an emphasis in Electrical Wiring, Plumbing, or Refrigeration and Air Conditioning. Basic core course requirements are as follows: INDS 178, 278; BUAD 128 or 353, three hours of Area B-1 or B-2, and electives to make a total of 32 semester hours.

##### *Electrical Wiring Emphasis*

INDS 177, 274, 325.

##### *Plumbing Emphasis*

INDS 176, 185, 295 and INDS 278 or 325.

##### *Refrigeration/Air Conditioning Emphasis*

INDS 175, 177, 274.



## INDUSTRIAL EDUCATION

**INDS 110. Panel and Spot Repair** **4 hours**

Course is the first introduction to body repair. Student will learn how to straighten small dents, prepare panel for body fillers, prime and block ready for painting. (Fall)

**INDS 112. Painting and Refinishing** **4 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 \$125. (Fall)

**INDS 114. Oxy-Acetylene Welding** **1 hour**

Gas welding and brazing of sheet metal in preparation for typical body shop welding jobs. Personal goggles required. (Fall)

**INDS 116. 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)

**INDS 118. Collision Repair II** **4 hours**

Continuation of experience in collision repair, emphasizing body alignment, frame straightening, glass work, fiber glass repair, and body section replacement. There is no lecture component to this class, but rather is composed of four 3 period labs per week. (Spring)

**INDS 120. Collision Repair III** **5 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. (Spring)

**INDS 135. Masonry** **3 hours**

A fundamental course in concrete block and brick laying, footings, and foundations for residences. One period lecture and six periods laboratory each week. Masonry tools cost approximately \$65. (Fall)

**INDS 145. Introduction to Graphic Arts (G-2)** **4 hours**

Basic instruction in screen printing, letter press and auxiliary operations. Special emphasis is given to offset methods of copy preparation, camera techniques, platemaking, and press work. A supplies fee will be charged for projects printed in class. This cost averages \$50.

**INDS 149. Technical Drawing (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 laboratory each week. Lecture as announced by the instructor. Instruments cost approximately \$40 (also used for INDS 325). (Spring)

# Industrial Education

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- INDS 154. Woodworking (G-2) 4 hours**  
A study of hand and machine tools, joinery, and proper methods of furniture construction. Two periods 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 exceeded \$100 or \$200 if large furniture items were constructed. (Fall, Spring)
- INDS 155. Creative Crafts (G-2) 2 hours**  
Exploring the technology of industry by forming and fabricating objects of plastics, metals, and woods. One period lecture and three periods laboratory each week. Open to all students. Project costs run between \$15-\$30. (Fall, Spring)
- INDS 174. General Metals (G-2) 4 hours**  
Designed to acquaint the student with the many aspects of the metal working industry. Instruction will be given in the areas of forging, foundry, heat treatment, sheet metal, welding, plus hand- and power-operated metal-cutting equipment. Two periods lecture and six periods laboratory each week. Project expenses average \$100. Each student must purchase his own safety glasses, welding gloves and goggles. (Fall)
- INDS 175. Refrigeration and Air Conditioning (G-2) 3 hours**  
Fundamental principles of refrigeration and air conditioning. Emphasis will be placed on troubleshooting and servicing of both domestic and commercial units. One period lecture and six periods laboratory each week. Optional tool expense of \$25 to \$30. (Spring)
- INDS 176. Electric and Oxy-Acetylene Welding (G-2) 3 hours**  
A very practical course in arc and acetylene welding, teaching the student to weld skillfully in all positions: flat, vertical, and overhead. In addition, the student will learn to use the Tig and Mig industrial welders. One period lecture and six periods laboratory each week. Safety glasses and gloves cost approximately \$25. (Fall, Spring)
- INDS 177. House Wiring (G-2) 3 hours**  
Instruction in the National Electric Code, basic electrical principles, complete instruction and practice in residential wiring, including electric heating. Some industrial wiring techniques will also be included. One period lecture, six periods laboratory each week. Tools cost approximately \$60. (Spring)
- INDS 178. Trade Competency Practicum 8 hours**  
Each student will be assigned to an area of business which will provide the on-the-job training experience for the specified field. Time requirements will typically be met with 20 clock hours per week on-the-job experience for the duration of the semester.
- INDS 184. Industrial Safety Education 1 hour**  
This course covers the major areas of industrial safety. It is not a study of safety rules, rather an overview of the social, physiological and philosophical approach toward safety in industry. (Fall)

**INDS 185. Plumbing (G-2) 2 hours**

Instruction in code requirements, procedures in residential plumbing, waste, maintenance, proper methods of sewage disposal using soil pipe and plastic; water lines, using copper and galvanized pipe. One period lecture and three periods laboratory each week. Total cost approximately \$20. (Spring)

**INDS 219. Offset and Quick Print Operation 2 hours**

This course is designed to prepare the student to work in a quick print business operation by operating equipment typical of large corporation in-house printing systems.

**INDS 255. Woodturning (G-2) 2 hours**

Center and faceplate turning experiences. Two periods lecture each week for the first four weeks. Three periods laboratory for each semester hour credit. A supplies fee will be charged. (Fall)

**INDS 264. Car Care (G-2) 2 hours**

A course designed to help the car owner become knowledgeable in matters of car care and operation. Does not apply toward a major or minor. One period lecture and three periods laboratory each week. This course replaces the former course "Auto Survey for Women." (Fall)

**INDS 265. Automotive Fundamentals (G-2) 4 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. Two periods lecture and six periods laboratory each week. Each student is expected to supply his own basic hand tools and coveralls. Tools may be rented or purchased from the department. (Minimum tool set costs approximately \$150.) All lab learning experiences are on actual cars either from the community or personal vehicle. (Fall, Spring)

**INDS 274. Electricity/Electronics (G-2) 4 hours**

A basic course in the principles of electricity and electronic circuitry—D.C. and A.C., with emphasis on resistors, capacitors, diodes, transistors, vacuum tubes, amplifiers, and oscillators. Two periods lecture and six periods laboratory each week. Variable project expense involved. (Fall)

**INDS 275. Machine and Tool Maintenance 2 hours**

A study of the principles and methods of machine repair and preventative maintenance of equipment found in an industrial shop. The time will be divided between metalworking and woodworking equipment. One period lecture and three periods laboratory each week. Taught in alternate years. (Fall)

**INDS 278. Plant Maintenance 6 hours**

This course will include two periods of lecture per week dealing with such areas as: plumbing, carpentry, electrical wiring and heating systems, etc. Laboratory experience will entail working with a tradesman in each of the above areas. Twelve periods of laboratory per week. (Spring)

### **INDS 314. Machine Shop**

**4 hours**

Prerequisite: INDS 174 or permission of instructor.

A course designed to provide in-depth experiences in the use of metal machinery and fabrication equipment. Provision is made for extensive personal or large group produced projects. Two periods lecture, six periods laboratory each week. A 1½ ton floor jack will be built as the beginning project which costs approximately \$100. Other project expenses are variable.

### **INDS 315. Offset Lithography**

**3 hours**

An advanced study of graphic communications which will give the student actual operating experience with process cameras, darkroom techniques, stripping, plate making, contacting, and a variety of offset press equipment. One period lecture and six periods laboratory each week. A supplies fee will be charged. Taught in alternate years. (Spring)

### **INDS 317. Engine Rebuilding**

**2 hours**

Prerequisite: INDS 265 or equivalent.

This course is designed to provide experience in internal combustion engine overhaul. Each student will individually remove from car, overhaul, and re-install one engine. Six periods of laboratory including individualized instruction. Taught in alternate years. (Fall)

### **INDS 318. Automotive Tune-up**

**3 hours**

Prerequisite: INDS 265.

Automotive troubleshooting and tune-up. Course emphasis directed towards the automobile electrical and fuel system. One period lecture and six periods laboratory each week. (Spring)

### **INDS 323. Auto Body Repair (G-2)**

**3 hours**

An introductory course designed to acquaint the student with the principles and techniques used in repair of damaged body panels. Preference will be given for class admission to those who have experience in doing automatic work and who have gas welding skills. Each student will need his own basic hand tools which cost approximately \$100. One period lecture and six periods laboratory per week. (Spring)

### **INDS 324. Manufacturing Processes (W)**

**3 hours**

A study of manufacturing processes and management. Students will simulate line production, visit area manufacturers, and do individual research projects. (Fall)

### **INDS 325. Architectural Drafting (G-2)**

**3 hours**

A study of architectural details and methods of construction relative to frame and masonry veneer residential dwellings. Emphasis is placed on residential planning and design principles. Each student will design and draw all details necessary in the construction of a home. Eight periods laboratory each week. Lectures as announced by the instructor. Instruments cost approximately \$50 (also used for INDS 149). (Fall)

## **INDS 354. Furniture Construction**

**3 hours**

Prerequisite: INDS 154.

Emphasis will be placed on construction of a piece of furniture of the student's choice. Two periods lecture and six periods laboratory each week. Students must underwrite the costs of materials. Taught in alternate years. (Spring)

## **INDS 415. Laboratory Operation and Supervision**

**2 hours**

A course designed for students planning to be instructors. It will provide experiences such as tool maintenance, materials purchasing, project evaluation, and student assistance. This course must be preceded by completion of basic courses in each content area, such as drafting, graphic arts, woods, metals, and mechanics. Each student, in counsel with the instructor, will decide in which of three areas he will divide his time. One period lecture, three periods laboratory each week. Taught in alternate years. (Spring)

## **INDS 485. Seminar**

**1 hour**

A discussion of problems related to the industrial education teaching profession. One period discussion each week. Open only to Industrial Arts majors. (Spring)

## **INDS 295/495. Directed Study**

**1-3 hours**

The study of a specific problem in the field of Industrial Education. A written report of the problem may be required by the supervising instructor. Open only to Industrial Education majors and minors. Offered on demand. (Fall, Spring)

## **EDUCATION**

## **EDUC 438. Methods of Teaching Industrial Arts**

**2 hours**

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. Four lectures each week of the first half of the first semester during the senior year. (Fall)

(G-2), (W) See pages 20-23 for explanation of General Education requirements.



# DIVISION OF MATHEMATICAL SCIENCES

Chairman: Robert Moore

## Computer Science

John Beckett  
Lawrence Hanson  
Tim Korson  
Merritt MacLafferty

## Mathematics

Lawrence Hanson  
Merritt MacLafferty  
Robert Moore  
Art Richert

## Physics

Ray Hefferlin  
Henry Kuhlman

## COMPUTER SCIENCE

Computer Science deals with the control programs that govern the behavior of modern digital computers. In modern society, it is rare that a day passes without the average person interacting, in some way, with computers. From the tiny microcomputers that govern the fuel consumption of automobiles to the huge machines that process the millions of transactions in the marketplace, the computer has become an inseparable part of modern life. However, with the burgeoning use of computers comes the alarming fact that there will be a shortage of computer programmers that will write the programs to control them. On the average, for every computer programmer, there are three jobs that must remain vacant for lack of programmers. This situation will continue for the next ten years.

The Computer Science staff at SC is committed to the training of competent computer programmers that are able to tackle the large programming tasks that confront science and business. This training involves three aspects: 1) teaching the student the necessary programming languages that are being currently used in the profession, 2) teaching the student the most up-to-date design methodologies, including Structured Programming and Top-down design, and 3) providing programming experience in class similar to what will be encountered in the field.

### CODE OF COMPUTER CONDUCT AT SOUTHERN COLLEGE

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 Computer Service 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 must not attempt to subvert the restrictions associated with their computer accounts.
5. Users must not attempt to access information concerning the data or jobs of other users except as provided by techniques arranged for that purpose by the Computer Service Department.
6. Student users shall not exceed default parameters for priority factors except in cases where published policy provides for differences.

### BACHELOR OF SCIENCE DEGREE IN COMPUTER SCIENCE

**Major:** Forty hours consisting of CPTR 127, 131, 132, 217, 219, 317, 318, 319, 323, 409 or 410, 480 and nine hours of computer electives, three of which must be upper division. Cognates required: MATH 114, 215 or BUAD 313, 334.

Those electing a B.S. in computer science will recognize that they need an area of application and should thus plan substantial course work in another area, e.g., business, psychology, mathematics, or physics. To be well prepared for an immediate job, a double major should be considered.

### BACHELOR OF ARTS DEGREE IN COMPUTER SCIENCE

**Major:** Thirty hours consisting of CPTR 127, 131, 132, 217, 219, 317, 318, 319, 323, 480 and two hours of upper division computer electives. Cognates required: MATH 114, 215 or BUAD 313, 334.

**Minor:** Eighteen hours including: CPTR 131, 132, 318. Of the remaining nine elective hours, three must be upper division.

The minor is an excellent background for those whose profession is outside of data processing, but who will have to use the computer in their job, or work closely with DP personnel. The minor is also appropriate for any student who simply has an interest in computers.

### ASSOCIATE OF SCIENCE DEGREE IN COMPUTER SCIENCE

**Major:** Twenty-four hours in computer science consisting of: CPTR 127, 131, 132, 217, 219, 317, 318, 319. Cognates required: ACCT 121, 122, 321; BUAD 334.

Students planning to do graduate work in computer science or desir-



ing a more technical program should consult a computer science teacher as early as possible.

**CPTR 105. Word Processing (G-2) 1 hour**

Word processing on a microcomputer including techniques for creating form letters, and using an electronic dictionary to check spelling. This course does not apply on a major and may not be taken for credit if credit has been received for CPTR 127. (Spring)

**CPTR 106. Financial Applications (G-2) 1 hour**

The use of spreadsheet software on a microcomputer as an aid to financial planning and management. This course does not apply on a major and may not be taken for credit if credit has been received for CPTR 127. (Spring)

**CPTR 107. Data Base Applications (G-2) 1 hour**

A course using microcomputers as electronic filing cabinets. Information retrieval, report generation, adding, deleting, and updating information. This course does not apply on a major and may not be taken for credit if credit has been received for CPTR 127. (Spring)

**CPTR 120. Introduction to Computer-Based Systems (G-2) 3 hours**

An overview of computer information systems. This survey course introduces computer hardware, software, procedures, systems, and human resources and explores their integration and application in business and other segments of society. The fundamentals of computer problem solving and programming in a higher-level programming language are discussed and applied. This course does not apply on a major in Computer Science. (Fall, Spring)

**CPTR 125. BASIC Programming Language (G-2) 3 hours**

An introduction to the BASIC programming language. The student will be introduced to proper techniques of program design, coding, documentation and testing of the computer. No prior knowledge of data processing or computer programming is required. This course does not apply on a major. (Fall, Spring)

**CPTR 127. Micro Tools (G-2) 3 hours**

A hands-on course designed for those who anticipate using a micro in their place of employment. Software packages in database management, spreadsheet analysis, and word processing will be covered as well as basic hardware concepts and common terminology. No student may receive credit for CPTR 105, 106, or 107 if he has credit for CPTR 127. (Fall)

**CPTR 131. Fundamentals of Programming I (G-2) 3 hours**

Control structures, data types, data representation, compiling, debugging, modularity, and standard programming algorithms are introduced via Pascal. (Fall, Spring)

**CPTR 132. Fundamentals of Programming II (G-2) 3 hours**

Prerequisite: CPTR 131; Pre- or corequisite: SECR 105 or typing speed of 35 wpm.

An introduction to software technology for the development of reliable, modifiable programs. (Spring)

**CPTR 217. COBOL Programming Language (G-2) 3 hours**

Prerequisite: CPTR 132.

Semantics and syntax of COBOL. Emphasis is placed on business problems using the COBOL Language. (Fall)

**CPTR 218. FORTRAN Programming Language (G-2) 3 hours**

Prerequisite: MATH 114.

Syntax and semantics of arithmetic expressions and statements. Precedence hierarchy of arithmetic operations and relational operators. Global properties of algorithmic languages including scope declarations, storage allocation, grouping of statements, and subroutines. This course does not apply on a major. (Fall)

**CPTR 219. Symbolic Assembler Language 3 hours**

Prerequisite: CPTR 131.

Computer structure, machine language, instruction execution, addressing techniques, and digital representation of data. Computer systems organization, symbolic coding and assembly systems and program segmentation and linkage. Systems and utility programs, programming techniques, and recent developments in computing. Several computer projects to illustrate basic machine structure and programming techniques. (Spring)

**CPTR 250. RPG II 3 hours**

Prerequisite: CPTR 131.

Editing data, control breaks, computation, files, records, comparing records, matching records, exception reports, array and table processing, and sequential and indexed sequential file processing in RPG II. (Fall)

**CPTR 317. Introduction to File Processing 3 hours**

Prerequisite: CPTR 217.

Tape and disc operations. Includes coverage of sequential and random access files and processing techniques. Development of programs and systems of programs for batch and interactive environments using COBOL. (Spring)

**CPTR 318. Data Structures 3 hours**

Prerequisites: CPTR 132, MATH 114.

Stacks, recursions, queues, lists, trees, graphs, sorting and searching. (Fall)

**CPTR 319. Data Base Management Systems 3 hours**

Prerequisites: CPTR 318, 217.

Introduction to relational, hierarchical, and network approaches. Design, implementation, and management issues. (Spring)

**CPTR 323. Structured Systems Analysis and Design 3 hours**

Prerequisite: CPTR 319.

System development life cycle, system documentation through the use of

both classical and structured tools/techniques for describing process flows, data flows, file designs, input and output. Logical design of processes and databases. Structured techniques for dealing with complexity in the development of computer based information systems. Issues in implementation, testing, project management. (Spring)

**CPTR 360. Computer Hardware and System Software Concepts 3 hours**

Prerequisites: CPTR 219, 132.

Computer systems components, main storage organization, instruction sets and data representation, program translation concepts, operating system concepts, secondary storage concepts, multi-processor systems, microprogramming, and array processors. (Fall)

**CPTR 370. Introduction to IBM Software 3 hours**

Prerequisite: CPTR 319.

An introduction to some of the software tools available in the IBM environment. (Spring)

**CPTR 405. Organization of Programming Languages 3 hours**

Prerequisites: CPTR 217, 219.

Develops understanding of the organization of programming languages and their run time behavior. A comparative study, introducing the student to a variety of languages. (Spring)

**CPTR 409. Software Development Internship 3 hours**

Prerequisites: CPTR 323, 370 or permission of instructor.

A minimum of 120 hours of programming experience. The Computer Science Department may prearrange some practicums with commercial data processing departments. These positions must be applied for six weeks prior to registration. Students, however, are encouraged to be responsible for setting up their own practicums. This must be done within the guidelines of the department (see instructor), and arrangements should be completed six weeks prior to the start of the practicum. (Summer)

**CPTR 410. Applied Software Development Project 3 hours**

Prerequisite: CPTR 323.

Students will be involved in a semester-long programming project starting with information requirements analysis and ending with testing and installation. (Fall)

**CPTR 480. Scientific Writing (W) 1 hour**

Principles and techniques of writing for news releases, periodicals, and research journals. (Fall)

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

Prerequisite: Consent of instructor and division head.

Individual or group work adjusted to meet particular needs of computer science students. May be repeated for credit up to six hours.

(G-2) See pages 20-23 for explanation of General Education requirements.

MATHEMATICS

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, and more recently the development of statistical inference, to name just a few, are mathematical contributions to civilization which have significantly affected the philosophies, commerce, science, and technology of mankind.

The Mathematical Sciences Division seeks to transmit this mathematical heritage to the students of Southern College 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.

BACHELOR OF SCIENCE DEGREE IN MATHEMATICS

Major: Forty hours including MATH 317, 318, 319, 411, 412, and 480. Cognate requirements are CPTR 218; PHYS 211:212, 213:214.

BACHELOR OF ARTS DEGREE IN MATHEMATICS

Major: Thirty hours including MATH 318, 319, 411, 412 and 480. CPTR 218 is a cognate requirement. For those with two majors or secondary certification the prescribed upper division course requirements are MATH 318 and 411.

Minor: Eighteen hours including MATH 115 and six hours of upper division courses.

Teaching Endorsement: In addition to meeting the requirements for a first teaching field, the student may add the following endorsement by meeting the number of hours indicated below:

|          |                                    |                |
|----------|------------------------------------|----------------|
| MATH 114 | Elementary Functions and Relations | . 4 hours      |
| MATH 115 | Calculus I                         | 4 hours        |
|          | Math elective credit including     |                |
|          | six hours numbered 300 or above    | .. 10 hours    |
|          |                                    | TOTAL 18 hours |

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

**MATH 099. Basic Mathematics (A-2)****Non-Credit**

This course concentrates on the skills of arithmetic and beginning algebra and their application to everyday life situations. (Fall, Spring, Summer)

**MATH 103. Survey of Mathematics (A-2)****3 hours**

Prerequisite: MATH 099 or exemption.

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, Spring, Summer)

**MATH 104. Intermediate Algebra (A-2)****3 hours**

Prerequisite: MATH 099 or exemption.

Number systems and their properties, exponents and radicals, equations and inequalities, polynomial functions and their graphs, systems of equations, logarithms. This course does not apply on a major or minor in mathematics. (Fall, Spring, Summer)

**MATH 114. Elementary Functions and Relations (A-2)****4 hours**

Prerequisite: MATH 104 or two years of high school algebra.

The real and complex number systems; the elementary functions and their graphs, including polynomial and rational functions, exponential and logarithmic functions, trigonometric functions and their inverses; analytic geometry. Only two hours apply toward a major in mathematics. (Fall, Spring)

**MATH 115. Calculus I****4 hours**

Prerequisite: MATH 114 or four years of high school mathematics which include at least one semester of trigonometry and some analytic geometry.

Differential and integral calculus of the elementary functions 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, Spring)

**MATH 215. Statistics****3 hours**

Prerequisite: MATH 104 or an ACT mathematics standard score of 22 or above.

Elementary probability; organization and analysis of data; the binomial, normal, student's  $t$ , and chi-square distributions; sampling; hypothesis testing; nonparametric statistics; regression and correlation; analysis of variance. (Fall, Spring, Summer)

**MATH 216. Set Theory and Logic****2 hours**

Prerequisite: MATH 115.

An introduction to some of the basic ideas, terminology, and notation of logic and sets. The concept of a mathematical proof will be emphasized. (Spring)

# Mathematics

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**MATH 217. Calculus II** **3 hours**

Prerequisite: MATH 115.

Precise definitions of limits, further topics in differential calculus, estimating definite integrals, polar coordinates, parametric equations, sequences, infinite series, Taylor series, functions of two variables, partial derivatives, directional derivatives. (Fall)

**MATH 218. Calculus III** **3 hours**

Prerequisite: MATH 217.

Algebraic operations on vectors, multiple integrals, vector calculus including Green's theorem, Stokes's theorem, and the divergence theorem. (Spring)

**MATH 314. Applied Finite Mathematics** **3 hours**

Prerequisite: MATH 215.

Linear programming—simplex method, primal/dual interpretation, transportation problems. Decision theory under classical and Bayesian statistics. Game theory, inventory models and control, queuing theory. Program Evaluation and Review Technique (PERT). (Spring)

**MATH 315. Differential Equations** **3 hours**

Prerequisite: MATH 217.

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. (Spring)

**MATH 316. Mathematics of Physics** **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**

Prerequisite: 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. (Spring, odd years)

**MATH 318. Algebraic Structures** **3 hours**

Prerequisite: MATH 216, 218.

The structure of groups, rings, integral domains, and fields. (Fall, even years)

**MATH 319. Linear Algebra** **3 hours**

Prerequisite: MATH 115, 216.

Finite dimensional vector spaces and the attendant concepts of systems of linear equations, linear transformations, matrices, determinants, eigenvalues and eigenvectors. (Spring, odd years)

**MATH 405. Numerical Analysis** **3 hours**

Prerequisites: MATH 218, 315, and a knowledge of Fortran.

Interpolation and approximation, numerical differentiation and integration, numerical methods of solving algebraic and differential equations, error analysis. (Spring, even years)

**MATH 411, 412. Advanced Calculus** **3,3 hours**

Prerequisite: 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, the Lebesgue integral, Fourier series. (Fall, odd years, and Spring, even years)

**MATH 415. Geometry** **3 hours**

Prerequisite: MATH 115, 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 480. Scientific Writing (W)** **1 hour**

Principles and techniques of writing for news releases, periodicals, and research journals.

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

Prerequisite: Approval by division faculty.

Individual reading and problem solving in a field chosen in consultation with an instructor. (On demand)

(A-2), (W) See pages 20-23 for explanation of General Education requirements.

## PHYSICS

Physics bridges the gap between mathematics and logic on one hand, where absolute certainty can be obtained about abstract ideas, and most of human thinking on the other hand, where only tenuous knowledge exists about the solutions to very real and pressing problems. Physics attempts to obtain progressively more precise solutions to clearly defined problems more and more representative of the real world. This attempt includes modeling, simulation, and control using numerical, analytical, analog, and experimental methods. It not only presents the possibility of a challenging career but also contributes heavily to the life-experience of non-technical people.

The staff is concerned with the preparation of technically-minded students for challenging careers in pure Physics or in Physics applied to other fields. It also attempts to demonstrate to non-technical students the value of using Physics in their areas of interest. It is committed to

exploring with all students the areas where Physics touches on religious and ethical values. Throughout, it makes extensive use of the excellent digital computer facilities at SC.

### BACHELOR OF ARTS DEGREE IN PHYSICS

**Major:** Thirty hours including PHYS 213:214, 310, 317, 318, 480, and CPTR 125 or 130.

### BACHELOR OF SCIENCE DEGREE IN PHYSICS

**Major:** Forty hours including CPTR 125 or 130, and PHYS 480.

**Minor:** Eighteen hours, including six hours upper division. CPTR 130 may be included.

**Teaching Endorsement:** The student must earn a major in the first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

#### Physics

|              |                                  |           |              |
|--------------|----------------------------------|-----------|--------------|
| PHYS 211:212 | General Physics .....            | 6         | hours        |
|              | Physics electives .....          | 8         | hours        |
| PHYS 213:214 | General Physics Laboratory ..... | 2         | hours        |
|              | <b>TOTAL</b>                     | <b>16</b> | <b>hours</b> |

#### General Science

|               |                                       |           |              |
|---------------|---------------------------------------|-----------|--------------|
| BIOL 155, 156 | Foundations of Biology .....          | 8         | hours        |
|               | Chemistry and Physics electives ..... | 8         | hours        |
|               | <b>TOTAL</b>                          | <b>16</b> | <b>hours</b> |

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

#### PHYS 107. 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 observations. Does not apply on major or minor in physics. Two hours lecture, three hours laboratory each week. (Spring)

#### PHYS 155. Descriptive Astronomy: Creation vs. Evolution (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 and radiocarbon age dating. Life on other worlds. Astronomy and the Bible. This course, dealing as it does with the physical aspects of the history of the earth and universe, complements BIOL 325, which deals with the biological aspects. Three hours lecture each week, with the occasional substitution of an observation period. (Spring)

**PHYS 211:212. General Physics (E-3) 3,3 hours**

Prerequisite: MATH 114.

The algebraic and trigonometric treatment of mechanics, heat, sound, light, electricity and magnetism, and "modern physics." Applies on the basic science requirement as a non-laboratory science if taken alone and as a laboratory science if taken with PHYS 213:214. (Fall, Spring)

**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, Spring)

**PHYS 310. Modern Physics 3 hours**

Prerequisite: PHYS 211:212; MATH 115.

Continuation and conclusion of PHYS 211:212. Relativity, atomic structure, nuclear properties and radiations, and wave mechanical calculations in one dimension, and other areas of 20th century physics. Three hours lecture each week. Research experience is available in PHYS 495. (Fall)

**PHYS 311, 312. Extra Hour of General Physics 1,1 hours**

Prerequisites: Concurrent or previous enrollment in PHYS 211:212; and MATH 115.

One class period per week on advanced problems and derivations based upon General Physics. (Fall, Spring)

**PHYS 313. Physical Optics 3 hours**

Prerequisites: PHYS 211:212; MATH 115.

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 495. (Spring)

**PHYS 314. Thermodynamics 3 hours**

Prerequisites: PHYS 211:212; MATH 115.

A systematic introduction to thermodynamics, kinetic theory, and statistical mechanics of solids, liquids, and gases.

**PHYS 317. Issues in Physical Science and Religion I (E-3) 3 hours**

Prerequisite: One year of high school physics or chemistry or one semester of college physics or chemistry.

The extent to which mathematics and the physical sciences are true because

they conform to the real world, or because they are derived from axioms, or both. Non-logical factors in the acceptance of scientific statements as authoritative. (Spring, odd-numbered years)

### **PHYS 318. Issues in Physical Science and Religion II (E-3) 3 hours**

Prerequisites: One year of high school physics or chemistry or one semester of college physics or chemistry.

The argument for the existence of God from design. The relationship of design to comprehensibility and to causality. Causality in the everyday world and on the subatomic scale. Miracles as associated with awe or with the unknown (by determinists), or with boundary conditions (as in solving problems mathematically), or with God's continual upholding of natural process. (Spring, even-numbered years)

### **PHYS 410. Analytic Mechanics 3 hours**

Prerequisites: PHYS 310, MATH 315.

The motion of a particle in gravitational and other classical fields is attacked using the techniques of differential equations. The behavior of systems of particles, solids, and liquids is discussed. Special functions, vector theorems, transforms, and tensors are introduced as needed. (Spring)

### **PHYS 411:412. Electricity and Magnetism 3,3 hours**

Prerequisites: PHYS 310, MATH 315.

Analysis of electrical circuits. Electrostatic and magnetostatic fields, and the motion of charges therein. Maxwell's equations and the consequent prediction of electromagnetic waves. Applications to modern atomic and nuclear theory are stressed. Complex mapping, vector theorems, transforms, and special functions may be used after being introduced or reviewed. Laboratory experience is available in PHYS 495. (Fall, Spring)

### **PHYS 418, 419. Advanced Modern Physics 3,3 hours**

Prerequisites: PHYS 310, 410, and 411:412; MATH 316 and 317. In the event that the student fails to meet these prerequisites, permission of instructor must be obtained.

An advanced treatment of atomic and nuclear physics, elementary particles, wave mechanics, relativity, and other topics on the frontiers of physics. Research experience is available in PHYS 495. (Fall, Spring)

### **PHYS 480. Scientific Writing (W) 1 hour**

Principles and techniques of writing for news releases, periodicals, and research journals. The student must have done some original research of an experimental, computational, theorem-proving or metaphysical (related to PHYS 317, 318) nature before enrolling in this course.

### **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. May be repeated for credit up to six hours. (Fall, Spring)

## EARTH SCIENCE

**ERSC 105. Earth Science (E-3)****3 hours**

A non-mathematical and qualitative introduction, for non-science majors, to the areas of astronomy, geology, and meteorology. Special consideration is given to the following current issues: (1) the environment—conservation and pollution of natural resources; (2) space science—exploration and uses; (3) cosmology—special creation and evolution. (Fall)

**ERSC 106. Earth Science Laboratory (E-3)****1 hour**

Prerequisite: Previous or concurrent enrollment in ERSC 105.  
Laboratory to accompany ERSC 105. (Fall)

## EDUCATION

**EDUC 438. Methods of Teaching Mathematics and Physics 2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the semester. (Spring)

(E-3), (W) See pages 20-23 for explanation of General Education requirements.

## ENGINEERING

Advisor: Robert Moore

Walla Walla College has established an affiliation in engineering with SC whereby the first two years of the engineering program may be taken at SC and the remaining work at Walla Walla College. Students desiring a Bachelor of Science in Engineering degree can choose from three areas of concentration: civil, electrical, mechanical. The WWC engineering program is fully approved by the Accreditation Board for Engineering and Technology, which is the only nationally recognized organization which regularly evaluates professional engineering curricula. The total engineering enrollment consists of approximately 400 students, many of whom are on various SDA college campuses for their first year or two.

In addition to the above professional degree programs, a pre-professional degree program in bioengineering is available.

The following courses are required:

|                            |           |
|----------------------------|-----------|
| Humanities/Social Studies* | 6-9 hours |
| Physical Education         | 2 hours   |
| Religion/Bible*            | 6-9 hours |
| ENGL 101:102               | 6 hours   |
| INDS 149                   | 3 hours   |

# Engineering

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|                                       |             |
|---------------------------------------|-------------|
| MATH 115, 217, 218, 315 .....         | 13-16 hours |
| CHEM 151:152 .....                    | 8 hours     |
| CPTR 218 .....                        | 3 hours     |
| PHYS 211:212; 213:214; 217, 218 ..... | 10 hours    |

The Humanities/Social Studies category includes courses such as art, literature, music, economics, history, behavioral science.

\* Obtain advisor's approval before taking courses in this category.

## **ENGR 211. Engineering Mechanics: Statics** **3 hours**

Prerequisite: MATH 115.

Two and three dimensional equilibria employing vector algebra; friction; centroids and centers of gravity; moments of inertia.

## **ENGR 212. Engineering Mechanics: Dynamics** **3 hours**

Prerequisites: MATH 115; ENGR 211.

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.

## **ENGR 214. Circuit Analysis** **3 hours**

Prerequisites: MATH 115; PHYS 211.

Circuit variables and parameters; Kirchoff's laws and circuit solution; sinusoidal steady-state; phasors and impedance; frequency characteristics; Thevenin's theorem and maximum power theorem; transients and complete response. Laboratory covers basic electrical measurements using DC and AC meters, potentiometers, recorders and bridges.



## DIVISION OF MUSIC

Chairman: Marvin L. Robertson  
J. Bruce Ashton, Orlo Gilbert, Judith Glass,  
Don Runyan, Patricia Silver

The faculty of the Division 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 college student as well as music majors and minors.

The Division of Music offers two baccalaureate degrees, the Bachelor of Music degree in music education and the Bachelor of Arts 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. In addition, 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.

### ADMISSION REQUIREMENTS

Music majors must fulfill all the general admission requirements of the College. 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 chairman of the Division of Music.

### GENERAL REQUIREMENTS

**Functional Piano:** All music majors must pass an examination in functional piano which 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. MUPF 108, 109, and 129 are designed to help the student reach the required level of proficiency.

**Applied Music Credit:** One semester hour of credit will be given for thirteen 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.

**Concert and Recital Attendance:** Full-time music majors are required to attend twelve Division 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 a music ensemble every semester in full-time residence (12 or more hours). During the student teaching semester, students are exempted from this requirement.

**Senior Recital:** The candidate for the Bachelor of Music degree or the Bachelor of Arts degree will present a senior recital. The student must be registered for private instruction while preparing for the senior recital. Upon music faculty approval the senior recital requirement may be partially fulfilled through a conducting or chamber music performance.

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.

### JUNIOR STANDING

Music majors must apply for junior standing at the end of the sophomore year. The requirements for junior standing are as follows:

- a. An overall grade point average of 2.0 for the Bachelor of Arts degree and 2.25 for the Bachelor of Music degree.

- b. A grade point average of 2.5 in all music courses.
- c. Completion of the functional piano requirement.
- d. Completion of MUCT 111:112, 121:122.
- e. Completion of 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 receiving one of the following classifications: (a) Pass, Bachelor of Music; (b) Pass, Bachelor of Arts; (c) Probation; (d) Fail. Junior standing requirements must be met at least two semesters before graduation.

### BACHELOR OF MUSIC CURRICULUM

The Bachelor of Music degree in music education is an NCATE approved degree which meets state and denominational certification requirements. Each student will be responsible to determine the additional courses that may be required for certification in the state of his choice. This information can be obtained at the Office of Records or the Division of Education and Human Sciences.

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)                   | 6 hours   |          |
| 2. Religion: RELT 155, 238                   | 6 hours   |          |
| C. History, Political and Economic Systems   |           | 9 hours  |
| 1. History                                   | 6 hours   |          |
| 2. Political Science and Economics           | 3 hours   |          |
| D. Language, Literature, Fine Arts           |           | 3 hours  |
| 1. Foreign Languages<br>(Intermediate level) | 0-3 hours |          |
| 2. Literature                                | 0-3 hours |          |
| E. Natural Sciences                          |           | 6 hours  |
| 1. Biology                                   | 0-3 hours |          |
| 2. Chemistry                                 | 0-3 hours |          |
| 3. Physics                                   | 0-3 hours |          |
| F. Behavioral, Family, Health Sciences       |           | 2 hours  |
| 1. Health Science: HLED 173                  | 2 hours   |          |
| G. Activity Skills                           |           | 4 hours  |
| 1. Recreational Skills                       | 4 hours   |          |
| TOTAL  |           | 45 hours |

### BACHELOR OF MUSIC DEGREE IN MUSIC EDUCATION

#### Music Core:

|                 |  |                 |
|-----------------|--|-----------------|
| MUCT 111:112    | Music Theory I, II .....                                     | 6 hours         |
| MUCT 121:122    | Aural Theory I, II .....                                     | 2 hours         |
| MUCT 211:212    | Advanced Music Theory III, IV .....                          | 6 hours         |
| MUCT 221:222    | Advanced Aural Theory III, IV .....                          | 2 hours         |
| MUHL 115        | Listening to Music .....                                     | 2 hours         |
| MUHL 314:315    | History of Music .....                                       | 6 hours         |
| MUPF 189        | Concentration (Instrument or Voice) .                        | 8 hours         |
| MUPF 389        | Concentration (Instrument or Voice) .                        | 6 hours         |
| MUPF 129        | Secondary (Instrument or Voice) .....                        | 2 hours         |
| MUPF 477        | Instrumental Conducting Techniques                           | 3 hours         |
| MUPF 478        | Choral Conducting Techniques .....                           | 3 hours         |
|                 | Music Ensembles .....  | 7 hours         |
| MUPF 313 or 413 | Orchestration & Arranging or<br>Analysis of Music Form ..... | <u>3</u> hours  |
|                 | <b>TOTAL</b>   | <b>56 hours</b> |

\*1. Organ majors must take two hours of MUPF 279, *Service Playing*, in lieu of two hours of MUPF 289.

\*2. Piano majors may take two hours of MUPF 378, *Ensemble Experience (Accompanying)*, in lieu of two hours of MUPF 389.

\*3. A student with a special aptitude for conducting or composition may petition the music faculty to substitute up to three hours of MUPF 378 or MUCT 495 for up to three hours of MUPF 389.

#### Choral/School Music Teaching Endorsement: (For vocal majors. May be elected by keyboard majors.)

|                  |   |         |
|------------------|---|---------|
| MUCT 313         | Orchestration and Arranging or<br>MUCT 413 Analysis of Music Form ..  | 3 hours |
| Music Education: | Pedagogy in the applied concentration<br>and two of the following: MUED 136,<br>146, 156, 166, 226, 316, 317, 318 (voice<br>majors must include MUED 226) ..... | 6 hours |

#### Instrumental Teaching Endorsement: (For instrumental majors. May be elected by keyboard majors.)

|                  |   |         |
|------------------|---|---------|
| MUCT 313         | Orchestration and Arranging .....   | 3 hours |
| Music Education: | Three of the following: MUED 136, 146,<br>156, 166, 316, 318. (Keyboard majors<br>must include pedagogy in the applied<br>concentration.) ..... | 6 hours |



**Education Core:** (Before the end of the sophomore year, the student must apply to the Education Department for admission to the Teacher Education Program. Before the end of the junior year, the student must apply to the Education Department for admission to the professional semester.)

|          |   |                |
|----------|---|----------------|
| EDUC 125 | Foundations of Education .....                  | 3 hours        |
| EDUC 134 | Principles of Christian Education ....          | 2 hours        |
| EDUC 217 | Psychological Foundations of<br>Education ..... | 3 hours        |
| EDUC 240 | Education of the Exceptional Student            | 2 hours        |
| EDUC 356 | Tests and Measurements .....                    | 2 hours        |
| EDUC 427 | Current Issues in Education .....               | 2 hours        |
| EDUC 432 | Reading in Secondary School .....               | 2 hours        |
| EDUC 468 | Student Teaching, 7-12 .....                    | <u>6 hours</u> |
|          |   | 22 hours       |

#### MUSIC EDUCATION

|          |                                    |                |
|----------|------------------------------------|----------------|
| MUED 439 | Pre-Student Teaching Seminar ..... | 1 hour         |
| MUED 231 | Music Methods in Elementary School | 2 hours        |
|          | Mat. & Tech. or Ped. ....          | <u>6 hours</u> |
|          |                                    | 9 hours        |

#### BACHELOR OF ARTS DEGREE IN MUSIC

The Bachelor of Arts in music is a non-professional degree designed to give the student a broad understanding of the musical heritage of man.

**Major:** Forty hours including fourteen upper division hours and the following:

|   |          |
|---|----------|
| Music Theory including MUCT 111:112; 121:122;<br>211:212; 221:222 ..... | 19 hours |
| MUHL 115 — Listening to Music .....                                     | 2 hours  |
| MUHL 314:315 — History of Music to 1750/1750 to Present                 | 6 hours  |
| MUPF 189, 389 — Concentration .....                                     | 8 hours  |
| Music Ensembles .....   | 5 hours  |

A student must complete all general education requirements of the College.

The foreign language recommended is either French or German.

**Music Minor:** Eighteen hours including the following:

|   |                |
|---|----------------|
| MUCT 111:112 — Music Theory I and II .....                              | 6 hours        |
| MUHL 115 — Listening to Music .....                                     | 2 hours        |
| MUPF 179 — Concentration .....  | 2 hours        |
| MUPF 477 or 478 — Instrumental or Choral Conducting<br>Techniques ..... | 3 hours        |
| Music Course Electives (including three hours upper<br>division) .....  | <u>5 hours</u> |
|   | 18 hours       |

### 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. (Spring, 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. (Fall, Spring)
- 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. (Fall, Spring)
- MUCT 211:212. Advanced Music Theory III and IV** 3,3 hours  
Prerequisite: 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. (Fall, Spring)
- MUCT 221:222. Advanced 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. (Fall, Spring)
- MUCT 313. Orchestration and Arranging** 3 hours  
Prerequisite: 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. (Spring)
- MUCT 413. Analysis of Music Form** 3 hours  
Prerequisite: 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. (Spring)
- 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 division chairman prior to registration. May be repeated up to a total of three hours. (Fall, Spring, Summer)

## MUSIC HISTORY

**MUHL 115. Listening to Music (D-3) 2 hours**

A course designed to acquaint the student with the major composers, musical styles, and forms from the Baroque era to the present. Two listening periods per week are required. (Fall)

**MUHL 215. Music in the Christian Church (D-3) 2 hours**

An historical survey of music in the Christian Church with particular emphasis on hymnology. (Spring)

**MUHL 314. History of Music to 1750 (D-3), (W) 3 hours**

Prerequisite: MUHL 115, MUCT 111:112, or permission of instructor.

A study of music literature from antiquity to 1750 including cultural backgrounds, development of music form and style, and analysis of representative masterworks from each major period of music history. A unit of non-Western music is also included. Two listening periods per week are required. (Fall: even numbered years)

**MUHL 315. History of Music, 1750 to Present (D-3), (W) 3 hours**

Prerequisite: MUHL 115, MUCT 111:112 or permission of instructor.

A study of music literature from 1750 to the present, including cultural backgrounds, development of music form and style, and analysis of representative masterworks from each major period of music history. Two listening periods per week are required. (Spring: odd numbered years)

## MUSIC EDUCATION

**MUED 136. String Materials and Methods 2 hours**

A study of the stringed instruments, including methods and materials for class and private instruction. Observation of classroom and private instruction is required. (Spring: even numbered years)

**MUED 146. Brass Materials and Methods 2 hours**

A study of tone production, performance techniques, embouchure, fingerings, practical pedagogic technique, and simple repairs. A survey of literature for the instruments and evaluation of teaching methods. Observation of classroom and private instruction is required. (Fall: even numbered years)

**MUED 156. Woodwind Materials and Methods 2 hours**

A study of tone production, embouchure, fingerings, practical pedagogic technique, and simple repairs. A survey of the literature for the instruments and evaluation of teaching methods. Observation of classroom and private instruction is required. (Spring: odd numbered years)

**MUED 166. Percussion Materials and Methods 2 hours**

A study of percussion instruments, including methods and materials for class and private instruction. Observation of classroom and private instruction is required. (Fall: odd numbered years)

**MUED 231. Music Methods in the Elementary School** **2 hours**

Prerequisite: MUCT 100 (or permission of instructor) or MUHL 115.

A course designed to prepare teachers to direct the music activities in the elementary school. The content includes fundamentals, appreciation, singing, playing, and rhythmic activities. Observation and participation in the music program of the elementary school is required. Two hours lecture and one hour laboratory work per week. (Fall, Summer)

**MUED 316. Piano Pedagogy** **2 hours**

Prerequisite: Two hours of MUPF 179 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 is required. (Fall: odd numbered years)

**MUED 317. Voice Pedagogy** **2 hours**

Prerequisite: Two hours of MUPF 179 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 is required. (Spring: odd numbered years)

**MUED 318. Organ Pedagogy** **2 hours**

Prerequisite: Two hours of MUPF 179 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 is 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. (Spring)

## APPLIED MUSIC

**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. (Fall, Spring)

**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, Spring, 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. (Fall, Spring, Summer)

**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. (Fall, Spring)

**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, Spring, 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. (Fall, Spring, 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 vocal problems. Experience in conducting choral 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. (Spring: even numbered years)

Courses MUPF 108, 109, 129, and 329 are open to any student of the College 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, 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 college 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.

Voice majors are required to sing in the Southern College Concert Choir for two years.

Ensembles for which academic credit is granted are organized and sponsored by the members of the music faculty.

**MUPF 148, 348. Chamber Singers (G-1) 1 hour**

A group of sixteen mixed voices which performs choral music appropriate to the Chamber Choir.

**MUPF 158, 358. Die Meistersinger Male Chorus (G-1) 1 hour**

A group of twenty to twenty-four male voices which performs music of all styles and style periods.

**MUPF 168, 368. Southern College Concert Choir (G-1) 1 hour**

A group of fifty to sixty mixed voices 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 division-sponsored vocal activities. This course does not fulfill the music ensemble requirement for music majors. (Fall, Spring)

### INSTRUMENTAL ENSEMBLES

Instrumental ensembles are open to all college 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 concurrently 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. Concert Band (G-1) 1 hour**

(Fall, Spring)

**MUPF 138, 338. Symphony Orchestra (G-1)** 1 hour  
(Fall, Spring)

**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. (Fall, Spring)

**(D-3), (G-1), (W)** See pages 20-23 for explanation of General Education requirements.





# DIVISION OF NATURAL SCIENCE

Chairman: David Steen

## Biology

Carol Bauer  
Edgar Grundset  
Duane Houck  
David Steen  
\*Marcella Woolsey

## Chemistry

Wiley Austin  
Mitchell Thiel  
Steven Warren

The study of the science of Biology and Chemistry constitutes one of the most important fields of learning since it deals with the nature of life itself. The aim of the Division of Natural Science is to offer sufficient courses to supply the needs of those students bound for graduate schools, professional schools, industry, education, or for the more casual interests of students with other majors.

Relative to spiritual values, the following statement reflects the philosophy of the Division of Natural Science.

All true science is but an interpretation of the handwriting of God in the material world. Science brings from her research only fresh evidence of the wisdom and power of God. Rightly understood, both the book of nature and the written word make us acquainted with God by teaching us something of the wise and beneficent laws through which He works.

— Ellen G. White, *Patriarchs and Prophets*, page 599.

## BIOLOGY

A student majoring in Biology should plan his entire program with a member of the Biology staff. The program must meet graduation and general education requirements as outlined elsewhere in this catalog.

### BACHELOR OF ARTS DEGREE IN BIOLOGY

**Major:** Thirty hours including BIOL 155, 156, 316, 325, 408 or 409 or 410, 418 or 419, and 485. Up to three hours of CHEM 323 may apply on a major or minor. Cognate requirement: CHEM 151:152. A course in general physics is highly desirable. A minor in chemistry is recommended.

\* Study Leave

# Biology

## 152

### BACHELOR OF SCIENCE DEGREE IN BIOLOGY

**Major:** Forty hours including BIOL 155, 156, 225, 316, 325, 408 or 409 or 410, 412, 415, 418 or 419, and 485. Up to three hours of CHEM 323 may apply on a major. Cognate requirements: CHEM 151:152; MATH 114 and 215. A course in general physics is highly desirable.

**Minor:** Eighteen hours including BIOL 155, 156 (or equivalent). A course in physiology is strongly recommended. Up to three hours of CHEM 323 may apply on a minor. A minimum of six hours must be in upper division.

**Teaching Endorsement:** The student must earn a major in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

#### Biology

|               |                              |                 |
|---------------|------------------------------|-----------------|
| BIOL 155, 156 | Foundations of Biology ..... | 8 hours         |
|               | Biology electives .....      | <u>8 hours</u>  |
|               | <b>TOTAL</b>                 | <b>16 hours</b> |

#### General Science

|               |                                       |                 |
|---------------|---------------------------------------|-----------------|
| BIOL 155, 156 | Foundations of Biology .....          | 8 hours         |
|               | Chemistry and Physics electives ..... | <u>8 hours</u>  |
|               | <b>TOTAL</b>                          | <b>16 hours</b> |

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

#### Sample First Year Schedule:

|               |                        | <u>1st Sem.</u> | <u>2nd Sem.</u> |
|---------------|------------------------|-----------------|-----------------|
| BIOL 155, 156 | Foundations of Biology | 4               | 4               |
| CHEM 151,152  | General Chemistry*     | 4               | 4               |
| ENGL 101, 102 | College Composition    | 3               | 3               |
| MATH 114      | Elementary Functions   |                 | 4               |
| RELT          | Religion Elective      | 3               |                 |
|               | Elective               | <u>2</u>        | <u>1</u>        |
|               |                        | 16              | 16              |

\*Refer to General Chemistry prerequisites.

#### AGRI 100. Science of Gardening (G-2)

**3 hours**

Scientific principles of plant growth with emphasis on food crops. Various aspects of gardening culture emphasized are requirements for plant growth, soil building, crop nutrition, identification and control of diseases and insects, and plant propagation. Two hours lecture and three hours laboratory. (Fall, Spring)

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

This is 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. Three lectures each week. Does not apply on a major or minor. (Fall, Spring, Summer)

**BIOL 104. Principles of Biology Lab (E-1) 1 hour**

Prerequisites: Previous or concurrent enrollment in BIOL 103.

Laboratory exercises designed to illustrate the principles learned in BIOL 103. Three hours of laboratory each week. Does not apply on a major or minor. (Fall, Spring, Summer)

**BIOL 105:106. Anatomy and Physiology (E-1) 3,3 hours**

A study of the fundamentals of human anatomy and physiology. Two lectures and one laboratory period each week. Does not apply on a major. (Fall, Spring, Summer)

**BIOL 125. Basic Microbiology (E-1) 3 hours**

A study of the principles of microbiology, various types of microorganisms and their relation to health and disease. Two lectures and one laboratory period each week. Does not apply on major. (Fall, Spring, Summer)

**BIOL 155:156. General Biology (E-1) 4,4 hours**

This is an introductory course in biology open to all college students. The course is designed to give the non-science student a modern treatment of the fundamental processes of plant and animal life as well as to provide a satisfactory basis upon which a biology major may build. Three lectures and one laboratory period each week. (Fall, Spring)

**BIOL 225. General Microbiology 4 hours**

Prerequisite: BIOL 156 or equivalent.

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 laboratory period each week. (Spring)

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

This very relevant course introduces the student to the very complex interlocking environmental problems facing us today. Beginning with basic ecological principles, the course goes on to examine population dynamics, energy utilization, resource consumption and the various forms of pollution. These issues are all discussed in terms of a balanced and rational ecological approach. Three lectures each week. (Spring, even years)

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

See BIOL 495.

**BIOL 313. Embryology 3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

An introduction to the development of the vertebrate animal with emphasis on the development of the chick. Two lectures and one laboratory period each week. (Fall)

### **BIOL 314. Ornithology (E-1)**

**3 hours**

Prerequisite: BIOL 103, or 156 or consent of instructor.

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 a small additional charge to help cover transportation. (Spring)

### **BIOL 315. Parasitology (W)**

**3 hours**

Prerequisite: BIOL 156 or consent of instructor.

A general survey of the more important parasites of man and domestic animals. Two lectures and one laboratory period each week. (Fall)

### **BIOL 316. Genetics**

**3 hours**

Prerequisite: BIOL 125 or 155, or consent of instructor.

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

### **BIOL 317. Ecology**

**3 hours**

Prerequisite: BIOL 156 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 laboratory period each week. (Spring, odd years)

### **BIOL 318. Ichthyology**

**3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

A systematic study of the fishes found in the local area, with a survey of the fishes of other waters. Two lectures and one laboratory period each week. (Taught every third year)

### **BIOL 319. Herpetology**

**3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

A systematic study of amphibians and reptiles of the local area, with a survey of amphibians and reptiles of other areas. Two lectures and one laboratory period each week. (Taught every third year)

### **BIOL 325. Issues of Natural Science and Religion (E-1), (W) 3 hours**

A survey of the theories of origins and the extent of variations among animals today. Special attention is given to the factual basis for the theories of special creation and evolution. Credit can be applied toward either a Biology or a Religion major or minor. Three lectures each week. (Fall)

**BIOL 408, 409, 410. Systematic Field Botany I, II, III** 3,3,3 hours

Prerequisite: BIOL 156 or consent of instructor.

A study of plants in their natural environment, emphasizing their distinctive characteristics as a basis for identification and classification. Topics included in the three courses are as follows: Fall semester (BIOL 408)—Fall flowering plants, ferns, trees, and fleshy fungi; Spring semester (BIOL 409)—Spring flowering plants, mosses, tree identification by twigs and bark; Summer term (BIOL 410)—Summer flowering plants locally and in the mountains. Two lectures and one field trip or laboratory period each week. (Fall, Spring, Summer)

**BIOL 411. Mammalogy** 3 hours

Prerequisites: BIOL 155, 156 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. Two lectures and one laboratory each week. (Taught every third year)

**BIOL 412. Cell Biology** 3 hours

Prerequisites: BIOL 155, 156; 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 155, 156, 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 each week. (Spring, even years)

**BIOL 415. Comparative Anatomy** 3 hours

Prerequisite: BIOL 155, 156 or consent of instructor.

A comparison of the anatomy of the various organ systems of vertebrates. The dogfish shark, mud puppy, cat, and/or fetal pig are used for laboratory study. Two lectures and one laboratory period each week. (Spring, even years)

**BIOL 417. Animal Histology** 3 hours

Prerequisite: BIOL 155, 156 or consent of instructor.

A descriptive study of normal tissues, including those of man. The microscopic identification and characteristics of stained section is emphasized in the laboratory. One lecture and two laboratory periods each week. (Spring, odd years)

**BIOL 418. Animal Physiology** 3 hours

Prerequisite: BIOL 106, 156, or equivalent and CHEM 151:152 or equivalent.

A study of the principles of animal function with special attention to man. Two lectures and one laboratory period each week. (Spring)

**BIOL 419. Plant Physiology** 3 hours

Prerequisite: BIOL 155, 156 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 laboratory period each week. (Spring, odd years)

### **BIOL 485. Biology Seminar (W)**

**1 hour**

Open to Biology majors or minors only or with approval of Biology staff. 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 Division Chairman. (Fall or Spring)

### **BIOL 295/495. Directed Study**

**1-3 hours**

Prerequisite: BIOL 155, 156 or equivalent.

BIOL 495 open to Biology majors or minors only.

Designed for the student who wishes to do private study or research or for a group of students who wish a special course not listed in the regular offerings. Examples: entamology, economic botany, animal behavior, etc. Content and method of study must be arranged for prior to registration. (Fall or Spring)

## **EDUCATION**

### **EDUC 438. Methods of Teaching Biology**

**2 hours**

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. Four lectures each week of the first half of the second semester during the senior year. (Spring)

(E-1), (G-2), (W) See pages 20-23 for explanation of General Education requirements.

## **CHEMISTRY**

### **BACHELOR OF ARTS DEGREE IN CHEMISTRY**

**Major:** Thirty hours including CHEM 151:152, 311:312, 313:314, 315, 321, 485 or 497. CHEM 411:412, 413:414 may be substituted for CHEM 315, 321, and CHEM 497 may be substituted for CHEM 485. The first course in Calculus is a cognate requirement. CPTR 125 or 131 is strongly recommended.

### **BACHELOR OF SCIENCE DEGREE IN CHEMISTRY**

**Major:** Forty hours including CHEM 151:152, 311:312, 313:314, 315, 321, 325, 411, 412, 413, 414, 485, and 497 are required. Cognate requirements are: PHYS 211:212, 213:214, MATH 115, 217 or 315, CPTR 125 or 131. German or French is highly recommended. This course of study is designed for the professional chemist.

One of the following may be applied on the major for either the B.A. or the B.S.: an upper division physics course (except PHYS 317 or 318), or PHYS 217 or 218.

**General Education Requirements:** The general education requirements for the above programs are listed elsewhere in this catalog.

**Minor:** Eighteen hours, six of which must be upper division.

**Teaching Endorsement:** The student must earn a major in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

### Chemistry

|              |                           |    |       |
|--------------|---------------------------|----|-------|
| CHEM 151:152 | General Chemistry .....   | 8  | hours |
|              | Chemistry electives ..... | 8  | hours |
|              | TOTAL                     | 16 | hours |

### General Science

|               |                                       |    |       |
|---------------|---------------------------------------|----|-------|
| BIOL 155, 156 | Foundations of Biology .....          | 8  | hours |
|               | Chemistry and Physics electives ..... | 8  | hours |
|               | TOTAL                                 | 16 | hours |

The student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

### CHEM 103. Pre-General Chemistry 2 hours

Basic concepts in chemistry and mathematics as needed to begin General Chemistry. Two hours of lecture each week. Does not apply on a minor or major. Taught second semester only. (Spring)

### CHEM 111:112. Survey of Chemistry (E-2) 3,3 hours

Prerequisite: A course in high school algebra. A minimum Mathematics ACT score of 12 or a minimum grade of "C" in MATH 099 are required.

A survey course designed to familiarize the student with the basic principles of inorganic, organic and biochemistry. Three hours of lecture each week. Does not apply to a major or minor. (Fall, Spring, Summer)

### CHEM 113:114. Survey of Chemistry Laboratory (E-2) 1,1 hours

Prerequisite: Previous or concurrent enrollment in CHEM 111:112.

Laboratory material designed to illustrate the material in lectures of CHEM 111:112. Three hours of laboratory each week. Does not apply on a major or minor. (Fall, Spring)

### CHEM 151:152. General Chemistry (E-2) 4,4 hours

Prerequisites: High school chemistry and mathematics through Intermediate Algebra or Pre-General Chemistry.

An introduction to the fundamental laws and accepted theories along with applications to the various fields of chemistry. Three hours of lecture and three hours of laboratory each week. (Fall, Spring)

**CHEM 201:202. Concepts of Biochemistry (E-2) 3,3 hours**

Prerequisite: CHEM 103 or successful completion of a high school chemistry course.

A review of basic chemistry and an introduction to the fundamental biochemistry of the body with emphasis on physiological chemistry. Three hours of lecture each week. Does not apply towards a major or minor. (Fall, Spring)

**CHEM 311:312. Organic Chemistry 3,3 hours**

Prerequisite: CHEM 151:152 or its equivalent.

A study of the aliphatic and aromatic compounds of carbon and their reactions. Three hours of lecture each week. (Fall, Spring)

**CHEM 313:314. Organic Chemistry Laboratory 1,1 hours**

Prerequisite: Previous or concurrent enrollment in CHEM 311:312.

Laboratory material designed to illustrate the material in lectures of CHEM 311:312. Four hours of laboratory each week. (Fall, Spring)

**CHEM 315. Analytical Chemistry 4 hours**

Prerequisite: CHEM 151:152.

A study of equilibria as it applies to analytical chemistry. Techniques of determinations, sampling, handling of data, and the detailed chemistry involved is studied in terms of quantitative determinations. Three hours of lecture and three hours of laboratory each week. (Fall)

**CHEM 321. Instrumental Analysis 4 hours**

Prerequisite: CHEM 315.

A study of the theories, techniques and instruments involved in spectrometry, chromatography, electrochemistry and radiochemistry. Three lectures and one laboratory session per week. (Spring)

**CHEM 323. Biochemistry 4 hours**

Prerequisite: CHEM 311:312.

The materials, mechanisms, and end products of the processes of life under normal and pathological conditions are studied. Four hours of lecture each week. (Spring)

**CHEM 325. Organic Qualitative Analysis 2 or 3 hours**

Prerequisite: CHEM 311:312; 313:314.

Application of solubility principles, classification reactions, and the preparation of derivatives for the identification of both pure compounds and mixtures. Two hours of lecture for nine weeks, and three or six hours of laboratory each week. Offered on sufficient demand. (Fall)

**CHEM 333. Advanced Inorganic Chemistry 3 hours**

Prerequisite: CHEM 151:152.



A systematic discussion of the elements including a study of coordination compounds, noble gases, and the current bonding theories. Three hours of lecture each week. (Fall, odd years)

**CHEM 411. Physical Chemistry** **3 hours**

Prerequisites: CHEM 151:152; CPTR 125 or 218; PHYS 211:212; MATH 115.

A study of gases, kinetic theory, liquids, solids, and thermodynamics. Three hours of lecture each week. Taught alternate years. (Fall, even years)

**CHEM 412. Physical Chemistry** **3 hours**

Prerequisite: CHEM 411.

A study of electrochemistry and conductivity, reaction kinetics, molecular structure, nuclear chemistry, absorption and colloids. Three hours of lecture each week. Taught alternate years. (Spring, odd years)

**CHEM 413, 414. Physical Chemistry Laboratory** **1,1 hours**

Prerequisites: CHEM 315, also CHEM 411, 412 must be taken concurrently or previously.

Experiments chosen to illustrate material in CHEM 411, 412. One laboratory period each week. (Fall, Spring)

**CHEM 485. Chemistry Seminar (W)** **1 hour**

Prerequisite: CHEM 311:312.

Written and oral reports are made on specific topics in the chemistry field. To be taken in the junior or senior year. (Fall)

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

Prerequisite: CHEM 151:152.

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. (Fall, Spring)

**CHEM 497. Introduction to Research (W)** **1 to 2 hours**

Prerequisite: 20 hours of chemistry or permission of the instructor.

Individual research under the direction of the members of the staff. Problems are assigned according to the experience and interest of the student. Prior to registration, two semesters before graduation, students are urged to contact all chemistry staff members with respect to choice of available problems. Should be taken not later than the first semester of the senior year. (Fall, Spring)

## EDUCATION

**EDUC 438. Methods of Teaching Chemistry** **2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year. (Spring)

# Allied Health Professions

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Taught on the Orlando Campus

CHEM 203. Concepts of Biochemistry

4 hours

(E-2), (W) See pages 20-23 for explanation of General Education requirements.

## ASSOCIATE DEGREE PROGRAMS IN ALLIED HEALTH PROFESSIONS

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

General Education requirements for the Associate of Science degree are listed on pp. 21-24 of the Catalog. General education requirements for admission to professional schools at Loma Linda University are summarized as follows. For specific requirements, consult pp. 180-189 of this Catalog or the appropriate Bulletin for the professional school of your choice.

|              |  |                  |
|--------------|--|------------------|
| ENGL 101:102 | College Composition .....                | 6 hours          |
|              | Religion/Bible .....                     | 9 hours          |
|              | Speech .....                             | 2-3 hours        |
|              | Humanities*                              |                  |
|              | (including Speech) .....                 | total 8-12 hours |
|              | Social Sciences* .....                   | total 8-12 hours |
|              | electives and general education to total |                  |
|              | 64 semester hours                        |                  |

\* Specific options in these areas listed in College Catalog and in Bulletins for professional schools. Some of these requirements may be met by required professional courses.

There are seven emphases in the Allied Health Professions degree: pre-Dental Hygiene, pre-Dietetics, pre-Medical Record Administration, pre-Occupational Therapy, pre-Physical Therapy, pre-Radiology Technology, and pre-Respiratory Therapy. Requirements for each are given below.

### PRE-DENTAL HYGIENE

Advisor: Carol Bauer

|              |                              |         |
|--------------|------------------------------|---------|
| BIOL 105:106 | Anatomy and Physiology ..... | 6 hours |
|--------------|------------------------------|---------|

# Allied Health Professions

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|              |                               |                 |
|--------------|-------------------------------|-----------------|
| BIOL 125     | Microbiology .....            | 3 hours         |
| CHEM 111:112 | Survey of Chemistry .....     | 6 hours         |
| CHEM 113:114 | Survey of Chemistry Lab. .... | 2 hours         |
| PSYC 124     | Intro to Psychology .....     | 3 hours         |
| SOCI 125     | Intro to Sociology .....      | <u>3</u> hours  |
|              | <b>TOTAL</b>                  | <b>23 hours</b> |

## PRE-DIETETICS

Advisor:

|              |   |                      |
|--------------|---|----------------------|
| MATH 104     | Intermediate Algebra .....  | 3 hours              |
| FDNT 125     | Nutrition .....   | 3 hours              |
| FDNT 126     | Foods .....   | 2 hours              |
| FDNT 127     | Food Preparation .....  | 1 hour               |
| FDNT 317     | Meal Management .....   | 3 hours              |
| ACCT 103     | College Accounting .....  | 3 hours              |
| ECON 213     | Survey of Economics .....   | 3 hours              |
| BIOL 105:106 | Anatomy and Physiology .....  | 6 hours              |
|              | (BIOL 105 may be waived if ACT in<br>Nat. Sci. is high enough and with<br>approval of advisor)                            |                      |
| BIOL 125     | Microbiology .....  | 3 hours              |
| CHEM 111:112 | Survey of Chemistry .....   | 6 hours              |
| CHEM 113:114 | Survey of Chemistry Lab. ....   | 2 hours              |
|              | (those planning on graduate work in<br>nutrition or dietetics should take<br>CHEM 151:152, CHEM 311:312,<br>and CHEM 323) |                      |
| PSYC 124     | Introduction to Psychology .....  | 3 hours              |
| SOCI 125     | Introduction to Sociology .....   | 3 hours              |
|              | (students applying to AU should take<br>Psychology OR Sociology and<br>should include CPTR 125 Intro. to<br>Computers)    |                      |
|              | <b>TOTAL</b>  | <b>41 (38) hours</b> |

## PRE-MEDICAL RECORDS ADMINISTRATION

Advisor: Joyce Cotham

|              |                                  |         |
|--------------|----------------------------------|---------|
| BIOL 105:106 | Anatomy and Physiology .....     | 6 hours |
| MATH 104     | Intermediate Algebra .....       | 3 hours |
| PSYC 124     | Introduction to Psychology ..... | 3 hours |
| SECR 315     | Business Communications .....    | 3 hours |

# Allied Health Professions

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|              |  |                    |
|--------------|--|--------------------|
| BIOL 155:156 | Foundations of Biology RECOMMENDED. (A full sequence of science may be substituted.) | 6-8 hours          |
|              | Typing proficiency of 50 wpm for 10 minutes  | 0-5 hours          |
|              | <b>TOTAL</b>   | <b>21-28 hours</b> |

## PRE-OCCUPATIONAL THERAPY

Advisor: Carol Bauer

|              |   |                 |
|--------------|---|-----------------|
| INDS 154     | Woodworking .....   | 4 hours         |
| INDS 155     | Creative Crafts .....   | 2 hours         |
| ART 235      | Ceramics I .....  | 3 hours         |
| BIOL 105:106 | Anatomy and Physiology .....  | 6 hours         |
| BIOL 125     | Microbiology .....  | 3 hours         |
| CHEM 111:112 | Survey of Chemistry .....   | 6 hours         |
| CHEM 113:114 | Survey of Chemistry Lab .....   | 2 hours         |
|              | (a full sequence of physics or math may be substituted for chemistry; e.g., PHYS 211:212 or MATH 114 and 115) |                 |
| PHYS 124     | Introduction to Psychology .....  | 3 hours         |
| PSYC 128     | Developmental Psychology .....  | 3 hours         |
| SOCI 125     | Introduction to Sociology .....   | 3 hours         |
|              | <b>TOTAL</b>  | <b>35 hours</b> |

## PRE-PHYSICAL THERAPY

Advisor: Carol Bauer

|              |  |                 |
|--------------|--|-----------------|
| PHYS 107     | Introduction to Physics .....                              | 3 hours         |
| BIOL 105:106 | Anatomy and Physiology .....                               | 6 hours         |
|              | (BIOL 155:156 Found. of Biology 8 hrs. may be substituted) |                 |
| BIOL 125     | Microbiology .....   | 3 hours         |
| CHEM 111:112 | Survey of Chemistry .....                                  | 6 hours         |
| CHEM 113:114 | Survey of Chemistry Lab. ....                              | 2 hours         |
| PSYC 124     | Introduction to Psychology .....                           | 3 hours         |
| PSYC 128     | Developmental Psychology .....                             | 3 hours         |
|              | <b>TOTAL</b>   | <b>26 hours</b> |

## PRE-RADIOLOGY TECHNOLOGY\*

Advisor: Henry Kuhlman

|              |                               |         |
|--------------|-------------------------------|---------|
| PHYS 107     | Introduction to Physics ..... | 3 hours |
| BIOL 105:106 | Anatomy and Physiology .....  | 6 hours |

|              |                                  |          |
|--------------|----------------------------------|----------|
| CHEM 111:112 | Survey of Chemistry .....        | 6 hours  |
| CHEM 113:114 | Survey of Chemistry Lab. ....    | 2 hours  |
| MATH 104     | Intermediate Algebra .....       | 3 hours  |
| PSYC 124     | Introduction to Psychology ..... | 3 hours  |
|              | OR SOCI 125 Intro. to Sociology  |          |
|              | <b>TOTAL</b>                     | 23 hours |

## PRE-RESPIRATORY THERAPY\*

Advisor: Carol Bauer

|              |   |          |
|--------------|---|----------|
| PHYS 107     | Introduction to Physics .....                       | 3 hours  |
| BIOL 105:106 | Anatomy and Physiology .....                        | 6 hours  |
|              | (BIOL 155:156 Found. of Biology may be substituted) |          |
| BIOL 125     | Microbiology .....                                  | 3 hours  |
| CHEM 111:112 | Survey of Chemistry .....                           | 6 hours  |
| CHEM 113:114 | Survey of Chemistry Lab. ....                       | 2 hours  |
| MATH 104     | Intermediate Algebra .....                          | 3 hours  |
| PSYC 124     | Introduction to Psychology .....                    | 3 hours  |
|              | (SOCI 125 Intro. to Sociology may be substituted)   |          |
|              | <b>TOTAL</b>  | 26 hours |

\* Admission to professional programs in Radiology Technology and Respiratory Therapy require 32 semester hours of prerequisites. If the student chose this option, he would not receive an A.S. degree from SC.

## MEDICAL SCIENCE

Southern College will confer a Bachelor of Science Degree in Medical Science upon students not already in possession of a bachelor's degree who satisfy the following two conditions:

1. Complete 93 semester hours in an accredited undergraduate college program of which at least the last 30 were taken in residence at Southern College and at least 12 of which are at the upper division level.
2. 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 should be made to the Director of Records.

### MEDICAL TECHNOLOGY

Advisor: Henry Kuhlman

This program, leading to a bachelor of science degree with a major in medical technology, consists of three years of prescribed study at Southern College 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. Hospital programs affiliated with Southern College include Erlanger Memorial Hospital, Florida Hospital, Hinsdale Sanitarium and Hospital, and Kettering Medical Center. Internship in other CAHEA-accredited programs requires prior college approval.

Acquiring this degree in medical technology 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 College is designed to meet the requirements of the College and of the Committee on Allied Health Education and Accreditation (CAHEA). Affiliated hospitals 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 his courses to fulfill the requirements of the College and the hospital program.

During the fall semester of the third year, students must apply for admission to an affiliated hospital-based medical technology program. Acceptance of the individual student to the senior year program is determined by the hospital. To be eligible for admission, a student must complete all of the college course requirements prior to beginning the senior year. The over-all grade point average must be acceptable to the college for graduation. Most hospital programs do not accept students with less than a 2.75 cumulative average on a 4.0 system. Although hospital acceptances are granted during the junior year, they are conditional, pending satisfactory completion of the stated admission criteria.

Written information about each of the affiliated hospital-based medical technology programs is available through the college medical technology adviser. The student should be aware that acceptance criteria, pre-clinical course requirements, application procedures, tuition for the senior year, and program formats may vary at each affiliated hospital.

Candidates for the Bachelor of Science degree from Southern College with a major in medical technology must complete the following requirements:

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 ..... 42

\*BIOL including 225, 155, 156, 315 ..... 16

\*CHEM including 151, 152, 311, 313 ..... 16

CPTR 125 or 131 ..... 3

MATH 114 ..... 4

BUAD 334 ..... 3

\* These must be courses which could apply to a Biology or Chemistry major.

GENERAL EDUCATION REQUIREMENTS ..... 35

A. 1. ENGL 101, 102 ..... 6  
2. (See Cognates)

B. Religion ..... 9

C. History, Political Science, and Economics ..... 6

D. Language, Literature and Fine Arts ..... 6

E. (See Cognates)

F. Behavioral, Family or Health Sciences ..... 3

G. Activity Skills ..... 5

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

ELECTIVES ..... 14

Recommendations include:

BIOL 316, 415, 417, 418

CHEM 312, 314, 315, 321, 323, 324

MATH 215

PHYS 211, 212, 213, 214

TOTAL PRE-CLINICAL CREDIT HOURS ..... 93

HOSPITAL CLINICAL (SENIOR) YEAR ..... Variable

Individual affiliated 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 affiliate programs include:

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

### 2+2 MEDICAL TECHNOLOGY PROGRAM

The 2+2 ladder program in medical technology permits an individual possessing an associate degree from an accredited college plus certification as a medical laboratory technician [MLT (ASCP) or CLT (NCA)] to earn a baccalaureate degree in medical technology without duplicating previous work. For this program, students spend their junior year at Southern College completing general education and science requirements. They spend their senior year at Kettering Medical Center in Dayton, Ohio, studying advanced topics in clinical laboratory science.



# DIVISION OF NURSING

Chairman: Catherine Knarr

Collegedale: Colleen Barrow, Ruby Birch, Susan Davidson, Betty Garver, Dorothy Giacomozzi, Leona Gulley, Dorothy Hooper, Lorella Howard, Shirley Howard, Bonnie Hunt, Beth Jedamski, Marie Krall, Katie Lamb, Nancy Malin, Caroline McArthur, Charlene Robertson, Patricia Rushing, Lola Scoggins, Donna Spurlock, Elvie Swinson, Nancy Thiel, Brenda Thoresen, David Twombly.

Orlando: Flora Adams, Nancy Crist, Caryll Dormer, Flora Flood, Ruth Haller, Rhonda Lizzi, Johanna Neubrandner, Marsha Rauch, Hazel Rice, Sylvia Skantz, Deborah Stephens, Cheryl Thompson, Lois Thompson, Erma Webb, Marlene Young.

## PHILOSOPHY

God is the One in whom we live and move and have our being. In the beginning when God created man in His image it was His purpose that man should throughout his life ever more fully reveal the image of his Creator. But sin brought about in man feelings of distrust of his fellow-man and of God, and a great sense of personal insecurity. Sin also weakened his physical powers, lessened his psychosocial capacity, and dimmed his spiritual vision. Man then became subject to various health problems. Those health problems have created a need for intervention from the health-related professions.

Nursing as a health profession is a progressive science and art, utilizing knowledge from many physical and psychosocial disciplines in assisting individuals and groups to solve health problems. While nursing shares with other health care providers the goals of maintaining and promoting optimal health, it is unique in that it provides for the activities of daily living through its nurturing role and coordinates the health care according to observations of behavioral response of the patient/client. Nursing also includes preventive and creative roles in meeting the needs of the whole individual. The nurse can most effectively fill these roles through a consistent relationship with Christ which enables the nurse to assist others to live, move, and have being (Acts 17:28).

As the roles of the nurse have become more complex, the differentiation of responsibilities of nurses has created a need for nursing personnel with different levels of preparation. The implication for nursing education is that it must provide curricula to educate a clearly defined practitioner on each level of practice. To meet this need, students in the



articulated baccalaureate program receive an associate of science degree after the second year with the option to halt their education or continue upper division nursing. The person who exits at this level will primarily provide nurturing and coordinating aspects of nursing in a circumscribed setting. This nurse will apply the nursing process in assessing the level of wellness of the patient/client using predetermined criteria and techniques, will plan and implement predetermined interventions, and will function in predetermined leadership roles. These roles will include management of care for groups of patient/clients and direction of auxiliary personnel.

In a variety of settings the baccalaureate graduate will provide preventive, creative, coordinative, and collaborative aspects of nursing. The nurse practicing at this level will act as a change agent utilizing the research orientation to the nursing process which includes the systematic gathering of data, considering alternatives, implementing predetermined and/or creative interventions, evaluating outcomes, and assuming accountability for actions. On completion of the program the graduate will have competence in a variety of practice settings and beginning expertise in at least one area. The graduate will be equipped to move quickly into beginning leadership roles and will have the theory and practice base in behavioral and physical sciences for graduate study in nursing.

#### **DESCRIPTION OF PROGRAM**

The articulated program leads to a baccalaureate degree in nursing with the option to exit at the associate degree level. The holders of an associate degree from a state approved program in nursing may progress into upper division nursing. Licensed diploma graduates will be evaluated on an individual basis.

The curriculum in the lower division leads to an Associate of Science degree in nursing which may be completed in two academic years, plus summer courses. At this time the student is eligible to write state board examinations to become a registered nurse.

A well-equipped learning center and skills laboratory are provided to assist students in learning experiences. One semester of both lower and upper division is spent on an extension campus.

#### **COLLEGEDALE-BASED ASSOCIATE AND BACCALAUREATE PROGRAMS**

The students are based on the Collegedale campus with one semester of both lower and upper division spent on the Florida extension campus.

The curriculum in the upper division provides the student an in-depth study in clinical nursing in addition to prescribed courses. All students will be required to participate in validation procedures designed to evaluate and improve the individual student and the program of study.

A new class begins in lower division each semester with a limited size of 70 students due to available clinical facilities and teachers. The upper division class is not limited in size and a new class is admitted each semester.

### CONSORTIUM BACCALAUREATE PROGRAM

The program enables registered nurses employed on a full-time basis at a member hospital to obtain a baccalaureate degree on a part-time basis. All upper division nursing classes are offered in the evening. One course is offered each fall and winter semester and one course during a summer session for a given group.

Admission and progression criteria are the same as the campus-based baccalaureate program with the following exceptions:

1. Math requirement: Math requirement is waived for RN/BS students.
2. Residence requirements: The requirement that the last thirty (30) semester hours must be taken in residence has been adjusted to allow the consortium students to take general education courses, with the exception of Christian Ethics, at another college concurrently with clinical nursing courses.
3. Transfer work: Seventy-four (74) semester hours from a junior college is allowed which will include 68 hours for the equivalent of an Associate Degree plus six semester hours of Biochemistry.
4. Religion: Three hours are permitted to be taken at a local college or university. Three hours Christian Ethics must be taken at Southern College.
5. Writing courses: Only two writing emphasis courses rather than three will be required.

### POLICIES

Students who are admitted to the Division of Nursing are considered adequately mature to realize the importance of accepting personal responsibility for their learning and professional behavior.

The Division of Nursing Student Handbook contains the policies of the division. Each student contracts to abide by the regulations as outlined. The faculty reserves the right to withdraw or revise policies as deemed necessary. The Orlando- and Collegedale-based programs are governed by the same policies.

Because regular tuition charges and fees cannot cover the total cost of nursing education, an additional fee is charged as a "Nursing Education Fee" each semester to help offset the cost (see bulletin section Student Financial Information, Special Fees and Charges).

## ACCREDITATION

The program in nursing is fully accredited by the Board of Review for Baccalaureate and Higher Degree Programs and Associate of Science Degree Programs of the National League for Nursing. It is accredited by the National League for Nursing to admit registered nurse students to the curriculum. It is recognized by the Board of Regents of the Department of Education of the General Conference of Seventh-day Adventists, and it is approved by the Tennessee Board of Nursing.

## BACHELOR OF SCIENCE DEGREE IN NURSING

**Major:** Thirty-three hours for the Bachelor of Science degree after completion of the Associate of Science degree at SC or the equivalent\* including NRSG 325, 327, 335, 394, 425, 484, 485. Required cognates: RELT 373, CHEM 201, 202, BHSF 215 and three hours upper-division Behavioral Science. General education requirements include an additional three hours Area B, three hours Area C or D, three hours Area D, and elective credit to make a total of 127 semester hours of which 40 hours are upper division.

\*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. If an Area C-1 course was not included in the associate degree program, however, it must be taken in fulfillment of the Bachelor of Science degree general education requirements of "3 hours Area C or D." A maximum of 72 semester hours will be accepted from a junior college.

## ASSOCIATE OF SCIENCE DEGREE IN NURSING

Collegedale-based Program:

**Major:** Thirty-five hours for the Associate of Science degree including NRSG 105, 116, 117, 215, 216, 217, 218, 223. Required cognates: BIOL 105, 106, 125, PSYC 128, SOCI 125, FDNT 125. General education courses for Areas A, B, C, E, and F are the same as for the other disciplines of the College. Students are exempt from general education courses for Areas D and G. A total of 68 semester hours is required for the Associate of Science degree.

## LOWER DIVISION ADMISSION AND PROGRESSION REQUIREMENTS

Admission and progression requirements are the same for both Collegedale- and Orlando-based programs. Minimum requirements for admission to the clinical area of the Division of Nursing are listed below. The final decision on acceptance and continuation in nursing is made by the Division of Nursing. Declaration as a nursing major is not the equivalent of acceptance to the Division of Nursing.

1. Acceptance to Southern College and hold a diploma from a four-year accredited high school or the equivalent.
2. High school grade point average of 2.50\* minimum on solids (math, science, English, history, foreign language).
3. A grade of "C" or better in each semester of high school chemistry. A student who does not meet the high school chemistry requirement may remove this deficiency by taking CHEM 111 and earning a "C" or better.
4. Minimum ACT standard score of 17 in English and composite.
5. A student who does not meet the high school grade point average or ACT requirements may take a minimum of twelve semester college hours in required courses leading to nursing, with a current and cumulative grade point average of at least 2.50\* before being considered for clinical nursing courses.
6. No more than two courses may be repeated. Only one may be a nursing course.
7. A grade of at least C (2.00) is required in each nursing course for progression and/or graduation. A grade of at least "C-" is required in each nursing cognate with a minimum cumulative grade point average of at least 2.25\* in the cognates for admission and progression in nursing. (Cognate courses are Anatomy and Physiology, Nutrition, Developmental Psychology, Microbiology, Sociology, and Introduction to Psychology [for Orlando-based program only]).
8. A cumulative grade point average of at least 2.25 is required in nursing and in the cognates for graduation.
9. Students with previous college work must have a minimum current and cumulative grade point average of 2.50\* before being considered for clinical nursing courses.
10. Students whose native language is other than English must achieve at least 90 on the Michigan English Proficiency Test or its equivalent.
11. Students are required to demonstrate satisfactory performance on standardized tests. Remedial work and/or delay in progression in the program will be required if performance level is not achieved.
12. Following application to the Nursing Admissions Committee, transfer students from another major or another college will be evaluated individually and accepted on a space available basis.
13. Any cognate course taken off campus during the time the student is enrolled at Southern College (school year or summer) must be approved by the Nursing Progressions Committee.
14. The applicant must show evidence of physical, mental, and moral fitness. Further references or information may be required regard-

\*On a 4.00 scale

ing character, attitude, or coping ability in case of a question in these areas.

15. A licensed practical nurse or ex-Army medic may challenge Basic Nursing I, NRSG 105. Arrangements to challenge must be made with the coordinator of the first year of the program. Challenge involves clinical and theory evaluation.

The following should be sent to the Director of Admissions by March 1 for the fall class and by October 15 for the winter class: (1) application to the College, (2) application to the Division of Nursing, (3) transcripts, (4) ACT scores. The fall class usually fills by the end of May. Students who for various reasons are not able to complete a semester or do not progress with their class, cannot be assured placement in their choice of subsequent class.

### CURRICULUM (First and Second Year)

The Division of Nursing reserves the right to withdraw or revise courses as deemed necessary. All hour values are in semester hours. Completion of these requirements leads to an Associate of Science degree and eligibility to sit for state board examinations.

### COLLEGEDALE-BASED PROGRAM

#### Number of Hours Required:

Nursing 35

Behavioral Science 6

Natural Science 12

General Education 15

#### Sample Sequence:

|            |                          | 1st<br>Sem | 2nd<br>Sem |
|------------|--------------------------|------------|------------|
| Summer     |                          |            |            |
| BIOL 105   | Anatomy                  | <u>3</u>   |            |
| First Year |                          |            |            |
| BIOL 106   | Physiology               | 3          |            |
| PSYC 128   | Developmental Psychology |            | 3*         |
| FDNT 125   | Nutrition                | 3          |            |
| NRSG 105   | Basic Nursing I          | 5          |            |
| NRSG 116   | Basic Nursing II         |            | 5**        |
| NRSG 117   | Basic Nursing II         |            | 5**        |
| ENGL 101   | College Composition      | 3          |            |
| RELT       | Religion                 | 3*         |            |
| ENGL 102   | College Composition      |            | <u>3*</u>  |
|            | TOTAL                    | 17         | 16         |
| Summer     |                          |            |            |
| NRSG 215   | Basic Nursing III        | <u>4</u>   |            |

# Nursing

## 174

### Second Year

|           |                   |    |    |
|-----------|-------------------|----|----|
| BIOL 125  | Microbiology      | 3  |    |
| RELT      | Religion          |    | 3  |
| NRSNG 216 | Basic Nursing III | 4  |    |
| NRSNG 217 | Basic Nursing III | 4  |    |
| NRSNG 218 | Basic Nursing IV  |    | 7  |
| SOCI 125  | Sociology         | 3  |    |
| HIST      | (Area C-1)***     |    | 3  |
| NRSNG 223 | Nursing Seminar   |    | 1  |
|           | TOTAL             | 14 | 14 |

\*Offered on both Collegedale and Orlando campuses.

\*\*Offered only on the Orlando campus.

\*\*\*If World History not taken in high school, must be HIST 174 or 175.

### **NRSNG 050. Nursing Therial Course (non-credit) 6 hours**

This course is designed to review and consolidate theoretical and clinical components of the first two years of the nursing program. The experiences focus upon medical-surgical, obstetrical, mental health, and the nursing of children. The student is expected to perform satisfactorily on examinations and in the clinical area following each rotation. Failure to meet the requirements in any rotation results in termination from the nursing program.

### **NRSNG 105. Basic Nursing I: Foundations 5 hours**

Prerequisite: Chemistry (high school or equivalent).

Co-requisites: FDNT 125, BIOL 106.

This course is an introduction to the physical, psychosocial, and spiritual aspects of health care. The student develops an understanding of the roles of the nurse, utilizes the nursing process, and acquires basic nursing skills common to all areas of nursing with an emphasis on gerontology (three hours theory, two hours clinical). (Fall, Spring)

### **NRSNG 116. Basic Nursing II: Medical-Surgical 5 hours**

Prerequisite: BIOL 105, FDNT 125, NRSNG 105.

Must meet college math requirements.

This course provides students with the theory and practice of nursing in dealing with selected basic needs of adults at different points on the wellness-illness continuum. This includes focusing on the aged, individuals experiencing surgical intervention, and those with selected medical-surgical problems. The nursing process is utilized to promote physical, psychosocial, and spiritual health, intervene in illness, and assist in rehabilitation (two and three-fourths hours theory, two and one-fourth hours clinical). (Fall, Spring)

### **NRSNG 117. Basic Nursing II: The Childbearing Family 5 hours**

Prerequisite: BIOL 105, FDNT 125, NRSNG 105.

Must meet college math requirements.

This course provides nursing students with theory and practice in the care of childbearing families. This includes promoting physical, psychosocial, and spiritual health of expectant mothers and their infants before, during, and immediately following delivery, utilizing the nursing process (three hours theory, two hours clinical). (Fall, Spring)



**NRSG 215. Basic Nursing III: Parent-Child** **4 hours**

Prerequisite: PSYC 128; NRSG 116, 117; BIOL 106.

Co-requisite: BIOL 125.

This course provides nursing students with the theory and practice of family-centered care of children at different points on the wellness-illness continuum (two and three-fourths hours theory, one and one-fourth hours clinical). (Fall, Spring, Summer)

**NRSG 216. Basic Nursing III: Medical-Surgical** **4 hours**

Prerequisite: NRSG 116, 117; BIOL 106, PSYC 128.

Co-requisite: BIOL 125.

This course provides students with the theory and practice of nursing in continuing to deal with selected basic needs of adults at different points on the wellness-illness continuum. This includes focusing on nursing process as applied to individuals who are experiencing interferences of the cardiovascular and endocrine system; promoting physical, psychosocial, and spiritual health; intervening in illness; and assisting in rehabilitation. Two and one-fourth hours theory, one and three-fourths hours clinical. (Fall, Spring, Summer)

**NRSG 217. Basic Nursing III: Mental-Health** **4 hours**

Prerequisites: NRSG 116, 117; BIOL 106, PSYC 128.

Co-requisite: BIOL 125.

This course provides students with the opportunity to utilize the nursing process in intervening with clients throughout the life span with emphasis on specific psychosocial needs at different points on the wellness-illness continuum (2½ hours theory, 1½ hour clinical). (Fall, Spring, Summer)

**NRSG 218. Basic Nursing IV: Medical-Surgical** **7 hours**

Prerequisite: BIOL 125, NRSG 215, 216, 217.

This course provides students with the theory and practice of utilizing the nursing process in dealing with complex needs related to psychosocial, physical, and spiritual aspects of individuals who have medical-surgical interferences. The impact of historical events and current trends upon the future of nursing is considered as well as the problems and responsibilities of the registered nurse. The student is introduced to leadership concepts (three hours theory, four hours clinical). (Fall, Spring)

**NRSG 223. Nursing Seminar** **1 hour**

This course is designed to aid the student in validating and consolidating previous learning experiences. The seminar will include intensive review of all areas of nursing. A series of comprehensive examinations will be given at the culmination of the seminar. The student must perform at a pre-specified level on each area of the comprehensive examination. If a student fails to achieve this level, a grade of "I" or incomplete will be given for the course. Removal of this "I" will necessitate the student's successful completion of the non-credit remedial course NRSG 050 which includes clinical and theoretical components from all areas of nursing. Examinations during the remedial course will monitor a student's continued progress in the Division of Nursing.

### UPPER DIVISION ADMISSION AND PROGRESSION REQUIREMENTS

Minimum requirements for admission to upper division nursing are listed below. The final decision on acceptance and continuation in nursing is made by the Division of Nursing. Declaration as a nursing major is not the equivalent of acceptance to the Division of Nursing.

1. Acceptance to Southern College.
2. Minimum grade point average of 2.25 for lower division courses in nursing.
3. Minimum cumulative grade point average of 2.25 with no grade below "C-" for lower division cognate courses.
4. Students whose native language is other than English must pass an English proficiency test. If the student fails the English proficiency test, he must take remedial work in written and spoken English and repeat the proficiency test with a passing grade before entering nursing.
5. Students are required to demonstrate satisfactory performance on standardized tests. Remedial work will be required if performance level is not achieved.
6. Following application to the Nursing Admissions Committee, transfer students from another major or another college will be evaluated individually and assisted in fitting into the program.
7. Any cognate course taken off campus during the time the student is enrolled at Southern College (school year or summer) must be approved by the Nursing Progression Committee.
8. The applicant must show evidence of moral, physical, social, and intellectual maturity. Further references or information may be required regarding character, attitude, or coping ability in case of a question in these areas.
9. Students will maintain a current CPR certificate throughout their upper division program.
10. Eligibility for Licensure:

Applicants to be considered for admission to junior standing in nursing must either have a current license to practice as a registered nurse in the U.S. or, if a new graduate or foreign student, must be eligible to sit for state boards. A student must pass state board examinations before registering for senior clinical nursing courses.

11. Experience:
  - A. Student 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 twelve months will be exempt from the work requirement.

- B. Student 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).
12. Nursing Credit:
  - A. Associate Degree Graduate.

Graduates of a state approved associate degree nursing program will have met nursing requirements for the first two years of the program.
  - B. Diploma Graduate.

Graduates of a state approved diploma program will be evaluated on an individual basis. A maximum of thirty-five semester hours of nursing credit may be given which is equal to the requirements of the first two years of nursing at Southern College.
13. General Education and Cognates:
  - 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, including history and mathematics requirements. (If an Area C-1 course was not included in the associate degree program, it must be taken in fulfillment of the Bachelor of Science degree general education requirements of "3 hours Area C or D.")
  - B. Diploma Graduate.
    1. Credit is acceptable for courses comparable to those required at Southern College if received from an accredited senior or junior college or by examination according to the policy stated in the bulletin.
    2. All cognates for the first two years must be completed before entering junior nursing courses. General education requirements may be taken concurrently.
14. Progression:
  - A. No more than two courses may be repeated. Only one may be a nursing course.
  - B. A grade of at least C (2.00) is required in each nursing course for progression and graduation. A grade of at least "C-" is required in each nursing cognate with a minimum cumulative



**NRSG 325. Advanced and Pathologic Principles of Human Physiology** 4 hours

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 patient/client. Four hours theory. Arranged as needed for Consortium students only. (Fall)

**NRSG 327. Nursing Assessment** 4 hours

Prerequisite: Junior standing in nursing.

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. Two and one-half hours theory, one and one-half hours clinical. Arranged as needed for Consortium students only. (Fall, Spring)

**NRSG 335. Community Health Nursing** 6 hours

A course which includes concepts and practice of the nursing process with emphasis on moving individuals, families, and communities toward their optimal level of functioning on the wellness-illness continuum. This course combines community and mental health concepts (three hours theory, three hours clinical). (Fall, Spring)

**NRSG 346. Community Health Nursing** 3 hours

A course which includes concepts of community health, with emphasis on community assessment and working with groups. (two hours theory, one hour clinical). (Fall, arranged as needed, for Consortium students only)

**NRSG 347. Community Health Nursing** 3 hours

Prerequisite: NRSG 346.

A course which includes concepts and practice of the nursing process with emphasis on moving individuals, families and communities toward their optimal levels of functioning on the wellness-illness continuum. This course combines community and mental health concepts (one hour theory, two hours clinical). (Spring, arranged as needed, for Consortium students only)

**NRSG 394. Nursing Research Methods (W)** 3 hours

Prerequisites: Junior standing in nursing.

Pre- or co-requisite: BHSF 215.

Scientific methods of inquiry are applied to nursing problems including framework for practice, principles of data treatment, and analysis. The student plans a mini-research project. The course is designed to give the student the concepts, methods, and tools for intelligent participation in and application of research and evaluation. In addition to the research component, this course orients the student to the goals and philosophy of professional practice. Four hours theory. Arranged as needed for Consortium students only. (Spring)

### **NRSR 425. Advanced Nursing Concepts** **5 hours**

Prerequisites: All junior level nursing courses and cognates.

This course teaches the process of conceptualization. It provides part of the theory base for the nursing elective and explores in-depth concepts, including the principles of administration, management and education. Current issues facing the professional baccalaureate nurse are explored. Each student is required to develop and present concepts in order to gain experience in applying and integrating his knowledge and demonstrate his understanding. Students are expected and encouraged to make clinical and scholastic application of course content in their nursing practice. Five hours theory. (Fall, Spring—Orlando; Arranged as needed for Consortium students only—Collegedale)

### **NRSR 484. Advanced Nursing Practice I** **(Primary Care with Research Component) (W)** **5 hours**

Pre- or co-requisite: NRSR 425.

This course provides opportunity for the student to select an area of specialized interest in which to develop a broader scope of clinical competence. The choices of clinical areas may be limited due to the number of students in the semester. The scientific method of inquiry will be utilized in conducting a research project (one hour theory, four hours clinical). (Fall, Spring—Orlando) (Arranged as needed for Consortium students only—Collegedale)

### **NRSR 485. Advanced Nursing Practice II** **(Management With Research Component)** **5 hours**

Prerequisite: NRSR 484

Pre- or co-requisite: NRSR 425.

This course provides the opportunity for the student to use independent judgment in developing clinical competence and management skills. This goal will be accomplished primarily through the leadership modes of research, management and administrative experiences in selected clinical areas. One hour theory, four hours clinical. (Fall, Spring—Orlando; Arranged as needed for Consortium students only)

### **NRSR 295/495. Directed Study** **1-3 hours**

Prerequisite: Approval of division chairman.

Individual study in an area of choice shall be worked out with the department 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.

(W) See pages 20-23 for explanation of General Education requirements.

## **THE ORLANDO CENTER**

Southern College of Seventh-day Adventists, Orlando Center

711 Lake Estelle Drive, Orlando, FL 32803

College — (305) 898-5881

Dormitory — (305) 896-3666

### General Information

Southern College of Seventh-day Adventists offers at its Orlando Center an alternative to its main campus nursing program. It is administered by three on-campus personnel: a vice president, an associate chairman for the nursing division and a resident hall director. The program at the Orlando Center is dedicated to the same Seventh-day Adventist ideals and philosophies that guide the main campus. Like the main campus, the Orlando Center employs professionally trained, high quality staff members. Presently only nursing and general education classes are offered, and these are all part of the two degree programs at the center: an Associate in Science in Nursing and the Bachelor of Science in Nursing. The latter is a part-time program primarily for employees of Florida Hospital who want to upgrade their degree. The National League for Nursing accreditation status of the main campus applies fully to the Orlando Center. The Center has approval from the Florida State Board of Nursing and the Florida State Board of Independent Colleges.

### Facilities

All facilities normally associated with the education and training of nurses are available at the Orlando Center. The College's main building houses on the ground floor the administrative and teachers' offices, the library, a skills lab and a large classroom; on the second and third floors the residence hall. Other classrooms, lab facilities, the cafeteria, and recreation areas are located in the immediate vicinity. Clinical experience is available mainly at the Florida Hospital which is located in close proximity to the main building of the college.

### Financial Information

Tuition charges and residence hall rates are the same as on the main campus and are listed, along with other applicable financial policies, in the appropriate section of the catalog. Financial aid is available on the same basis at the Orlando Center as on the main campus. All charges for tuition and room rent are paid to the main campus office. Jobs are available at the Orlando Center to help students defray the cost of their education.

### Student Services

*Residence Hall Living.* Located on the campus of Florida Hospital and overlooking beautiful Lake Estelle, the residence hall provides a place for students to enjoy meeting life with capability and equanimity. Students who take at least three semester hours of work may live in the residence hall or annex. A more autonomous lifestyle is possible in the annex. No obligation is assumed by Southern College for married student housing.

*Student Association.* The Student Association, through its elected

officers, provides an active social life for the campus. Students are also appointed to serve on several staff and nursing committees.

**Campus Chaplain.** Orlando Center residents enjoy the association of a campus chaplain who ministers to the needs of the students in church-related activities such as Friday evening vespers, worships in the residence hall and Christian fellowship organizations.

**Guidance and Counseling.** Students who desire assistance and counseling in any area of social, academic or personal problems have available the services of a qualified counselor.

**Health Service.** Health service is made available to the student through the Family Practice Center of Florida Hospital. The college assists the students by paying up to 50% of the deductible amount of the insurance coverage provided by the college.

**Cafeteria.** Students enjoy the cafeteria and snack bar located at Florida Hospital. Meal charges are placed on the student's monthly statement. There is no minimum charge.

Cultural Activities and recreational facilities of the greater Orlando area, the Florida Hospital and local educational institutions, the students may enjoy a wide range of programs designed to enrich their growth in these areas.

### **Admissions and Progression for Associate Degree Program**

Students are admitted to and based at the Orlando Center for the entire program. One class limited to 40 students, is admitted each fall semester of the academic year.

Admission and Progression requirements are the same as for the nursing program based in Collegedale (see pages 170 to 172 of this bulletin) with the following exceptions:

1. All application forms and materials are sent to the Orlando Center.
2. The student who successfully challenges Basic Nursing I will be accepted to begin nursing courses in January (spring semester) on a space available basis.
3. Students may transfer between the Orlando Campus program and the Collegedale program with special permission only.
4. Students who withdraw in good standing are eligible to return on a space available basis only.
5. Applications, transcripts from high school, other colleges (if applicable) and all other supporting documents must be received by March 1 for the fall class. Please send to:  
Admissions and Records  
Southern College of Seventh-day Adventists  
Division of Nursing  
711 Lake Estelle Drive  
Orlando, FL 32803
6. Applicants will be notified of acceptance by April 1.



7. Completed medical and dental forms must be received one month prior to enrolling in the first clinical nursing course. This is because a health clearance is necessary before beginning care of patients.

The philosophy and objectives for the nursing program are the same as the Collegedale-based program (see section on nursing, pages 167 to 168). Identical courses are required in both programs with the exception that an additional course, Introduction to Psychology, PSYC 124, is required at the Orlando Center because of a requirement by the Florida State Board of Nursing. Thus 71 hours are required for graduation rather than the 68 required of nursing students at Collegedale. Other graduation requirements are identical. All diplomas are issued from the main campus.

Applicants wishing to attend general education courses only will be admitted to these classes on a space available basis.

## ASSOCIATE OF SCIENCE DEGREE IN NURSING

### Orlando-based Program:

**Major:** Thirty-five hours for the Associate of Science degree including NRSN 105, 116, 117, 215, 216, 217, 218, 223. Required cognates: BIOL 105, 106, 125, PSYC 124, 128, SOCI 125, FDNT 125. General education requirements: Area A, B, C, E, and F as required for other disciplines of the College. Students are exempt from general education requirements for Areas D and G. A total of 71 semester hours is required for the Associate of Science degree.

## CURRICULUM (First and Second Year)

The Division of Nursing reserves the right to withdraw or revise courses as deemed necessary. All hour values are in semester hours. Completion of these requirements leads to an Associate of Science degree and eligibility to sit for state board examinations.

### ORLANDO-BASED PROGRAM

#### Number of Hours Required:

Nursing 35

Behavioral Science 9

Natural Science 12

General Education 15

**Pre-entrance Requirements:** BIOL 105 and PSYC 124 are required prior to admission to the fall semester nursing classes either by transfer credit or course credit at Southern College, Orlando campus.

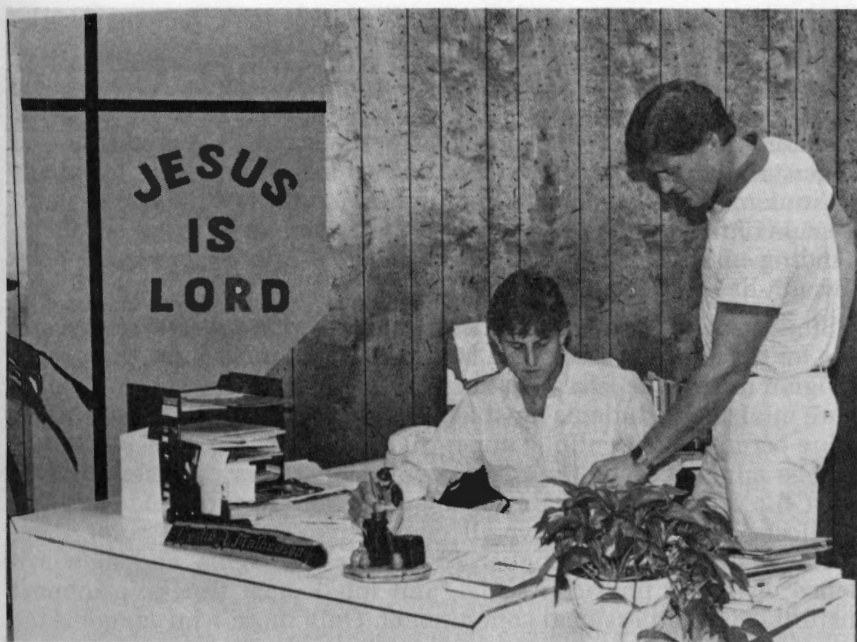
## Sample Sequence:

|                    |                            | 1st Sem   | 2nd Sem   |
|--------------------|----------------------------|-----------|-----------|
| <b>Summer</b>      |                            |           |           |
| BIOL 105           | Anatomy                    | 3         |           |
| PSYC 124           | Introduction to Psychology | 3         |           |
|                    | <b>TOTAL</b>               | <u>6</u>  |           |
| <b>First Year</b>  |                            |           |           |
| BIOL 106           | Physiology                 | 3         |           |
| ENGL 101           | College Composition        | 3         |           |
| FDNT 125           | Nutrition                  | 3         |           |
| NRSNG 105          | Basic Nursing I            | 5         |           |
| NRSNG 116          | Basic Nursing II           |           | 5         |
| NRSNG 117          | Basic Nursing II           |           | 5         |
| PSYC 128           | Developmental Psychology   |           | 3         |
| RELT 125           | Religion                   |           | 3         |
|                    | <b>TOTAL</b>               | <u>14</u> | <u>16</u> |
| <b>Summer</b>      |                            |           |           |
| NRSNG 217          | Basic Nursing III          | 4         |           |
| SOCI 125           | Introduction to Sociology  | 3         |           |
|                    | <b>TOTAL</b>               | <u>7</u>  |           |
| <b>Second Year</b> |                            |           |           |
| BIOL 125           | Microbiology               | 3         |           |
| ENGL 102           | College Composition        | 3         |           |
| NRSNG 215          | Basic Nursing III          | 4         |           |
| NRSNG 216          | Basic Nursing III          | 4         |           |
| NRSNG 218          | Basic Nursing IV           |           | 7         |
| NRSNG 223          | Nursing Seminar            |           | 1         |
| RELT               | Religion                   |           | 3         |
| HIST               | Area C-1*                  |           | 3         |
|                    | <b>TOTAL</b>               | <u>14</u> | <u>14</u> |

\*If World History not taken in high school, must be HIST 174 or 175.

## Admission and Progression for the Bachelor of Science Program

For information about this part-time program, contact the Associate Chairman of the Nursing Division, 711 Lake Estelle Dr., Orlando, FL 32803.



## **DIVISION OF RELIGION**

**Chairman: Gordon Hyde**

**Douglas Bennett, Jack Blanco, Jerry Gladson,  
Norman Gulley, Ronald Springett, Edwin Zackrison**

The Division of Religion offers one major with several minors to provide for the diversified interests and ambitions of students. The Bachelor of Arts degree in Religion serves candidates for the ministry of the Seventh-day Adventist Church, providing the undergraduate academic preparation for the Theological Seminary of Andrews University, Berrien Springs, Michigan. The Bachelor of Arts degree in Religion is also a suitable degree for students who may be preparing to serve as secondary teachers, Bible instructors, chaplain's assistants, and for those who may be preparing for various other professions, such as medicine, dentistry, and law. All majors must arrange their programs with a teacher in the Division of Religion and have that program approved by the division. Each program will be individualized for the student and approval will be granted on the following considerations: first, evidence of a program having both balance and diversity; second, the needs of each student professionally and individually must be con-

sidered; and third, all general education and major requirements must be fulfilled.

Beyond these considerations, the division is also endeavoring to help both the major and non-major students develop a personal religious life in commitment and service as well as to enhance their appreciation and understanding of God as Creator and Redeemer. It also seeks to enlarge the student's appreciation and comprehension of the Bible as the infallible rule of faith and practice for the Christian and to foster an understanding of and a loyalty to the mission of this college and of the Seventh-day Adventist Church.

Students who wish to be admitted to the religion program in preparation for the ministry must file a formal application with the Division of Religion during the first semester of their sophomore year. All sophomore ministerial students must take a battery of vocational tests before being permitted to continue upper division work. The time for the test will be announced by the department. Upper class transfer students must file an application during the first semester in residence. The applicant must have an overall cumulative 2.25 grade point, demonstrate competence in English communication skills, and show evidence of moral, physical, social, and intellectual fitness, emotional maturity, and professional commitment. Only those who complete the requirements will be recommended by the division as prospective ministerial employees, and those students who plan to attend Andrews University must have a cumulative GPA at the time of graduation of no less than 2.50.

Religion majors are required to attend professional chapels. If at any time after being admitted to the ministerial program, students provide evidence of failing to live up to the stated criteria listed, they may be dropped from the major. The criteria for admission to the ministerial training program may be obtained from the Division of Religion.

### BACHELOR OF ARTS DEGREE IN RELIGION

**Major:** Thirty hours to include RELB 125, 345, 346, 425, 426, 435, 436; RELT 138, 225, 255, 373, 484. Additional requirements for the Ministerial Tracks and Teacher Education Track are as follows:

**Ministerial Track — Non-Seminary:** A Practical Theology minor and the following cognate courses: HIST 364, 365; SPCH 135; RELL 271, 272.

**Teacher Education Track:** Professional and general education courses as outlined in the Educational section of the catalog and a minor of the student's choice. EDUC 438, Special Methods of Teaching Bible, must be included.

The Division of Religion strongly recommends that ministerial students choose the seminary track. The Division further recommends that

they broaden their professional training by selecting the following courses to fulfill general education requirements: PSYC 128 (F-1); BUAD 128 (F-2); SOCI 223 (F-2); CPTR 120 (G-2); and the following as electives: ACCT 121; BUAD 334, 344; INDS 175, 177, 264.

Directed field education provided by the Division of Religion is required of ministerial students. Participation in these experiences, which are designed to enhance professional development, is necessary in order for the student to be granted a ministerial recommendation by the Division. The four-year curriculum in field education is as follows:

|           |                             |
|-----------|-----------------------------|
| Freshman  | Campus Ministries           |
| Sophomore | New Testament Witnessing    |
| Junior    | Church Ministries           |
| Senior    | Bible Studies and Preaching |

An evangelism field school is conducted under the auspices of the Division each summer and offers up to five hours of academic credit. Additional programs for individual students and student teams may be available by approval of the Division to accommodate requests from the conferences of the Southern Union Conference. Satisfactory prior arrangements must be made with the Division of Religion.

Details concerning the field school and the associated programs and application forms for these programs are available through the Division of Religion.

**Minor—Religion.** Eighteen hours including six upper division hours and RELT 138, 255. No more than one course may be selected from the following: RELT 317, 318, 325.

**Minor—Biblical Languages.** Eighteen hours including RELL 271, 272, 311, 312, 471, 472.

**Minor—Practical Theology.** Eighteen hours including RELB 236; RELP 321, 322, 351, 352, 455; SPCH 136, EDUC 133.

**Teaching Endorsement:** The student must earn a major in the first teaching field. He may add denominational certification in Religion by taking the following minor. RELT 138, 255, and 12 hours selected from the following: RELB 125, 236, 345, 346, 425, 426, 435, 436.

Students seeking state certification only must take 12 hours selected from the following: RELB 125, 345, 346, 368, 425, 426, 435, 436. Note that RELB 236 will not be accepted by the state for certification and RELB 368 will not be accepted by the denomination.

Students who wish to obtain teacher certification must apply to the Department of Education and Human Science before the end of their sophomore year to be admitted to the teacher education program and before the end of their junior year to be admitted to the professional education semester.

### BIBLICAL STUDIES

- RELB 125. Life and Teachings of Jesus I (B-1)** **3 hours**  
A study of the life, ministry, and teachings of Jesus with special emphasis upon His teachings as they apply to the personal, social, and religious problems of the individual. (Fall, Spring)
- RELB 236. Biblical Interpretation (B-1)** **2 hours**  
An introduction to the theory and practice of biblical exegesis and hermeneutics. Designed to enrich anyone wishing to learn how to read and understand the Scriptures, the course will focus on the nature of the biblical text, available resources for interpretation, and the proper procedures involved in adequate exegesis. Some consideration will also be given to the interpretation of the writings of Ellen G. White. (Fall, Spring)
- RELB 345. Pentateuch and Writings (B-1)** **2 hours**  
An introduction to the Pentateuch and Writings, the first and third major divisions of the Old Testament. Attention will be given to the structure, theme, theological content, and historical setting of this literature. (Fall, Summer)
- RELB 346. Old Testament Prophets (B-1)** **2 hours**  
An introduction to the Prophets, the second major division of the Old Testament. Attention will be given to the structure, theme, theological content, and historical setting of this literature. (Spring, Summer)
- RELB 425. Studies in Daniel (B-1)** **2 hours**  
Recommended: HIST 174, 175.  
A study of selected historical and prophetic portions of Daniel to discover their meaning and relevance for today. (Fall, Spring)
- RELB 426. Studies in Revelation (B-1)** **2 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. (Fall, Spring, Summer)
- RELB 435. Pauline Epistles I (B-1)** **2 hours**  
An introduction to and exegetical survey of the following epistles: 1 and 2 Thessalonians, 1 and 2 Corinthians, and Galatians. Includes a background survey of the book of Acts. (Fall, Summer)
- RELB 436. Pauline Epistles II (B-1)** **2 hours**  
An introduction to and exegetical survey of Romans, Prison, and Pastoral epistles, and Hebrews. (Spring, Summer)

### RELIGION

- RELT 138. Adventist Heritage (B-2)** **3 hours**  
A study of the worldwide advent emphasis of the early nineteenth century

and the subsequent development of the Seventh-day Adventist Church and faith, and of the contributory role played by the spiritual gift of prophecy in its development. (Fall, Spring, Summer)

**RELT 225. Last-Day Events (B-2) 3 hours**

Prerequisite: One college Biblical Studies or Religion course.

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. (Fall, Spring, Summer)

**RELT 255. Christian Beliefs (B-2) 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 faith. (Fall, Spring, Summer)

**RELT 317. Issues in Physical Science and Religion (B-2) 3 hours**

(See Division of Mathematical Sciences PHYS 317.)

**RELT 318. Issues in Physical Science and Religion II (B-2) 3 hours**

(See Division of Mathematical Sciences PHYS 318.)

**RELT 325. Issues in Natural Science and Religion (B-2) 3 hours**

(See Division of Natural Science listings, BIOL 325.)

**RELT 326. Sanctuary and Atonement (B-2), (W) 3 hours**

The study of the underlying principles of the plan of salvation as revealed in the sanctuary services of the Old Testament. (Spring)

**RELT 339. Selected Studies in Religion (B-2) 3 hours**

This course is designed to provide an exposure to a wide range of religious studies dealing with vital issues, theological areas, and biblical studies. The subject will change each semester and it may be repeated once for credit. Open to all students. (Spring)

**RELT 367. Philosophy of Religion (B-2) 3 hours**

A study of the basic concepts of religion from a philosophical viewpoint. Attention will be given to such major questions as religious experience, reason and faith, theism and atheism, religious language, and the problem of evil. (Spring)

**RELT 368. Comparative Religions (B-2) 3 hours**

Theological study of the major Christian and non-Christian religions of the world, including a survey of the history and the distinctive characteristics of each. (Fall, Spring)

**RELT 373. Christian Ethics (B-2) 3 hours**

An introductory course in the study of ethical methodology. This course surveys a number of approaches to discovering and implementing an ethical

norm. These norms are applied to current personal and social issues relevant to the student. (Fall, Spring)

**RELT 484. Christian Theology (B-2), (W) 3 hours**

An introduction to the theological method with (1) general application to the fundamental beliefs of the Seventh-day Adventist Church, and (2) particular study of Christology and Pneumatology. (Fall, Spring)

**RELT 295/495. Directed Study (B-2) 1-3 hours**

This course is limited to Religion and Theology majors and must be approved by the chairman of the Division of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. (Fall, Spring, Summer)

### PRACTICAL THEOLOGY

**RELP 127. Student Missions Orientation 1-2 hours**

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 course is required by the General Conference of Seventh-day Adventists for those under appointment as student missionaries. (Spring)

**RELP 321. Homiletics I 2 hours**

Prerequisite: SPCH 135.

An introduction to sermon development and delivery. Attention will be given to the sermon structure and the preparation of biographical and topical sermons. Opportunity will be given to preach and analyze sermons. One lecture and two laboratories each week. *To be taken in the junior year.* (Fall)

**RELP 322. Homiletics II 3 hours**

Prerequisites: SPCH 135 and RELP 321.

Expository, textual, and evangelistic sermon types will be considered. One field trip will be required. Opportunity will be provided to develop proficiency in preaching. One class lecture and two laboratories each week. *To be taken in the junior year.* (Spring)

**RELP 351. Pastoral Ministry I 2 hours**

This course will introduce the future minister to the holy vocation of ministry, to the denominational structure, to the church manual, and to his various administrative responsibilities. (Fall)

**RELP 352. Pastoral Ministry II 2 hours**

A study of the pastor's work as it relates to the local congregation, the community, and to the Seventh-day Adventist denomination. Attention will be given to the various services in the ministry of a local pastor. (Spring)

**RELP 455. Personal and Public Evangelism 3 hours**

A study of principles and successful methods employed in soul-winning. Attention will be given to concepts and methods from personal to large group evangelism. (Fall, Summer)



## BIBLICAL LANGUAGES

**RELL 271:272. Elements of New Testament Greek (D-1) 4,4 hours**

A study of the grammar and syntax of the vernacular koine Greek of New Testament times, with readings in the epistles of John. Laboratory work required. (Fall, Spring)

**RELL 311:312. Intermediate New Testament Greek (D-1) 3,3 hours**

A course in advanced studies, grammar, and syntax of koine Greek with translation of readings from the Gospel of John, the Synoptics, and the Pauline Epistles. (Fall, Spring)

**RELL 471:472. Biblical Hebrew (D-1) 2,2 hours**

A foundation course for pastors in the grammar, syntax, and lexicography of classical Hebrew, with an emphasis on reading skills. Selections from the Hebrew Bible will be studied. Laboratory work required. (471, Fall; 472, Spring)

## EDUCATION

**EDUC 438. Methods of Teaching Bible 2 hours**

Prerequisite: Admission to Teacher Education. EDUC 133.

Attention is given to methods and materials of instruction, planning, testing and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year. (Spring)

(B-1), (B-2), (D-1), (W) See pages 20-23 for explanation of General Education requirements.

## SELF/SUPPORTING WORK

**OCED 204. Principles of Self-Supporting Work 2 hours**

The objectives of this course are to set forth principles from the Spirit of Prophecy; review the history and successes and failures of self-supporting institutions; study plans and methods of operation and set before the student the needs and call for active involvement as lay members to help finish the work of the church. (Fall)

**OCED 206. Christian Salesmanship 2 hours**

To teach the psychology, techniques and methods of selling Christian literature.

## COLLEGE WITHIN A COLLEGE

The Student Association administers a program of mini-courses called College Within a College. The courses are two contact hours in length and cover a variety of subjects. One semester hour of credit will be awarded upon completion of twenty such mini-courses. A maximum of four semester hours of elective credit will be awarded through this program. Consult the Student Association College Within a College Bulletin concerning courses, times, and costs.

## NON-DEGREE PRE-PROFESSIONAL PROGRAMS

Pre-professional and pre-technical curricula are offered in a wide variety of fields. Below are listed the curricula most frequently chosen. If other pre-professional 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

Advisor: Katie Lamb

Registered nurses who are comfortable working in critical care areas may be interested in becoming 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 Bulletin for the Loma Linda University School of Allied Health Professions and/or the Nursing Department.

### DENTISTRY

Advisor:

Because of competition for admission to schools of Dentistry, most applicants have completed a four-year college degree rather than the required minimum of two years of college.

Successful applicants to Dental School must make satisfactory scores on the Dental Admissions Test in addition to meeting G.P.A. and personal qualifications. For a reasonable chance of admission to Loma Linda, it is recommended that the student maintain a minimum G.P.A. of 3.0 in both science and non-science courses. Satisfactory performance on the Dental Dexterity Test is also required.

The following courses must be included to meet the minimum requirements for admissions to the Loma Linda University School of Dentistry:

|                                      |          |
|--------------------------------------|----------|
| BIOL 155, 156 .....                  | 8 hours  |
| BUAD 344 .....                       | 3 hours  |
| CHEM 151:152, 311:312, 313:314 ..... | 16 hours |
| ENGL 101:102 .....                   | 6 hours  |
| FDNT 125 .....                       | 3 hours  |
| INDS 174 (recommended) .....         | 4 hours  |
| MATH 114 .....                       | 4 hours  |
| PHYS 211:212, 213:214 .....          | 8 hours  |

# Pre-Professional Curricula

|                          |         |
|--------------------------|---------|
| PSYC 124 .....           | 3 hours |
| Physical Education ..... | 1 hour  |
| Religion .....           | 9 hours |
| Electives .....          | 8 hours |

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## LAW

Advisor: William Wohlers

The student interested in the study of law as a profession should become acquainted with the entrance requirements of various law schools. A free copy of the brochure entitled "Law School Admission Test" may be secured by writing to the Educational Testing Service, Box 944, Princeton, New Jersey 08540. This will make possible the planning of a pre-professional program which will qualify the student for admission to several schools. Although admission is granted by some schools to gifted students after three years of college, it is wise to plan a course of study which will lead to a bachelor's degree with emphases in the following fields: business, history, English, and behavioral science. Certain courses recommended by all institutions include American history, freshman composition, principles of economics, American government, creative writing, principles of accounting, English history, business law, speech, and mathematics.

The student is advised to obtain the booklet "Law Schools and Bar Admission Requirements" published by the Section of Legal Education and Admissions to the Bar, American Bar Association, 1155 East 60th Street, Chicago, Illinois 60637, which provides information concerning the desired pre-professional backgrounds.

## MEDICINE

Advisor:

Medical colleges, as a rule, require the completion of academic requirements for a baccalaureate degree. Along with the completion of stated admission requirements, a broad college program of liberal education is preferred to give balance to professional studies and later service.

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 must be included in the applicant's academic program. Additional classes in biology and chemistry are recommended.

|                                      |          |
|--------------------------------------|----------|
| BIOL 155, 156, 313 .....             | 11 hours |
| CHEM 151:152, 311:312, 313:314 ..... | 16 hours |
| ENGL 101:102 .....                   | 6 hours  |
| MATH 114, 115 .....                  | 8 hours  |

# Pre-professional Curricula

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|                             |          |
|-----------------------------|----------|
| PHYS 211:212, 213:214 ..... | 8 hours  |
| Religion .....              | 12 hours |

## OPTOMETRY

Advisor: Ray Hefferlin

The admission requirements to colleges of optometry vary, so the student should follow the catalog from the school of his or 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. This is illustrated by the following data for the 1978 entering class for all Schools of Optometry:

| Semester Hours Completed | % of Entering Class |
|--------------------------|---------------------|
| 60-90                    | 12                  |
| 91-120                   | 21                  |
| 121 +                    | 67                  |

Following is a list of pre-optometry courses required by most schools:

|                             |          |
|-----------------------------|----------|
| BIOL 125 and 155:156 .....  | 11 hours |
| CHEM 151:152 .....          | 8 hours  |
| ENGL 101:102 .....          | 6 hours  |
| MATH 114, 115, 215 .....    | 12 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, 7000 Chippewa Street, St. Louis, Missouri 63119.

## OSTEOPATHIC MEDICINE

Advisor:

A viable 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 Kansas City School of Osteopathic Medicine, one of twelve osteopathic medical colleges in this country.

Courses for admission are basically the same as those for Loma Linda except that Calculus is not required.

For a reasonable chance of acceptance, a minimum grade point average of 3.0 should be maintained in both science and non-science subjects.

## PHARMACY

Advisor:

The bachelor's degree program in pharmacy normally requires 5 years, the first two years of which may be taken at SC.

Admission requirements to colleges of pharmacy are somewhat variable so the student should consult the catalog of the school of his choice for specific course recommendations.

Minimum admission requirements to the University of Tennessee College of Pharmacy at Memphis are:

|                                      |          |
|--------------------------------------|----------|
| ACCT 121 .....                       | 3 hours  |
| BIOL 155:156 .....                   | 8 hours  |
| CHEM 151:152, 311:312, 313:314 ..... | 16 hours |
| ENGL 101:102 .....                   | 6 hours  |
| PHYS 211, 213 .....                  | 4 hours  |

Additional requirements include:

|                                      |          |
|--------------------------------------|----------|
| Literature or Foreign Language ..... | 4 hours  |
| Social Sciences:                     |          |
| Psychology .....                     | 2 hours  |
| Other .....                          | 4 hours  |
| Speech .....                         | 2 hours  |
| Electives .....                      | 12 hours |

A minimum grade of "C" must be obtained for each required pre-pharmacy class. A higher grade point average will, of course, increase the chance of acceptance into pharmacy school. In addition, a satisfactory score must be achieved on the National Pharmacy College Admission Test.

## PUBLIC HEALTH SCIENCE

Advisor: Dorothy Giacomozzi

Today there is an increasing demand for programs that promote health and that prevent disease as well as treat it. Two major factors influencing this demand are (a) an effort to slow down or decrease the rising costs of medical care and (b) emphasis on improving the quality of life. The undergraduate program in public health science at Loma Linda University provides an opportunity to emphasize the prevention of illness and the promotion of health. The first two years of the program are offered at SC after which the student transfers to Loma Linda to complete the work to receive the bachelor's degree in public health science. The following courses should be included in the pre-public health science curriculum to qualify for admission to LLU. Students not having had high school physics must enroll in college physical science.

# Pre-professional Curricula

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|   |            |
|---|------------|
| ENGL 101:102 .....  | 6 hours    |
| Humanities (include at least two areas: speech (highly recommended), fine arts, foreign language, HMNT 205, literature, philosophy) ..... | 9 hours    |
| BIOL 105, 106 or 155, 156, and 125 .....  | 9-11 hours |
| CHEM 111:112, 113, 114 .....  | 8 hours    |
| MATH 104 .....  | 3 hours    |
| PSYC 124, SOCI 125, ECON 225 .....  | 9 hours    |
| Religion .....  | 9 hours    |
| Electives sufficient to make a total of 64 hours chosen in consultation with advisor.   |            |

The Allied Health Professions Admission Test is required.

## VETERINARY MEDICINE

Advisor: Edgar Grundset

Competition for admission to colleges of veterinary medicine is very keen. Consequently, most successful applicants have completed a degree rather than the required minimum of two years of college.

The applicant must make a satisfactory score on the Veterinary Aptitude Test in addition to meeting grade point average and personal qualifications for admission. Professional training entails another four years of school beyond college.

Minimum admission requirements to the University of Tennessee College of Veterinary Medicine in Knoxville are:

|   |          |
|---|----------|
| BIOL 125, 155:156 .....                   | 11 hours |
| CHEM 151:152, 311:312, 313:314, 323 ..... | 20 hours |
| ENGL 101:102 .....                        | 6 hours  |
| MATH 114, 115 .....                       | 9 hours  |
| PHYS 211:212, 213:214 .....               | 8 hours  |

Additional requirements include:

|  |         |
|--|---------|
| Humanities .....                         | 8 hours |
| Social Sciences .....                    | 8 hours |
| Speech .....                             | 2 hours |
| Animal Science (not offered at SC) ..... | 9 hours |

# STUDENT FINANCIAL INFORMATION

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## FINANCIAL BUDGET AND CAMPUS EMPLOYMENT

Southern College strives to give every student the opportunity to obtain a Christian education. The administrators of SC and Student Finance Office personnel will make every effort to assist students in meeting their financial obligations in order to reach this goal.

The Director of Student Finance will assist in financial planning by helping students to obtain employment on the Collegedale campus and financial aid in the form of grants, loans, and scholarships. Before registration EACH student must submit a payment agreement to the Student Accounts Office showing how he will finance his college expenses.

Information on student costs and means of paying those costs is given below to assist the student in financial planning.

## STUDENT COSTS

### Tuition:

Tuition charges range from \$158 to \$177 per hour. Students taking one to eleven hours will be charged at the rate of \$175 per hour. Students taking over eleven hours will be charged as follows:

| Total Hours<br>Per Semester | Tuition Charge<br>Per Semester | Approximate Average<br>Hourly Rate Per Semester |
|-----------------------------|--------------------------------|---|
| 12                          | \$2120                         | \$177   |
| 13                          | 2220                           | 171   |
| 14                          | 2320                           | 166   |
| 15                          | 2420                           | 161   |
| 16                          | 2520                           | 158   |
| 17                          | 2690                           | 158   |
| 18                          | 2860                           | 159   |

No reduction in tuition charges will be given for program changes (other than COMPLETE withdrawals) made after four weeks following registration.

## FAMILY REBATE

When two students from the same immediate family are in attendance at SC each taking eight semester hours or more and having the same financial sponsor, a tuition rebate of 5 percent will be applied to each statement. A 10 percent rebate will be applied when three or more

# Student Financial Information

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students have the same financial sponsor and are taking six or more semester hours each.

## MUSIC

Private music lessons are offered for academic credit by the music faculty of Southern College and qualified teaching instructors (contract teachers) from the Chattanooga area. Private lessons without academic credit are offered through the prep program of the Music Division to elementary and secondary students in the area. Teaching in the prep program is done by contract teachers and Southern College music students.

Enrollment for all music instruction must be for a full semester whether or not credit is desired. A minimum of twelve one-half hour lessons will be provided. No refund of tuition or lesson fees will be made after four weeks following registration.

| Private lesson fees with credit                            | Per Semester |
|--|--------------|
| Each class (tuition additional) .....                      | \$80.00      |
| Private lesson fees non-credit (Non-college students only) |              |
| Each half-hour series of lessons (minimum 12 lessons)      |              |
| Study with contract teacher .....                          | 130.00       |
| Study with student teacher .....                           | 80.00        |

Prep program students must register at the Music Division office, pay in full at the Cashier's Office, and bring the receipt to the Music Division office prior to scheduling lessons.

## 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:

|   |         |
|---|---------|
| Application for admission (not refundable) .....        | \$15.00 |
| Application for admission — late (not refundable) ..... | 20.00   |
| Automobile parking fee (per semester) — dormitory ..... | 25.00   |
| Automobile parking fee (per semester) — village .....   | 15.00   |
| Change of program .....                                 | 8.00    |
| Credit by examination (per hour) Recording Fee .....    | 25.00   |
| Examinations:   |         |
| Challenge or waiver .....                               | 35.00   |
| CLEP .....  | 30.00   |
| Rescheduling mid-term or final .....                    | 40.00   |
| Graduation in absentia .....                            | 30.00   |
| Incomplete .....  | 5.00    |
| Industrial Education                                    |         |
| (approximate amount for tools and equipment) .....      | 200.00  |
| Insufficient funds check .....                          | 10.00   |



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|   |        |
|---|--------|
| Late Registration .....   | 25.00  |
| Late return of organizational uniform .....                             | 15.00  |
| (The full cost will be charged if irreparably damaged or not returned.) |        |
| Scuba .....   | 75.00  |
| Student insurance .....   | 85.00  |
| Spouse insurance .....  | 127.50 |
| Child/children insurance .....  | 127.50 |
| Nursing education fees (per semester)*:                                 |        |
| Associate degree .....  | 250.00 |
| Baccalaureate degree (after completing Assoc. Degree) ..                | 125.00 |

\*Declared nursing majors enrolled in a nursing class.

## STATEMENT CHARGES

The following items may be charged to the student's account:

- Books and required school supplies (maximum \$165 each semester). When a student reaches the maximum during the semester, all further books and supplies must be paid in cash.
- Nursing uniforms costing approximately \$70 but not including capes or other non-required garments.
- Private music instruction. Enrollment for all music instruction must be made through the Admissions Office for a full semester whether or not credit is desired. One semester hour of private music instruction consists of twelve one-half hour lessons. Refunds will be granted only when the instructor is not available for lessons.

## HOUSING

### *Residence Hall Costs*

Dormitory accommodations for single students cost \$980 for the eight-month school year and are charged on a semester basis in August and January. Room charges are based on two students occupying one room and include health and infirmary care.

A student may, upon application to the residence hall dean, be allowed to room alone at an additional cost of \$60 per semester if sufficient rooms are available.

No refunds are made for vacation periods or absences from the campus. If a student drops classwork, a prorated portion of the semester charge beginning with the date of nonoccupancy of the room will be refunded.

### *Room Deposits*

A \$100 room deposit, paid at time of application, is required of each dormitory student enrolling at SC. It should be paid initially by July 1 in

order to insure a specific room reservation. The deposit will then be held by the College for the entire period including summers during which the student lives in a residence hall while attending the College and will insure a room for the student when he returns each fall.

If a student gives notice before July 1 that he will not be attending, his room deposit will be refunded. If notice of nonattendance is given after July 1 and at least four weeks before registration, \$40 of the deposit will be refunded. The room deposit will not be refunded after August 1. Damage or cleaning charges may also be charged to the student's account at the end of each academic year if necessary.

### *Married Student Housing Costs*

College-owned apartments and mobile homes 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 either furnished or unfurnished. Rents range from \$90 to \$205 per month. Trailer space is available at \$70 per month in the College Mobile Home Park for married students with their own trailer. Moving and parking charges are the responsibility of the owner. Storage facilities are available for an additional \$8 per month.

Rent charges are based on the date of issue and return of keys and proper clearance with the Housing Manager (Business Manager's Office). Married students renting either an apartment or a trailer from the College will be required to pay a housing deposit of \$125 of which \$50 is due with the housing application and the remaining \$75 at the time the apartment or trailer is rented. This deposit will be refunded after approval by the Housing Manager if the apartment or trailer is left clean and undamaged.

### **FOOD SERVICE**

The cafeteria plan of boarding allows the student the privilege of choosing food and paying for what is selected. Board charges for students vary greatly. Students are encouraged to eat healthfully by avoiding between-meal snacks and by eating at the cafeteria or the Campus Kitchen where balanced meals are provided. A student getting a nutritionally adequate diet by eating all meals at the cafeteria should expect to pay approximately \$6.50 per day. Dormitory students will be charged a minimum of \$70 per month. Maximum allowable cafeteria charge will be \$190 per month. Exceptions must be cleared through the Student Accounts Office.

### **ADVANCE PAYMENTS**

*Regular:* An advance payment of \$500 each semester is required before registration. For students residing in any dormitory housing, an additional \$100 is due before moving in. When a married couple enrolls for a

combined total of seventeen semester hours or less of classwork, they will be charged only one advance payment. The advance payment is credited back to the student's account, one-half in October and one-half in March.

**International Students:** In addition to the regular advance payment listed above, international students are required to pay the following:

**Supplemental International Student Payment:** \$1,000 is required to be paid before registration. This additional payment may be credited to the student's account only through consultation with the Director of Student Accounts.

**International Student Travel Payment:** An advance payment of \$500 for students from Inter- and Central America; \$750 for students from South America; \$1,000 for students from all other countries. This deposit must be placed in the college business office before an Immigration I-20 form will be issued. It will be held until the student terminates study at Southern College. This deposit is not a part of, but in addition to, the regular and supplemental deposits listed above.

**Nursing Students:** Students accepted to the clinical nursing program are required to send an advance payment of \$50 by July 1 to insure a reservation in the nursing program. This additional advance payment must be paid before registration and will be credited to the student's account at the end of the semester in which the student entered the nursing program. If a student applies for the nursing program but does not attend the College, the \$50 nursing advance payment will be forfeited.

## ADVENTIST COLLEGES ABROAD FINANCIAL POLICY

Students wishing to study abroad under the Adventist Colleges Abroad program must pay \$100 with their admission application and sign the payment agreement in the Student Accounts Office stating that the required ACA charges for the year will be paid to Southern College before departure from the states.

## ESTIMATED STUDENT BUDGET

| Average Costs for Students<br>in Residence Halls: | One<br>Semester   | Both<br>Semesters |
|---|-------------------|-------------------|
| Tuition (based on fifteen hours<br>per semester)  | \$2420.00         | \$4840.00         |
| Books, supplies, and miscellaneous                | 165.00            | 330.00            |
| Rent  | 490.00            | 980.00            |
| Food (\$160 per month average)                    | <u>640.00</u>     | <u>1280.00</u>    |
| <b>TOTAL</b>                                      | <b>\$3715.00*</b> | <b>\$7430.00*</b> |

\*Personal expenses not included.

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## METHOD OF PAYMENT

Community students and residence hall students may choose one of the three methods of payment below.

**Payment Plan I. Cash in Advance.** When the total estimated charges for tuition, room, and board for a semester are paid in cash at registration, a discount of FIVE percent 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 bring with them at registration time the full amount required by the plan for the semester, less any advance payments or credits. They will also need to bring sufficient funds for purchase of books and personal items.

### Bank Financing

Southern College has arranged with a local bank to lend to students and/or parents funds sufficient to cover semester costs. The five percent discount will be allowed after having fulfilled the repayment obligation to the bank. In the event students are unable to clear their accounts in full, they will need to obtain a loan before they are allowed to take final exams.

**Payment Plan II. Contract with Southern College.** Students desiring to pay educational expenses in installments on a monthly basis may choose to follow this plan. The method of billing will be:

Tuition for one semester

Cafeteria, actual charge for the month

Bookstore, actual charge for the month

Other, actual charge for the month

Less labor credit for the month

Less cash or other credits for the month

Monthly statements will be issued about the fifth day of each calendar month. Cafeteria charges will be charged through the last day of each month. Accounts are due and payable upon receipt of statement according to the following schedule:

|                     |   | Past Due Date |
|---------------------|---|---------------|
| August statement    | ONE-THIRD of total charges less credits upon receipt of statement                             | September 20  |
| September statement | ONE-HALF of charges less credits upon receipt of statement                                    | October 20    |
| October statement   | TOTAL BALANCE of statement is due in full BEFORE semester examination permits will be issued. | November 20   |

Students with unpaid accounts on the 20th of the month will be subject to cancellation of registration and/or ID cards invalidated until proper financial arrangements are made.

The above schedule of payment must be maintained since the college budget is based upon 100 percent collection of student charges.

A student cannot take semester examinations or register for a new semester until the account is current according to the preceding regulations. No transcript will be issued for a student whose account is not paid in full or who is delinquent in payment of student loans. **No exceptions will be made.**

The second semester statements and payment schedule will follow the same procedure as the first semester with the exception that the student's advance payment will be applied on the March statement.

|                    |   | <i>Past Due Date</i> |
|--------------------|---|----------------------|
| January statement  | ONE-THIRD of charges less credits upon receipt of statement   | February 20          |
| February statement | ONE-HALF of charges less credits due upon receipt of statement  | March 20             |
| March statement    | TOTAL BALANCE remaining of statement is due in full BEFORE semester examination permits will be issued. | April 20             |

*Payment Plan III.* Contract with New Insured Tuition Payment Plan or Tuition Plan, Inc. Students and parents desiring to pay educational expenses in monthly installments and to have the advantages of cash payment with the College may select a low-cost deferred payment program available through either the New Insured Tuition Payment Plan or Tuition Plan, Inc. The student's education is protected with life and disability insurance on the parents. For more information about the Plan, write to the Director of Student Finance.

After considering the discount allowed by the College, the following benefits are realized at little, if any, cost to those entering under either plan:

1. A five percent cash discount is allowed each student entering under Payment Plan III if the College receives payment for the student at its regular disbursement time each semester.
2. The payments may be reduced to a minimum by being spread over 12 months or, in the case of a four-year contract, up to 96 months.
3. The contract may be cancelled at any time without penalty.
4. The account may be insured. In the event of death or total disability of the person responsible for payments, the balance of an insured contract is paid in full.

At the time of figuring the contracts, students may choose to include in their contract sufficient cash to cover books, fees, school supplies, etc. Any items not included in the contract plan chosen must be paid for in cash at the time they are received or arranged.

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The plan is open to employed parents and bona fide sponsors, and all arrangements should be made several weeks before registration in order to be assured of the five percent discount. Sufficient cash must also be brought to cover items not included in the contract.

Those desiring further information covering these deferred payment plans may contact the Director of Student Finance.

## REFUND POLICY

A student who drops ALL classes during the registration week of school will receive a full tuition refund. A student who drops all classes during the second week of school will be charged a registration fee of \$8 per semester hour (maximum charge of \$100). After the second week a student who drops ALL classes will have tuition refunded according to the following schedule:

| During week  | % of tuition refunded |
|--------------|-----------------------|
| 3            | 87                    |
| 4            | 75                    |
| 5            | 63                    |
| 6            | 50                    |
| 7            | 37                    |
| 8            | 25                    |
| 9            | 13                    |
| 10 and after | 0                     |

Tuition adjustments will be made for changes in program during the week following registration without charge and during the second through fourth weeks with the change of program fee. No refund of tuition charges will be made for program changes (other than COMPLETE withdrawals) made after four weeks following registration. Refunds will be calculated according to the official date of completed drop voucher and the return of the student's ID card to the Student Accounts Office.

## CREDIT REFUND POLICY

Credit balances are refundable, on 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 Student Accounts Office.

If the student has received financial aid during the current semester, any credit balance over \$200 will be credited to the aid fund, with

priority given to loans. Amounts less than \$200 will be refunded to the persons responsible for the student's account. Cash refunds will not be made to the student without authorization from the parent or financial sponsor.

## COLLECTION POLICY

Students completing or terminating their studies with the College are requested to make arrangements for payment of unpaid accounts. The school has a program to aid the students where funds can be borrowed and paid directly to a bank. If these or other arrangements are not made within 120 days after a student leaves Southern College, the unpaid account balance will be turned over to a collection agency or attorney. Prompt payment of accounts build credit ratings which will be important to you in the future, since the College will report delinquent accounts to the Credit Bureau systems.

## INTEREST

A carrying charge of one percent per month (12% APR) will be added to all unpaid balances of 60 days or more for students not enrolled in school.

## HEALTH INSURANCE

Southern College requires that students be covered by health insurance. Students who are already covered with a similar insurance plan may during registration make a request of Health Service to be excluded from the student group health insurance. *Such students will need to supply, at that time, written evidence from their parent's employer or local insurance agent which contains the company name and policy number under which they are covered, otherwise, coverage must be purchased through the college health insurance plan.*

## BANKRUPTCY

Recognizing that the discharge of a debt through bankruptcy proceedings prohibits a creditor from subsequently pursuing the collection of the debt, the college, upon notification of such discharge of a student's current school or loan account(s), complies with this legal prohibition. At the same time such discharge in bankruptcy does not require further performance of service by the creditor and, therefore, a student who has had debts to the college discharged in this manner may not receive a transcript of his/her academic work at the college until the debt is paid.

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## TRANSCRIPTS, DIPLOMAS AND TEST SCORES

It is the policy of the college to withhold transcripts, diplomas, test scores, and other records if a student has an unpaid account at the school, or any unpaid account for which the college has co-signed. 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 College withholds any records when payments for these loans become past due.

## NON-LIABILITY FOR PERSONAL EFFECTS

When determining what to bring on campus, please remember that the college is not responsible for the personal effects of any student even though such effects may be required by the college for student use, or required by the college to be stored in a designated location. College-carried insurance does not insure the personal effects of any individual. The college recommends that students consider carrying insurance to cover such losses.

## WORKER'S COMPENSATION INSURANCE

As provided by the laws of the State of Tennessee, the college carries worker's compensation insurance to protect all employees in case of work-connected accidents.

## BANKING AND CASH WITHDRAWALS

The Accounting Office operates a no-charge deposit banking service for the convenience of the student. Financial sponsors should provide students with sufficient funds through the banking service to cover the cost of personal items of an incidental nature and travel expenses off campus including vacation periods. Withdrawals may be made by the student in person only as long as there is a credit balance. These deposit accounts are entirely separate from the student's regular school expense account. Withdrawals from regular expense accounts are discouraged and permitted ONLY under special arrangement with the Director of Student Accounts and with the permission of the financial sponsor.

Each student should bring approximately \$175 for books and miscellaneous supplies at the beginning of each semester if he desires to pay cash for these items.

## STUDENT LABOR REGULATIONS

Work opportunities for students are available in departments and industries operated by the College and local private businesses. These





employing agencies must serve their customers daily, necessitating a uniform work force. Student employees are responsible for meeting all work appointments, including during examination weeks, and to maintain satisfactory job performance. Work superintendents reserve the right to dismiss students if their service and work record is unsatisfactory. Should a student find it necessary to be absent from work, he must make arrangements with his work superintendent and Student Health Service if he is ill.

Residence hall students are given preference in the assignment of work. Student Employment Office personnel will assist students in finding jobs.

When a student accepts employment, he is expected to retain it for the entire semester except in cases where changes are recommended by the school nurse or approved by the College. Should a student receive opportunities for more favorable employment during a school term, the transfer must be made through the Student Employment Office and the two employing organizations. If a student's financial plan requires him

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to work, he must NOT drop his work schedule without making proper arrangements with the Student Employment Office. To do so could result in suspension from class attendance and invalidation of ID card until proper arrangements are made.

The student pay rate is not less than student rates set by the government wage-hour law. It may be higher if a student possesses special skills or training.

The following table is an example of earnings for students who work 30 weeks during the school year.

| Hours Worked<br>Per Week | Wage<br>Per Hour | Total Earnings<br>For Year |
|--------------------------|------------------|----------------------------|
| 10                       | \$3.35           | \$1,005                    |
| 10                       | \$3.50           | \$1,050                    |
| 10                       | \$4.00           | \$1,200                    |
| 10                       | \$4.35           | \$1,305                    |
| 15                       | \$3.35           | \$1,507                    |
| 15                       | \$3.50           | \$1,575                    |
| 15                       | \$4.00           | \$1,800                    |
| 15                       | \$4.35           | \$1,958                    |
| 20                       | \$3.35           | \$2,010                    |
| 20                       | \$3.50           | \$2,100                    |
| 20                       | \$4.00           | \$2,400                    |
| 20                       | \$4.35           | \$2,610                    |

Students may also work off campus with permission from the Dean of Students. Permission will not be granted for off-campus employment that could be detrimental to a student's health or character development.

## WORK INCENTIVE SCHOLARSHIP

In order for a student to qualify for a \$150.00 work incentive scholarship, the student must meet the following criteria:

1. Work at least 12 hours per week and 180 hours per semester between the hours of 6:00 a.m. and 12:00 noon.
2. All work must be performed in at least 3-hour blocks at an on-campus employer or at an off-campus non-profit agency (work-study).
3. The student must take at least 8 hours of academic credit (which can be anytime of the day) at Southern College.
4. All academic course work for the semester in addition to the 8 hours must also be taken at Southern College.
5. The bonus must be applied for at the end of the semester and approved by the work superintendent.

6. The approval of this bonus will be processed by the labor office and also approved by the Student Finance Officer.
7. This bonus is based on the assumption that a job is available and the student meets all of the above criteria.
8. The work incentive scholarship is in addition to the regular hourly wage received.
9. Southern College in no way guarantees that there will be enough jobs to meet the criteria of 1 and 2. Since there are a limited number of jobs in the morning, it is up to the student and the work superintendent to work out a work schedule that satisfactorily meets these criteria.

## LABOR FOR FOREIGN STUDENTS

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 twenty hours a week. Wives may work only if they have student visas of their own or have immigrant visas.

## STUDENT TITHING

SC encourages the payment of tithe and church expense by its student workers. In order to facilitate this practice, arrangements may be made by the student (except for those employed in the Federal Work-Study Program) to have ten percent of his school earnings charged to his account as tithe and two percent for church expense. These funds are then transferred by the College to the treasurer of the Collegedale Seventh-day Adventist Church.

## FINANCIAL AID

Southern College provides financial aid for students in the form of loans, grants, scholarships, and employment. No applicant for financial aid will be denied assistance on the basis of sex, race, color, national origin, or ethnic group. 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 Director of Student Finance, P.O. Box 370, Collegedale, Tennessee 37315, for information about and applications for financial aid. Applications received by May 30 will be given preference. Applications received after May 30 will be processed as long as time and funds permit.

*General Requirements.* Financial aid awards are made for one academic year to students who are accepted for admission, plan to take at

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least twelve semester hours of classwork each semester, and demonstrate financial need. Class load exceptions must be approved by the Student Finance Office. Recipients of government aid must hold U.S. citizenship or a permanent visa. Students desiring aid must reapply each year.

*Financial Need Requirements.* The financial aid program is administered in conjunction with the nationally-established policy and philosophy which is that **the parents are the primary and responsible source for helping a student to meet his educational 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 College. The amount of parental contribution is based on the family's net income, number of dependents, allowable expenses, indebtedness, and assets. The Family Financial Need Analysis from the American College Testing Program or College Scholarship Service is used in determining a student's eligibility for financial aid.

*Exceptions to the financial need requirements are private scholarships awarded on the basis of academic achievement.*

*Academic Requirements.* In order to be eligible for financial aid, recipient must maintain satisfactory academic progress. Satisfactory academic progress is defined as maintaining a cumulative and resident grade point average of 2.0. If a student does not maintain satisfactory academic progress or fails to attend classes, prepare and submit required classwork, or take required examinations, his financial aid will be suspended.

If a student whose financial aid has been suspended for any of the above reasons feels that unusual and unavoidable circumstances led to this suspension, he may appeal the suspension to the Loan and Scholarship Committee. This policy is generally applied to financial aid from institutional and private sources as well as federal programs.

## **SOUTHERN COLLEGE ACADEMIC PROGRESS FOR FEDERAL AND INSTITUTIONAL STUDENT FINANCIAL AID**

To be eligible for Federal and/or Institutional financial aid, a student must maintain measurable satisfactory academic progress. Students are expected to:

1. Complete a minimum of 25 semester hours per award year, (July 1 - June 30). This will allow up to 5 years maximum for completion of a 4-year degree, and 3 years maximum to complete a 2-year degree.
2. Maintain a minimum SC and cumulative GPA of 2.00.

### *Financial Aid Academic Probation Policy*

1. Students who fail to maintain "Satisfactory Academic Progress"

will be placed on financial aid probation the following semester. The recipient must appear before a financial aid counselor before aid will be released for the probationary semester. This aid is subject to adjustment or cancellation.

2. A minimum SC and cumulative 2.00 GPA must be attained by the end of the probation semester or financial aid will be suspended.

### *Procedure for Appeal and Reinstatement of Financial Aid*

Students may submit a written appeal to the Financial Aid Committee describing the circumstances which attributed to their failure to make academic progress. This appeal must also include an outlined program of commitment to meet measurable satisfactory academic requirements.

When financial aid is suspended, a request for reinstatement may be made when the student has completed a minimum of 12 additional semester hours with a minimum 2.50 GPA, or when SC and overall GPA has been brought up to 2.00.

### *Provisions for Transfer Students*

Financial aid for students transferring from other institutions will be determined by their academic standing, which will be calculated on all hours they have attempted. A student with a minimum grade point average of 2.00 will be eligible for aid. Students with an average below 2.00 will be on financial aid probation provided they were eligible for continuing aid at the institution from which they transferred.

If financial aid had been suspended at the previous institution, they must follow SC procedure for appeal and reinstatement of financial aid.

## **FINANCIAL AID APPLICATION PROCEDURES**

To apply for all types of financial aid, the following documents must be submitted annually for the federal, state, and institutional aid programs:

1. The Family Financial Statement (FFS) of the American College Testing Program or the Financial Aid Form (FAF) of the College Scholarship Service.
2. The Southern College application for financial aid.
3. Southern College admissions application.
4. The financial aid transcript (required only of students who attended other colleges or universities before coming to Southern College).
5. Copies of parents' income tax return (exact signed copies of all schedules and W-2 forms sent to IRS) for the preceding calendar year. (Required of dependent students only).
6. Copies of student income tax return including W-2 forms.
7. Guaranteed Student Loan applications from home town lender or a

# Student Financial Information

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letter of denial from lender (Southern College has arranged for last resort lenders for students whose home town lenders do not participate in the GSL program or for any reason refuse to make the loan).

Applications are available in January of each year and may be obtained by contacting Southern College Financial Aid 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 IRS before submitting the financial aid application.

## *Financial Aid Award Procedures*

Financial aid awards are made on a rolling basis, as long as funds are available, with the neediest students receiving priority of funds. The financial aid award package will usually consist of: 1) work, 2) loan, 3) grant or scholarship.

An official award notice will be sent to each applicant. To confirm and reserve the funds offered, the student must return the signed acceptance of the award within ten days of receipt of award letter.

## *Disbursement of Financial Aid Funds*

Financial aid awards are disbursed equally at the beginning of each semester. Students who do not sign vouchers and other documents necessary to have funds released to statements at the financial aid table during registration must do so at the disbursement window #4 123 Wright Hall. Funds cannot be credited to student statements until this procedure is followed.

## *Financial Aid Overawards*

When financial aid recipients receive additional resources not included in the financial aid award letter, they must be reported to the office of Student Financial Aid. Federal Regulations prohibit "overawards" therefore, when total of all resources exceed 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 Refunds and Repayments*

If financial aid recipients are eligible for refund of tuition and fees as a result of withdrawal from classes, such refunds will be used to reduce the students financial aid award. Should financial aid disbursements together with student resources exceed the student's charges for the award period, any credit balance over \$200 will be credited to the financial aid funds with priority given to loans. Amounts less than \$200 may be refunded to the person responsible for the student's account.

**VETERANS**

Southern College is approved for the training of veterans as an accredited training institution. Those who qualify for educational benefits should contact the nearest Veterans Administration office.

Veterans or other eligible persons are required to attend classes in order to be eligible for educational benefits. Southern College 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 stated degree and major. Audited courses, non-credit courses (except for a required remedial course), and correspondence work cannot be certified.

Educational benefits will be discontinued when the recipient accumulates twelve semester hours of failing and "D" grades in the major, minor, and courses required for educational certification or when he is subject to academic dismissal. (See page 30.) Benefits may be resumed only after the individual has obtained V.A. counseling and approval.

**TYPES OF FINANCIAL AID***General Institutional Scholarships*

Southern College institutional scholarships are awarded from 29 different scholarship funds to students who have financial need, are achieving academically, and are working part time. These awards usually range from \$200 to \$1,000 per year depending upon the student's need and availability of funds.

*No Needs Scholarships*

The following scholarships are awarded to eligible students regardless of financial need:

**ACADEMIC SCHOLARSHIPS** are awarded to incoming freshmen who graduate within the upper fifteen percent of their senior class from academies or secondary schools, are recommended by their faculty, and enroll at Southern College for a minimum of twelve semester hours.

**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, School Paper Editor, and enroll at Southern College for a minimum of twelve semester hours.

**NATIONAL MERIT SCHOLARSHIPS** are awarded to finalists in the National Merit contest in the amount of \$1,200 and semi-finalists are awarded \$800. Students must enroll at Southern College for a minimum of twelve semester hours.

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**ACT SCHOLARSHIPS** — Incoming freshmen with a composite score of 25-28 are eligible for a \$600 award if they maintain a college GPA of 3.00 each semester of the first year they are enrolled at SC. Incoming freshmen with a composite score of 29-36 are eligible for a \$750 award if they maintain a college GPA of 3.25 each semester of the first year they are enrolled at SC. Students must enroll at Southern College for a minimum of twelve semester hours.

**SUMMER CAMP SCHOLARSHIPS** — Students participating in conference-sponsored summer camp programs will receive credit from Southern College for 33.33 percent of the net amount received to the student's statement.

## Grants

**THE PELL GRANT PROGRAM** is 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. The current maximum grant is \$1,900 per academic year.

**SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT** — Limited funds are available to students with exceptional financial need.

**STATE STUDENT INCENTIVE GRANTS** — These grants are made possible from federal and state funds to the residents of Alaska, Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Jersey, Oklahoma, Pennsylvania, Rhode Island, Tennessee, Vermont, Washington, and West Virginia. Check with your state grant agency for additional information.

## Loans

**NATIONAL DIRECT STUDENT LOAN** — Under this program, students can borrow money from the federal government, through the school. Repayment and 3 percent interest begin six months after a student graduates, leaves school, or drops below half-time enrollment.

**FEDERAL NURSING STUDENT LOANS** are available to nursing students only. Repayment and six percent interest begin six months after a student graduates, leaves school, or drops below half-time enrollment.

**GUARANTEED STUDENT LOANS** are available through lending agencies in each of the states. A student may borrow from a bank, savings and loan association, credit union, or other lender, and the state agency will guarantee the loan. A student whose family adjusted gross income is \$30,000 or less may, without undergoing a financial needs test, borrow up to \$2,500 per year to a total of \$12,500 for undergraduate study. When income levels are greater than \$30,000 the student must meet a "needs" test. The federal government pays the interest on the loan while the student is in school. Repayment and 8 percent interest begin six months after a student graduates, leaves school, or drops below half-time enrollment.



**PARENT LOANS (PLUS)** — A parent or self-supporting student may borrow from a bank or other lender and a state or private non-profit agency will guarantee the loan. A parent may borrow \$3,000 per year to a limit of \$15,000. Repayment and 12 percent interest being 60 days following the date of loan disbursement.

### Repayment Example

|          | Amount<br>of loan | Based on | Monthly<br>Payments* |
|----------|-------------------|----------|----------------------|
| 1st year | \$3,000           | 5 yrs.   | \$ 66.73             |
| 2nd year | \$3,000           | 7 yrs.   | \$105.91             |
| 3rd year | \$3,000           | 10 yrs.  | \$129.12             |
| 4th year | \$3,000           | 10 yrs.  | \$172.16             |

\* Monthly payment includes cumulative principle and interest.

### Work

**COLLEGE WORK-STUDY PROGRAM** — Under the work-study program, the employer pays a small part of the student's wages, and the government pays the rest. Most work-study positions are on campus. Students can work part time while they are in school, and they can work full time during the summer and other vacation periods. The basic pay rate is usually the current minimum wage; this may vary depending on the skill and experience needed for the job.

### OTHER GRANTS, LOANS, AND SCHOLARSHIPS

The following grants, loans, and scholarships are available to students meeting the above requirements or having exceptional academic achievement. Details concerning amounts and qualifications for recipients of these funds can be obtained from the Director of Student Finance.

*Alumni Worthy Student Fund* for juniors and seniors.

*Alvin Christensen Memorial Loan Fund* for junior or senior biology or natural science majors.

*Appalachian Nursing Scholarship Fund* for nursing students from the Appalachian Mountain region.

*Anton Julius Swenson Loan Fund.*

*Burdick Scholarship Fund.*

*Business Administration Scholarship Fund.*

*Cartinhour Foundation Scholarship and Loan Fund.*

*Chatlos Foundation Scholarship Fund* for Florida nursing students.

*Conger Memorial Fund* for education majors or minors.

*D. W. Hunter Scholarship and Loan Fund* for theology students.

*Daina Griffin Nursing Scholarship Fund.*

# Student Financial Information

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- DeWitt and Josie Bowen Scholarship Fund* for graduating seniors from Bass Memorial Academy.
- Doctor Ambrose L. Suhrie Scholarship* for elementary teachers.
- Dora McClellan Brown Scholarship Fund* for theology majors.
- Dorothy and Harold Moody Scholarship Award* for junior or senior history majors.
- Edith Mann Nursing Loan Fund* for nursing students from Kentucky-Tennessee Conference.
- Edythe Stephenson Cothren Vocal Music Scholarship Fund* for junior/senior voice majors or minors.
- Frankie Collins Loan Fund* for ministerial students.
- George Alden Nursing Scholarship Fund* for Massachusetts nursing students.
- George B. and Olivia Dean Scholarship Fund* for education majors.
- George White Scholarship Fund.*
- Grants-in-Aid to Nursing Students.*
- Harry H. Goggans Scholarship Fund.*
- Henson Nursing Scholarship Fund.*
- Irad C. Levering Loan Fund* for elementary and secondary education majors.
- Joseph Schermerhorn Memorial Loan Fund* for students planning to serve as doctors, nurses, ministers, or teachers.
- K. W. Grader Nursing Scholarship Fund* for Florida nursing students.
- Linda Beardsley Stevens Memorial Loan Fund* for nursing students.
- Louise Hurt Memorial Scholarship Fund.*
- Ludington Memorial Fund.*
- 1969 Alumni Loan Fund* for juniors and seniors.
- O. D. and Anna Ruth McKee Scholarship Fund.*
- Office Administration Scholarship Fund.*
- Otto Christensen Fund* for potential Bible instructors or theology majors.
- Paul Fisher Scholarship Fund.*
- Penna S. S. Chong Memorial Scholarship Fund* for Florida nursing students. (Preference for Far East resident students of Asiatic origin.)
- Reile-McAlexander Memorial Loan Fund* for nursing students.
- Sanford and Martha Ulmer Scholarship Fund.*
- Sudduth Memorial Fund* for potential teachers.
- Theresa Brickman Scholarship Fund* for office administration majors.
- William Iles Scholarship Fund.*

## PRINCIPALS AND PRESIDENTS, 1892-1984

### Principals of the Southern Industrial School

|                         |           |
|-------------------------|-----------|
| George C. Colcord ..... | 1892-1896 |
| W. T. Bland .....       | 1896-1898 |
| C. W. Irwin .....       | 1898-1900 |
| N. W. Lawrence .....    | 1900-1901 |

### Principals of Southern Training School

|                       |           |
|-----------------------|-----------|
| J. E. Tenney .....    | 1901-1908 |
| M. B. Van Kirk .....  | 1908-1912 |
| C. L. Stone .....     | 1912-1914 |
| L. H. Wood .....      | 1914-1915 |
| A. N. Atteberry ..... | 1915-1916 |

### Presidents of Southern Junior College

|                      |                      |
|----------------------|----------------------|
| Leo Thiel .....      | 1916-1918            |
| L. H. Wood .....     | 1918-1922            |
| Leo Thiel .....      | 1922-1925            |
| H. H. Hamilton ..... | 1925 - Jan. 1927     |
| M. E. Cady .....     | Jan. 1927 - May 1927 |
| H. J. Klooster ..... | 1927-1937            |
| J. C. Thompson ..... | 1937-1942            |
| D. E. Rebok .....    | 1942-1943            |
| K. A. Wright .....   | 1943-1945            |

### Presidents of Southern Missionary College

|                         |           |
|-------------------------|-----------|
| K. A. Wright .....      | 1945-1955 |
| T. W. Walters .....     | 1955-1958 |
| C. N. Rees .....        | 1958-1967 |
| Wilbert Schneider ..... | 1967-1971 |
| Frank A. Knittel .....  | 1971-1982 |

### Presidents of Southern College of Seventh-day Adventists

|                        |           |
|------------------------|-----------|
| Frank A. Knittel ..... | 1982-1983 |
| John Wagner .....      | 1983-     |

## SC TRUSTEES

A. C. McClure, *Chairman*

H. F. Roll, *Vice Chairman*

J. H. Whitehead, *Secretary*

E. A. Anderson

Mardian Blair

Helen Crawford Burks

T. K. Campbell

H. J. Carubba

A. L. Cason

C. E. Dudley

J. A. Edgecombe

Clayton Farwell

M. D. Gordon

D. K. Griffith

R. B. Hairston

William Iles

O. R. Johnson

J. C. McElroy

Ellsworth McKee

Harold Moody

Gary Patterson

C. B. Rock

Ward Sumpter

John Wagner

L. C. Waller

Don W. Welch

Ben Wygal

## HONORARY TRUSTEES

O. D. McKee

## EXECUTIVE BOARD

A. C. McClure, *Chairman*

D. K. Griffith

Ellsworth McKee

Gary Patterson

H. F. Roll

Ward Sumpter

J. H. Whitehead

## ADVISORY COMMITTEE

William Allen

Richard Reiner

Everett Schlisner

# COLLEGE ADMINISTRATION

## PRESIDENT

John Wagner, Ph.D. (1983) ..... President

## ACADEMIC SERVICES

William Allen, Ph.D. (1984) ..... Vice-President for  
Academic Administration

### Admissions and Public Relations

Ronald Barrow, Ph.D. (1979) ..... Vice-President for  
Admissions and College Relations

Vinita Sauder (1983) ..... Director, Public Relations

Mertin Wittenberg ..... Admissions Advisor

### Records

Mary Elam, M.A. (1965) ..... Director of Records

### Library

Charles Davis, M.S.L.S. (1968) . Director of Libraries and Archivist

Peggy Bennett, M.S. (1971) ..... Assistant Librarian

Loranne Grace, M.S. (1970) ..... Assistant Librarian

Marianne Wooley, M.S. in L.S. (1966) ..... Assistant Librarian  
(Orlando Campus)

### Instructional Media

Frank DiMemmo, M.S. (1980) .... Director of Instructional Media

### Teaching Learning Center

Carole Haynes, M.Ed. (1982) . Director, Teaching Learning Center

## BUSINESS SERVICES

Richard Reiner, B.S. (1977) ..... Vice-President for Finance

### Support Services

Kenneth Spears, M.B.A. (1963) ..... Associate Business Manager

### Financial and Accounting Services

Robert Merchant, M.B.A., C.P.A. (1961) ..... Treasurer

Louesa Peters, B.A. (1964) . Chief Accountant, Assistant Treasurer

Laurel Wells (1964) ..... Director of Student Finance

Randall White, B.S. (1978) ..... Director of Student Accounts

# College Administration

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## Commercial Auxiliaries

Fred Ashmore, B.S. (1980) ..... Manager of Village Market  
Roy Dingle, A.S. (1974) ..... Manager of Village Market Bakery  
Noble Vining, B.A. (1966) ..... Manager of The College Press  
Judith Moots, B.S. .... Manager of Campus Shop

## Computer Services

John Beckett, B.A. (1974) ..... Director of Computer Services

## Service Auxiliaries

Charles Lucas (1984) ..... Director of Physical Plant  
Earl Evans, B.S. (1977) ..... Director of Food Service  
C. R. Lacey (1970) ..... Director of Grounds  
William McKinney (1974) ..... Head of Motor Pool  
Clarence "Skip" McCandless (1979) ..... Director of Custodial

## Word Processing

Evonne Richards, Ed.D. (1977) ..... Director of Word Processing

## WSMC

Olson Perry, M.A. (1977) ..... General Manager and  
Program Director of WSMC

## STUDENT SERVICES

Everett Schlisner, M.A. (1974) ... Vice-President for Student Affairs

## Residence Halls

Reed Christman, (1979) ..... Dean of Men  
Clifford Myers, Sr. (1968) ..... Director of Security  
Ron Qualley, B.S. (1980) ..... Associate Dean of Men  
Millie Runyan, B.S. (1975) ..... Dean of Women  
Dorothy Somers, B.A. (1972) ..... Associate Dean of Women  
Norma Swinson (1981) ..... Dean, Orlando Campus

## Counseling

K. R. Davis, M.A. (1970) ..... Director of Counseling and Testing  
Rhea Rolfe, M.A. (1972) ..... Counselor

## Health Service

Eleanor Hanson, R.N. (1966) ..... Director of Health Service  
Waldemar Kutzner, M.D. (1974) ..... College Physician

## DEVELOPMENT AND ALUMNI AFFAIRS

Jack McClarty, Ed.D. (1972, 1980) ..... Director of Development  
William H. Taylor, M.A. .... Director, Alumni Affairs  
K. R. Davis, M.A. (1970) ..... Co-Director, Alumni Affairs

# College Administration

## COLLEGE PASTORS

- Gordon Bietz, Ph.D. (1981) ..... Pastor  
 James Herman, B.A. (1976) ..... College Chaplain  
 G. H. (Gerry) Morgan, M.A. (1980) ..... Youth Pastor  
 Rolland Ruf, B.A. (1969) ..... Associate College Pastor

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# FACULTY DIRECTORY

## EMERITI

- Dorothy Evans Ackerman, M.Music, Associate Professor Emerita of Music  
B.A., Atlantic Union College; M.Mus., University of Chattanooga.
- Theresa Rose Brickman, M.Ed., Associate Professor Emerita of Secretarial Science  
B.A., Union College; M.Ed., University of Oklahoma.
- Olivia Brickman Dean, M.Ed., Associate Professor Emerita of Education  
B.A., Union College; M.Ed., University of Oklahoma.
- Charles Fleming, Jr., M.B.A., Business Manager Emeritus  
B.A., Emmanuel Missionary College; M.B.A., Northwestern University.
- R. E. Francis, B.D., Professor Emeritus of Religion  
B.A., Columbia Union College; M.A., Andrews University; B.D., Andrews University.
- Cyril F. W. Fitcher, Ed.D., Vice-President Emeritus of Academic Administration  
B.A., Andrews University; Diploma in Theology, Newbold College; Diploma of Education, University of Western Australia; M.Ed., Maryland University; Ed.D., Maryland University.
- K. M. Kennedy, Ed.D., Professor Emeritus of Education  
B.A., Valparaiso University; M.Ed., University of Chattanooga; Ed.D., University of Tennessee.
- H. H. Kuhlman, Ph.D., Professor Emeritus of Biology  
B.A., Emmanuel Missionary College; M.A., George Peabody College for Teachers; Ph.D., University of Tennessee.
- Evlyn Lindberg, M.A., Associate Professor Emerita of English  
B.A., Willamette University; M.A., Texas Christian University.
- Drew Turlington, M.S., Associate Professor Emeritus of Industrial Education  
B.S., Southern Missionary College; M.S., University of Tennessee.



## INSTRUCTIONAL FACULTY

As of April 30, 1984

- Flora Adams, B.S., *Instructor of Nursing*  
B.S., Walla Walla College; B.S. Loma Linda University. (1983)
- William Allen, Ph.D., *Vice-President for Academic Administration, Professor of Chemistry*  
B.S., La Sierra College; Ph.D., University of Maryland. (1984)
- Frances Andrews, M.A., *Associate Professor of Journalism and English*  
B.A., Southern Missionary College; M.A., George Peabody College for Teachers. (1975)
- J. Bruce Ashton, D.M.A., *Professor of Music*  
B.Mus., Capital University; M.Mus., American Conservatory of Music, D.M.A., University of Cincinnati. (1968)
- Wiley Austin, M.S., *Associate Professor of Chemistry*  
B.S., Pacific Union College; M.S., Stanford University. (1977)
- Colleen Barrow, B.S., *Instructor of Nursing*  
B.S., Columbia Union College. (1976)
- Ronald Barrow, Ph.D., *Vice-President for Admissions and College Relations*  
B.A., Columbia Union College; Ph.D.
- Douglas Bennett, Ph.D., *Professor of Religion*  
B.A., Southern Missionary College; M.A., Andrews University; B.D., Andrews University; Ph.D., Bowling Green State University. (1961)
- Peggy Bennett, M.S.L.S., *Associate Professor of Library Science*  
B.S., Southern Missionary College; M.S.L.S., Florida State University. (1971)
- Ruby Birch, M.S.N., *Assistant Professor of Nursing*  
B.S., Madison College; B.A., Union College; M.S., Vanderbilt University. (1975)
- Jack Blanco, Th.D., *Professor of Religion*  
B.A., Union College; M.A., SDA Theological Seminary; B.D., SDA Theological Seminary; M.Th., Princeton Theological Seminary; Th.D., University of South Africa.
- Melvin D. Campbell, Ph.D., *Professor of Education*  
B.A., Union College; Ph.D., Purdue University. (1968)
- Ann Clark, M.A.T., *Associate Professor of English*  
B.A., Southern Missionary College; M.A.T., University of Chattanooga. (1965)

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Dates in parentheses indicate the beginning year of employment at Southern College.

# Faculty Directory

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Joyce Cotham, M.B.Ed., *Assistant Professor of Office Administration*  
B.S., Southern Missionary College; M.B.Ed., Middle Tennessee  
State University. (1971)

Nancy Crist, B.S., *Instructor of Nursing*  
B.S., Pacific Union College. (1982)

Thelma Cushman, M.A., *Associate Professor of Home Economics*  
B.A., Pacific Union College; M.A., Pacific Union College; M.A.,  
Michigan State University. (1957)

Charles Davis, M.S.L.S., *Librarian and Archivist*  
B.A., Union College; M.A., Kansas State University; M.S.L.S., Uni-  
versity of Southern California. (1968)

Kenneth R. Davis, M.A., *Assistant Professor of Religion*  
B.A., Emmanuel Missionary College; M.A., Andrews University;  
M.A., Boston University. (1970)

Don Dick, Ph.D., *Professor of Communication*  
B.A., Union College; M.A., University of Nebraska; Ph.D., Michigan  
State University. (1968)

Caryll L. Dormer, M.S., *Assistant Professor of Nursing*  
B.S., Hunter College; M.S., Medical College of Georgia. (1983)

John Durichek, M.A., *Associate Professor of Industrial Education*  
B.S., Southern Missionary College; M.S., George Peabody College  
for Teachers. (1969)

Betty Sue Ekvall, M.P.H., *Assistant Professor of Nursing*  
B.S., Walla Walla College; M.P.H., Loma Linda University. (1982)

Earl Evans, B.S., *Director of Food Services*  
(1977)

Flora Flood, M.S.N., *Assistant Professor of Nursing*  
B.S., Columbia Union College; M.S.N., Medical College of Georgia.  
(1983)

Robert Garren, M.F.A., *Professor of Art*  
B.S., Atlantic Union College; M.F.A., Rochester Institute of  
Technology. (1968)

Betty Garver, M.S.N., *Assistant Professor of Nursing*  
B.S., Union College; M.S., University of Tennessee. (1977)

Philip G. Garver, M.S., *Associate Professor of Physical Education*  
B.S., Southern Missionary College; M.S., Eastern Michigan Univer-  
sity. (1976)

Dorothy Giacomozzi, M.S., *Associate Professor of Nursing*  
B.S., Union College; M.S., University of Colorado. (1979)

- Orlo Gilbert, M.Mus. Ed., *Professor of Music*  
B.M.E., La Sierra College; M.Mus.Ed., Madison State Teachers College. (1967)
- Jerry Gladson, Ph.D., *Professor of Religion*  
B.A., Southern Missionary College; M.A., Vanderbilt University; Ph.D., Vanderbilt University. (1972)
- Judith Glass, M.Mus., *Associate Professor of Music*  
B.Mus., University of Texas at Austin; M.Mus., University of Texas at Austin. (1975)
- Loranne Grace, M.L.S., *Associate Professor of Library Science*  
B.S., Walla Walla College; M.L.S., University of Washington. (1970)
- Floyd Greenleaf, Ph.D., *Professor of History*  
B.A., Southern Missionary College; M.A., George Peabody College for Teachers; Ph.D., University of Tennessee. (1966)
- Edgar O. Grundset, M.A., *Associate Professor of Biology*  
B.A., Emmanuel Missionary College; M.A., Walla Walla College. (1957)
- Leona Gulley, M.H.Sc., *Assistant Professor of Nursing*  
B.S., Columbia Union College; M.A., Philippine Union College Seminary, M.H.Sc., Philippine Union College. (1978)
- Norman Gulley, Ph.D., *Professor of Religion*  
Diploma in Theology, Newbold College; B.S., Southern Missionary College; M.A., Andrews University; B.D., Andrews University; Ph.D., Edinburgh University. (1978)
- Jan Haluska, M.A., *Assistant Professor of English*  
B.S.; M.A. (1981)
- Lawrence E. Hanson, Ph.D., *Professor of Mathematics*  
B.A., California State University; M.A., University of California; Ph.D., Florida State University. (1966)
- Ray Hefferlin, Ph.D., *Professor of Physics*  
B.A., Pacific Union College; Ph.D., California Institute of Technology. (1955)
- Ruth Haller, Ed.S., *Associate Professor of Nursing*  
(Diploma), B.S., Loma Linda University; Ed.S., University of Dayton. (1983)
- Dorothy Hooper, M.S., *Assistant Professor of Nursing*  
B.S., Southern Missionary College; M.S., Loma Linda University. (1975)
- Duane F. Houck, Ph.D., *Professor of Biology*  
B.A., Emmanuel Missionary College; M.A., University of North Carolina; Ph.D., Iowa State University. (1973)

# Faculty Directory

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- Shirley Howard, M.S.N., *Assistant Professor of Nursing*  
B.S., Walla Walla College; M.S.N., University of Tennessee. (1974)
- Francis Hummer, *Instructor of Industrial Education* (1979)
- Bonnie Hunt, M.S.N., *Assistant Professor of Nursing*  
B.S., Loma Linda University; M.S.N., University of Tennessee.  
(1977)
- Gordon Hyde, Ph.D., *Professor of Religion*  
B.A., Andrews University; M.A., University of Wisconsin; Ph.D.,  
Michigan State University. (1982)
- Steven Jaecks, M.S., *Instructor of Physical Education*  
B.A., Loma Linda University; M.S., University of Tennessee. (1980)
- Wayne Janzen, Ed.D. *Professor of Industrial Arts*  
B.S., Andrews University; M.A., Western Michigan University;  
Ed.D., Texas A. & M. (1967)
- Robert Kamieneski, Ed.D., *Associate Professor of Physical Education*  
B.S., La Sierra College; M.Ed., Boston University; Ed.D., Brigham  
Young University. (1980)
- H. Dean Kinsey, M.Ed., *Vice-President for Administration, Orlando  
Campus*  
B.A., Southern Missionary College; M.Ed., Boston University.  
(1983)
- Catherine Knarr, M.S., *Associate Professor of Nursing*  
B.S., Columbia Union College; M.S., University of Tennessee.  
(1974)
- Marie E. Krall, B.S., *Instructor of Nursing*  
B.S., Columbia Union College. (1973)
- Timothy Korson, M.S., *Assistant Professor of Computer Science*  
(1984)
- Henry Kuhlman, Ph.D., *Professor of Physics*  
B.A., Emmanuel Missionary College; M.A., Western Michigan Uni-  
versity; Ph.D., Purdue University. (1968)
- Edward L. Lamb, M.S.S.W., A.C.S.W., *Associate Professor of  
Social Work and Family Studies*  
B.S., Union College; M.S.S.W., University of Tennessee. (1972)
- Katie A. Lamb, M.S.N., *Assistant Professor of Nursing*  
B.S., Union College; M.S.N., University of Central Arkansas. (1972)
- Ronda Lizzi, M.S., *Assistant Professor of Nursing*  
B.S., Loma Linda University; M.S., Loma Linda University. (1983)
- Merritt MacLafferty, M.A., *Assistant Professor of Mathematics*  
B.A., Union College; M.A., Pacific Union College. (1980).

- Nancy Malin, B.S., *Instructor of Nursing*  
B.S., Southern College. (1983)
- Ben McArthur, Ph.D., *Associate Professor of History*  
B.A., Andrews University; M.A., University of Chicago; Ph.D., University of Chicago. (1979)
- Caroline McArthur, M.S., *Assistant Professor of Nursing*  
B.S., University of Mississippi; M.S., Emory University. (1979)
- Jack McClarty, Ed.D., *Director of Development*  
B.M.Ed., University of Montana; M.M.Ed., Andrews University; Ed.D., University of Montana. (1980)
- Wilma McClarty, Ed.D., *Professor of English*  
B.A., Andrews University; M.A., Andrews University; Ed.D., University of Montana. (1972)
- Robert W. Merchant, M.B.A., C.P.A., *Treasurer*  
B.A., Emmanuel Missionary College; M.B.A., University of Arkansas. (1961)
- Robert Moore, M.S., *Assistant Professor of Mathematics*  
B.A., Southern Missionary College; M.S., University of North Carolina. (1979)
- Patricia C. Morrison, M.L.S., *Assistant Professor of Library Science*  
B.S., East Carolina University; M.L.S., Vanderbilt University. (1981)
- Robert R. Morrison, Ph.D., *Professor of Modern Languages*  
B.A., George Washington University; M.A., Middlebury College; Ph.D., University of Florida. (1967)
- Hal Nash, M.S., *Assistant Professor*  
B.S., Northern Arizona University; M.S., University of Arizona. (1983)
- Helmut K. Ott, Ed.D., *Associate Professor of Modern Languages*  
B.A., Loma Linda College of Arts and Sciences; M.A., Inter-American University; M.A., Andrews University; Ed.D., Andrews University. (1971)
- Olson Perry, M.A., *Program Director, WSMC*  
B.A., City College of New York; M.A., Andrews University. (1977)
- Johanna Neubrandner, B.S., *Instructor of Nursing*  
B.S., Southern Missionary College. (1983)
- Marsha Rauch, M.S.N., *Assistant Professor of Nursing*  
B.S., Columbia Union College; M.S.N., Catholic University of America. (1982)
- Richard Reiner, B.S., *Business Manager*  
B.S., Union College. (1977)

# Faculty Directory

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- Desmond Rice, Ed.D., *Professor of Education*  
B.A., Avondale College; M.A., San Francisco State University;  
Ed.D., University of Southern California. (1979)
- Hazel Rice, Ed.S., *Associate Professor of Nursing*  
B.S., Columbia Union College; M.S., University of Colorado; Ed.S.,  
University of Colorado. (1978)
- E. Williams Richards, Jr., Ph.D., C.P.A., C.M.A., C.I.A., C.D.P., C.C.P.,  
C.C.A., *Professor of Business Administration*  
B.S., Southern Missionary College; Ph.D., Michigan State Univer-  
sity. (1977)
- Evonne Richards, Ed.D., *Assistant Professor of Office Administration*  
B.S., Pacific Union College; M.A., Loma Linda University; Ed.D.,  
University of Tennessee. (1983)
- Arthur Richert, Ph.D., *Professor of Mathematics*  
B.A., Southern Missionary College; M.A. and Ph.D., University of  
Texas. (1971)
- Charlene Robertson, M.S.N., *Associate Professor of Nursing*  
B.S., Southern Missionary College; M.S., University of Alabama.  
(1977)
- Marvin L. Robertson, Ph.D., *Professor of Music*  
B.Mus., Walla Walla College; M.A., University of Northern Col-  
orado; Ph.D., Florida State University. (1966)
- Cyril E. Roe, Ed.D., *Professor of Education*  
B.A., Pacific Union College; M.A., Pacific Union College; Ed.D.,  
University of the Pacific. (1976)
- Cecil Rolfe, Ph.D., *Professor of Business Administration*  
B.A., Columbia Union College; M.B.A., University of Maryland;  
Ph.D., University of Maryland. (1964)
- Daniel Rozell, M.A., *Associate Professor of Business Administration*  
B.S., Southern Missionary College; M.A., Central Michigan Univer-  
sity. (1978)
- Barbara Ruf, Ph.D., *Professor of English*  
B.A., Atlantic Union College; M.A., Boston University; Ph.D., Uni-  
versity of Tennessee. (1969)
- Don Runyan, Ph.D., *Professor of Music*  
B.M.E., Union College; M.M.Voice, University of Indiana; Ph.D.,  
George Peabody College for Teachers at Vanderbilt. (1968)
- Patricia Rushing, M.S.N., *Assistant Professor of Nursing*  
B.S.; M.S.N. (1982)

- Everett Schlisner, M.A., *Vice-President of Student Services*  
B.S., Union College; M.A., Andrews University. (1974)
- Patricia Silver, M.A., *Associate Professor of Music*  
B.S.C., Madison College; M.A., George Peabody. (1982)
- Sylvia Skantz, B.S., *Instructor of Nursing*  
B.S., Loma Linda University. (1982)
- David Smith, M.A., *Assistant Professor of English*  
B.A., Andrews University; M.A., Andrews University. (1981)
- Ronald Springett, Ph.D., *Professor of Religion*  
B.A., Columbia Union College; M.A. and B.D., Andrews University.  
(1969)
- Donna Spurlock, M.N., *Associate Professor of Nursing*  
B.S., Southern Missionary College; M.N., University of Florida.  
(1973)
- David Steen, Ph.D., *Professor of Biology*  
B.A., Southern Missionary College; M.A., Loma Linda University;  
Ph.D., Loma Linda University. (1974)
- Jeanette Stepanke, M.A., *Assistant Professor of Education*  
B.S., Andrews University; M.A., Ohio State University. (1979)
- Elvie Swinson, M.S., *Associate Professor of Nursing*  
B.S.N.E., Columbia Union College; M.S., Loma Linda University.  
(1973)
- William H. Taylor, M.A., *Professor of English*  
B.A., Union College; M.A., University of Nebraska. (1958)
- Mitchell Thiel, Ph.D., *Professor of Chemistry*  
B.A., Union College; M.S., University of Maryland; Ph.D., Univer-  
sity of Maryland. (1966)
- Nancy Thiel, B.S., *Instructor of Nursing*  
B.S., Columbia Union College. (1978)
- Cheryl K. Thompson, B.S., *Instructor of Nursing*  
B.S., Southern Missionary College. (1982)
- Lois Thompson, B.S.N., *Instructor of Nursing*  
B.S.N., Andrews University. (1981)
- David C. Turner, M.Ed., *Assistant Professor of Industrial Education*  
B.A., Andrews University; M.Ed., Fitchburg State College. (1979)
- David Twombly, B.S., *Instructor of Nursing*  
B.S., Southern College. (1982)
- Wayne E. VandeVere, Ph.D., C.P.A., *Professor of Business Admin-  
istration*  
B.A., Andrews University; M.B.A., University of Michigan; Ph.D.,  
Michigan State University. (1956)

# Faculty Directory

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- Steven E. Warren, Ph.D., Assistant Professor of Chemistry  
B.S., Andrews University; Ph.D., Arizona State University. (1982)
- Erma Webb, M.S., Assistant Professor of Nursing  
B.S., Union College; M.S., Loma Linda University. (1976)
- William Wohlers, Ph.D., Professor of History  
B.A., Walla Walla College; M.A., Andrews University; Ph.D., University of Nebraska. (1973)
- Marianne Wooley, M.S.L.S., Assistant Professor of Library Science  
B.S., Andrews University; M.S.L.S., University of Southern California. (1966)
- \*Marcella Woolsey, M.A., Instructor of Biology  
B.S., Southern Missionary College; M.A., Loma Linda University. (1981)
- Marlene Young, B.S., Instructor of Nursing  
B.S., Union College. (1982)
- Edwin Zackrison, B.D., Professor of Religion  
B.A., Loma Linda University College of Arts and Sciences; M.A., Andrews University; B.D., Andrews University. (1972)
- Jolene Zackrison, M.A.T., Assistant Professor of Office Administration  
B.A., Andrews University; M.A.T., Andrews University. (1979)

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Dates in parentheses indicate the beginning year of employment at Southern College.

\* Study leave

\*\* Leave of Absence



## ADJUNCT FACULTY

**Education**

Faculty of Collegedale Academy  
 Faculty of Spalding Elementary School

**Southern Union Elementary Supervisors and/or Superintendents:**

Alice Robertson, Alabama-Mississippi  
 Louis Canosa, Carolina  
 Elizabeth Hudak, Florida  
 Jim Epperson, Georgia-Cumberland  
 Loraine Paulk, Kentucky-Tennessee  
 V. J. Mendinghall, South Atlantic  
 Nathaniel Higgs, South Central  
 Keith Dennis, Southeastern

**Medical Technology****Erlanger Hospital:**

Jerome Abramson, M.D., *Medical Director*  
 Elizabeth C. Shirley, M.A.T., MT (ASCP), *Program Director*

**Florida Hospital:**

Rodney Holcomb, M.D., *Medical Director*  
 Patricia Rogers, B.S., MT (ASCP), *Program Director*

**Hinsdale Hospital:**

Roland Lonser, M.D., *Medical Director*  
 Jack Blume, M.S., MT (ASCP), *Program Director*

**Kettering Hospital:**

Glenn Bylsma, M.D., *Medical Director*  
 Barbara C. Ellison, MT (ASCP), *Program Director*  
 Mary Ann Fiene, M.S., MT (ASCP), *Academic Education Coordinator*

# Faculty Directory

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### Collegedale

- Lamar Bagley
- Wanda Bunce
- Carol Burhenn
- Judy Compton
- Donna Day
- Linda Dwyer
- Robert E. Giles
- Carolyn Harris
- Marion R. Harris
- Geraldine Kelley
- Dr. James Posner
- Valmae Reed
- Judy Regali-Burr
- Shirley Spears
- Cheri Terrell
- Carol Thomas
- Juanita Weddle
- Karen Wisdom

### Orlando Center

- Betty Barker
- Bill Birch
- Dorothy Brown
- Connie Hamilton
- Kathy Hinson
- Brucie Huffman
- Mary Lou Jones
- Marty Keller
- Marion Kierstead
- Pamela Lowe
- Alice MacMahon
- Gail Nausbaum
- Marie Prusia
- Rosann Reilly
- Caroline Wrightman

## FACULTY COMMITTEES

The decision of any committee may be appealed to the college president.

**ADMINISTRATIVE COUNCIL:** John Wagner, *Chairman*; Bill Allen, Ron Barrow, Charles Davis, Mary Elam, Jack McClarty, Robert Merchant, Richard Reiner, Everett Schlisner, Ken Spears, Bill Taylor, Laurel Wells, and division chairmen.

**PROMOTIONS COMMITTEE:** David Steen, *Chairman*; Floyd Greenleaf, Larry Hanson, Wilma McClarty, Arthur Richert, and Elvie Swinson. (William Allen, *Advisor*)

**FACULTY SENATE:** John Wagner, *Chairman*; William Allen, Jack Blanco, Melvin Campbell, Charles Davis, Floyd Greenleaf, E. O. Grundset, Jan Haluska, Larry Hanson, Bonnie Hunt, Gordon Hyde, Wayne Janzen, Robert Kamieneski, Cathy Knarr, Katie Lamb, Ed Lamb, Ben McArthur, Robert Merchant, Robert Moore, Louesa Peters, Richard Reiner, Bill Richards, Charlene Robertson, Cecil Rolfe, Millie Runyan, Vinita Sauder, Everett Schlisner, Pat Silver, Ken Spears, Mitchell Thiel, Nancy Thiel, and two students.

**FACULTY SENATE EXECUTIVE COMMITTEE:** John Wagner, *Chairman*; William Allen, Floyd Greenleaf, Cathy Knarr, Ben McArthur, Richard Reiner, Bill Richards, and Everett Schlisner.

**ACADEMIC AFFAIRS:** William Allen, *Chairman (ex off.)*; Frances Andrews, Ron Barrow, Thelma Cushman, Charles Davis, Mary Elam, Robert Garren, Gordon Hyde, Wayne Janzen, Robert Moore, Robert Morrison, Marvin Robertson, Cyril Roe, David Steen, Wayne VandeVere, (*Nursing Chairman*), (*HPER Chairman*).

(The Vice President for Academic Administration is an *ex officio* member of each of the following subcommittees to the Academic Affairs Committee.)

**Absence Subcommittee:** Jan Haluska, *Chairman*; Don Dick, Dorothy Hooper, Becky Rolfe, (one additional member to be chosen later).

**Admissions Subcommittee:** Ron Barrow, *Chairman (ex off.)*; Reed Christman, Millie Runyan, Everett Schlisner, and Randy White.

**General Education Subcommittee:** Lawrence Hanson, *Chairman*; Jack Blanco, Bonnie Hunt, Ed Lamb, William Richards, Barbara Ruf, and Mitchell Thiel.

**Writing Subcommittee:** Benjamin McArthur, *Chairman*; Melvin Campbell, Duane Houck, Cathy Knarr, Dan Rozell, Ronald Springett, David Smith (*ex off.*).

**Library Subcommittee:** Charles Davis, *Chairman (ex off.)*; Wiley Austin, Peggy Bennett, Ann Clark, Philip Garver, Norman Gulley, Shirley Howard, Francis Hummer, Evonne Richards, Don Runyan, and Jolene Zackrisson.

**Teacher Education Council Subcommittee:** (all positions mandated *ex officio* by Faculty Handbook). Cyril Roe, *Chairman*; Melvin Campbell, Howard Ken-

# Faculty Committees

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nedy, Dean Maddock, Desmond Rice, Everett Schlisner, supervisors of student teachers for each department.

**Honors Subcommittee:** Art Richert, *Chairman*; Jerry Gladson, Benjamin McArthur, Cecil Rolfe, Donna Spurlock, and Steven Warren.

**Teaching Learning Center Advisory Subcommittee:** Carole Haynes, *Chairman* (ex off.); K. R. Davis, Frank DiMemmo, Robert Moore, Pat Morrison, Ron Qualley, Charlene Robertson, and David Smith.

**FACULTY AFFAIRS COMMITTEE:** Desmond Rice, *Chairman*; Douglas Bennett, Judy Glass, Floyd Greenleaf, Katie Lamb, Everett Schlisner, and David Steen.

**Social and Recreational Subcommittee:** Thelma Cushman, *Chairman*; Emily Dresser, Earl Evans, and Dorothy Giacomozzi.

**STUDENT SERVICES:** Everett Schlisner, *Chairman* (ex off.); Reed Christman, Helmut Ott, Millie Runyan, and William Wohlers. The following members of this committee are mandated as ex officio by the Faculty Handbook: Ron Barrow, Edgar Grundset, James Herman, Robert Kamieneski, Robert Merchant, and Laurel Wells.

**Student Personnel Subcommittee:** (all positions mandated as ex officio by Faculty Handbook). Everett Schlisner, *Chairman*; Reed Christman, K. R. Davis, Earl Evans, Eleanor Hanson, James Herman, Clifford Myers, Ron Qualley, Becky Rolfe, Millie Runyan, and Dorothy Somers.

(The Vice President for Student Services is an ex officio member of each of the following subcommittees to the Student Services Committee.)

**Artist Adventure Subcommittee:** Everett Schlisner, *Chairman*; John Durichek, Betty Garver, Orlo Gilbert, Tim Korson, Jeanette Stepanske, and William Wohlers.

**Films Subcommittee:** Robert Merchant, *Chairman*; Colleen Barrow, Loranne Grace, Wilma McClarty, and David Turner.

**Loans and Scholarships Subcommittee:** Laurel Wells, *Chairman* (ex off.); Reed Christman, Leona Gulley, Merritt MacLafferty, Dorothy Somers, and Randy White.

**Programs Subcommittee:** Edgar Grundset, *Chairman*; Joyce Cotham, Frank DiMemmo, Ted Evans, and Marie Krall.

**Recreation Subcommittee:** Robert Kamieneski, *Chairman*; Steve Jaecks (ex off.), Carol Bauer, Katye Hunt, Henry Kuhlman, and Steve Warren.

**Religious Life Council Subcommittee:** James Herman, *Chairman* (ex off.); Jerry Gladson, Ron Qualley, Ron Springett, Elvie Swinson, and Nancy Thiel.

**Freshman Support Subcommittee:** Ron Barrow, *Chairman* (ex off.); William Allen (ex off.), Reed Christman (ex off.), K. R. Davis (ex off.), Carole Haynes (ex off.), Ed Lamb, Millie Runyan (ex. off.), Everett Schlisner (ex off.), and Laurel Wells (ex off.).

**Screening Subcommittee:** Pat Silver, *Chairman*; Steve Jaecks, Ron Qualley, and Dorothy Somers.

**Discipline Pool Subcommittee:** Ruby Birch, *Chairman*; Bonnie Hunt, Wilma McClarty, Olson Perry, Cecil Rolfe, Donna Spurlock, and Larry Williams.

**COMPUTER SERVICES USERS:** Richard Reiner, *Chairman (ex off.)*; William Allen, *Co-Chairman (ex off.)*; Mary Elam, Tim Korson, Henry Kuhlman, Louesa Peters, William Richards, Laurel Wells, and John Beckett (consultant).

**FACULTY HANDBOOK:** (all positions mandated as ex officio by the Faculty Handbook). William Wohlers, *Chairman*; Jeanne Davis, Robert Merchant, (Secretary of the Faculty Senate for 1984-85).

**ADMINISTRATIVE DEVELOPMENT ADVISORY:** Wayne VandeVere, *Chairman*; John Beckett, Jeanne Davis, Betty Garver, Marvin Robertson, Everett Schlisner, and Randy White.

The following *ad hoc* committees function under the supervision of the Dean of Students: Ministerial Recommendations; Medical Student Recommendations. The decision of any committee may be appealed to the college president.

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## JULY

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## SEPTEMBER

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