

1987

## **BGSU 1987-1988-1989 Undergraduate Catalog**

Bowling Green State University

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BOWLING GREEN STATE UNIVERSITY  
1987-89 UNDERGRADUATE CATALOG

# 1987-89 Academic Calendar

## Summer Session 1987

May 18 – Monday  
 May 25 – Monday  
 June 8 – Monday  
 June 22 – Monday  
 July 13 – Monday  
 August 15 – Saturday

First 5-week and 8-week terms begin  
 Memorial Day – No classes  
 Second 5-week term begins  
 Third 5-week and second 8-week terms begin  
 Fourth 5-week term begins  
 Commencement

## Fall Semester 1987

August 26 – Wednesday  
 September 7 – Monday  
 November 25 – Wednesday  
 November 30 – Monday  
 December 11 – Friday  
 December 14 – Monday  
 December 18 – Friday  
 December 19 – Saturday

Classes begin 7:30 a.m.  
 Labor Day – No classes  
 Thanksgiving recess begins 7:30 a.m.  
 Classes resume 7:30 a.m.  
 Classes end 5:30 p.m.  
 Examinations begin  
 Fall Semester ends  
 Commencement

## Spring Semester 1988

January 11 – Monday  
 January 18 – Monday  
 March 19 – Saturday  
 March 28 – Monday  
 April 29 – Friday  
 May 2 – Monday  
 May 6 – Friday  
 May 7 – Saturday

Classes begin 7:30 a.m.  
 Martin Luther King Day – No classes  
 Spring recess begins  
 Classes resume 7:30 a.m.  
 Classes end 5:30 p.m.  
 Examinations begin  
 Spring Semester ends  
 Commencement

## Summer Session 1988

May 16 – Monday  
 May 30 – Monday  
 June 6 – Monday  
 June 20 – Monday  
 July 4 – Monday  
 July 11 – Monday  
 August 13 – Saturday

First 5-week and 8-week terms begin  
 Memorial Day – No classes  
 Second 5-week term begins  
 Third 5-week and second 8-week terms begin  
 Independence Day – No classes  
 Fourth 5-week term begins  
 Commencement

## Fall Semester 1988

August 24 – Wednesday  
 September 5 – Monday  
 November 23 – Wednesday  
 November 28 – Monday  
 December 9 – Friday  
 December 12 – Monday  
 December 16 – Friday  
 December 17 – Saturday

Classes begin 7:30 a.m.  
 Labor Day – No classes  
 Thanksgiving recess begins 7:30 a.m.  
 Classes resume 7:30 a.m.  
 Classes end 5:30 p.m.  
 Examinations begin  
 Fall Semester ends  
 Commencement

## Spring Semester 1989

January 9 – Monday  
 January 16 – Monday  
 March 18 – Saturday  
 March 27 – Monday  
 April 28 – Friday  
 May 1 – Monday  
 May 5 – Friday  
 May 6 – Saturday

Classes begin 7:30 a.m.  
 Martin Luther King Day – No classes  
 Spring recess begins  
 Classes resume 7:30 a.m.  
 Classes end 5:30 p.m.  
 Examinations begin  
 Spring Semester ends  
 Commencement

## Where to Go

Admissions information	110 McFall Center	372-2086
Advising, academic		
College offices		
Arts and Sciences	215 Admin. Bldg.	372-2015
Business		
Administration	371 Bus. Admn. Bldg.	372-2747
Education and Allied Professions	444 Education Bldg.	372-7372
Health and Human Services	102 Health Center	372-8242
Musical Arts	Moore Musical Arts Center	372-2181
Technology	204 Technology Bldg.	372-2436
Pre-Major Advising	101 University Hall	372-2677
Campus Safety and Security	Commons	372-2346
Counseling		
Counseling and Career Development Center	320 Student Services Bldg.	372-2081
Placement	360 Student Services Bldg.	372-2356
Psychological Services	309 Psychology Bldg.	372-2540
Center for Academic Options	231 Admin. Bldg.	372-8202
Changing majors	College offices	
Drop/add	Registrar, 110 Admin. Bldg.	372-8441
Employment, student	450 Student Services Bldg.	372-2651
Financial aid	450 Student Services Bldg.	372-2651
Housing, on-campus	440 Student Services Bldg.	372-2011
ID cards	Registrar, 110 Admin. Bldg.	372-8441
Registering for classes	Registrar, 110 Admin. Bldg.	372-8441
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# About This Catalog

1. Students are responsible for knowing all requirements and policies in this catalog, particularly those academic policies on pages 9-15.

2. All information in this catalog was correct as of April 30, 1987, and is subject to change. Except as specifically stated herein, Bowling Green State University makes no representation or contract that following a particular course or curriculum will result in specific achievement, employment or qualification for employment, admission to degree programs or licensing for particular professions or occupations.

3. Programs are listed in this catalog under colleges in alphabetical order. Under each program, courses are identified by a three- or four-letter abbreviation and a number. Course descriptions are listed in the back of this catalog in alphabetical order by subject area.

4. The semester schedule of classes should be used in conjunction with this catalog to determine course availability since all courses are not offered every semester.

5. The University reserves the right to change its course offerings and academic requirements for the baccalaureate and associate degrees. To protect students from unnecessary penalty where these changes occur, the following policies in regard to the *Undergraduate Catalog* are in effect:

a. Students' graduation requirements are based upon the *Undergraduate Catalog* in use during their first academic term at BGSU.

b. Students may elect to complete a program under the most recent *Undergraduate Catalog*. If this choice is made, then the student must complete all additional requirements for the program selected.

c. Students who transfer from one BGSU college to another follow the *Undergraduate Catalog* in effect at the time of the transfer.

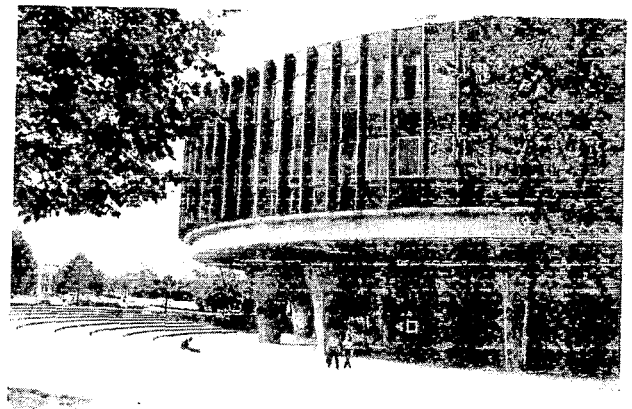
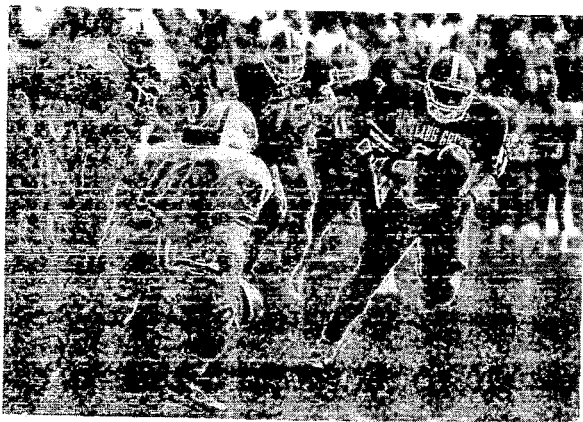
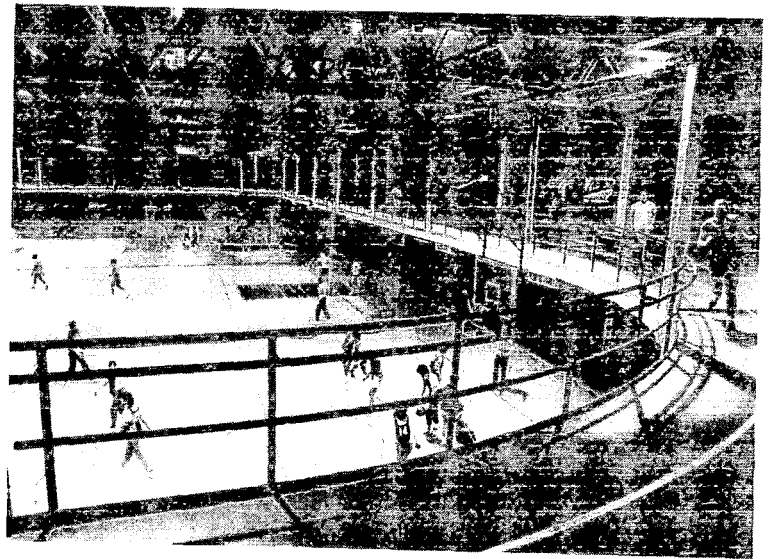
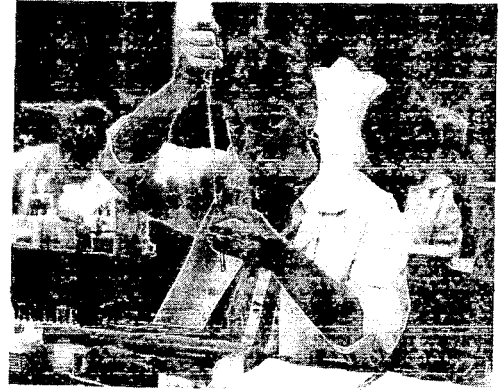
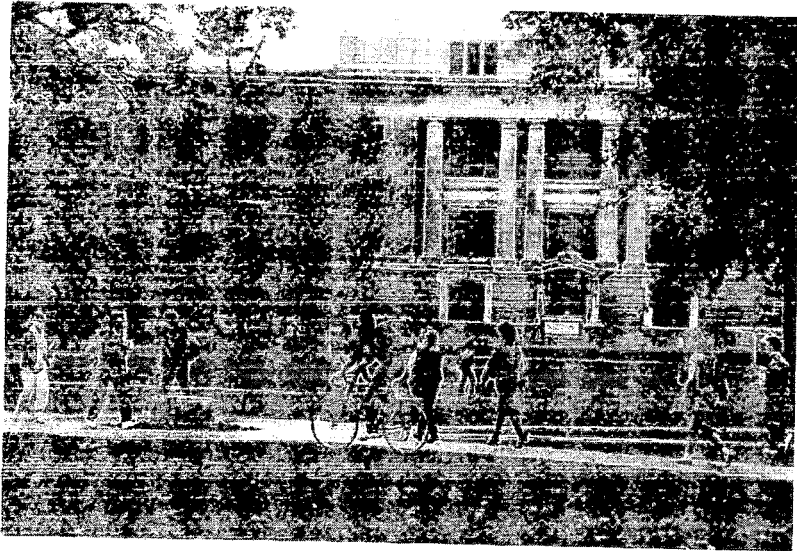
d. Students who transfer from other institutions follow the *Undergraduate Catalog* in effect at the time of their initial registration for courses at BGSU.

e. Students who initiate but do not complete a program and return to the University follow the *Undergraduate Catalog* in effect at the time of return.

f. Questions concerning catalog policy should be directed to the appropriate academic dean.

6. The social security number is used as an identifying account number throughout a student's attendance at the University. Students are required to disclose their social security numbers as a condition for enrollment at the University.

7. Bowling Green State University provides equal educational and employment opportunity regardless of race, sex, color, national origin, geographical area, religion, creed, age, marital status, mental or physical handicaps or veteran status. The University will not knowingly cooperate with, support or employ the services of other organizations that discriminate against persons on such grounds. However, if any student with a physical disability requires special individual services or equipment, the student will be responsible for the expenses thereof. This policy includes the expense of providing personal tutors, personal attendants, medical technicians and so forth. The University will assist such students in communicating with proper community or government agencies to secure any available financial assistance to meet their needs.



# ●The University

Bowling Green State University is situated on a 1,250-acre campus, which includes more than 100 buildings. The University offers more than 170 undergraduate degree programs, 75 master's degree programs and has 12 departments granting doctoral degrees in more than 40 specialty areas. More than 17,000 students, including about 2,000 graduate students, attend classes on the main campus. The University enrolls an additional 1,100 students at the Firelands College and various off-campus centers. At the center of the University's academic community are the 750 full-time faculty members, who are engaged in teaching, research and scholarship activities.

Established in 1910 as a teacher-training institution, Bowling Green held its first classes in 1914, but it was not until the following year that the first two buildings—now University Hall and Williams Hall—were ready for use. Student enrollment for that initial year totaled 304, with a faculty of 21. The first bachelor's degrees were awarded in 1917.

In 1929, the functions of Bowling Green were expanded to provide four-year degree programs in the College of Education and the College of Liberal Arts. The College of Business Administration and graduate programs were added in 1935, the year in which Bowling Green attained full university status. In 1947, the Graduate School was formed, and BGSU awarded its first doctoral degrees (in English) in 1963.

Beginning in 1946, extension programs of the University were offered in Sandusky, Ohio. During the next two decades, course offerings there were expanded and in 1965 a branch campus of the University was established to serve Erie, Huron and Ottawa counties. That branch campus is Firelands College, located in Huron, Ohio. Firelands College offers career and technical education leading to associate degrees in 17 areas, as well as the first two years of baccalaureate degree programs.

In the 1970s, three new colleges were added to the University's curricular offerings. In 1973, the College of Health and Human Services was established to provide degree programs in specialized areas in various health and community service fields. In 1975, the School of Music was expanded into the College of Musical Arts, and in the same year the Graduate School became the Graduate College. Most recently, the School of Technology was granted college status in 1985.

In addition to its degree programs, the University offers diverse opportunities for educational and cultural enrichment to the people of the area through its regional and continuing education programs, as well as through the intellectual and cultural activities that are an integral part of campus life.

## The Campus

Included among the more than 100 buildings on the Bowling Green campus are some that were completed as early as 1915; more than half, however, have been constructed since 1960. Many are equipped with ramps and ground-level entryways for the handicapped.

The nine-story Jerome Library is the focal point of the academic community. The design, open stacks, reading lounges, study carrels and seminar rooms have been planned to create an atmosphere conducive to independent study. Jerome Library houses a collection of more than 2.5 million items, including 1.1 million volumes plus thousands of journals, periodicals, microforms, government documents and other materials. Of special note is the Sound Recordings Archives which, with more than 400,000 recordings and associated print documentation, is one of the largest of any academic institution in the nation. In addition, the library contains a curriculum resource center and special collections, including maps, popular culture and rare books. The Center for Archival Collections houses materials relevant to northwest Ohio history and the Institute for Great Lakes Research contains materials on the shipping industry's past and present.

Among the facilities in the science-research complex are the Psychology Building, the Mathematical Sciences Building, the Life Sciences Building, Overman Hall, the Biological Sciences Laboratory Annex and the Physical Sciences Laboratory Building. These provide specialized research equipment and laboratories to serve the needs of students in a variety of disciplines.

The Technology Building contains a computer graphics center and specialized laboratories in design, electronics, manufacturing, visual communications and other technologies.

Art facilities are located throughout the campus and include individual studios for design and workshops for such areas as jewelry making, woodworking, painting, drawing, enameling, weaving, printmaking, sculpture, ceramics and glass blowing. Photography laboratories are also available at several campus locations. An art gallery located in the Fine Arts Building annually features works by faculty and students, as well as traveling exhibits.

The campus radio stations, WFAL-AM and WBGU-FM, provide students with practical experience in daily station operations. Students also support the professional staff in the programming and activities of WBGU-TV, a public television station located on campus serving northwest Ohio.

Theatre students at the University have many opportunities to participate in all phases of the theatre experience through annual productions held in University Hall's Eva Marie Saint Theatre as well as the Joe E. Brown Theatre.

The Moore Musical Arts Center, completed in 1979, provides extensive and modern facilities for the University's music programs and activities. Constructed around an open courtyard, the music center includes an 850-seat concert hall, a 250-seat recital hall, as well as practice rooms, rehearsal halls, classrooms, studios and a variety of special facilities designed for specific areas of performance and instruction.

The focal point of campus recreational activity is the Student Recreation Center, also completed in 1979. Among the facilities contained in the recreation center are two swimming pools, 14 handball/racquetball courts, 3 squash courts, 4 weight rooms, a running track and basketball/volleyball/tennis courts and the Fitwell Center. Other campus athletic and recreational facilities include a 30,000-seat football stadium, an ice arena, a 5,200-seat basketball arena, an 18-hole golf course and 25 tennis courts.

The University Union is a center for social and cultural activities on campus. There are three food service facilities and 26 guest rooms in the Union, and a wide range of lectures, concerts and other activities are presented in the Lenhart Grand Ballroom, located on the second floor.

Completed in 1976, the Mileti Alumni Center is the hub for the many activities of the University's alumni. It contains meeting rooms, a library and an art gallery which features works by alumni, faculty and students.

Other campus buildings house classrooms and facilities for programs in business administration, education and the humanities.

## Academic goals of the University

Bowling Green State University is dedicated to providing quality academic programs in a learning environment that promotes academic and personal excellence in students, as well as appreciation of intellectual, ethical and aesthetic values. Wisdom, sound judgment, tolerance and respect for other persons, cultures and ideas are the hallmarks of an educated person and the characteristics that the University hopes to develop in its students.

The extent to which these goals are met depends upon the intellectual and cultural environment of the University, the wisdom and dedication of its faculty and the intellectual curiosity, ability and energy of its students. To achieve this end the University strives to attract the most qualified students and faculty committed to the goals of quality education, productive research and scholarly achievement.

Through a vigorous program of curricular evaluation and development, Bowling Green State University seeks to ensure that those who earn a baccalaureate degree from any of the colleges of the University will have acquired practical and theoretical understanding in a specific area of specialization; demonstrated competency in critical thinking, problem solving, reading, writing, speaking, computation and mathematics; acquired a fundamental breadth of knowledge in literature, the fine arts and the other humanities, as well as in the natural, social and behavioral sciences; experienced personal growth through interaction with all elements of the University community and through exposure to other cultures; and enjoyed the opportunity to explore diverse individual academic interests through the variety of courses and programs available at the University.

## Accreditation and recognition

The University is fully accredited at the bachelor's, master's and doctoral levels by the North Central Association of Colleges and Secondary Schools. In addition, the College of Business Administration is accredited by the American Assembly of Collegiate Schools of Business (AACSB); teacher education, by the National Council for Accreditation of Teacher Education (NCATE) and the Ohio State Department of Education; the College of Musical Arts, by the National Association of Schools of Music (NASM); chemistry, by the American Chemical Society; psychology, by the American Psychological Association; nursing, by the National League of Nursing; rehabilitation counseling, by the Council on Rehabilitation Education; journalism, by the American Council on Education for Journalism; social work, by the Council for Social Work Education; communication disorders, by the Educational Standard Board ASHA; theatre, by the National Association of Schools of Theatre; technology, by the National Association of Industrial Technology; medical record technology (Firelands College), by the American Medical Record Association; medical technology, by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS); medical record administration, by the Committee on Allied Health Education and Accreditation in cooperation with the American Medical Record Administration; dietetics, by the American Dietetics Association, and physical therapy by the American Physical Therapy Association.

## Academic organization

Courses of instruction leading to baccalaureate degrees are provided through: the College of Arts and Sciences, which includes the School of Art and the School of Mass Communication; the College of Business Administration; the College of Education and Allied Professions, which includes the School of Health, Physical Education and Recreation; the College of Health and Human Services, which includes the School of Nursing; the College of Musical Arts, and the College of Technology. Associate degrees are available through Firelands College and the College of Business Administration. Graduate degrees are offered through the Graduate College.

An undergraduate student enrolls in one of the seven colleges—Arts and Sciences, Business Administration, Education and Allied Professions, Firelands, Health and Human Services, Musical Arts or Technology. An undergraduate student who is undecided as to college enrolls in the Office of Pre-Major Advising.

The University emphasizes a liberal education for freshmen and provides advising services for them, especially for those undecided about their major. The Office of Pre-Major Advising assists students in meeting the requirements of the specific degree-granting undergraduate colleges.

## Degrees offered

Four-year undergraduate programs are available leading to the following degrees:

- Bachelor of Arts
- Bachelor of Arts in Communication
- Bachelor of Fine Arts
- Bachelor of Liberal Studies
- Bachelor of Music
- Bachelor of Science
- Bachelor of Science in Applied Microbiology
- Bachelor of Science in Art Therapy
- Bachelor of Science in Business Administration
- Bachelor of Science in Child and Family Services
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Dietetics
- Bachelor of Science in Economics
- Bachelor of Science in Education
- Bachelor of Science in Environmental Health
- Bachelor of Science in Gerontology
- Bachelor of Science in Journalism
- Bachelor of Science in Medical Record Administration
- Bachelor of Science in Medical Technology
- Bachelor of Science in Nursing
- Bachelor of Science in Parasitology and Medical Entomology
- Bachelor of Science in Physical Therapy
- Bachelor of Science in Social Work
- Bachelor of Science in Speech Pathology and Audiology



### Bachelor of Science in Technology

Two-year programs are available leading to the following associate degrees:  
Associate in Applied Business (Business Administration)

Associate of Applied Business (Firelands)  
Associate of Applied Science (Firelands)  
Associate of Arts (Firelands)  
Associate of Science (Firelands)

See the *Graduate Catalog* for a list of graduate degrees offered by the University.

## Academic Support Centers

### Center for the Study of Popular Culture

The Center for the Study of Popular Culture is the national headquarters of the Popular Culture Association and the American Culture Association. The center houses the Popular Press which publishes, among other works, *The Journal of Popular Culture*, *The Journal of American Culture*, *The Journal of Canadian Culture*, *the Journal of Regional Cultures*, *the Journal of Cultural Geography*, *Clues: A Journal of Detection* and houses the editorial office of the *Journal of Popular Film and Television*. The Popular Culture Library has extensive collections of popular literature, both fiction and nonfiction. These include a variety of comics, serials, paperbacks and magazines. The Sound Recordings Archives section of the Music Library houses 150,000 LP records, 160,000 45-rpm singles, 70,000 78-rpm records and 800 cylinder recordings. Among its collections are more than 2,000 hours of old radio shows, all-inclusive discography holdings and subscriptions to more than 80 popular music and recording industry periodicals.

### Management Center

A division of the College of Business Administration since 1969, the center offers educational, training, management development, consulting and research assistance to business, industry and other public and private institutions. No geographical limitation is placed upon the clients for these services, although the Management Center emphasizes assistance to clients located in northwest Ohio. The center has assisted many clients in such areas as strategic planning, market analysis, feasibility studies, acquisition analysis, regional economic development, profit improvement, management development, sales forecasting, inventory management and other areas.

The center offers in-house training services, technical advice and research services. It also provides programs and co-sponsors seminars or conferences with professional societies and trade associations.

Using faculty resources of the University, the Management Center, located in 369 Business Administration Building (372-2807), also provides assistance in specific problem solving for business, industry and public institutions.

### McMaster Leadership Institute

The Harold and Helen McMaster Leadership Institute for Scientific and Technical Industry focuses on the ways in which small firms in scientific and technical industry can profit and grow in today's economic climate, concentrating on planning, organization, communication, continuing innovation, management and other areas critical to the success of the scientific and technical business community.

The institute sponsors conferences on such topics as technology transfer, stimulating an environment which will motivate employees to be creative, efficient use of research and development alternatives, and the relationship between the scientist and the nonscientist in achievement of business goals.

### Social Philosophy and Policy Center

Established in 1981, the center is devoted to the examination of public policy issues from a philosophical perspective; e.g., economic regulation, land use legislation and national defense. The center, which is maintained by foundation grants, sponsors national conferences, publishes a journal, *Social Philosophy & Policy*, and other topical literature, and supports visiting scholars.

### National Drosophila Species Resource Center

The center contains 400 species of fruit flies in 4,000 strains and is the largest scientific facility of its kind in the world. Flies are bred and supplied for international research in basic genetics, genetic engineering, evolution and cancer. The center was transferred to Bowling Green in 1982 from the University of Texas in Austin upon the recommendation of the National Science Foundation, the American Society of Naturalists and the National Policy Guidance Council. It is located in the Life Sciences Building.

### Mid America Stock Center

Since 1966, Bowling Green has operated the center which is a repository for the world's largest collection of a specific research/fruit fly species, the *Drosophila melanogaster*. Each year the center, which is funded by the National Science Foundation, supplies quantities of the species to accommodate nearly 1,000 requests from scientists in this country and around the world.

### Population and Society Research Center

The center, which is engaged in interdisciplinary studies in sociology, psychology and institutional research, also conducts surveys for external clients on questions of social concern and the quality of life in northwest Ohio, e.g., attitudes on the use of nuclear power, energy conservation, motor vehicle fuel usage and vehicle purchase plans.

### Productivity and Gainsharing Institute

Formed in 1980, the institute assists organizations in the study, evaluation, installation and maintenance of productivity, gainsharing and measurement systems. Offered through the College of Business Administration, the institute provides formalized education programs for managers and employees during the installation and first and subsequent years of operation.

### National Institute of Physical Education for Children

Dedicated to improving physical education experiences for all children, including the preschool child, the institute encourages research on such topics as movement and motor learning and ways in which attitudes and values are affected by physical education. The institute has worked to improve curriculum development and instruction in preschool and elementary school settings and sponsors periodic in-service opportunities and regular summer graduate seminars for teachers and others who work with children in movement settings.

### Clinical Laboratory

Located in the College of Education and Allied Professions, the laboratory permits students to experience the newest technological developments in teacher education. Thirty electronically equipped study carrels provide students the opportunity to learn teaching techniques through slide-tape, video-tape and other media presentations, many of which have been designed and prepared by Bowling Green's own faculty and staff. Mainframe and microcomputers complement course work on the utilization of computers in classroom teaching, are used for tutorials, simulations and statistical packages to teach various skills, and also assist students in producing written assignments.

### **Philosophy Documentation Center**

The Philosophy Documentation Center collects, stores and disseminates bibliographic and other types of information in philosophy. The center's major publication is *The Philosopher's Index*, a subject and author index with abstracts of all major philosophy journals in English, French, German, Spanish, Italian and other selected languages, and other related interdisciplinary publications.

### **Center for Archival Collections**

The Center for Archival Collections, located on the fifth floor of the Jerome Library, is responsible for preserving and making available to researchers archival and manuscript material relative to northwest Ohio and the University. Much of this is maintained through an extensive microfilm program.

Among the materials available are local government records, newspapers, census records, photographs and rare works concerning the 19 counties served by the center, as well as photographs, books and pamphlets. University Archives is responsible for the preservation and care of all BGSU institutional records deemed of historical value, including *the BG News*, yearbooks and other University publications, as well as the records and correspondence of campus organizations and offices.

The Center also houses rare books and special collections which support numerous academic programs of Bowling Green State University.

### **Center for Photochemical Sciences**

Coordinated by the Department of Chemistry, the center is designed to prepare post-doctoral students and other research professionals in the principles of photochemistry, photopolymer science, photophysics and spectroscopy. In addition to serving as a clearinghouse for information, the center conducts research projects related to medicine, printing and other industries that make use of various photochemical processes.

# Academic Policies

## Baccalaureate degree

The baccalaureate degree program should enable all students to achieve the intellectual, ethical and cultural maturity that will allow them to become responsible participants in our society. The University curriculum for the degree has three components: general education, which focuses on basic skills and understandings; the major, which may include a minor area of concentration; and the elective courses, which enable students to explore fields outside the above components.

General education addresses the acquisition of basic skills in reading and writing, computation and mathematics, problem-solving and critical thinking; integrating values in decision-making, and the acquisition of functional understandings in literature, the fine arts and other humanities; the natural sciences; the social and behavioral sciences; and an understanding of at least one culture other than one's own.

The major provides the student with in-depth practical and theoretical knowledge in one particular area of study. Electives allow the student to explore diverse individual academic interests or interests that relate to the major.

## Dual degree programs

A candidate for an undergraduate degree who desires to take a second degree from a different college within the University may:

1. take work in the second college after graduating from the University; or
2. qualify for the dual degree program by meeting the requirements listed below.

A student desiring a dual degree must:

1. secure permission of the deans of both colleges before the end of the junior year;
2. complete the requirements of both colleges for the degrees sought; and
3. complete at least 20 hours of credit beyond the hours required for a single degree.

## General requirements for the baccalaureate degree

A candidate for a baccalaureate degree must complete the requirements listed below and any additional requirements set by the colleges for the specific degree sought. Check the appropriate sections of this catalog for additional degree requirements. The general requirements are:

1. Satisfy all University entrance requirements. See Articulation Policy, page 10.
2. Earn a minimum of 122 semester hours of credit, at least 30 of which must be completed at Bowling Green immediately before graduation (some degrees require more than 122 hours of credit).
3. Earn an accumulative grade point average of at least 2.0 ("C") for all course work attempted.
4. Complete two semester hours of general physical education activities courses (PEG 100) preferably in the freshman year unless complete credit is granted for experiences in the U.S. Armed Forces or waived for a physical handicap. In the case of the latter exception, a student must obtain a certificate from a University physician and the approval of the dean of the college in which the student is enrolled. PEG 100-level activities courses must be completed before the student enrolls in PEG courses at the 200 level.
5. Complete the freshman English composition sequence, preferably in the freshman year.

6. Complete at least 40 hours of credit in courses numbered 300 and above. If a senior takes a course numbered 100-199 (except foreign language or computer science), an additional hour must be taken as a graduation requirement.

7. Satisfy all course requirements for the degree as listed in the appropriate sections of this catalog.

8. File an application for graduation according to the following schedule:

- a. For graduation in December, an application must be filed by the end of the second week of the fall semester.

b. For graduation in May, the deadline for filing an application is the end of the second week of the spring semester.

c. For graduation in August, the filing date deadline is the end of the first week of the summer session.

An application form and information may be obtained at the Office of Registration and Records, 110 Administration Building. Completed applications are to be turned in at the student's college dean's office with the exception of those students in the College of Education and Allied Professions who turn the applications in at the Office of Registration and Records. A student not accepted as a candidate under the above procedure or who does not fulfill requirements toward a degree within four weeks after commencement must apply again for graduation at the next commencement.

## General Education Core Curriculum

The General Education Core Curriculum provides the foundation of a practical liberal education for all Bowling Green State University's undergraduate students. The core consists of comprehensive courses designed to provide the understandings essential for active participation in civic life and the creative use of leisure time, the transferable skills necessary for continued learning in a complex and culturally diverse world, and the flexibility essential for vocational choice in a dynamic and constantly changing society.

Courses in the core are organized to provide a basic framework for the modes of inquiry utilized in each of four areas of functional understanding: natural sciences, social and behavioral sciences, foreign languages and multicultural studies, and humanities and arts. Each course in the core provides primary development of, at least, one of five skills: written communication, oral communication, computation and mathematics, critical thinking and problem-solving, and decision-making and values analysis. Computation and mathematics and oral communication also have separately developed core curricula.

All candidates for the baccalaureate degree at Bowling Green State University are required to take at least eight courses from the General Education Core. At least one course must be taken in each of the four areas of Functional Understanding.

### Functional Understandings in the Natural Sciences

Core courses in the natural sciences make clear the important role of experimentation and observation in the sciences and the way in which these observations of the physical and biological world lead scientists to formulate principles that provide universal explanations of diverse phenomena. These courses have as a goal the development of an understanding of how scientific principles are utilized in the modern world and of the impact of science on society and the human health and well-being of individuals.

#### Geography

GEOG 125

#### Geology

GEOL 100, 104, 105, 205

#### Biology

BIOL 101, 104, 204, 205

#### Physics and Astronomy

PHYS 101, 201, 202, 211, 212

ASTR 201, 212

#### Chemistry

CHEM 100, 115, 116, 125, 126, 135, 136

### Functional Understandings in the Social and Behavioral Sciences

The principal objective of general education courses in the social and behavioral sciences is to explain through empirical investigation and theoretical interpretation the behavior of individuals and various groups in societies, economies, governments and subcultures. Courses in these social sciences will identify significant patterns of human behavior and provide means of inquiry by which these patterns may be explored.

#### Economics

ECON 100, 200, 202, 203

#### Ethnic Studies

ETHN 101

#### Geography

GEOG 121, 122, 230

#### History

HIST 151, 152, 180, 205, 206

#### Psychology

PSYC 201

#### Political Science

POLS 101, 201, 250, 271

#### Sociology

SOC 101, 202, 231

#### Home Economics

HOEC 107

#### Environmental Studies

ENVS 101

### Functional Understandings in Foreign Languages and Multicultural Studies

Multicultural courses promote the student's recognition and understanding of foreign cultures and the multicultural nature of American society. All courses examine some of the methods of cross-cultural analysis and investigation and study such concepts as culture shock, stereotyping and culture mapping. Knowledge of at least one foreign language is an essential tool for the understanding and appreciation of culture and a practical skill enabling cross-cultural communication.

Credit for a degree is not granted for foreign language courses which duplicate more than two units of high school study.

#### Romance Languages

Beginning and Intermediate French, Italian, Latin, and Spanish 101, 102, 201, 202, 211, 212

#### German and Russian

Beginning and Intermediate German, Russian, Japanese, and Chinese 101, 102, 201, 202

#### Multicultural Studies

SOC 231

GEOG 121, 122, 230

HIST 151, 152, 180

MUCH 125

ETHN 101; 220

POLS 271

### Functional Understandings in Humanities and Arts

General education courses in the humanities address universal aspects of human experience and further an understanding of humanistic approaches to knowledge. They develop skills in analysis and interpretation of major works of philosophy, literature, music and visual arts, as well as an understanding of the social context in which philosophical and cultural works arise. Courses in the arts develop a critical understanding of artistic expression, the creative process, the formation of aesthetic values and the complex interdependence of art and society.

#### Music

MUCH 101, 125, 221

#### Art

ART 101, 102, 145, 146

#### American Studies

AMST 200, 230

#### Women's Studies

WS 200

#### Ethnic Studies

ETHN 220

#### Philosophy

PHIL 101, 102, 103, 204, 207, 211, 212, 230

#### Popular Culture

POPC 160, 165, 220

#### Arts and Sciences

A&S 100, 200

#### Theatre

THEA 141, 202

#### Radio-Television-Film

RTVF 261

#### English

ENG 150, 200, 261 & 262, 264 & 265, 266 & 267

#### Romance Languages

LAT 141, 142

### Computation and Mathematics

#### Computer Science

CS 100, 101

#### Mathematics

MATH 115, 116, 120, 124, 125, 128, 129, 130, 131, 232, 247

#### Applied Statistics

STAT 200

### Oral Communication

#### Interpersonal and Public

#### Communication

IPCO 102

#### Theatre

THEA 141, 202

## Articulation Policy/ Removal of Articulation Deficiencies

All students graduating from high school after April 15, 1986, who desire to pursue a four-year baccalaureate degree at BGSU are to fulfill a specified college preparatory program. These standards require specified units (1 unit equals 1 year of high school course) as follows:

- four units of high school English
- three units of high school mathematics (algebra I, algebra II, geometry)
- three units of science (with at least two lab sciences)
- three units of social science
- two units of the same foreign language
- one unit of visual or performing arts (art, dance, film, music, theatre)

Students must make up all deficiencies by taking courses in the areas of deficiency; these courses may be used to satisfy general education requirements in most cases. All deficiencies must be completed within the first 60 hours of credit at BGSU. For each two units of deficiency, graduation requirements will increase by three credit hours. A student may not graduate until deficiencies are removed. Students pursuing two-year associate degree programs are exempt from this policy. If they decide, however, to pursue a baccalaureate degree at a later date, the policy will apply.

### Removal of Deficiencies

Students admitted to the University who have not met the specified criteria are notified in writing of their units of deficiency by the Office of Admissions. Students who question the specified deficiencies may complete an Articulation Deficiency Audit Form, available in and

turnable to the college office in which a student is enrolled. The college offices collect the forms and forward them to the Office of Admissions where a copy of each student's high school transcript is attached. All Deficiency Audit Forms are then forwarded for review/action to the Faculty Articulation Resource Committee; students will be notified of this committee's action. (Please note that the college offices are not involved in the appeals process.)

Students with identified deficiencies must remove them by taking specified course work; this course work must be completed before the student has accumulated 60 semester hours. Applicability of this course work toward graduation requirements depends on the major/degree being pursued. Each student should, therefore, become familiar with the graduation requirements of the major being pursued. Deficiencies can be removed in the following ways:

**Deficiency in English**—Satisfactory completion of English 112. (All students must take a placement test in English; enrollment in ENG 110 and/or ENG 111 may be required prior to enrollment in ENG 112.)

**Deficiency in Mathematics**—Satisfactory completion of MATH 095/098 or satisfactory completion of a college mathematics course at the 100 level or above (except MATH 111 and MATH 241). All students must take a placement test in mathematics; placement in mathematics courses is dependent on the test results.

**Deficiency in Social Science\***—Satisfactory completion of one of these courses for each unit of social science deficiency: A&S 200; ECON 100; ETHN 101; GEOG 121, 122, 230; HIST 151, 152, 205, 206, 280; POLS 101, 201, 250, 271; PSYC 201; SOC 101, 202, 231; university honors social science courses.

**Deficiency in Science\***—Satisfactory completion of one of these courses for each unit of science deficiency: ASTR 201, 212; BIOL 101, 104, 204, 205; CHEM 100, 115, 116, 125, 126, 135, 136; GEOG 125; GEOL 100, 104, 105, 205; PHYS 101, 201, 202, 211, 212; university honors science courses.

#### **Deficiency in Foreign Language**

Two units of deficiency may be removed by successful completion of one of the following sequences: CHIN, FREN, GERM, ITAL, JAPN, RUSN, SPAN 101 and 102; FREN or SPAN 111 and 112 (each of these courses is four credit hours).

One unit of deficiency may be removed by continuing the language previously studied through successful completion of the 102 or 112 courses indicated above, OR GERM 117 plus 118 (GERM 117 and 118 are two credit hours each).

Before continuing in a language previously studied, a student must take a

placement test. If test results demonstrate that a student is not prepared for the second course in a language sequence, the student will be advised to take both the first and second course in the sequence to remove the deficiency.

**Deficiency in Visual or Performing Arts\***—Satisfactory completion of one of these courses: ART 101, 102; ARTH 145, 146; MUCH 101, 125, 221; THEA 141, 202; RTVF 261; university honors courses in art, music, theatre.

Courses in dance, film and performance may also be used to remove deficiencies in this area. Such courses, however, will not apply to general education requirements.

\*Some colleges accept additional course work in these areas; for specific information regarding the additional courses that the individual college accepts, contact the college office.

#### **Reading Skills**

Students are required to take a reading test prior to initial registration. Students must demonstrate competency on this reading test to be advanced to sophomore standing (i.e., 30 semester hours). Students who do not demonstrate competency via successful completion of a reading test or successful completion of EDCI 100 will be subject to dismissal from the University. Foreign students will be given one additional semester to complete this requirement, if needed.

## **Requirements for advancement to sophomore and junior standing**

**English/Writing:** Students must take a placement test administered by the Department of English prior to initial registration. Those students who place in English 110 or 111 must complete either English 110 or 111 before advancement to sophomore standing (i.e., 30 semester hours). Students who do not complete English 110 or 111 or its test equivalent prior to advancement to sophomore standing will be subject to dismissal from the University. Foreign students who place in English 100 will have one additional semester to complete these requirements (also see statement on writing proficiency, p. 11).

**Mathematics:** Prior to advancement to junior standing (i.e., 60 semester hours) all students must demonstrate competency in mathematics, either by completion of two years of algebra (algebra I and II) and one year of geometry in high school or by successful completion of a mathematics proficiency examination administered by the Department of Mathematics and Statistics. Students who do not demonstrate proficiency on this examination will be subject to dismissal from the University.

**Reading:** Students are required to take a reading test prior to initial registration. Students must demonstrate competency on this reading test in order to be advanced to sophomore standing (i.e., 30 semester hours). Students who do not demonstrate competency via successful completion of a reading test or successful completion of EDCI 100 will be subject to dismissal from the University. Foreign students will be given one additional semester to complete this requirement, if needed.

## **Requirement of writing proficiency**

Recognizing that the ability to communicate in writing is a valuable skill and a hallmark of an educated person, the University requires that each student enrolled in a baccalaureate or associate degree program complete satisfactorily ENG 112 or give evidence of proficiency in written expression equivalent to that attained by the student who completes this course. No student can be excused from meeting this requirement, nor can the requirement be postponed.

The courses and services designed to aid students in meeting the writing requirement are coordinated through the General Studies Writing program. The English Placement Test, administered through this program, assesses the writing skills of entering students. On the basis of this test, students are placed in ENG 110/110S (Developmental Writing), ENG 111 (Introductory Writing) or ENG 112 (Varieties of Writing). A student may be required to take two or three of these courses, but no more than six hours of credit earned in these courses may be applied toward graduation. The writing proficiency of students is evaluated at the end of each course until students have reached the University proficiency requirement expected at the end of ENG 112. Students who wish to receive transfer credit for English composition and communication courses may be tested for writing proficiency to determine whether credit will be awarded. Students who wish to be exempted altogether from English composition are also tested for writing proficiency.

Special courses and services designed to aid international students (i.e., non-native speakers of English) in improving their English proficiency are coordinated through the Program in English as a Foreign Language. Upon reporting to the University and before registering for classes, all entering international students admitted through the Office of International Programs and the Office of Admissions, except those whose native language is English, are required to take on-campus proficiency tests; international students transferring from other colleges and universities in the United States as well as students from Puerto Rico are also required to take these tests. On the basis of these tests, the University reserves the right to require enrollment in ENG 100 (English as a Foreign Language) and to limit courses taken for credit. Although it may be necessary for students to repeat ENG 100, only four semester hours of credit can be counted toward graduation. The University also reserves the right to require enrollment in the special section for international students of ENG 110 if the student has no transfer credit for the course.

To encourage all students to pass ENG 112 prior to the beginning of the junior year, three credit hours are added to the graduation requirements of students who pass ENG 112 after accumulating 60 credit hours; four hours to the graduation requirements of those with 90 or more credit hours. This requirement applies only to students who enter the University on or after September 1, 1981.

The following are exempt from this penalty:

1. Students transferring to BGSU with 31 or more credit hours, provided that ENG 112 is passed within the first 30 credit hours earned at BGSU after the transfer, and
2. International students who transfer to BGSU with 21 or more credit hours and for whom English is a second language. Exemption from the penalty must be recommended by the director of international programs and ENG 112 must be passed within the first 40 credit hours earned at BGSU.

## General requirements for the associate degree

A candidate for an associate degree must complete the requirements listed below and any additional requirements set by the colleges offering this degree. The requirements are:

1. Satisfy all University entrance requirements.

2. Earn a minimum of 62 semester hours (some degrees require more than 62 hours of credit).

3. Earn an accumulative grade point average of at least 2.0 ("C") for all course work attempted.

4. Complete two semesters of general physical education activities courses (PEG 100), preferably in the freshman year. PEG 100 courses are not required for the Associate of Applied Science or for the Associate of Applied Business (Firelands only) and may be waived for the Associate of Arts and Associate of Science if a student is over age 25.

5. Complete the freshman English composition sequence, preferably in the freshman year.

6. Complete all course requirements for a degree program as listed in the appropriate section of this catalog.

7. File an application for graduation according to the following schedule:

- a. For graduation in December, an application must be filed by the end of the second week of the fall semester.

- b. For graduation in May, the deadline for filing an application is the end of the second week of the spring semester.

- c. For graduation in August, the filing date deadline is the end of the first week of the summer session.

An application form and information may be obtained at the Office of Registration and Records, 110 Administration Building, or the Registration Office in the East Building at Firelands. The completed applications are to be turned in at the college deans' offices.

A student not accepted as a candidate under the above procedure or who does not fulfill requirements toward a degree within four weeks after commencement must apply again for graduation at the next commencement.

## Other policies

### Classification of students

Classification of a student as a freshman, sophomore, junior or senior is determined on the basis of credit hours earned.

In a baccalaureate degree program a student is classified according to hours earned as follows: freshman, 0-29 hours; sophomore, 30-59 hours; junior, 60-89 hours; senior, 90 hours to hours required for graduation.

A student who is enrolled for undergraduate course work but who does not have a degree goal is an unclassified undergraduate student. A student who has earned a degree and who desires to register for undergraduate courses without pursuing another degree enrolls as an unclassified degree-holder.

## Status change to part-time

For registration purposes, a full-time undergraduate student is one registered for 12 or more hours. During the eight-week summer session, a full-time student is one enrolled for eight or more hours (four or more hours for a five-week summer term). A part-time student is one enrolled for fewer than the minimum number of hours outlined above.

A full-time student who drops sufficient hours during a semester to become a part-time student is subject to the following restrictions.

1. Ineligibility for intercollegiate athletics.

2. Possible reduction of financial aid awards. Check with the Office of Financial Aid for details on this policy.

Such students are still eligible to remain in University-owned housing and to retain membership in University organizations. Further questions on this policy should be addressed to the Office of the Vice President for Academic Affairs.

## Change of college or major

A student whose goals have changed may wish to change to another college or major. Before changing a student should explore the requirements of the desired college. To change to another college, a student must have at least a 2.0 accumulative grade point average and obtain the approval of the college to which the student is transferring. The transfer also must be officially recorded by the dean's office of the college from which the student is transferring.

A student who wishes to change a major within a college should notify the college office. At that time an appropriate adviser is assigned.

Academic advisers are available in the college offices to help students select the degree program that best meets individual needs and interests.

## Withdrawal from the University

A student who wishes to withdraw from the University in good standing must obtain the permission of the dean of the college in which the student is enrolled. If a student leaves the University without proper notice and permission, a mark of "WF" is recorded in all courses for which the student is currently enrolled. The student is not entitled to any refund of fees or to a certificate of honorable dismissal.

A student who withdraws with permission from the University will have all courses from the semester dropped and no grades recorded unless the student has previously withdrawn from a course with a "WF." A student who withdraws from the University within five weeks of the end of the semester is not permitted to enroll for the next semester except by special permission of the dean of the college.

When, in the judgment of the medical staff of the Student Health Service, the physical or mental condition of a student might be disadvantageous to the health or welfare of that student or others on the campus, the University may require the withdrawal of the student from the University.

See Refund of Fees under Fees and Charges, page 23.

## Grading policies

Courses are graded as follows: A-excellent; B-good; C-acceptable; D-poor but passing; F-failure; WF-withdrawn failing and I-incomplete.

Certain courses (including student teaching, some internships, remedial courses and required physical education courses) are graded S/U only and are so indicated in the course descriptions. S means satisfactory and indicates course credit was earned. U means unsatisfactory and indicates no credit. A student may also elect the S/U grading option in no more than 16 credit hours in a baccalaureate degree program (beyond those hours graded S/U only). The grading option must be declared at the Office of Registration and Records no later than seven calendar days after the beginning of classes for a semester. Many departments do not accept courses taken under the S/U option for credit in major or minor requirements; students should consult departmental officials. More than 12 semester hours of S/U grades may increase the grade point average needed for graduation with honors. See Graduation with Honors, page 14.

The grade of S is interpreted as falling within the range of A to C and carries full credit. A grade of U is interpreted as D to F and carries no credit. S and U grades do not affect the accumulative grade point average.

A student who withdraws from a course may receive a grade of WP (withdrawn passing) or WF (withdrawn failing). WP is assigned when a student withdraws in good standing during the fourth through ninth week of a course. WF is assigned if: the student is failing at the time of withdrawal from the course during the fourth through the ninth week of a semester; the student withdraws after the ninth week of a semester; or if the student stops attending but does not process an official withdrawal in the Office of Registration and Records. This provision applies to all grading options, including S/U. The grade of WF is used in computing the grade point average. A student who officially withdraws from the University receives a W in all courses, unless the student has previously withdrawn from a course with a WF. WP and W grades are not recorded on a student's permanent record.

See Incomplete Marks, p. 13.

See Withdrawal from University, page 12.

## Grade point average

For averaging grades, the following quality points are assigned to each letter grade:

For each hour of A—4 points;  
 For each hour of B—3 points;  
 For each hour of C—2 points;  
 For each hour of D—1 point;  
 For each hour of F or WF—0 points;  
 For each hour of I—0 points after the deadline for removal.

A student's grade point average is obtained by dividing the total number of quality points earned by the total number of hours taken, excluding courses in which the marks S, U, P, W or WP are recorded. The hours for which a mark of I is recorded are excluded from grade point average computation until the deadline for removal.

As an example, suppose a student receives the following grades for a semester:

Biology (a 4-hour course)	B
English (a 3-hour course)	B
French (a 4-hour course)	C
Health (a 3-hour course)	A

First, determine the number of quality points earned for each course. For example, each hour of B is worth 3 points and a 4-hour B is worth 12 points (3x4). Therefore, the above grades translate into quality points as follows:

4 times 3(B)	= 12
3 times 3(B)	= 9
4 times 2(C)	= 8
+3 times 4(A)	= 12

14 hours                      41 quality points

Now, divide the number of quality points by the number of hours taken for a letter grade. The grade point average for this sample schedule is 2.9285 or 2.92. Grade point averages are not rounded up to the nearest hundredth of a point.

## Incomplete marks

The mark of I (incomplete) is given when, for some acceptable reason, a student fails to meet a definite requirement in a course as established by the instructor. In courses graded only on an S/U basis and in courses elected to be taken on an S/U basis, a grade of U is recorded until the work is satisfactorily completed. The mark of I or U may be removed and a grade (if taken for a grade) or the letter S (if taken S/U) may be substituted for it by a student making up the deficiencies to the satisfaction of the instructor.

Unless an extension of time is granted by the academic dean, a mark of I or U must be removed by March 1, August 1 and November 1 for the fall and spring semesters and summer session, respectively. Incompletes not removed by these deadlines will be computed as F in the accumulative grade point averages of all undergraduate students with or without an extension of time. The student who has been granted an extension, however, will have the opportunity to have his or her grade point average recalculated and the incomplete changed to the grade assigned.

## Grade and other appeals

Students have a right to appeal decisions on grades. The student should first contact the department from which the grade was received. A member of each department, who is not a major departmental administrator, is designated to hear complaints, gather information, talk with both students and faculty, mediate disputes or identify appropriate channels for solving problems. If the dispute cannot be resolved at this level then the student should state the full particulars of the appeal in writing and submit them to the department chair or policy committee. If the matter is not resolved at the department level, the student may request a hearing before the academic arbitration board of the appropriate school or college. However, the sole responsibility and authority for determining grades rests with the faculty member who assigned the grade. This appeals procedure also may be used if a student believes an opportunity should be provided to make up work missed during absence from classes.

The grade appeals procedure must be started by the end of the seventh week of the spring semester for grades received during fall semester, and by the end of the seventh week of fall semester for grades received during the spring semester or during the summer session. All actions for grade changes must be completed during the semester in which the grade is appealed. Grade and absence grievances may not be appealed beyond the college level.

In matters other than grades and absences, appeals may be made to the Office of the Vice President for Academic Affairs if the grievance has not been resolved at the college level.

## Academic forgiveness

Academic forgiveness allows a student returning to the University after a period of time the option of having his or her grade point average calculated from the point of readmission without losing credit for all previous course work with a grade of S or C or better.

The academic forgiveness policy and its conditions are as follows:

1. To be eligible for academic forgiveness a student must be readmitted to the University after at least a 5-year absence and request academic forgiveness in writing from the registrar. The student must complete a minimum of 30 credit hours at BGSU prior to the awarding of the baccalaureate degree.

2. A request for academic forgiveness must occur within one year of readmission and applies only to courses taken before readmission.

3. After a student elects academic forgiveness and eligibility is verified, a notation will be added to the student's transcript indicating that all BGSU credit hours earned prior to readmission will be subject to the following conditions:

- the previous GPA is eliminated.
- credit earned at BGSU with a grade of "D" is forfeited.
- credit earned at BGSU with a grade of at least S or C is carried over at the time of re-entry.

d. However, grades from all course work taken at BGSU will be used in calculating eligibility for membership in honor societies and graduation with honors.

4. Academic forgiveness is applicable only to the first undergraduate degree.

Students apply for academic forgiveness through the Office of Registration and Records. The policy went into effect fall semester 1986 and is not retroactive. This means that it will apply only to those persons requesting readmission beginning fall 1986 and thereafter. The conditions of the policy cannot be appealed.

## Academic honors

### Dean's list

Full-time undergraduate students who demonstrate a high level of excellence in academic work have their names placed on the academic dean's list. The requirement for achieving the academic dean's list is a grade point average of 3.5 or above in the preceding semester with no fewer than 12 credit hours per semester included in the grade point average computation.

### Graduation with honors

The record of each senior with a very high point average is carefully reviewed by the University Committee on Honors and Awards so that appropriate recognition and honor may be accorded each student who has achieved outstanding academic success throughout four years of college. The tentative honor announced at commencement and released to the newspapers is figured without the grades from the student's last academic term. The final honor which is put on the permanent record and diploma is based on the student's entire academic record.

In determining academic honors, total letter-graded credits (TLC) are credits for those courses that determine the student's grade point average. The GPA requirement will be higher than the minimum of 3.50, 3.75, or 3.90 for those students who have completed fewer than 110 TLC. See formula below.

#### Cum laude

Cum laude signifies a high level of academic achievement and graduation with praise. This honor requires a minimum of 55 TLC and an accumulative GPA at least as high as the larger of 3.5 and  $[4.5 - (TLC/110)]$ .

#### Magna cum laude

Magna cum laude signifies a very high level of academic achievement and graduation with great praise. This honors requires a minimum of 83 TLC and an accumulative GPA at least as high as the larger of 3.75 and  $[4.75 - (TLC/110)]$ .

#### Summa cum laude

Summa cum laude signifies the highest level of academic achievement and graduation with great praise. This honor requires a minimum of 99 TLC and an accumulative GPA at least as high as the larger of 3.9 and  $[4.9 - (TLC/110)]$ .

#### Transfer credit

In the case of transfer credit, each record is studied and evaluated individually. In general, the following principles serve as guides:

1. A student entering the University with transferred credit must meet the accumulative grade point average standard for honors in all hours completed, transferred and otherwise, which are considered jointly. In addition, the point average of all work taken at Bowling Green State University must be of honors quality;

2. A student must have completed at least 56 hours at BGSU. At least 30 of these hours must be in letter-graded courses.

3. A candidate should be in residence at least one academic year or 30 hours in consecutive summers (attending either the full summer session or both of the terms each summer) immediately preceding graduation. A student with written permission to participate in an approved combination curriculum in cooperation with a professional school or college of another institution is exempt from this requirement.

In reviewing the record of a candidate for honors, each case is judged on its own merit.

## Repeating a course

Students must report each repeat registration to the Office of Registration and Records.

A student may repeat a course in which a grade of D,F,I,U or WF was received. If a student repeats such a course at the University, then:

1. The credit hours and quality points for the original registration will not be used in computing the student's accumulative grade point average;

2. The credit hours and quality points for each repeat registration will be used in computing the accumulative grade point average; and

3. The course must be taken for a letter grade unless it is graded S/U only.

No grade is removed or erased from a transcript by repeating a course.

For other courses that are repeated, the grades and credit hours for both the first and subsequent registrations are counted in computing the student's grade point average. If the student repeats a course in which a passing grade was received, no additional credit hours are thereby earned.

If a student receives a grade of D, F, I, U or WF in a course and then receives credit for that course by successful completion of a similar course at another institution, the credit hours and quality points for the first registration will continue to be used in computing the student's grade point average.



## Unsatisfactory academic progress

Students whose cumulative grade point average falls below 2.00 will be notified of unsatisfactory academic progress through a warning or suspension, beginning fall semester 1987. These classifications are intended to inform the student that academic improvement is needed to regain good standing at BGSU. Students who receive such notification, as they continue their studies, are encouraged to make full use of the academic and personal support services provided by the University, and to reduce their academic loads as well as their involvement in extracurricular activities. Students not in good standing can obtain information about support services by contacting their college office.

These policies are separate from the articulation policy on academic dismissal on page 10.

The following table establishes the criteria for the unsatisfactory progress notifications which will be provided to students at the end of each semester:

Standing	Hours earned	Warning	Suspension
		GPA of	
Freshman	0-29	1.50-1.99	0.00-1.49
Sophomore	30-59	1.70-1.99	0.00-1.69
Junior	60-89	1.80-1.99	0.00-1.79
Senior	90+	1.90-1.99	0.00-1.89

### Academic warning

Students who are warned of unsatisfactory academic progress are encouraged to limit their enrollment to no more than 15 hours in a given semester until they are again in good standing. Students on academic warning are encouraged to seek appropriate advice and services from their college office.

### Academic suspension

Students who have been suspended may not return to the University in the semester immediately following their suspension except that:

1. students may attend any summer session at BGSU, and
2. students may attend the subsequent semester if approval is obtained, through written appeal, from the dean of their college.

Students who return to the University following academic suspension will return under the following conditions (or such additional conditions as determined by the dean of the college in a reinstatement decision):

1. such students may not participate in intercollegiate activities.
2. such students may continue in the subsequent semester if they earn a semester or session GPA of 2.00 or more until their cumulative GPA is again raised to or above academic warning status. At that point, a student is removed from academic suspension.

Failure to meet these conditions is cause for academic dismissal from the University. It is recommended that students on academic suspension not enroll for more than 12 semester hours in a term.

### Academic dismissal

A student who falls under academic suspension for a second separate occasion will be dismissed from the University. A student who has been academically dismissed may not enroll again at the University for a period of five calendar years from the date of dismissal unless he/she has received favorable action on a written appeal to the dean of his or her college. A student who returns following such an appeal is subject to all conditions listed above under Academic Suspension. A student who returns to the University after five years or more is eligible for academic forgiveness (see page 14).

### Transfer credits

Students who are not in good standing at the University may not transfer credits from another institution until they have returned to good standing at BGSU. Also, grades are not transferred to BGSU from other institutions. Courses taken at another institution may not be used to remove a D, F or WF received at BGSU or to otherwise improve the student's GPA at BGSU.

## Advanced standing

Advanced standing may be achieved in six ways:

1. Demonstrating appropriate achievement on Bowling Green placement tests, which leads to exemption from courses but not credit.
2. Passing an examination administered by an academic department of the University; see Credit by Examination.
3. Completing a college-level course in high school and earning a prescribed grade in an Advanced Placement examination administered in the high school through the College Entrance Examination Board (CEEB). This leads to college course credit and/or exemption. (For more information contact the Center for Academic Options on the main campus, or the Office of Student Services at Firelands.)
4. Attaining appropriate scores on the general examinations of the College Level Examination Program (CLEP). This leads to general elective credit; See Credit by Examination. Also, see Center for Academic Options, page 19.

5. Attaining appropriate scores on specific CLEP subject examinations. This leads to credit as approved by appropriate academic departments. (Not all academic departments accept credit for completion of CLEP Examinations.) Students should contact the Counseling and Career Development Center.

6. Passing a higher level course in sequence with a grade of C or above and thereby earning credit for lower level sequence courses in prescribed departments.

## Credit by examination

An undergraduate student *currently registered for at least two semester hours* may gain credit by examination with the approval of the student's dean and the department involved. The student wishing credit in a course *must not have enrolled in the course previously* and must present sufficient evidence of prior study or experience. *The course cannot be a prerequisite for any course the student has completed.* Once approved, *the examination must be completed within four weeks of the approval.* This option may not be repeated. A \$30 fee is assessed for a credit-by-exam course. Credit by Examinations are graded on an S/U basis. Further information on procedures is available at the student's college office. Credit may be earned by attainment of appropriate score levels on selected subject examinations of the College Level Examination Program (CLEP). See Center for Academic Options; page 19.

A student may also receive credit for course work taken at another institution; in which the final grades were equivalent to C or better but which did not transfer because of BGSU policies, by taking a validation examination.

A student in the School of Nursing may take the National League for Nursing exam to validate course work taken before entrance into BGSU's baccalaureate program in nursing.

## Graduate courses for undergraduates

Under specified circumstances it is permissible for undergraduate students with excellent scholastic records to register for graduate course work prior to having received the baccalaureate degree. For further information, see *Graduate Catalog*, "Graduate courses for undergraduates."

# Special Academic Programs

Bowling Green State University provides a variety of academic services to assist students in their educational development.

The Language Laboratory, located in 302, 303 and 304 University Hall, serves the departments of romance languages and German, Russian and East Asian languages, and occasionally English and Asian studies, providing intensive instruction in foreign language. Listening, recording and audio-visual facilities are available. Students may use the laboratory through their foreign language classes as well as during open hours. Laboratory personnel include assistants proficient in one or more languages who supervise and aid students.

The Developmental Learning Center, 101 University Hall, is an academic supportive service consisting of the following components: courses offered cooperatively with other departments to provide instruction in basic skills, tutoring and learning laboratories for reading, writing and mathematics.

The Reading Center, 576 Education Building, and the Reading Laboratory, 101 University Hall, cooperatively provide diagnostic testing, counseling and instruction in reading and study skills. Services are delivered by individualized laboratory instruction and through two courses: EDCI 100 (Developmental Reading: Vocabulary, Comprehension and Study Skills) and EDCI 101 (Speed Reading). Each course carries two semester hours of credit which may be applied toward graduation.

The Writing Center, 303 Moseley, provides individualized instruction for those who seek help with any aspect of basic college writing. The laboratory also offers continued instruction in specialized writing skills that students often need as they pursue advanced courses of study.

The Mathematics Laboratory, 100 University Hall, provides diagnostic testing and individualized instruction in the concepts and applications of basic mathematics.

The laboratory services are free and available to all students.

## Academic advising

In addition to these support programs, each student at the University may seek assistance from an assigned academic adviser. The adviser assists students in planning their schedules, checking their progress toward completing graduation requirements and helping them in the long-range planning of their programs. It is the student's responsibility to contact the adviser; names and locations of advisers are available in the college offices.

Academic advising and help in career planning are also available in each college office and in the Academic Enhancement Office. College office locations and telephone numbers are as follows:

Arts and Sciences, 215 Administration Building, 372-2015

Business Administration, 371 Business Administration Building, 372-2747

Education and Allied Professions, 444 Education Building, 372-7373

Firelands, 150 North Building, 433-5560

Health and Human Services, 100 Health Center, 372-8242

Musical Arts, Musical Arts Center, 372-2181

Technology, 220 Technology Building, 372-7581

Entering freshmen may be unsure of their major area of study. A number of options are therefore offered for these students. Some freshmen will know that they want to enter a particular college but be unsure of the major they want to follow. Each college has academic advisers to work with these students. Freshmen who are not sure of their *college* choices may be counseled in the Office of Pre-Major Advising.

In addition to these academic advising services, the Counseling and Career Development Center maintains information on a variety of majors and careers and has available career-related interest and value inventories.

Also, a course entitled Career Planning and Decision Making (CAO 131) is offered each semester.

## Academic Enhancement

This University-wide program places special emphasis upon the delivery of academic support services for new students at the University. These services include academic advising, tutoring in the basic skill areas of reading, writing and mathematics as well as special academic assistance for disadvantaged students.

In Academic Enhancement, we recognize that many students entering the University are not yet ready to decide which undergraduate college is best for them. Some entering students may have so many interests that they cannot select one college. Other students may not know enough about the many options available at Bowling Green State University to feel they can make a good choice. Still other students may just be unsure of how their interests, abilities and values relate to different majors in the undergraduate colleges at the University. We understand such dilemmas and provide a program in the Pre-Major Advising office to assist students in their decision making process. Academic advisers in this program help students select classes from the University-wide general education core. Such classes help students develop important skills, become exposed to new areas of study as well as meet requirements for the baccalaureate degree. In addition to academic advising, students in the Pre-Major office are also assisted by their adviser in selecting an undergraduate college.

The Office of Academic Enhancement also houses three university wide learning laboratories—the Mathematics Laboratory, the Study Skills Center (Reading Laboratory) and the Writing Center.

Each of these laboratories works cooperatively with academic departments in offering individualized and small group instruction to students needing assistance in developing and/or improving their competencies in the basic skill areas of mathematics, reading and writing. Such competencies are, of course, important for success at the University and are also essential after graduation.

The Student Special Services Program is also housed in Academic Enhancement. This federally funded program provides extra academic support for disadvantaged students. Academic advising, tutoring and special classes are available to students who qualify for this program.

Each program in Academic Enhancement is designed to assist students at Bowling Green State University in their transition to the university. We recognize that the freshmen year is an important one. During that year students lay the foundation for their remaining years at the University. A strong foundation is important for future academic success. By using the services available in the Office of Academic Enhancement many students can be assisted in making a successful transition to the University.

## University Honors Program

The University Honors Program provides enriching and intellectually stimulating classes, at no additional cost, for academically talented students who are interested in participating. The program is optional and open to any eligible student within any academic discipline. An Honors student may take as many or as few Honors courses as she or he wishes (though actual registration for any University Honors class requires approval of the Honors director or associate director).

The Honors Program accepts incoming students based upon the following criteria:

1. Placement in or exemption from English 112 as determined by a written essay judged by the English department;
2. ACT composite score of 26 or above or SAT composite score of 1100 or above;
3. High school grade point average of 3.5 or better on a 4.0 point scale or graduation in the top 10 percent of the high school class; and
4. Two favorable letters of recommendation from teachers.

Beginning students who wish to apply must complete the application process by May of the year they intend to enter the University. Transfer students should contact the Honors office.

Continuing students must have at least a 3.0 GPA and be registered for or have completed English 112. Continuing students should make an appointment with the director or associate director to discuss the Honors Program and course enrollment.

Most of the classes offered through the Honors Program are sections or seminars which satisfy general education courses required of all students. Additionally, some upper-division seminars and courses are offered which may qualify as electives. Each term consists of different course offerings. The classes are small and are taught by professors with high academic standards who are particularly interested in professional interaction with highly motivated students. Whenever possible, there is an effort to make the courses interdisciplinary—that is, the content is approached from the perspective of at least two different disciplines. Because the classes are small, there is more responsibility placed on the individual student, more individual attention and the atmosphere tends to be more free and interactive.

A student may graduate with University Honors if she or he meets the following criteria:

1. Has at least a 3.5 GPA overall and at least a 3.2 in Honors courses;
2. Completes at least 20 semester hours of University Honors courses with at least a B in each Honors course and at least one of the courses having been an interdisciplinary seminar; and
3. Successfully completes an interdisciplinary senior Honors thesis. Application for graduation with University Honors must be made no later than the semester before graduation.

Some departments on campus also have departmental honors programs. The University Honors Program does not conflict with such programs because University Honors Program courses are taken primarily in the freshman and sophomore years whereas departmental honors courses are upper division. In fact, University Honors courses are very useful in preparation for departmental honors programs. It is also possible to graduate with departmental honors. Any interested student should discuss such a possibility with his or her department.

An Honors housing option in Darrow Hall in Kreisler Quadrangle is available. Students interested in this option must apply both through the Honors office and the On-Campus Housing Office.

The Honors Program also features an Honors Student Association to which any student may belong. The HSA offers a variety of social and cultural activities, many of which take place in the Honors Center on campus.

For more information, contact the director or associate director, University Honors Program, 231 Administration Building, Bowling Green State University, Bowling Green, Ohio 43403-0014 (419/372-8504).

## Combined baccalaureate-master's program

Some students may be able to complete a baccalaureate degree in seven semesters, thereby making it possible to begin graduate school early. For more information, contact the Graduate College, 372-2791.

## Study abroad Center for International Programs

The Center for International Programs is located in 403 South Hall (372-2247). The director and staff provide information and counseling services regarding a variety of foreign universities, study abroad programs, faculty and student exchange programs such as the study abroad programs in the United Kingdom and China. Some study abroad programs are offered for the entire academic year while others are for one semester. Students may also arrange for study abroad on an individual basis by contacting the Center for International Programs.

The center is the academic locale for all present international student affairs and is the initial office for screening all new international student applicants.

### KOREA, JAPAN

Through the Asian studies program, students may have the opportunity to study in either Korea or Japan. This program is conducted on an exchange basis, with equal numbers of students exchanged between the participating universities. BGSU has an exchange arrangement with Yonsei University in Korea and Nanzan University in Japan. Tuition is waived for the American students. Students bear the cost of airfare, room and board and live with a family in the host country for a total cultural immersion experience. All academic credits earned at the host institution are transferable to Bowling Green.

### AUSTRIA—Salzburg

The Department of German, Russian and East Asian Languages conducts an academic year abroad program in Salzburg, Austria. The program consists of two semesters (three quarters) of academic study in a German-speaking country with an excellent cultural environment. All academic work is done in German. The curriculum includes courses in German language and literature as well as the arts and the social sciences. Qualified music students may also take courses at the Mozarteum. An American program director resides in Salzburg but the teaching staff is drawn from the faculty of the University of Salzburg. Students live with Austrian students in a dormitory.

The program generally runs from October 1 through June 30. Applications are accepted starting in January of every academic year. Applicants must have the equivalent of two years of college German prior to leaving for the year abroad. Students must also have a minimum accumulative grade point average of 2.25 in all academic work, with a minimum GPA in German courses. A similar program is offered during the summer session. For more information, call 372-2268.

#### **UNITED KINGDOM—Brighton, England**

An exchange program exists for physical education majors with Brighton Polytechnic of Brighton, England. This study abroad is usually arranged for the second semester in the junior and senior years. For more information, call 372-2209 (physical education) or 372-2247 (International Programs).

#### **FRANCE—Tours**

Tours, situated in the "garden of France," is the site of BGSU's academic year in France, conducted by the Department of Romance Languages. All courses are conducted in French and include work in French language and literature as well as the arts and social sciences. Students live with carefully chosen French families. A BGSU faculty member supervises the program but the teaching staff is drawn from the University of Tours and the Institut d'Etudes Francaises de Touraine. The program also features an intensive language orientation session at the Alliance Francaise in Paris during September.

The program is open to any student having completed FREN 202, regardless of the major area of study. A student must have a minimum 2.5 accumulative grade point average, with a 2.5 average in French courses. For more information, call 372-2667.

#### **FRANCE—Nantes**

The College of Business Administration offers an opportunity to enroll in a five-week summer session at l'Ecole Supérieure de Commerce et d'Administration des Entreprises, a leading business school in Nantes, France. All students are eligible. Courses are taught in English and carry six hours of credit. Graduate students are also eligible; four hours of graduate credit are granted. Knowledge of French is not required. Students live with carefully selected French families. The class schedule allows 3 1/2-day weekends for traveling.

The course of study includes European background and civilization; the European Economic Community; and European labor unions, business and financial environment. Students also attend two days of classes at the headquarters of the European Economic Community in Brussels, Belgium. Classes are taught by European professors. Students have the option of receiving credit in either economics or business administration and may take the courses for a letter grade, S/U or audit.

More information can be obtained from the Director of International Programs in Business, 372-6868 or 372-2646.

#### **GERMANY**

In cooperation with the Federation of German American Clubs (West Germany), BGSU maintains a direct student exchange with German universities. This program brings two German students to BGSU each year, in exchange for two BGSU students going abroad to one of 13 cooperating German universities. BGSU students must have approximately a 3.00 grade point average and fluency in German. Preference is given to students entering their junior year. The program is open to all students, regardless of major area of study. For information, contact the Center for International Programs, 372-2247.

#### **SPAIN—Madrid**

The Department of Romance Languages conducts a year-round study program in Madrid, Spain. The curriculum for the program, which runs for two semesters and the summer session, includes course work in the Spanish language and literature, as well as in the arts, history and geography of Spain. All courses are taught in Spanish and are approved by the respective departments at BGSU. The teaching faculty is drawn from the staff of Spanish institutions of higher learning. An American program director resides in Madrid and supervises the academic program. The program is open to any qualified student regardless of major area of study.

The department also offers a graduate study program for students enrolled in the M.A. degree program in Spanish. For high school students, a three-week summer program is offered, as well as a three- or six-week program for high school teachers. For more information, call 372-2667.

#### **CHINA—Xi'an**

The Center for International Programs coordinates a summer study program for faculty and students offered by the Xi'an Foreign Languages Institute in Xi'an, China. This six-week program consists of classes and field study trips conducted primarily by Chinese faculty members of the Xi'an Institute. In addition to a special orientation program in Beijing, the program is designed to provide opportunities for professional educators and students with little or no background in Chinese studies to experience, first-hand, various aspects of the culture and language of China. For more information, call Dr. Douglas D. Daye, 372-2248.

#### **UNITED KINGDOM—Norwich, England**

The Center for International Programs sponsors an academic semester program in England at the University of East Anglia in Norwich, England. A range of courses in the humanities, arts, social sciences and business is available. Students may live with British families or in dormitories and study with British students and professors; also, a BGSU faculty member is in residence.

For more information, call Dr. Douglas D. Daye, 372-2247.

#### **Student teaching abroad**

Students enrolled in the College of Education and Allied Professions and interested in completing their student teaching in another country may apply for student teaching sites in Rio de Janeiro, Brazil, and Montreal, Canada. While completing the student teaching requirements, students live with national host families and participate in the daily cultural activities of the country. All instruction is provided in English and knowledge of the national language is not a requirement. For more information, call 372-7372.

#### **Cooperative Education Program**

The Cooperative Education Program offers graduate and undergraduate students an opportunity to integrate classroom theory with practical, on-the-job realities through a planned series of work assignments with employers in business, industry, government and the nonprofit sector that alternate with formal course work. Employers assign students work which is relevant to each student's academic degree program or career interests, provide on-the-job supervision, evaluate the student's performance on a regular basis and pay each student a fair wage.

The program is optional (except for College of Technology majors) and open to any student, within any academic discipline on campus, who chooses to participate. Academic credit may be awarded for the off-campus work experiences subject to departmental approval.

College of Technology majors are required to participate in three semester-long, paid, full-time co-op work assignments which alternate with semesters spent on campus. The college requires that the last semester be spent at BGSU attending the student's final semester of on-campus course work. The Technology Cooperative Education Program requires that each student's employment be directly related to his or her academic program. The program also requires that work experiences increase in difficulty and responsibility as the students progress through their college curriculum.

Interested students should contact the Office of Cooperative Education, 238 Administration Building, 419/372-2451, for information. College of Technology students should contact the Office of Cooperative Education, Technology Building, 419/372-7580, for information.

## Continuing Education and Summer Programs

Continuing Education and Summer Programs offers educational services to traditional and nontraditional learners. The unit manages off-campus and summer credit offerings, provides academic support services to the nontraditional degree-seeking student, promotes life-long learning, supports the credentialing and recredentialing of professionals and trains individuals to develop new skills. Continuing education also provides a counseling/testing service at a minimum charge to potential students through its adult learner services, meets the training needs of business and industry through its conference and customized training program and meets the educational needs of the local community through its noncredit program for children and adults.

### Summer Programs

BGSU's Summer Program consists of a wide range of offerings designed primarily to enable the University's traditional and nontraditional students to register for credit courses leading to degrees or to professional certification or licensing.

Summer courses are offered either in 5-, 8- or 10-week frames or in the workshop format. A student may enroll in a maximum of six semester hours during a 5-week session and a maximum of 10 hours during the 8-week sessions. Freshmen enrolling for the first time in the summer usually pursue a regular freshman program in English, mathematics, reading and the social and natural sciences. They also receive tutorial and other academic support not readily available during the regular academic year.

During the summer session, noncredit programs are also scheduled for nontraditional learners of all ages who may wish to enhance their skills or understanding of certain fields or disciplines.

## Evening Program

The Evening Credit Program offers a wide variety of undergraduate and graduate courses for students who attend the University after 5 p.m. The student may take courses to update skills, to explore a new career or to work toward a degree. A student may begin University studies as an unclassified student while determining academic interests and possibilities. An unclassified student may accumulate up to 16 hours of credit before being admitted to the University and declaring a major. For information about the degree programs available in the evening, contact the Office of Continuing Education, Regional and Summer Programs, 300 McFall Center.

The Evening Credit Program also offers special services to the student on campus during the evening. Course offerings are advertised each semester and a special evening registration is held approximately four weeks before classes begin. Program advising is available during evening registration, or by appointment through the Office of Continuing Education, Regional and Summer Programs, 372-8181. The evening student can obtain necessary forms and parking stickers, register for courses, drop or add courses and obtain general information about University procedures and programs.

## The Off-Campus Credit Program

The Off-Campus Credit Program offers upper-division baccalaureate and graduate courses at off-campus sites. The program schedules a selected number of upper-division courses at the Firelands College campus and some of the sites in its 25-county service region in northwest Ohio. These courses are usually scheduled after 5 p.m. and generally meet once or twice a week.

## Senior adults grants program

The Senior Adults Grants for Education (SAGE) program is an opportunity for all Ohio residents age 60 and over to enroll in courses on a non-credit basis at BGSU without payment of instructional or general fees. To be eligible, persons must have lived in Ohio for at least one year prior to enrollment. Participants have access to all University classes and workshops in which space is available.

## Center for Academic Options

The Center for Academic Options, which includes the Office of Special Programs, provides academic programs and curricular options, focusing on both faculty and students, which serve to augment a practical liberal education and enhance the undergraduate experience. Students interested in any of the programs described below should contact the center, 231 Administration Building, 419/372-8202.

The center director coordinates the general education core curriculum and works with faculty to initiate and develop curricular projects, innovations in the teaching of critical thinking or values development, and assessment projects to determine the results of classroom practices.

The Office of Special Programs in the center promotes student growth and development by providing opportunities to experience education in different settings, to test abilities to cope with unfamiliar environments and to develop independence and responsible leadership skills by putting liberal education to practical use. The National Student Exchange offers students the opportunity to travel and take courses at a choice of universities across the country; the Washington Center Internship Program allows students to work as interns in their chosen fields in the nation's capital; and independent study permits the exploration and application of diverse academic interests and skills. Credit alternatives, for those students qualified for advanced standing, include Advanced Placement, the High School College Credit Program and the CLEP program. A Career and Life Planning program assists students in assessing their interests, skills and abilities and relating them to the world of work.

## College Level Examination Program (CLEP)

Selected subject examinations are offered which grant credit for courses within the areas of accounting, biology, chemistry, computers, literature, Western civilization, American history, human development, business law, marketing and sociology. To be eligible for an area of the CLEP exams a student must not have done college-level work in that specific area. For information on the monthly Bowling Green testing dates, contact the Counseling and Career Development Center. Other questions about CLEP should be directed to the Center for Academic Options. The policies governing the administration of CLEP examinations are subject to change.

### **Advanced Placement Program**

The Advanced Placement Program of the College Entrance Examination Board (CEEB) allows Bowling Green, as a member institution, to award college course credit to entering students who achieve qualifying scores on proficiency examinations in a variety of academic areas. These examinations are given in the high schools, following completion of college-level courses taught in the high schools. Bowling Green awards course credit and/or exemption in the following subject areas: art (studio and history), biology, chemistry, computer science, English, foreign languages (French, German, Latin, Spanish), history (American and European), mathematics, music and physics.

### **High School College Scholars Program**

High school students with a minimum 3.0 grade point average may enroll in regular University courses and receive college credit by applying and being accepted for the High School College Scholars Program. For high school students who possess general or specific academic talent, the program offers an opportunity to take course work which is unavailable at their own institutions. College credit is granted for satisfactory completion of these courses whether or not they are used to complete a student's high school requirements. Interested students may consult with the director of special programs about application requirements and course selection.

### **National Student Exchange**

The National Student Exchange offers BGSU students the opportunity to take course work at another college or university in the United States without losing progress toward a BGSU degree. The program encourages students to experience and learn from different regional and cultural perspectives and to broaden their educational backgrounds, frequently through courses of study not available at their home campus. Bowling Green is a participating member of the NSE consortium of 80 U.S. colleges and universities.

A qualified, full-time student may participate for up to one academic year. Out-of-state tuition fees are waived at the host institution and courses taken at the NSE institution count toward Bowling Green graduation requirements. Students must be sophomores or juniors at the time of exchange and have at least a 2.5 grade point average. Interested students should consult with the director of special programs about costs, course selection, choice of host university and planning the best time for the exchange.

### **Washington Center Internships**

The Washington Center Internship program offers internships for students of all majors in Washington, D.C. Participating students work full-time in their chosen fields in one of more than 2,000 placements chosen to match their individual interests and skills. While gaining valuable work experience in his or her career area, the student receives 12-15 hours of BGSU credit.

The program includes placement, orientation, evaluation, counseling, small group discussions, a lecture series, special events and support services. Scholarships are offered and housing is provided if desired. Minority students are especially urged to apply for a scholarship and to take advantage of The Washington Center's Minority Mentor Program which matches the minority student with a minority professional in his or her field for support and career guidance.

Information on the various opportunities is available in the Center for Academic Options. Interested students with a minimum 2.5 GPA are urged to contact the Center for Academic Options at least six months prior to the term in which they would like to intern.

### **Independent study**

This program allows qualified students to design their own course of learning for a particular topic and earn up to fifteen hours of elective credit. Working with at least one faculty sponsor, students formulate their own goals, learning objectives, methods by which these will be met and how the project will be evaluated.

Independent study projects can range from internships to in-depth research of a particular topic to creative, alternative learning experiences. Past projects have included a school board election campaign, internships with various offices near and far, marine research and scholarly research on a variety of topics. Students must have a 2.5 GPA to apply and must have completed the freshman year. For information on the independent study option, contact the Center for Academic Options.

### **Career and Life Planning (CAO 131)**

The Career and Life Planning course helps students assess those values, interests, needs and skills which will be most helpful in selecting an academic major and relating that major to a career. Students investigate occupations, learn about employer expectations, identify issues affecting their career choice, develop interview skills and learn to write a resume. Strategies are developed for making career and life planning decisions.

### **Center for Environmental Programs**

The staff of the Center for Environmental Programs, 124 Hayes Hall (372-8207), is responsible for coordinating, facilitating and monitoring a variety of academic programs relating to the environment. Four-year programs are available in the College of Arts and Sciences, the College of Education and Allied Professions and the College of Health and Human Services. In addition, one- and two-year programs in environmental health are available at the Firelands College. In cooperation with academic advisers in the various colleges, the center staff assists students in selecting the program options that can best fulfill their goals and provides a comprehensive overview of all the options. An Environmental Resource Room (127 Hayes Hall) is maintained by the center in cooperation with the Center for Environmental Research and Services. It contains current periodicals, technical information, general environmental literature and curriculum materials for environmental education.

### **ROTC (Reserve Officers Training Corps)**

#### **Air Force ROTC**

The objective of the Air Force Reserve Officers Training Corps (AFROTC) program, offered by the Department of Aerospace Studies, is to provide college-level education that will qualify interested men and women for commissioning as second lieutenants in the United States Air Force in response to Air Force requirements. Emphasis is placed on the development of each student's sense of personal integrity, honor, individual responsibility and potential as a leader and manager.

The AFROTC program consists of a General Military Course (GMC) offered to freshmen and sophomores, and a Professional Officer Course (POC) offered to selected juniors and seniors. Admission to the GMC is open to most U.S. citizens, male and female, ages 14-26. The student must be regularly enrolled in the University and registered for a minimum of 12 academic hours. The student spends two hours per week in AFROTC courses, receiving one hour of credit each semester. A uniform and AFROTC textbooks are provided without cost while enrolled in the GMC. The enrollment of alien students is governed by Air Force regulations.

Admission to the POC is on a competitive basis for those students who successfully complete the GMC. Requirements for selection to the POC include successful completion of the Air Force Officer's Qualifying Test (general knowledge and aptitude) and an Air Force medical examination. The student must be of high moral character and demonstrate outstanding leadership potential. A student who is accepted into the POC must complete a mathematical reasoning course prior to graduation. The student spends four hours per week in AFROTC courses, receiving three hours of credit each semester. While enrolled in the POC, students receive \$100 per academic month (tax-free), free AFROTC textbooks and individually tailored uniforms. Enrollment of foreign students is governed by Air Force regulations.

A two-year program is available to students who have four semesters of any combination of undergraduate or graduate studies remaining. In addition to meeting physical requirements for selection, the student must attend a six-week summer field training camp prior to admission to the two-year program.

Aerospace studies courses may be used for general electives or may be substituted for physical education courses as prescribed by the individual colleges.

AFROTC leadership training activities (leadership laboratory) are a part of each course and offer opportunities for practical leadership training and experience in a supervised environment.

Certain selected students are eligible for 2, 2 1/2, 3 and 3 1/2-year ROTC scholarships. Scholarships cover required fees and books, tuition and pay the recipient \$100 per academic month (tax-free). A student who accepts an Air Force scholarship must complete an English composition course prior to entry into the POC, a mathematical reasoning course and one semester of an approved foreign language prior to graduation.

The student who successfully completes the AFROTC program and graduates from the University is commissioned as a second lieutenant in the U.S. Air Force during the year following graduation. The active duty commitment is normally four years; however, students designated for pilot or navigator training will serve seven years and six years, respectively.

For additional information, contact the Department of Aerospace Studies.

#### **Army ROTC**

Army ROTC at BGSU provides an opportunity for men and women to participate in practical management and leadership activities designed to enhance the student's other academic pursuits. Upon successful completion of the Army ROTC program, graduates may be commissioned as second lieutenants in the Active Army, the Army Reserve or the National Guard. All ROTC courses are fully accredited.

A two-year and a four-year program are offered at BGSU. The traditional four-year program consists of a basic and an advanced course. The basic course is completed by enrolling in a 100- or 200-level military science course each semester during the freshman and sophomore years. Participation in the basic course entails no military obligation, no uniform wear and no military drill.

Upon successful completion of the basic program, students become eligible to enroll in the advanced course provided they have demonstrated officer potential, met physical standards, passed a general aptitude test and been accepted for enrollment by the military science department. Once accepted into the advanced course, a military obligation is incurred and the student has the privilege of wearing the uniform. The advanced course is normally taken in the last two years at BGSU. In addition to one military science course each semester, it includes a six-week advanced camp, for which students are paid, during the summer after the junior year. All advanced course students receive a monthly allowance of \$100 (tax-free). Textbooks and course materials for military science courses are free, as are uniforms.

The two-year program is a special option program designed for students with prior military service, those who are community or junior college graduates or are members of the National Guard or Army Reserve. It is also available to BGSU and transfer students who were not able to take ROTC during their first two years. Students interested in the two-year program should contact the Department of Military Science.

All BGSU students (even those who have had no previous connection with ROTC), may compete for ROTC scholarships which pay for BGSU tuition, fees, books and supplies. Scholarship students also receive \$100 each month. Limited programs are available to assist qualified students in graduate study.

A course fee of \$3 is charged to students in the basic courses. Advanced course students pay a \$5 course fee. These fees are applied to cadet activities such as dinners, formals and picnics. Students who are not U.S. citizens must obtain permission from the military science department prior to enrolling in any ROTC course.

# Fees and Charges

Bowling Green's tuition is broken down into two charges: instructional fee and general fee. The instructional fee, which is supplemented by state appropriations, finances the University's educational programs and the general fee pays for most student services and activities. In addition, those students living on campus pay room and board charges.

The following table shows what students paid during the 1986-87 academic year:

	semester	year
Instructional fee	\$ 821	\$1642
General fee	193	386
Room charge	569	1138
Meal (board) charge	440	880
<b>TOTAL</b>	<b>\$2023</b>	<b>\$4046</b>

These charges were typical for a full-time Ohio student living on the main campus in standard housing and subscribing to the basic meal plan. There are different housing and meal plans available which, depending upon the plan selected, will alter the above fee schedule (See Housing, page 29, for a description of room and meal plans.)

There is a surcharge for all out-of-state students. Nonresident students paid a surcharge of \$2,400 during the 1986-87 academic year.

The Board of Trustees reserves the right to make adjustments in fees or charges when deemed necessary. Current fee information can be obtained through the Office of Admissions or the Bursar's Office.

A student who is an Ohio resident and is enrolled for 11 or more credit hours pays fees as a full-time student.

A student who is an Ohio resident and is registered for 10 credit hours or less pays on a per-credit-hour basis. A nonresident part-time student pays an additional per-hour surcharge.

If a student drops a course which reduces the fee status from full-time to part-time, the hourly rate schedule will be applicable to the remaining hours.

During any semester when a student is registered for a combination of main campus (including extension) and branch or resident credit center courses, fees are determined as follows: if the number of main campus credit hours equals or exceeds the off-campus credits, the main campus fees are charged for all courses. Off-campus rates apply when branch and resident credit center credit hours exceed the main campus credits.

A previously enrolled student may be denied readmission after payment of fees for several reasons, one of which is failure to maintain a satisfactory academic standing. In such cases, a full refund is made of fees paid for that academic term.

## Selective service compliance

The State of Ohio requires that all male students between the ages of 18 and 26 must register with the Selective Service (the draft). As a result of this requirement, all male students not complying with this law will be assessed a fee equivalent to the nonresident fee for each semester of non-compliance—\$1,200 for a full-time student or \$114 per hour for a part-time student.

Questions about selective service status should be directed to the Office of Registration and Records, 110 Administration Building, 419/372-8441.

## Summer session fees

Full-time summer session students paid an \$902 instructional fee and a \$125 general fee for a total of \$1,027 in 1987. The nonresident fee was an additional \$1,263. Part-time students paid \$101.50 per hour.

## Graduate fees

For complete information regarding graduate fees consult the *Graduate Catalog*.

## Other fees, charges and deposits

**Application fee**—\$25 (nonrefundable) to be paid when application for admission is submitted.

**Audit credit**—charged at same per-hour rate as credit class registration.

**Automobile registration**—\$25 per year (fall semester through summer session). Firelands charge is \$5 per year.

**Change of registration**—\$5 for any change of registration made on or after the first day of classes.

**Credit by examination**—\$30 for each special examination.

**Driver education fee**—\$25 for HED 362; \$20 for HED 462.

**Excess credit fee**—\$40 per hour for each hour over 18 taken each semester.

**Late payment charge**—\$5 for each day (including Saturdays and Sundays) fees are paid late at the beginning of a term.

## Music fees—

Applied music private lessons	\$45/credit hour
Applied music classes	\$22.50/credit hour
Music major equipment fee	\$25/semester
MUED 402	\$15/course
Tools for piano tuning	variable

**Proficiency examination**—\$5 for qualifying examinations in typing and shorthand given by the business education staff.

**Service charges**—will be assessed to those accounts not paid by the official due dates to help offset additional billing and collection costs.

**Student teaching laboratory fee**—\$5 per credit hour

**Transcript charge**—\$2 each

## Physical education course fees:

Billiards	\$15
Bowling	\$22
Beginning golf	\$ 5
Intermediate golf	\$10
Advanced golf	\$20
Ice skating, curling, hockey	\$15
Club hockey	\$20
Skiing	\$82.50
Horsemanship	\$100

The student is held responsible for apparatus lost or damaged and for materials wasted in laboratory classes. The student pays for all materials used in making articles or items that become personal property.

The Board of Trustees reserves the right to make any changes or adjustments in fees when such changes are deemed necessary.



## Payment of fees

All fees and charges are payable in advance of the semester for which the student is enrolled. The final date for payment of fees for each semester is seven calendar days before the official date for the beginning of the semester. A student registering and/or paying fees beginning with the first day of classes (including summer) is assessed a *late payment fee* of \$5 for each late day including Saturdays and Sundays to a maximum of \$25.

Fees are payable at the Bursar's Office on the first floor of the Administration Building between 8 a.m. and 5 p.m. Checks and money orders made payable to Bowling Green State University for the exact amount are accepted for the payment of all fees. At Firelands, fees are payable at the Office of Registration.

For a student desiring to use a credit card system, MasterCard and Visa are honored by the University.

**Installment payment plan—fall, spring**  
An optional installment payment plan is available for the payment of instructional and general fees, room and meal charges.

The installment plan, which has a per-semester application fee, permits on-campus students to spread their fall semester room, meal and fees charges over four payments and spring semester fees over four payments. Off-campus students can spread instructional and general fees over four payments for each semester (fall and spring).

Students interested in participating in the installment plan should contact the Bursar's Office, (419) 372-2815.

### Refund of fees

In the case of voluntary withdrawal of a student from the University in any semester, fees, except for the application fee, are refunded on the following basis: during the calendar week in which classes begin, 90 percent; during the second calendar week, 80 percent; during the third calendar week, 60 percent; during the fourth calendar week, 40 percent; after the fourth week, no refund. A student withdrawing under discipline forfeits all rights to the return of any portion of fees. However, in the event of academic dismissal, all monies prepaid for a semester are refunded in full. This schedule pertains to instructional, general and nonresident fees (where applicable); a separate refund schedule for room and meal plan charges is outlined in the housing contract-acceptance agreement. No deduction is granted because of late entrance.

Summer session fees are refunded as follows: 90 percent during the calendar week in which classes begin; 80 percent during the second calendar week; 60 percent during the third calendar week; 40 percent during the fourth calendar week; no refund after the fourth calendar week. A different refund schedule applies to students withdrawing from a five-week or eight-week summer term.

If a student drops a course which reduces the fee status from full-time to part-time, the hourly rate schedule will be applicable to the remaining courses. Any refund is subject to the percentage refund schedule.

In a change of program involving the dropping of a course in which a special course fee has been paid, the fee is refunded in accordance with the schedule given in the preceding paragraph unless the dean of the college in which the student is enrolled authorizes different action. Refunds normally take a minimum of four weeks to be processed.

### Charge cards

Personal charges at the University can be paid not only by check or cash but also by MasterCard and Visa. Any questions should be directed to the Bursar's Office.

## Nonresident fee regulations

A student classified as a nonresident of Ohio for fee purposes who is entering or reentering the University is assessed a nonresident fee in addition to the instructional and general fees.

The responsibility of indicating proper residence at the time of registration is placed upon the student. If there is any question regarding the student's state of residence, the Residence Status Review Committee in the Office of Registration and Records, 110 Administration Building, should be contacted. Any student who registers improperly with respect to legal residence under the rules identified below shall be required to pay all applicable nonresident fees. Students who fail to pay this fee within 30 days after having been notified of the assessment may have their registration in the University automatically nullified.

The University reserves the right to make a final decision in any case of disputed residence for the student as a condition of admission. In determining the student's proper residence, University officials use the following regulations approved by the Ohio Board of Regents on February 2, 1985.

### (A) Intent and authority

1. It is the intent of the Ohio Board of Regents in promulgating this rule to exclude from treatment as residents, as that term is applied here, those persons who are present in the state of Ohio primarily for the purpose of receiving the benefit of a state-supported education.

2. This rule is adopted pursuant to Chapter 119. of the Revised Code, and under the authority conferred upon the Ohio Board of Regents by Section 3333.31 of the Revised Code.

### (B) Definitions

For purposes of this rule:

1. A "resident of Ohio for all other legal purposes" shall mean any person who maintains a twelve-month place or places of residence in Ohio, who is qualified as a resident to vote in Ohio and receive state welfare benefits, and who may be subjected to tax liability under Section 5747.02 of the Revised Code, provided such person has not, within the time prescribed by this rule, declared himself or herself to be or allowed himself or herself to remain a resident of any other state or nation for any of these or other purposes.

2. "Financial support" as used in this rule, shall not include grants, scholarships and awards from persons or entities which are not related to the recipient.

3. An "institution of higher education" as used in this rule shall mean any university, community college, technical institute or college, general and technical college, medical college or private medical or dental college which receives a direct subsidy from the State of Ohio.

4. For the purpose of determining residency for tuition surcharge purposes at Ohio's state-assisted colleges and universities, "domicile" is a person's permanent place of abode; there must exist a demonstrated intent to live permanently in Ohio, and a legal ability under federal and state law to reside permanently in the state. For the purpose of this policy, only one domicile may be maintained at a given time.

5. For the purpose of determining residency for tuition surcharge purposes at Ohio's state-assisted colleges and universities, an individual's immigration status will not preclude an individual from obtaining resident status if that individual has the current legal status to remain permanently in the United States.

### (C) Residency for subsidy and tuition surcharge purposes

The following persons shall be classified as residents of the State of Ohio for subsidy and tuition surcharge purposes:

1. A dependent student, at least one of whose parents or legal guardian has been a resident of the State of Ohio for all other legal purposes for twelve consecutive months or more immediately preceding the enrollment of such student in an institution of higher education.

2. A person who has been a resident of Ohio for the purpose of this rule for at least twelve consecutive months immediately preceding his or her enrollment in an institution of higher education and who is not receiving, and has not directly or indirectly received in the preceding twelve consecutive months, financial support from persons or entities who are not residents of Ohio for all other legal purposes.

### (D) Additional criteria which may be considered in determining residency for the purpose may include but are not limited to the following:

1. Criteria evidencing residency:

(a) if a person is subject to tax liability under Section 5747.02 of the Revised Code;

(b) if a person qualifies to vote in Ohio;

(c) if a person is eligible to receive state welfare benefits;

(d) if a person has an Ohio driver's license and/or car registration.

2. Criteria evidencing lack of residency

(a) if a person is a resident of or intends to be a resident of another state or nation for the purpose of tax liability, voting, receipt of welfare benefits, or student loan benefits (if the student qualified for that loan program by being a resident of that state or nation);

(b) if a person is a resident or intends to be a resident of another state or nation for any purpose other than tax liability, voting or receipt of welfare benefits (see paragraph (D) 2. (a) of this rule).

### (E) Exceptions to the general rule of residency for subsidy and tuition surcharge purposes:

1. A person who is living and is gainfully employed on a full-time or part-time and self-sustaining basis in Ohio and who is pursuing a part-time program of instruction at an institution of higher education shall be considered a resident of Ohio for these purposes.

2. A person who enters and currently remains upon active duty status in the United States military service while a resident of Ohio for all other legal purposes and his or her dependents shall be considered residents of Ohio for these purposes as long as Ohio remains the state of such person's domicile.

3. A person on active duty status in the United States military service who is stationed and resides in Ohio and his or her dependents shall be considered residents of Ohio for these purposes.

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4. A person who is transferred by his employer beyond the territorial limits of the fifty states of the United States and the District of Columbia while a resident of Ohio for all other legal purposes and his or her dependents shall be considered residents of Ohio for these purposes as long as Ohio remains the state of such person's domicile as long as such person has fulfilled his or her tax liability to the State of Ohio for at least the tax year preceding enrollment.

5. A person who has been employed as a migrant worker in the State of Ohio and his or her dependents shall be considered a resident for these purposes provided such person has worked in Ohio at least four months during each of the three years preceding the proposed enrollment.

### **(F) Procedures**

1. A dependent person classified as a resident of Ohio for these purposes and who is enrolled in an institution of higher education when his or her parents or legal guardian removes their residency from the State of Ohio shall continue to be considered a resident during continuous full-time enrollment and until his or her completion of any one academic degree program.

2. In considering residency, removal of the student or the student's parents or legal guardian from Ohio shall not, during a period of twelve months following such removal, constitute relinquishment of Ohio residency status otherwise established under paragraph (C) 1. or (C) 2. of this rule.

3. Any person once classified as a nonresident, upon the completion of twelve consecutive months of residency, must apply to the institution he or she attends for reclassification as a resident of Ohio for these purposes if such person in fact wants to be reclassified as a resident. Should such person present clear and convincing proof that no part of his or her financial support is or in the preceding twelve consecutive months has been provided directly or indirectly by persons or entities who are not residents of Ohio for all other legal purposes, such person shall be reclassified as a resident.

Evidentiary determinations under this rule shall be made by the institution which may require, among other things, the submission of documentation regarding the sources of a student's actual financial support.

4. Any reclassification of a person who was once classified as a nonresident for these purposes shall have prospective application only from the date of such reclassification.

5. Any institution of higher education charged with reporting student enrollment to the Ohio Board of Regents for state subsidy purposes and assessing the tuition surcharge shall provide individual students with a fair and adequate opportunity to present proof of his or her Ohio residency for purposes of this rule. Such an institution may require the submission of affidavits and other documentary evidence which it may deem necessary to a full and complete determination under this rule.

# Admissions

## Freshmen

For admission to Bowling Green State University a freshman applicant must:

- 1) be a graduate of a senior high school approved or accredited by the department of education of the state in which it is located; or
- 2) have earned high school equivalency through the General Educational Development (GED) testing program (issued by the state department of education); or
- 3) present an international Baccalaureate Diploma or Certificate.

Applications for admission are accepted and processed each semester of the academic year and the summer session until the capacity of the freshman class is reached on the Bowling Green campus and at the Firelands College campus in Huron, Ohio.

High school students are encouraged to apply for admission beginning August 1 between their junior and senior years. Since housing accommodations and classroom facilities are limited, students should submit their applications as soon after receiving them as possible. During the past several years admission to the Bowling Green campus has been closed to freshmen several months before the beginning of each semester and the summer session. Although the largest number of new students enters in August, it is possible to enter in the spring semester or the summer session. Applications must be submitted 30 days prior to the beginning of each semester or the summer session, and all admission credentials must be received by the Office of Admissions 14 days before each semester or the summer session to allow sufficient time for processing, notification, academic advising and registration for classes.

An Admissions Application packet is available from the Director of Admissions, Bowling Green State University, Bowling Green, Ohio 43403. Applicants should complete the Application for Undergraduate Admission, the College Preparatory Curriculum Completion Form, application processing card and the application fee receipt card. They should take these, with a \$25 check or money order made payable to BGSU (no cash, please) for the nonrefundable application fee, to the high school counselor or principal to be forwarded with transcripts. All transcripts, test results and other academic credentials must be mailed from the school or agency to the Office of Admissions to be accepted as official. Academic credentials mailed by a student will be inadequate for evaluation for an admissions decision.

Applicants who have already graduated from high school may send their completed applications, application processing and receipt cards, and application fee directly to the BGSU Office of Admissions. Upon receipt of the completed Application for Undergraduate Admission the Office of Admissions will send a high school transcript form. Either an official final high school transcript or this completed form should be sent from the school to the Office of Admissions. The College Preparatory Curriculum Completion Form should be given to the high school counselor or principal for completion, also.

Applicants who have earned high school equivalency through the General Education Development (GED) testing program should send their completed applications, application processing and receipt cards and application fee directly to the BGSU Office of Admissions. Both an official copy of the GED results and an official high school transcript of all work completed must be sent to the Office of Admissions.

The American College Test (ACT) or the Scholastic Aptitude Test (SAT) is required of all freshmen except those who have been out of high school for three or more years. Either test will fulfill this requirement. International applicants are not required to submit ACT or SAT results.

All non-native speakers of English are required to take the TOEFL test, or if unavailable, the Michigan Test. This is required of international students issued immigrant visas, those transferring from another American college or university, those (with English as a foreign language) coming from U.S. territories (e.g., Puerto Rico) and those granted U.S. citizenship within recent years.

As a condition of admission to the University and reflecting the educational philosophy of the institution, all freshman and sophomore-level students are required to live in University residence halls except for students commuting daily from the home of a parent, legal guardian or spouse (commuters must live within 50 miles of Bowling Green), or unless they have attained 60 academic semester hours or four semesters of campus residency on or before their first day of classes. See Housing, page 29.

For residency requirements for Ohio residents and nonresidents, refer to residency regulations under Fees and Charges, page 22.

## Recommended high school subjects and articulation policy

Bowling Green State University endorses the college preparatory curriculum as set forth by the Ohio Advisory Commission on Articulation between secondary schools and Ohio colleges. A strong high school curriculum is essential to a student's success at the University.

All students graduating from high school after April 15, 1986, who desire to pursue a four-year baccalaureate degree at BGSU are to fulfill a specified collegiate preparatory program. These standards require specified units as follows: (One unit equals one year of high school course.)

- four units of high school English
- three units of mathematics (algebra I, algebra II, geometry)
- three units of natural science (with at least two lab sciences)
- three units of social science
- two units of the same foreign language
- one unit of visual or performing arts (art, dance, film, music, theatre)

Students must make up all deficiencies by taking courses in the areas of deficiency; these courses may be used to satisfy general education requirements in most cases. All deficiencies must be completed within the first 60 hours of credit at BGSU. For each two units of deficiency, graduation requirements will increase by three credit hours. A student may not graduate until deficiencies are removed. Students who fail to meet these requirements will be placed on probationary status until they meet these requirements. Students pursuing two-year associate degree programs are exempt from this policy. If they decide, however, to pursue a baccalaureate degree at a later date, the policy will apply.

The University recognizes the importance of adequate high school preparation and, since the fall semester 1985, requires the following:

1) Students who place in English 110 or 111 must complete English 111 before advancement to sophomore standing.

2) Prior to advancement to junior standing, students must demonstrate competence in mathematics, either by completing two years of algebra and one year of geometry in high school or by successfully completing a University-administered proficiency examination.

3) Students must demonstrate competence on a preregistration reading test in order to advance to sophomore standing.

Students who fail to meet these requirements will be subject to dismissal from the University. Special consideration will be made for international and educationally handicapped students.

Similar requirements for the areas of science, social studies and foreign languages are under consideration.

Correspondence pertaining to the admission of an undergraduate student to all colleges of the University except the College of Musical Arts should be addressed to the director of admissions. Those interested in music should address correspondence to the dean of the College of Musical Arts. The University's articulation policy is explained in further detail on page 13, Academic Policies.

## Transfer students

A transfer student who wishes to enroll at the University as an undergraduate must submit an application for admission and a nonrefundable \$25 application fee. The University requires an official final high school transcript sent from the school by the high school counselor or principal. A transfer student who has earned a baccalaureate degree from an accredited college or university does not need to submit high school records. Transfer students are not required to submit American College Test (ACT) or Scholastic Aptitude Test (SAT) results.

An official transcript of credit is required from each college or university the student has attended. This transcript must be mailed to the director of admissions by the institution and is not accepted from the student. Failure to indicate previous college attendance may result in refusal of admission, no transfer of credit and/or expulsion from the University if discovered subsequently. In addition, transfer applicants will receive a transfer recommendation card to be completed by the personnel dean of the last institution attended and sent directly to the director of standards and procedures at Bowling Green State University. This card must be on file before formal admission can be granted. Transfer application deadline is 30 days before the start of the term to which the student is applying. All admission credentials must be received by the Office of Admissions 14 days before the semester or the summer session to allow sufficient time for processing, notification, academic advising and registration for classes.

Transfer students applying to the physical therapy or the nursing program professional curriculum must apply to the University by December 1 so that they may be granted formal admission before applying to the physical therapy or nursing programs. January 15 is the deadline for applying to the physical therapy professional curriculum for the following fall semester. January 31 is the deadline for applying to the nursing professional curriculum.

A student who has attended another accredited college or university and is in good standing is considered for admission:

1. if the student has earned an associate degree or at least 60 semester hours with an accumulative grade point average equivalent to a 2.0 in a 4.0 system; or,

2. if the student has earned fewer than 60 semester hours (or fewer than 90 quarter hours) with an accumulative grade point average equivalent to a 2.5 in a 4.0 system.

A student whose accumulative grade point average is between 2.0 and 2.5 may be considered for admission upon petition. After the initial evaluation of the student's completed admission credentials, the Office of Admissions will send a petition form to the student. Upon return of this form, an admission decision concerning a student in the petition range (2.0-2.5) is made by the dean of the college to which the student is applying in consultation with the director of admissions.

The Office of Admissions no longer sends petitions after the thirtieth day before the semester or summer session begins. The office has set this time limit to provide sufficient time for processing applications. An applicant who is too late to petition will be denied admission for that term.

A student who cannot meet the above transfer admission policies and who has not attended another college or university for a period of one or more years may be considered for probationary admission by petitioning the director of admissions.

A person receiving probationary admission needs to reduce quality point deficiencies by as many as three points in order to continue the following semester. (See grade point average, page 13.) If academic and residence hall accommodations are not available, probationary admission may be available to the main campus for the summer session only. Generally, probationary admission to the Firelands College is available for either fall or spring semester or the summer session.

BGSU's College of Technology offers eight upper division (junior/senior) programs designed specifically for transfer students. A transfer student who has received an associate degree with a technical specialization from an institution accredited either regionally or by the Ohio Board of Regents may apply for admission to one of these programs. When applying for admission, the student must request acceptance of the associate degree.

Some upper division (junior/senior) majors have additional transfer requirements. Transfer students should refer to the catalog description of their intended major program for additional requirements.

## Transfer of credit

Bowling Green State University awards transfer credit for formal course work of baccalaureate level completed with a grade of C or better (or a mark of pass/credit on a pass/fail graded course) which is judged to be equivalent to the University's own courses or which can be assigned to a BGSU department, school or program. Credit may be awarded also for experiential learning that meets the guidelines and is validated by procedures as described below.

### Acceptable Collegiate Sources

*Universities and colleges with accreditations or which are candidates for accreditation by one of the accrediting associations, (e.g., North Central Association of Colleges and Schools) and colleges and universities in foreign countries which hold official recognition in the specific country in which located:*

1. Credit is accepted generally. Credit awarded may be exact BGSU course equivalent credit when a course is substantially equivalent to an existing BGSU course. (Example: History of U.S. to Civil War History 205)

2. When a course is in a department existing at BGSU but is not equivalent to a specific course, credit may be awarded in that department but with no course number assigned, i.e. non-equivalent credit. (Example: History of India would equal history elective.)

3. When the course is in a department not existing at BGSU, credit may be awarded in a different department, school, program or area. (Example: anthropology assigned to sociology, some architectural courses assigned to art or technology.)

4. Credit may be deferred when a course is of college level and in a department offered at BGSU but when equivalency cannot be determined by the Office of Registration and Records. Procedures exist for the further evaluation of deferred credit by faculty members in an appropriate department.

*Community and technical colleges with accreditation or which are candidates for accreditation by one of the regional accrediting agencies:*

1. Credit for basic education courses is accepted generally (with some specific exceptions).

2. Credit granted may be course equivalent and non-equivalent credit, or credit may be deferred.

3. Course work in technical or specialized disciplines is evaluated by faculty members in appropriate departments.

4. A maximum of 64 semester hours of credit up to the awarding of the associate degree may be transferred from a two-year institution or from all institutions attended. Subsequent work at a two-year institution is to be included as part of the 64 semester hours allowed for the associate degree and/or attendance at a two-year institution.

*Technical colleges, business colleges and other schools lacking regional accreditation but having accreditation by another agency recognized by the Council on Post-Secondary Accreditation (COPA):*

1. Credit may be accepted only upon the recommendation of the specific department and/or college/school in which the course work is offered.

2. Before credit is awarded, previous course work may be subject to validation by examination if recommended by department/college/school. Procedures for validation of credit are in existence.

#### **Acceptable Noncollegiate Sources**

*Program on Noncollegiate Sponsored Instruction (POINSI):* The American Council on Education (ACE) acts as an accrediting agency for course work offered by diverse noncollegiate organizations (e.g., the National Security Agency, General Motors, American Institute of Banking, etc.). Course descriptions, together with credit recommendations, are available in ACE's The National Guide to Credit Recommendations for Noncollegiate Courses.

1. Credit is accepted generally as recommended by ACE for lower-division (100-200 level) courses at BGSU.

2. Course credit recommendations for work which is on the upper-division (300-400) level at BGSU may be subject to validation by appropriate departments before credit can be granted.

*Educational experiences in the armed services.* The American Council on Education (ACE) also accredits work offered by the U.S. armed services. Course descriptions and credit recommendations are available in its publication Guide to the Evaluation of Educational Experiences in the Armed Services.

1. Credit is accepted generally as recommended by ACE.

2. Normally, all credit accepted is non-equivalent course credit.

3. Equivalent course credit where appropriate may be subject to evaluation and recommendation of appropriate departments.

#### *Experiential Learning*

1. Credit for experiential learning may be granted for educational experience outside the classroom that corresponds to material taught at the University.

2. Credit granted for experiential learning is subject to Credit by Examination.

3. A \$30 fee is assessed for each course granted for successful completion of the Credit by Examination for validation of experiential learning.

#### **Appeal of Credit Transfer**

Students or institutions wishing to challenge a Bowling Green State University transfer of credit decision may submit a written appeal to the Office of Registration and Records, which will determine whether a policy is at issue. If a policy is at issue, the Office of Registration and Records will perform the appropriate research and send the appeal to the Undergraduate Council. The Undergraduate Council will review all available information and make a recommendation to the Office of Academic Affairs. The Office of Academic Affairs will give final approval or disapproval of the Undergraduate Council's recommendation.

## **Other admission categories**

### **International students**

Students from more than 50 countries are enrolled at the University. Well qualified foreign students are welcomed. Their participation is eagerly sought to enrich educational opportunities for all students. Students from outside the United States interested in applying for admission should write the Center for International Programs, Bowling Green State University, Bowling Green, Ohio 43403.

For admission purposes, applicants whose native language is not English are required to take an English proficiency test—either the official Test of English as a Foreign Language (TOEFL) or the official Michigan Test. Arrangements to take the TOEFL must be made by the applicant in direct communication with the Educational Testing Service, Box 899, Princeton, New Jersey 08541, U.S.A. Although the TOEFL is preferred, the University also accepts results of the Michigan Test. Arrangements to take it must be made by the applicant in direct communication with the Testing and Certification Division, English Language Institute, The University of Michigan, Ann Arbor, Michigan 48109, U.S.A.

Upon reporting to the University and before registering for classes, all entering international students admitted through the Office of International Programs and the Office of Admissions, except those whose native language is English, are required to take additional English tests; international students transferring from other colleges or universities in the United States as well as students from Puerto Rico are also required to take these tests. On the basis of these tests, the University reserves the right to require enrollment either in ENG 100 (English as a Foreign Language) or in the Special Section for International Students of ENG 110 (Developmental Writing) and to limit the courses taken for credit.

### **Evening and part-time students**

Prospective students who plan to take evening classes only (after 4:30 p.m.) can apply for admission to the Evening Program or, if space allows, enroll as unclassified undergraduate students (page 28) before seeking admission to the University.

### **Concurrent enrollment**

Concurrent enrollment at Bowling Green State University and the University of Toledo allows a student with at least a 2.0 GPA to take courses at both universities and receive credit toward a degree. In order to be enrolled concurrently during a single term, a student must be registered for courses at both institutions. If a Bowling Green student takes all courses at Toledo during a single term, then that student must register at the University of Toledo as a transient student. See transient students, this page.

Under this policy, the university that has most recently granted formal admission to the student is designated as the home university. The other university is the host institution.

A student registering for 8 hours or more of course work at the home university shall pay all fees to the home university. If a student registers for fewer than 8 hours, instructional, general and nonresident fees are to be paid at the separate universities. (Special course fees are payable to the teaching institution.)

All course work taken under concurrent registration will be registered at each university. It will be included in the calculation of a student's grade point average at his home university. Seniors within the last 30 hours before graduation must receive permission from their deans before enrolling in concurrent courses at the University of Toledo.

Course work completed at the University of Toledo may not be used to delete F's and other low grades previously earned at Bowling Green State University in grade point average computation.

Concurrent enrollment forms are available through the Office of Registration and Records of either institution.

### **Unclassified degree holder**

A student who has an earned degree in higher education and who wishes to enroll in undergraduate courses without pursuing another degree is classified as an unclassified degree holder. *An unclassified degree holder is required to apply for enrollment each term.* The only requirements for this type of student are official confirmation from the appropriate institution of the highest degree received and available classroom space.

### **Unclassified undergraduate student**

A student who has not attended another college or university and who is not a candidate for a degree may be considered for enrollment as an unclassified undergraduate student. Unclassified students will register at a time announced by the Office of Registration and Records (approximately two weeks prior to the beginning of any term). *An unclassified student must apply for enrollment each term.* Courses are offered on a space-available basis after advance registration has been completed. An unclassified undergraduate student is limited to 16 credit hours of work attempted before applying for formal admission to the University. An unclassified student is not required to submit a high school transcript (although the student must be a high school graduate) or American College Test results.

### **Readmission of former students**

A student who has not been in continuous attendance during the regular academic year (excluding the summer session) must complete the application for readmission form and submit it to the Office of Registration and Records. A copy of this form may be obtained by writing to the registrar. The readmission of a former student is based on past academic and personal records at the University and on the availability of facilities. A former student who has transferred to another college or university since the last enrollment at Bowling Green State University may be considered for readmission and must submit the application for readmission form and a complete transcript and provide evidence of good standing, both personal and academic, at the institution last attended. A 2.0 cumulative grade point average (on a 4.0 system) is required.

### **Transient students**

A student of another college or university who wishes to earn credits at Bowling Green State University may be enrolled as a transient student. The student must present an official statement from the institution being attended that certifies eligibility to enroll at the home institution and that the credits earned at Bowling Green are acceptable as part of the program there.

The above principle applies to a student of Bowling Green attending another college or university as a transient student. Permission to attend other universities as a transient student is granted only to students who have at least a 2.00 accumulative grade point average at BGSU. Grades earned as a transient student at another college or university do not become part of the student's record at BGSU, but they are included in calculating all honors.

Transient students will register at a time announced by the Office of Registration and Records (approximately two weeks prior to the beginning of any term). A transient student is limited to 16 credit hours of work attempted before applying for formal admission to the University. Transient students are not required to file a transcript of previous college credit.

# Housing

## Residence Halls

Bowling Green is primarily a residential University, and nearly 8,000 undergraduate students live in residence halls.

University residence halls provide a physical environment designed to further the academic, cultural and personal development of the resident students. A wide range of living options is available to students and a wide variety of educational and social programs are offered.

Undergraduate students are required to reside in University-owned living units as a condition of enrollment unless they are commuting daily from the homes of their parents, guardian, spouse; OR unless they have attained 60 earned academic hours and/or four semesters of campus residency on or before the first day of classes for fall. For the purposes of this regulation, a home is defined as the actual and regular place of residence in the community in which the parent, guardian or spouse is eligible to register to vote. A guardian is defined as a person awarded legal guardianship by a court of competent jurisdiction. The housing acceptance agreement is a contract for the entire academic year. A student must be in compliance with the University housing policy as a condition for applying to be an exception to the policy.

Accommodations in University residence halls are available to any University student regardless of race, religion, creed, color, national origin or handicap.

The Office of On-Campus Housing, 440 Student Services Building (372-2011), is responsible for the assignment of all students to on-campus housing accommodations. This office processes all housing applications and roommate requests for assignment to the 21 residence halls and 31 small group living units. Issuance and cancellation of University meal coupons are also coordinated through this office.

The Office of Residence Life, 425 Student Services Building (372-2456), is responsible for the operation, staffing and programming of all campus living units, including sorority and fraternity houses. A trained residence hall staff including undergraduate resident advisers (R.A.'s) is present to help students derive the fullest possible benefits from the residence life experience.

## Housing regulations

### Responsibility for personal effects

During a student's residence in a hall, every effort is made to provide adequate supervision. However, the University cannot assume responsibility for loss or damage to personal effects of the student or guests of the University. If a student's parents have a blanket homeowner's insurance policy, the student's personal effects may be listed and covered in such a policy.

Generally, each room is completely furnished except for linens, pillows, blankets and personal toiletries. A linen rental service is available.

For detailed information regarding services and accommodations available contact the Office of On-Campus Housing.

### Occupancy of rooms

Each student is required to vacate and remove personal belongings from the residence hall within 24 hours after the close of final examinations for the spring semester, except for the student who receives a degree at the May commencement. Such a student may remain in the University residence up to a designated hour on commencement day.

A student in good standing with the University is not required to clear the room of possessions at the close of the fall semester unless that person has failed to acquire a paid housing reservation for the succeeding semester. A resident who has not paid for additional accommodations, however, is required to vacate the room and remove personal belongings within 24 hours after the close of semester examinations.

The University undertakes at all times to maintain pleasant living conditions in all its residence halls, and the right is reserved to remove an occupant at any time for violations of University and/or residence hall policies, rules and regulations. Anyone found residing in University facilities who has not paid for accommodations, who is not a lawful resident of that facility or who is found in a closed building may be charged with trespassing.

### Vacation periods

With the exception of Compton Hall, the residence halls are not open during the vacation periods. Residents of Compton may remain over the Thanksgiving and spring recesses or between semesters for a nominal daily fee. The dining halls will not be open during the vacation periods; however, residents may prepare their own meals in the kitchen facilities. The Office of On-Campus Housing can assist in making these arrangements. The University reserves the right to assign, inspect, maintain and make repairs in residences any time during the school year.

### Change of university address

If, for some reason, a student should find it necessary to change his or her campus address, such a change must be registered and approved by the Office of On-Campus Housing in advance of the proposed move.

## Off-campus housing

The Off-Campus Housing Office, 425 Student Services Building, maintains up-to-date listings of available houses, apartments, rooms in homes and subleases and their prices. The Off-Campus Housing Office will not list housing vacancies unless the owners have agreed not to engage in discrimination to prospective tenants on the basis of race, color, religion, sex and national origin. The office operates a roommate locator service to help students find compatible roommates. The office can also provide move-in inventory forms, information on the public utilities and a variety of other information.

A student who lives off campus does so accepting individual responsibility. The University does not undertake to provide social and educational opportunities or the supervision furnished in University residence halls to students residing in off-campus housing. A contractual arrangement exists between the student and the landlord exclusive of the University.

## Room and meal plan charges

A student who wants to live on campus must apply for housing and sign a residential contract in the spring before the opening of the fall semester. Dates and procedures for payment are outlined in the contract.

Four housing plans with several different rates are available to students regardless of class rank as long as space is available. Priority of assignments is given to continuing upperclass students with seniors, juniors, sophomores and incoming freshmen assigned in that order. Returning former students are assigned with new incoming students.

*Plan I* includes Conklin Hall and McDonald North. Students living in these residence halls are not required to purchase the meal plan. Double occupancy rate is \$592 per semester or \$1,184 per academic year. The single occupancy rate is \$773 per semester or \$1,546 per academic year. These rates are for room only (no meals).

*Plan II* covers these residence halls: Kreischer, Harshman, McDonald East and West, Founders, Rodgers, Kohl, Prout and Alpha Phi Alpha. This rate also applies to students living in Conklin and McDonald North halls who are taking part in the basic meal plan program. Multiple occupancy rates, including the basic meal plan, are \$1,052 per semester, or \$2,104 per academic year. Single occupancy, including the basic meal plan, is \$1,233 per semester, or \$2,466 per academic year.

*Plan III* applies only to Offenhauer East and Offenhauer West. The rate for double occupancy, including the basic meal plan, is \$1,176 per semester, or \$2,352 per academic year. A single occupancy room with the basic meal plan is \$1,332 per semester, or \$2,664 for the academic year.

*Plan IV* is for the room-only rent for fraternities, sororities and the French House. These rates are \$653 per semester, double occupancy (\$1,306 per academic year). Since most Greek houses operate their own dining facilities, the University collects only room rent, leaving the various groups to collect their own meal plan charges.

These are suggested rates for the 1987-88 academic year only and are subject to change as economic conditions warrant.

Additional information regarding living options and rates can be obtained from the Office of On-Campus Housing, 440 Student Services Building, 372-2011.

### Payment schedule

Since arrangements for residence on campus must be made before the opening of fall semester and the University wishes to accommodate as many students as possible, a forfeiture schedule for late cancellations is maintained. This schedule appears in the acceptance agreement which is provided when the residence hall contract is accepted. The acceptance agreement should be read thoroughly by both student and parents or guardian and retained for future reference. A residential contract card accompanies the agreement. It must be signed and returned with the initial payment, indicating acceptance of the provisions of the agreement. Full payment may be made in advance for the semester, or entire academic year, or in accordance with an optional Installment Payment Plan described in the acceptance agreement. The initial payment date appears on the residential contract card.

### Refunds

Adherence to the payment schedule is a prerequisite for admission. Should it be necessary for a student to withdraw from the University after the acceptance agreement has been executed, the refund schedule outlined in the agreement is followed.

For information regarding other fee refunds see fees and charges, page 23.

### Meal plan

University Food Operations utilizes a variety of facilities to offer quality food at a reasonable price. Since 1971 the coupon system has given students a choice of what, when and where they may eat. Food Operations is also concerned about the nutritional value of each meal and makes sure that each student is more than satisfied with the services offered.

Coupons are treated the same as cash and should be handled accordingly. Coupons are redeemable for purchased food only and divided into denominations of \$.05, \$.10, \$.25 and \$1.

There are five dining halls, four snack bars, a deli and soda shoppe and two restaurants. The dining hall menus offer five to eight entrees at each meal, plus cold sandwich lines, theme lines and a salad bar at lunch and dinner.

For the 1987-88 academic year, Food Operations offers six meal coupon plans.

*Plan A (4 books)*—This is the required minimum meal plan. It will meet less than 50 percent of an average, college-age person's daily food needs.

Residents selecting this plan should expect to supplement their food needs from other sources.

*Plan B (5 books)*—This plan will meet approximately 65 percent of the average, college-age person's daily food needs. Again it would require supplemental food from other sources.

*Plans C, D, E (6, 7, 8 books)*—These are the plans recommended by the Residence Dining Services staff as best meeting the nutritional needs of the majority of college students. These plans will allow for adequate nutritional meals and snacks.

*Plan F (9 books)*—This is the largest plan offered, designed primarily for the big eaters and for the person who enjoys restaurant dining and the many snack bars located across campus.

Coupon books purchased before and during a semester must be used that semester. Extra coupons can be used to purchase bulk food (for example, a six-pack of pop) or can be sold to other students. Plans B through F are discounted which allows more food for less money. Because of fixed operating costs, the University cannot refund unused coupons. Extra coupons from the fall semester can be used during the grace period of one week into the spring semester. Guests are welcome in the dining halls and their meals can be purchased with coupons or cash.



# Financial Aid

All types of financial aid are coordinated through the University's Office of Financial Aid and Student Employment. The staff is also available for financial aid counseling.

Each student and the student's family are responsible for a reasonable contribution to the cost of the student's education. However, students may require financial assistance. Financial aid is generally limited to full-time students, but part-time undergraduate students may be eligible for some types of financial aid.

To apply for financial aid, students must file a financial statement (FAF or FFS) which may be obtained from high school guidance counselors, the Office of Financial Aid and Student Employment, the Office of Admissions or the Firelands Financial Aid Office.

Prospective freshmen who complete the forms by February 15, and are fully admitted to BGSU by March 1, will be notified in late March and early April about their financial aid awards. Late applications will be considered separately. Awards are made depending on the availability of funds and the terms and conditions of controlling legislation, regulations and policies.

For more information about the types of financial aid and eligibility criteria, see the financial aid brochure available from the Office of Financial Aid and Student Employment or from the Admissions Office.

## Assistantships

Qualified juniors and seniors may apply to individual departments to become undergraduate assistants. Upperclass students are also employed as residence hall advisers. Information about residence hall advisers is available in the residence halls or in the Residence Life Office.

## Employment

A variety of student employment opportunities is available both on and off campus. The Office of Student Employment (460 Student Services Building) posts job openings and refers applicants for interviews with prospective employers. Campus employment is available to undergraduate students who are enrolled for at least six credit hours per semester. Students typically work as clerks, custodians, receptionists, typists and food service employees. A listing of summer job opportunities is also available from the Office of Student Employment.

Students in need of financial assistance may be eligible for the College Work-Study Program, financed partially by a federal grant. A student's eligibility for this program is determined by the Office of Financial Aid and Student Employment.

## Grants

### Pell (Basic Educational Opportunity) Grant

The Pell Grant program is the largest of the federal grant programs. It is designed to assist needy students to continue their education beyond high school and to provide a base of financial aid. The amount of the grant is determined by the student's need and the cost of attendance. Graduate students are not eligible. Students should indicate that they wish to be considered for the Pell Grant when filing the financial statement. A separate Pell Grant application is also available.

### Ohio Instructional Grant

Students must apply for this grant by filing an OIG application which is available from high school guidance counselors, the Office of Financial Aid and Student Employment, or the Ohio Board of Regents (30 East Broad Street, Columbus, Ohio). Students must be Ohio residents and enrolled for at least 12 credit hours.

## Supplemental Educational Opportunity Grant

Students who file the required financial aid forms are considered for this federal grant, which is awarded to students with exceptional financial need.

## Talent Grants-in-Aid

Talented students in art, athletics, music or speech may be eligible for these University-administered grants. Application should be made to the specific department.

## Loans

### Guaranteed Student Loans

These are long-term loans with eight percent interest rates. Students may borrow up to \$17,250 as an undergraduate. Interest on the loan is paid by the federal government while the student is in school. Repayment begins six months after the student leaves the University. Application is made directly to a bank or other lending institution that participates in the GSL program. Students must also file an FAF or FFS in order for eligibility to be determined.

### Perkins Loans (formerly National Direct Student Loans)

These are long-term loans with five percent simple interest rates. Students may borrow up to \$9,000 as an undergraduate. Interest on the loan is paid by the federal government while the student is in school. Repayment begins six months (or nine months for first-time borrowers in 1987-88) after the student leaves the University. Students who file the required financial aid forms are considered for this loan program.

## **PLUS/SLS Program**

These are long-term loans at a variable interest rate not to exceed twelve percent (the interest rate is recomputed each year). The annual maximum for parents or an independent student is \$4,000. Repayment begins sixty days after the loan is disbursed. Application is made directly to a bank or other lending institution that participates in the PLUS/SLS Program.

## **Short-term loans**

The University has funds available for short-term loans to students for educational expenses and personal emergencies. Short-term loans are available up to a maximum of \$150 for a period of one month without interest. A student may receive a larger loan, to be repaid within six weeks at eight percent or higher interest. Application is made at the Office of Financial Aid and Student Employment.

## **Scholarships**

A limited number of academic scholarships are available to undergraduate students, regardless of need, who have outstanding scholastic records. Other scholarships, including National Merit awards, are awarded on the basis of academic achievement and need. Information on scholarships may be obtained in each of the college offices and the Office of Financial Aid and Student Employment.

# Registration and Records

The Office of Registration and Records, 110 Administration Building, is responsible for each student's class registration and academic record. In addition, the schedule of classes is compiled by this office with the assistance of academic departments and colleges. The office is also responsible for commencement programs and receives applications for graduation. Other services provided are the evaluation of transfer credit, certification for benefits under the Veteran's Education and Social Security Acts; issuance of student transcripts, readmission of former students, admission of unclassified and transient students, certification for eligibility in athletics, membership in honor societies, clarification of residency, processing of credit-by-exams and various other student-related functions.

## Identification card

Photo identification cards are issued to new freshmen, transfer and graduate students during their first term of classes. This photo ID is good for the entire length of time a student attends the University. The identification card is only valid with a bursar validation obtained each term (see Validation Sticker).

Unclassified and transient students are not issued photo identification cards except on request. Identification cards may be replaced if lost or defective for a fee; photos are taken in 208 Moseley Hall.

The photo ID card, with the validation sticker, is needed for cashing checks, charging items, checking out library books, purchasing athletic tickets, attending University functions, etc.

## Validation sticker

Validation stickers are issued each term to all registered and paid students. This sticker verifies enrollment in the particular term and includes the student's name, identification number, class, college, hours registered, term and year. Stickers are only issued to students determined by the bursar to have paid accounts. Stickers are distributed through the mailboxes in the residence halls and the on-campus mailboxes for all undergraduate students. Validations may be replaced if lost for a \$2 charge.

If the information on the validation sticker is not correct, the student should contact the Bursar's Office on the first floor of the Administration Building.

## Transcripts of credit

An official transcript of a student's record is used only for transferring credits to other colleges and universities and for transmitting information to certifying agencies and employers. An official transcript is issued only at the written request of the student. A charge of \$2 is made for each transcript and should be included with the request. A transcript is not released for a student who is delinquent in any financial obligation to the University. Requests should be submitted at least 24 hours in advance to the Office of Registration and Records, 110 Administration Building (104 East Building at Firelands). Two pieces of identification are required, one of which must be a photo ID.

Transcripts from other institutions that have been presented for admission or evaluation become part of the student's permanent academic file and are not returned nor copied for distribution. Students desiring transcripts covering work completed elsewhere should request them from the institutions concerned.

## Academic load

A full-time undergraduate is defined as a student registered for 12 or more semester hours. A full-time student normally should be registered for 15 to 16 hours per semester. The academic load of a regular undergraduate student should not be less than 12 hours at any time. Enrollment for more than 18 hours requires the approval of the office of the dean of the college in which the student is enrolled; such enrollment will be reviewed in accordance with the policies of the respective college. Based upon institutional policy, the following enrollees are involved in a full-time academic experience at BGSU: students registered for COOP 050, TECH 289/389/489, and Academic Year Abroad. During the eight-week summer session, a full-time student is one enrolled for eight or more hours (four or more hours for a five-week summer term, ten hours for a ten-week summer term).

## Registration schedule

Since late entrance is a handicap to academic achievement, every student is expected to register for classes during the time announced for registration. Continuing students receive registration materials in the mail during the seventh week of each semester. The registration requests are received at the Office of Registration and Records for two weeks following distribution of registration materials, and students are notified of their schedules prior to the succeeding term. (This does not apply to Firelands students.)

Anyone who fails to take advantage of the advance registration system is allowed to register up until the first day of classes without being charged a late fee. Starting the first day of classes, a fee will be assessed for each change made.

## Drop/add

After the registration period has been completed, all changes must be processed through the Office of Registration and Records in accordance with the policy of the college in which the student is enrolled. An undergraduate may enroll in a course within seven calendar days from the beginning of classes in any semester. After this time, a student may add a course only with permission of the college dean.

A student may change the grading option (graded or S/U) for a specific course only during the first fourteen calendar days of a given semester. Twenty-one calendar days are allowed for a student to withdraw from a class at the Office of Registration and Records with no record on the transcript. After these dates, exceptions may be granted only by the dean of the student's college.

do not verify as full time students not registered for any hours at BGSU

An undergraduate who drops a course during the fourth through the ninth week of a semester may either receive a grade of WP (withdrawn passing) or WF (withdrawn failing) according to the student's standing in the course. A grade of WF is assigned to courses dropped after the ninth week of a semester and to courses that the student ceases to attend without permission. Any student terminating attendance in an S/U course without officially dropping the course or withdrawing from the University will receive a WF. This process may be appealed through the student's college office.

See change of registration charge under fees and charges, page 22.

## **Audit**

A student who wishes to attend a class without receiving credit for it may register to audit that course. A per-hour instruction fee is charged as if the student had registered for the course for credit. Audit (no credit) registration must be indicated for the appropriate course(s) before the first day of classes. Students may add classes for audit status during the first seven calendar days of the term. Students may drop classes with audit status during the first twenty-one days of the term. However, a student may not change a course grading option to or from audit once the term begins.

# Organizations and Activities

## Student organizations

The most successful students are those who take advantage of the extracurricular activities offered at BGSU through its more than 150 student clubs, groups and organizations. Involvement in student activities and organizations provides students with valuable experience that supplements their academic regimen while helping them develop into well-rounded graduates. This out-of-class education provides students with invaluable transferable skills such as time management, leadership, motivation, group communication and goal-setting which can carry through into future careers.

The Office of Student Activities and Orientation is the center for student organizations, the undergraduate student body government, the coordination of campus activities programming and the Freshman Pre-Registration and Orientation programs, all of which are designed to aid in the total development of students at BGSU.

## Student organizational regulations

Students are free to organize and join clubs, groups or organizations to promote their common interests provided that these associations are organized for legal purposes and do not conflict with the University's educational objectives.

Detailed policies regarding student organizations can be found in the *Student Code, Appendix L*, in the back of this catalog.

For purposes of continuity, direction, counseling and fiscal responsibility, each organization must have an adviser who is either a faculty member or an administrative staff member of Bowling Green State University.

Organizations shall not discriminate in their activities, programs, operations or membership selection on the basis of race, sex, age, religion, national origin, handicap or sexual preference.

For a current list of student organizations, contact the Office of Student Activities and Orientation, 405 Student Services Building, 372-2843.

## Student Government

The Undergraduate Student Government provides the student with a wide range of opportunities for responsible participation in the government of the University community and gives the University the advantage of student views and experience in arriving at the soundest possible policies and practices with respect to issues relating directly to each student enrolled in the University. All councils and boards of the Undergraduate Student Government have available the advice of faculty members or administrative officers of the University.

In addition to the Undergraduate Student Government, the qualified student may serve on other policy-determining and administrative councils and committees of the University.

## University Activities Organization

All students may participate in planning and organizing social, cultural, educational and recreational events for the University community through the University Activities Organization.

The entire organization is involved with such major events as the annual Fall Fest and Mardi Gras celebration, in addition to programs planned and implemented by the following 13 committees: administrative, campus films, exhibits, games, mini courses, news and views/lectures, outdoor recreation, performing arts, publications, public relations, publicity, spotlight entertainment and travel.

The University Activities Organization provides students with the opportunity to organize functions affecting the entire student body while developing leadership skills.

## Athletics

### Intercollegiate athletics

Participation and excellence are the primary goals of Bowling Green intercollegiate athletics. As part of the largest total-sports program in the Mid-American Conference, nearly 1,000 men and women compete for championship recognition each year on 19 varsity teams.

Men's and women's teams exist in basketball, cross country, golf, swimming, tennis and track. Men compete in football, baseball, ice hockey and soccer, while women compete in gymnastics, volleyball and softball.

Club sports include cricket, fencing, flying, gymnastics, hockey, ice hockey, lacrosse, orienteering, precision skating, racquetball, riflery, rugby, sailing, skiing, soccer, synchronized swimming, table tennis, volleyball, water polo, water skiing and weight training.

The University is a member of the National Collegiate Athletic Association (NCAA) and the nine-university Mid American Conference (MAC). Bowling Green competes regularly with nationally prominent teams from other major conferences.

To be eligible for intercollegiate athletic competition, a student must meet various academic standards established by the University, the NCAA and the MAC. When a student becomes involved on any of the teams that compete in intercollegiate contests, it is assumed that consent to do so has been received from the student's parents or guardian. Every precaution is taken to safeguard the health of the student athlete and a physician is generally present at intercollegiate contests in the more rigorous sports.

### Intramural and recreational sports

The intramural and recreational sports program offers a wide variety of activities for men and women including basketball, bowling, ice hockey, innertube water polo, flag football, floor hockey, golf, handball, racquetball, soccer, softball, swimming, touch football and volleyball. Many of these are offered as coed sports. Information regarding these and other activities may be obtained at the intramural office, located in 108 Student Recreation Center, 372-2464, from 8 a.m. to 5 p.m. daily.

### Athletic facilities

Athletic facilities at the University include: an 18-hole golf course; an ice arena; 25 outdoor tennis courts; the Eppler Complex; 5,000-seat Anderson Arena; 30,000-seat Doyt Perry Stadium; Steller Field, which seats 2,000 for baseball; Whittaker Track; numerous activity and practice fields; and the Student Recreation Center (see below).

## **Student Recreation Center**

The Student Recreation Center, with its two swimming pools, 14 handball/racquetball courts, running track, saunas, whirlpool spa, universal/nautilus areas and courts for basketball, volleyball, tennis, squash and badminton, among other facilities, is a focal point for campus recreational activities.

All registered full-time students may use the center as often as desired. A usage fee is included in the general fee paid each semester. Part-time students must pay a pro-rated usage fee. Special plans for spouses and children of students are available. For more information, contact the center or consult the Student Recreation Center brochure.

## **Firelands College Organizations**

See Firelands College section for a description of organizations and activities there.

# Support Services

## Computer Services

Bowling Green State University provides students, faculty and staff with access to diverse computing capabilities through several large-scale mini and microcomputers: DEC VAX 780, 785, 8500 and System 2060 are available for interactive use with BASIC, FORTRAN, APL and other popular computer languages from terminals located in the Mathematical Sciences Building and other areas on campus, including several residence halls. An IBM 4381 is available for batch processing via a computing service center in the University Union. An IBM 4341 is available for interactive statistics. More than a dozen laboratories equipped with IBM, Apple II and Apple Macintosh microcomputers are also available for student use. There is at least one microcomputer laboratory located in every major residence hall.

Students using these facilities for course work will be introduced to the appropriate computer systems by their instructors. Others should contact a consultant at one of the computing service centers for assistance.

A staff of consultants is available to help users of the many test scoring, modeling and statistical software packages maintained by the University Computer Services department. A comprehensive list of available hardware, software and user documentation is available upon request from one of the consultants.

Many of these computer services are available through remote communication facilities located at the Firelands College campus in Huron, Ohio. For further information, contact the director of computer services at Firelands College.

## Counseling and Career Development Center

The Counseling and Career Development Center, 320 Student Services Building (372-2081), provides free educational, career and personal counseling services to students. Assessment, consultation, counseling and referral for alcohol and drug related concerns are also offered through the center. The staff includes licensed psychologists, career counselors and graduate student assistants.

Information about academic majors and career options is available on microfiche, audiotapes and a variety of printed materials in the center's Career Education Library. A course entitled Career and Life Planning (CAO 131) is offered each academic session by members of the center's staff. Career-related interest inventories are also available to students as aids in career planning.

Tests in foreign languages are administered to students for placement in appropriate undergraduate language courses. A number of testing programs including the American College Test (ACT), College Level Examination Program (CLEP), Graduate Record Examination (GRE), Graduate Management Admissions Test (GMAT), National Teacher's Examination (NTE), Pre-Professional Skills Test (PPST), Medical College Admissions Test (MCAT), Law School Admissions Test (LSAT), Miller Analogies Test (MAT) and the Cooperative English Examination (CEE) are administered by the center.

The staff is available for consultation with individual faculty and staff regarding student concerns.

Students are seen by appointment. Center hours are 8 a.m. to 5 p.m., Monday through Friday.

## Off-Campus Student Center

The Off-Campus Student Center, located in the basement of Moseley Hall, provides a home base for students who commute to the University. Facilities include a study area, vending machines and room to rest and socialize. An active Commuter Off-Campus Organization (COCO) sponsors programs and services of interest to commuters.

## On-campus Mailboxes

A mailroom for on-campus mailboxes is located in 208 Moseley Hall. Mailboxes are assigned to undergraduate students living off campus. They are assigned at the beginning of fall semester, and students continue to use the same box for spring semester. (The mailroom is closed during the summer session.) A listing posted outside 208 Moseley Hall indicates the mailbox numbers for students assigned mailboxes. Students may request or cancel mailboxes through the Office of Registration and Records. The mailroom is used by University offices and organizations to make off-campus students aware of University information and events.

## Handicapped Services

The Office of Handicapped Services, 705 Administration Building, provides disabled persons with the opportunity to participate in a broad range of educational and employment activities by eliminating architectural barriers, modifying attitudinal barriers, encouraging independence of the individual and acting as a liaison between rehabilitation agencies and various University offices.

A student classified as having a learning disability may also be assisted by Handicapped Services through the application of learning techniques, testing and academic monitoring. Acceptance to the University does not suggest, however, that course content will be modified.

## Student Health Service

The Student Health Service, located in the University Health Center (372-2271), provides medical care to students at the first contact phase in the health care delivery system.

The Student Health Service has clinical facilities and a staff of physicians, registered nurses, a pharmacist and technicians working in the clinical laboratory, pharmacy, x-ray and physical therapy services.

Regular clinic hours are 8 a.m. to 4:30 p.m. Monday through Friday when classes are in session.

Students are charged for laboratory, x-ray, pharmacy and physical therapy services of the Student Health Service. Some laboratory procedures and medical consultations are referred to outside sources at the student's expense.

Students who become ill or are injured at times when the Student Health Service is closed and who believe that immediate medical attention is required should report to the emergency room of the Wood County Hospital. Students who use this service will be expected to pay for the cost of treatment.

Nonemergency transportation service to and from the Student Health Service and Wood County Hospital will be provided by University personnel at no cost. Ambulance service is provided by the City of Bowling Green at the student's expense.

A student group insurance program is available to students at a reduced student rate. Students should check any hospitalization program under which they are covered (generally as a dependent) since insurance companies have varying reimbursement policies. Students are encouraged to carry some form of health care insurance.

## Instructional Media Center

The Instructional Media Center provides a variety of services to students, faculty and administrators on a campus-wide basis. The main offices of the IMC are located on the first floor of the Education Building.

The IMC's *Materials Production Service* can produce high quality presentation materials and specializes in graphics and photographic products. IMC also operates the Materials Production Laboratory (206 Education Building, 372-2883) for student and faculty use. The lab is equipped with a photocopier (with enlarging and reducing capability), laminating machines in four sizes, two computer graphics stations, a photographic copy stand, machines for making thermal transparencies and spirit masters, a collating machine and other equipment. The lab is open weekdays, evenings and weekends.

The *Technical Service Group* assists in the production of audio and video recordings by faculty and students, in the maintenance and repair of audio-visual equipment, in conference production work and other special projects.

The *Audiovisual Distribution Service* distributes audiovisual equipment and materials (especially films and videotapes) to classrooms and meeting rooms for faculty and students. Equipment includes film, slide and transparency projectors; lecterns and PA systems; videocassette playback equipment, etc. A film-video collection is maintained by AVDS and rental films are available from outside sources. In addition to the main service center in the Education Building, AVDS services are provided by three strategically located Extension Media Centers—in 112 Math Science Building, in 246 Technology Building and in 216 West Hall.

The *Instructional Development Service* consults with faculty on instructional design, teaching techniques and materials development.

Services to support credit-bearing classes are provided at no charge. Other services are provided for a fee (e.g., typesetting services, sound systems for conferences, materials prepared under research contracts, consumption of materials in the Materials Production Laboratory, etc.).

For more information about the services available from the Instructional Media Center and for answers about projects in which the IMC may be able to assist you, visit the IMC main offices in 105 Education Building during business hours, or call 372-2881 to schedule an appointment.

## Parking and Traffic

The University requires that any motor vehicle owned or operated by a student be registered through the Parking and Traffic Office within 48 hours after the time it is initially operated or parked on any property owned or controlled by the University.

An automobile registration charge of \$25 per year (fall semester through summer session) is required of each student who registers an automobile with the Parking and Traffic Office, Commons Building (372-2776). A temporary registration can be obtained for \$2 per week and may be renewed for \$2 per each additional week. Each automobile on campus must be registered and its decal displayed in accordance with instructions.

## Placement Service

University Placement Services, 360 Student Services Building (372-2356), provides planning and placement assistance to graduating seniors from all academic majors. The professionally trained staff offers a wide range of services which help students clarify and implement their career goals. In brief, these include: individual counseling appointments; workshops, professional development seminars and classroom presentations on all phases of the job search process; a career library and media center; on-campus interviews conducted by more than 850 employers; career days and job fairs; job referrals; credential services; the Falcon Network; and alumni placement services.

Students are highly encouraged to attend placement programs, utilize office services and register with University Placement Services at the beginning of their senior year.

## Psychological Services Center

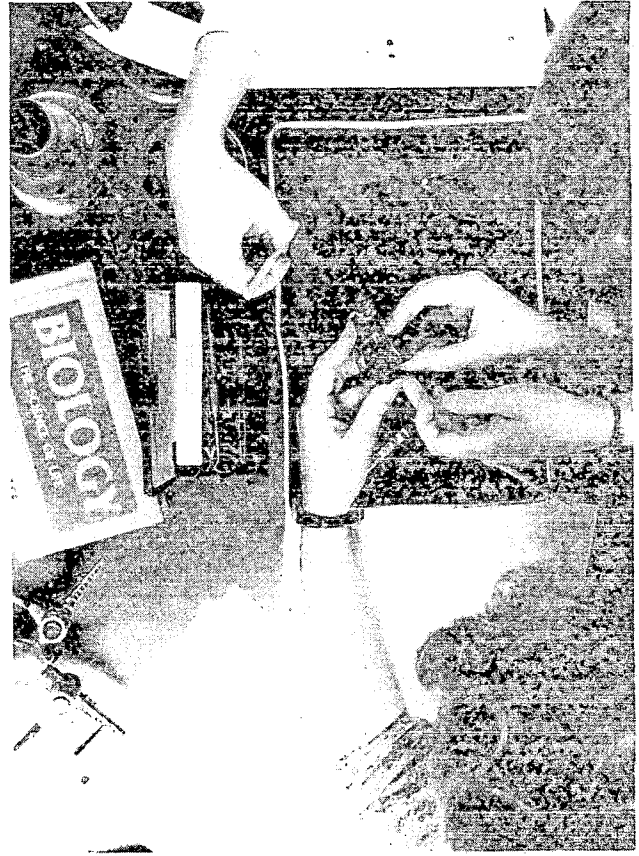
The Psychological Services Center, located in the psychology department, provides services through its doctoral training program to University students on a limited basis. Services include diagnostic evaluations, treatment of behavior disorders through psychotherapy, behavior therapy, biofeedback, marriage counseling, and case and program consultation to University and community agencies. The center may be contacted by calling 372-2540.

## Speech and Hearing Clinic

The Speech and Hearing Clinic, 338 South Hall (372-2515), provides screening, diagnostic and treatment services for students with communication problems such as stuttering, voice, foreign dialect, cerebral palsy, articulation or hearing loss. The clinic is open Monday through Friday, 8:30 a.m. to 5:30 p.m., and appointments are scheduled by individual arrangement. Students may obtain this service through the University by registering for CDIS 121 (Personal Remediation). Registration fee is \$25, and credit does not count toward graduation (graded S/U). Students may also choose to pay on a per session basis. Fee schedule is arranged through the clinic. Anyone interested in making an appointment should contact the clinic directly. Services are also extended to children and adults throughout northwest Ohio.







# College of Arts and Sciences

Ralph N. Townsend, associate dean, 205 Administration Building, 372-2015

Joseph G. Spinelli, associate dean, 205 Administration Building, 372-2015

Michael T. Marsden, assistant dean, 205 Administration Building, 372-2015

Department of Biological Sciences, Reginald D. Noble, Ph.D., chair, 217 Life Sciences, 372-2332

Department of Chemistry, Douglas C. Neckers, Ph.D., chair, 110 Hayes Hall, 372-2031

Department of Computer Science, Ann-Marie Lancaster, Ph.D., chair, 207 Mathematical Sciences Building, 372-2337

Department of English, Lester E. Barber, Ph.D., chair, 202 University Hall, 372-2576

Department of Ethnic Studies, Robert L. Perry, Ph.D., chair, 117 Shatzel Hall, 372-2796

Department of Geography, Alvar W. Carlson, Ph.D., chair, 305 Hanna Hall, 372-2925

Department of Geology, Charles F. Kahle, Ph.D., chair, 170 Overman Hall, 372-2886

Department of German, Russian and East Asian Languages, Joseph L. Gray, Ph.D., chair, 139 Shatzel Hall, 372-2268

Department of History, Gary R. Hess, Ph.D., chair, 117 Williams Hall, 372-2030

Department of Interpersonal and Public Communication, Raymond K. Tucker, Ph.D., chair, 303 South Hall, 372-7168

Department of Journalism, James H. Bissland, Ph.D., chair, 302 West Hall, 372-2076

Department of Mathematics and Statistics, Arjun K. Gupta, Ph.D., chair, 450 Math Sciences Building, 372-2636

Department of Philosophy, Thomas W. Attig, Ph.D., chair, 219 Shatzel Hall, 372-2117

Department of Physics and Astronomy, Robert Boughton, Ph.D., chair, 270 Overman Hall, 372-2421

Department of Political Science, Roger C. Anderson, Ph.D., acting chair, 223 Williams Hall, 372-2921

Department of Popular Culture, Ray B. Browne, Ph.D., chair, Popular Culture Building, 372-2981

Department of Psychology, Robert L. Conner, Ph.D., chair, 207 Psychology Building, 372-2301

Department of Radio-Television-Film, Kim Smith, Ph.D., acting chair, 322 West Hall, 372-2138

Department of Romance Languages, Diane G. Pretzer, Ph.D., chair, 122 Shatzel Hall, 372-2667

Department of Sociology, Meredith D. Pugh, Ph.D., chair, 40 Williams Hall, 372-2294

Department of Theatre, Allen Kepke, Ph.D., chair, South Hall, 372-2719  
School of Art, Thomas Hilty, M.F.A., interim director, Fine Arts Building, 372-2786

School of Mass Communication, James H. Bissland, Ph.D., acting director, 304 West Hall, 372-2136

## Academic Objectives

The College of Arts and Sciences has two primary instructional purposes: to provide specialized training for students majoring in the basic disciplines of the arts and humanities, the social and behavioral sciences, and the natural, physical and mathematical sciences; and to provide the basic courses that serve as the foundation for the liberal education of all students in all colleges of the University.

Through a flexible curriculum, the College of Arts and Sciences combines the traditional and continuing values of a vigorous and broad general liberal education with sound preparation for immediate occupational needs, or for advanced graduate or professional education. Attuned to changing needs and times, the College of Arts and Sciences has preserved and strengthened the central values of a liberal education, while providing specializations geared to today's career opportunities.

## Organization of the College

Largest of the collegiate organizations of the University, the College of Arts and Sciences includes two schools (Art and Mass Communication), and twenty-one academic departments, as well as an additional number of formally organized program areas. The academic departments span the range of the traditional disciplines in the humanities, the languages, the sciences and mathematics, and the social sciences.

A strong faculty of nearly 400 teacher/scholars offers general and specialized instruction leading to six different undergraduate degrees: the Bachelor of Arts, the Bachelor of Science, the Bachelor of Fine Arts, the Bachelor of Liberal Studies, the Bachelor of Science in Journalism and the Bachelor of Arts in Communication. Under these six degree programs, students may choose from more than 70 different major fields, and an equal number of minor fields. These wide-ranging choices provide ample opportunity to pursue individual interests and needs. All programs unite the common characteristics of combining breadth of intellectual inquiry with the specialized instructional needs of students seeking either immediate and meaningful post-baccalaureate employment, or preparation for graduate or professional study.

## Special Opportunities

Membership in Phi Beta Kappa, the nation's first Greek letter society and most prestigious honor society, is restricted to those students enrolled in Arts and Sciences degree programs who meet the stringent criteria and are elected to membership. The BGSU chapter of Phi Beta Kappa was installed in 1983.

The College of Arts and Sciences offers opportunities for year-long study in Tours, France; Salzburg, Austria; and Madrid, Spain. Students participating in these programs enroll in courses offered by department/schools in arts and sciences during their academic year abroad, but participation is not limited to arts and sciences students. Fashion merchandising majors have the opportunity to spend their senior year at the nationally recognized Fashion Institute of Technology located in New York City.

Arts and sciences students who are undecided about a major are assigned to one of the college office advisers and thereby have access to a program designed to be of assistance to students in the selection of a major.

Opportunities for involvement in cocurricular activity abound in the College of Arts and Sciences. Its academic units sponsor the theatre and forensics programs as well as numerous discipline-based honor societies and interest groups. Often, enrollment in the College of Arts and Sciences is not a prerequisite for participation in these activities.

The college also sponsors an internship program through which students can gain practical, "hands-on" experience in workplace settings related to their field of study. Several departments and schools in the college also offer internship programs. Arts and sciences students interested in internship experiences may also work under the auspices of the University's Cooperative Education Program.

## Programs Offered

Majors and minors are available in all areas listed below unless otherwise noted. The following degree programs are available:

### *Bachelor of Arts*

- Individualized planned programs
- American studies-planned program
- Art
- Art history
- Asian studies
- Business, general studies in
- Classical studies-major only
- Computer science
- Consumer and family resource management-planned program
- Economics
- English
- Environmental policy and analysis-planned program
- Ethnic studies
- Film studies
- Folklore and folklife-minor only
- French
- Geography
- Geology
- German
- History
- Home economics
  - Fashion merchandising
  - Food science and nutrition
  - Home economics general
  - Interior design
  - Textiles and clothing
- International studies-planned program
- Interpersonal and public communication
- Italian-minor only
- Latin
- Latin American studies-planned program
- Library and educational media-minor only
- Linguistics-minor only
- Mass media-minor only
- Mathematics

- Music
- Philosophy
- Political science
- Popular culture
- Psychology
- Radio-television-film
- Russian
- Scientific and technical communication
- Sociology
- Soviet studies-planned program
- Spanish
- Statistics-major only
- Theatre
- Women's studies

### *Bachelor of Science*

- Individualized planned programs
- Astronomy-minor only
- Biological sciences
  - Microbiology
- Chemistry
- Computer science
- Environmental science-planned program
- Geology
  - Geochemistry
  - Geophysics
  - Paleobiology
- Mathematics
- Physics
- Psychology
- Science-minor only
- Scientific and technical communication
- Statistics-major only

### *Bachelor of Liberal Studies*

### *Bachelor of Fine Arts*

- Creative writing

### *Bachelor of Arts in Communication*

- Interpersonal and public communication
- Radio-television-film (see School of Mass Communication)
- Theatre

### **School of Art**

#### *Bachelor of Fine Arts*

- Ceramics
- Crafts
- Design
  - Environmental
  - Graphic
- Drawing
- Fiber-fabric
- Glass
- Jewelry and metalsmithing
- Painting
- Photography
- Prints
- Sculpture
- Teacher preparation

### **School of Mass Communication**

#### *Bachelor of Science in Journalism*

- Journalism

#### *Bachelor of Arts in Communication*

- Radio-television-film

The College also offers the following special programs:

### *Preprofessional programs—four-year curricula providing preparation for:*

- Business
- College teaching
- Graduate study
- Home economics careers
- Library work
- Mathematics and the sciences
- Public administration
- Religious work

### *Arts professional curricula*

- Preparation for dentistry
- Preparation for law
- Preparation for medicine

### *Preprofessional preparation for:*

- Engineering
- Mortuary science
- Occupational therapy
- Optometry
- Osteopathy
- Pharmacy
- Veterinary medicine

The college also offers an arts-education curriculum and other programs leading to dual degrees, including certification to teach in the public schools. Combined baccalaureate-master's degree programs are offered in chemistry. For more information, see page 55.

## General Requirements for a Degree

In addition to specific requirements listed on the following pages, a candidate for any degree in the College of Arts and Sciences must meet the general education requirements for the baccalaureate degree listed on page 9, in addition to the following:

1. Meet the general education requirements listed below, preferably in the freshman and sophomore years;
2. Satisfy the requirements for a major and minor area of specialization (if applicable—courses taken for a major may not also be counted for a minor).
3. The college requirements surpass the University-wide general education requirements. Students are encouraged to take courses from the general education core to meet Arts and Sciences requirements.

## Academic Advising

Although the adviser and the dean's office advise students and check each student's record, upon request, the responsibility for meeting graduation requirements lies with the student and not with the adviser, the department or the dean. Thorough familiarity with the Undergraduate Catalog is essential.

## BACHELOR OF ARTS DEGREE

Each student must complete the general education requirements listed below as nearly as possible in the freshman and sophomore years and must satisfy the requirements for a major and a minor area of specialization. Every student, however, must take English and physical education in the first year. If known, the major, or minor should be started in the first year, but selection of the major may be deferred as late as the beginning of the sophomore year. Certain majors and programs require course sequences. These sequences should be started in the freshman year.

### General Education Requirements

#### Group I: English Composition

Students are required to complete ENG 112 or to demonstrate by examination that they have proficiency in written expression equivalent to that attained by the student who completes that course. (A penalty is imposed if ENG 112 is not completed within the first 60 hours). IPCO 102 is recommended for each student.

#### Group II: Foreign Language and Cultural Experience

Each student is required to demonstrate a proficiency in a language and language area by one of the options listed below:

1. having been graduated from a high school where all instruction was conducted in a language other than English; or
2. passing a proficiency examination in the language on the 202 course level; or
3. having completed four years of one language in high school; or
4. having completed one of the departmental options listed below (14 hours minimum in the same language area, or fewer by advanced placement).

#### German, Russian and East Asian Languages (Chinese, Japanese)

Completion of GERM 101 and 102 plus a minimum of six additional hours from: GERM 100, 117, 118, 201, 202, 217, 231, 331, and/or GERM 260, 315, 316; or Completion of CHIN 101, 102, 201 and 202; or Completion of JAPN 101, 102, 201 and 202; or Completion of RUSN 101 and 102 plus a minimum of six additional hours from: RUSN 100, 201, 202, 303, 315, 316, 317, 319, 331 and/or 311, 312.

#### Romance languages (French, Italian, Latin, Spanish)

##### Option I:

FREN 101, 102, 201 and 202; or ITAL 101, 102, 201 and 202; or LAT 101, 102, 201 and 202; or SPAN 101, 102, 201 and 202

##### Option II: (one of the following)

FREN 111, 112, 211 and 212; LAT 101, 102, and two of: LAT 141, 142 or 201; SPAN 111, 112, 211 and 212

A student may transfer at any point from option I to option II but not vice versa. If a student selects option II, all courses in that sequence must be completed subsequent to the first course in which the student is placed. Course 202 is required for admission to 300-level courses.

Credit toward a degree is not granted for foreign language courses which duplicate more than two units of high school study.

#### Group III: Mathematics and Computation

Each student must complete one of the following:

- a. three and one-half years of high school mathematics or equivalent proficiency as demonstrated on a placement test;
- b. MATH 115, 124, 128, 129 or 130;\*\*
- c. MATH 111 or 120\*\* and one of the following: PHIL 103, CS 100 or CS 101;
- d. three years of high school mathematics and CS 100 or CS 101. High school mathematics means college preparatory mathematics, which normally includes algebra I and II, geometry, and in the case of three and one-half years, trigonometry. Remedial, technical and business mathematics are not applicable.

#### Natural Sciences

Each student must complete at least three courses elected from astronomy, biological sciences, chemistry, geology, physics or physical geography (including GEOG 125, 126, 127, 213, 404) including at least two courses approved for laboratory credit from a list of approved courses printed in the *College of Arts and Sciences Handbook*.\*

\*Or a B.S. laboratory sequence in one of the sciences meets this requirement. A list of approved courses is printed in the *College of Arts and Sciences Handbook*.

\*\*See Department of Mathematics and Statistics for placement test.

#### Group IV: Social Sciences: Economics, Ethnic Studies, Geography, History, Political Science, Psychology, Sociology

Each student is required to complete six courses selected from at least three areas with at least three courses in one area (excluding GEOG 125, 126, 127, 213, 404). A student majoring in one of the social sciences may include two major courses in this group. A list of approved ethnic studies courses is printed in the *College of Arts and Sciences Handbook*.

#### Group V: Arts and Humanities

Each student is required to complete one course in literature (American, English or foreign), one course in the fine arts (art, art history, music, theatre, television and film), and three additional courses from at least two of the following areas: ART 101, art history; American, English or foreign literature; American studies; ethnic studies; music appreciation, music history, music literature, philosophy (except PHIL 103 used to apply to group III), popular culture, drama, history of public address and women's studies. It is recommended that philosophy be one of these areas. A list of courses approved for group V requirements is printed in the *College of Arts and Sciences Handbook*. A student majoring in the arts and humanities may count one major course in this group.

## BACHELOR OF ARTS: MAJORS AND MINORS

By the beginning of the second year most students select a major and minor subject. The number of hours required for a major or minor varies with departmental requirements but at least 32 hours are required in the major and 20 hours in the minor except as indicated in the following sections. In arranging courses in the minor field, a student should consult the department concerned.

Outlines listed for each major represent the usual sequences, but may be modified upon departmental approval to meet individual needs.

## Individualized Planned Program Option

If educational objectives cannot be met by one of the departmental majors or minors or by one of the planned programs, students may create an individualized planned program in consultation with a faculty adviser or advisers to substitute for the major or minor or both. A student who has earned at least 30 hours of credit and who needs at least 30 hours to complete the program may petition the Academic Appeals Board of the college by presenting a statement of rationale for an individualized planned program as well as a detailed list of courses to be taken. Upon approval, the student is obligated to complete the program as planned unless changes are approved by the office of the dean. The group requirements remain the same.

## American Studies

214 University Hall, 372-8110

### Planned program

An interdisciplinary program dedicated to the holistic study of American culture, society and institutions, American studies offers individualized programs using offerings in the humanities and social sciences which focus on the American experience. American studies courses develop the skills and methods appropriate to cultural studies and serve to integrate the substance of other disciplines into coherent patterns reflecting the complexity of American life and our national heritage. The director of American studies and the undergraduate adviser help students design programs suited to their needs and interests within the general requirements of the program and the college.

The program requires a minimum of 36 hours including the following:

AMST 200 and 400 (6)  
AMST 230, 240, 300 (3)  
HIST 205 and 206 (6)

*21 hours in an emphasis area:* American Thought and Expression, American Society and Institutions, Comparative Cultures, or Culture and Community. Each of these emphasis areas is designed to allow the student to work across departmental lines to develop a program that is both interdisciplinary in approach and focused in purpose. Within each emphasis area students have the opportunity to design a program (in consultation with the undergraduate adviser) uniquely suited to individual needs and interests. Of the 21 hours in the emphasis area, at least two departments must be represented and no more than 9 hours in a single discipline may be counted toward fulfillment of this requirement; 15 of the 21 hours must be upper division. A minor is required.

**Minor** (21 hours)  
HIST 205 and 206 (6)  
AMST 200 and 400 (6)

Courses outside the major selected in consultation with the American studies adviser (9)

### Other programs

Programs in American studies also are available through the College of Education and Allied Professions.

## Art

120 Fine Arts Building, 372-2786

### Major (33 hours)

*First year* (12 hours)  
ART 102, 103 and 112 (9)  
ARTH 145 (3)

*Second year* (15 hours)  
ART 205 and 261 (6)  
ARTH 146 (3)  
ARTD 211, 212 or 213 (3)  
select one: ART 277, 371, 373 or 325 (3)

*Third and fourth years* (6 hours)  
select one:

ART 263, 265, 321 or 267 (3)  
Art elective (3)

### Minor (21 hours)

*First year* (12 hours)  
ART 102, 103, and 112 (9)  
ARTH 145 (3)

*Second year* (6 hours)  
ARTH 146 (3)  
Art electives (3)

*Third and fourth years* (3 hours)  
Art elective (3)

### Other programs

Bachelor of Fine Arts programs in art are offered by the School of Art in the College of Arts and Sciences. In addition, a Bachelor of Science program in visual arts education is available through the College of Education and Allied Professions. A Bachelor of Science in art therapy is offered through the College of Health and Human Services.

## Art History

120 Fine Arts Building,  
372-2786

### Major (33 hours)

ART 102 (3)  
ARTH 145, 146 (6)  
Studio electives (3)  
ARTH 440, 442 or 456 (3)  
ARTH 445 or 446 (3)  
ARTH 451 or 454 (3)  
ARTH 458 or 459 (3)  
Art history electives (9)

### Minor (21 hours)

ART 102 (3)  
ARTH 145 and 146 (6)  
Art history electives (12)

## Asian Studies

507 Founders-Lowry (temporary),  
372-2196

### Planned program

Through an interdisciplinary approach, the Asian studies program is designed to provide students with:

1. A broad and comparative view of Asia.
2. An in-depth knowledge of a selected country or region of Asia.
3. An ability to comprehend an Asian language: Chinese, Japanese or Korean.

**Majors** (36 hours selected from a list of courses available in the Asian studies brochure or approved by the Asian studies adviser, and the completion of a Chinese or Japanese language sequence through the 202 level or completion of one year of intensive Korean language and culture courses through the student exchange program in Korea.)

Students majoring in Asian studies should work closely with the Asian studies adviser in the selection of courses and a second major or minor, such as in the field of international business, history, political science, education, geography, sociology, music or communication.

**Minor** (20 hours selected in consultation with the Asian studies adviser from the list of approved courses. Asian language sequence is not required.)

### Student exchange and internship programs in Asia

Every year upon the recommendation of the Asian studies faculty, the University sends two students to Nanzan University in Japan and one student to Yonsei University in Korea. Each student receives one academic-year, tuition-free scholarship from the Asian university and the credit earned in Asia counts toward graduation from the University. Also a student who has completed one year of language training may participate in the student internship program at Teraoka Seiko Company in Tokyo, for a period of up to six months. The student intern will receive up to 12 credit hours as well as free housing, workday lunch and a monthly allowance from the company.

### Financial aid

Students majoring in Asian studies may qualify for two scholarships awarded each year through the Kiyo Kitahara Fund for Asian Studies and the Hiroko Nakamoto Fund for Japanese Studies.

## Business, General Studies in

313 Business Administration Building, 372-8211.

**Planned program;** no minor required. (53 hours)

MATH 124 and 125 (or MATH 131)  
CS 100 or 101  
ECON 202 and 203  
STAT 211 and 212  
ACCT 221 and 222  
LEGS 301  
MKT 300  
MGMT 300 and 360  
FIN 300  
OR 380

Arts and sciences electives\* (6)

MATH 124 and 125 are prerequisites for STAT 211 and 212.

\*Courses to be selected with approval of the College of Arts and Sciences. No additional business courses may be taken for credit towards graduation.

## Classical Studies

227 Shatzel Hall, 372-2667.

**Major (only) (24 hours)**

Fourteen hours of Latin beyond the 202 level including Latin 351 and at least two courses at the 400 level.

ART 445 or 446 (3)

HIST 441 or 442 (3)

PHIL 211 (3)

Greek language courses recommended.

## Computer Science

246 Mathematical Sciences Building, 372-2337

**Major (30 hours)**

CS 101, 201, 202, 205, 305, 306, 307 (21)

Three CS electives at the 400 level, excluding CS 490 (9)

PHIL 344 or SOC 320 (3)

MATH 131 and MATH 222 (8)

MATH 247 or 313 (3)

Students electing this major will be designated pre-computer science and will not be permitted to declare a computer science major until after completing CS 101, CS 201, CS 205, MATH 131 or 222, and ENG 112 with satisfactory grades. See the College of Arts and Sciences for details.

Students with a minor or joint major in MATH need not complete the listed MATH courses.

**Minor (18 hours)**

CS 101, 201 and 205 (9)

CS electives (9)

The following courses may not be applied to the 18-hour minor requirement: CS 100, 130, 180, 260, 280, 390, 490

**Recommended electives**

ACCT 221, ENG 388, PHIL 303; it is recommended that the natural sciences requirement be completed by taking PHYS courses.

## Other programs

A Bachelor of Science in computer science also is offered by the College of Arts and Sciences. In addition, programs in computer science are available through the College of Education and Allied Professions.

## Economics

301 Business Administration Building, 372-2646

**Major (33 hours)**

*First year (7 hours)*

MATH 124 and 125 (7) or MATH 131 (5) (prerequisites to STAT)

*Second year (12 hours)*

STAT 211 and 212 or equivalent (not included

in major hours) (6)

ECON 202 and 203 (6)

*Third year (9 hours)*

ECON 302, 303, 473 (9)

*Fourth year (18 hours)*

ECON electives (18)\*

**Minor (20 hours)**

*Second year (6 hours)*

ECON 202 and 203 (6)

*Third year (6 hours)*

ECON 302 and 303 (6)

*Fourth year (8 hours)*

ECON electives (8)

\*ECON 304 cannot be counted toward the requirements for the economics major without permission from the adviser.

## Other programs

Programs in economics also are available through the College of Business Administration and the College of Education and Allied Professions.

## English

216 University Hall, 372-2576

**Major (36 hours beyond ENG 112)**

*First year*

ENG 111, 112 (University requirement; prerequisite for all major/minor courses)

*Second year (11 hours)*

ENG 201 or ENG 205 and 206, prerequisite for all third year courses (4)

ENG 261 or 306 (3)

ENG 190 (1)

ENG 290 (3)

*Third year (12 hours)*

Two chosen from ENG 264, 265, 266, 267, prerequisite for all fourth year courses (6)

ENG 301 (3)

One chosen from ENG 320, 323, 325, 330, 333, 335 (3)

*Fourth year (13 hours)*

One major author(s) course chosen from ENG 400, 401, 408, 435; or, if topic is appropriate, 423, 470, 480 (3)

Any 300 or 400 level ENG literature course (except 342, 343, 442) (3)

ENG 498 (4)

English majors are required to include Arts and Sciences 200; Great Ideas, as one of the courses for either Group IV, Social Sciences, or Group V, Arts and Humanities.

## Special studies option

English majors with specific career goals, such as commercial or technical writing, legal studies or linguistics, may, with the approval of the English adviser, substitute two relevant ENG courses for two required courses (not 498).

**Minor (22 hours beyond ENG 112)**

*Second year (7 hours)*

ENG 201 or ENG 205 and 206 (4)

ENG 290 (3)

*Third year (9 hours)*

Two chosen from ENG 264, 265, 266, 267 (6)

ENG 301 (3)

*Fourth year (6 hours)*

One chosen from ENG 320, 323, 325, 330, 333, 335 (3)

Any 300 or 400 level ENG literature course (except 342, 343, 442) (3)

Though not required for the minor, ENG 190 and ENG 261 or 306 are recommended.

## Other programs

The College of Arts and Sciences also offers the Bachelor of Fine Arts degree with a major in creative writing and the Bachelor of Arts and Bachelor of Science degrees in scientific and technical communication. Programs in English are also available through the College of Education and Allied Professions.

## Environmental Policy and Analysis

124 Hayes Hall, 372-8207

**Planned program;** no minor required.

The program emphasizes the multidisciplinary nature of the field of environmental studies and the roles of these disciplines, which address environmental issues from a point of view other than natural science. The curriculum includes basic instruction in the ecosystem approach and an individually planned area of emphasis which is designed to prepare each student to enter the career field of his or her choice.

*Required courses are:*

ENVS 101, 301, 401 and 402 (10)

CS 100 OR 101 (3)

ECON 200 or 202 (3)

SOC 101 or PSYC 201 (3-4)

PHIL 332 (3)

POLS 336 (3)

ENG 207 or 488 (3)

LEGS 431 (3)

BIOL 101, 104 or 204 and 205 (two courses) (7-10)

IPCO 203, 205 or 308

Two from: GEOG 125, 126, CHEM 115, 116, GEOL 100, 104, PHYS 100 (6-8)

Statistics: MATH 115 or 247, or PSYC 270, or SOC 369, or STAT 211 and 212, or STAT 200 (3-6)

Four courses chosen from: ECON 435; EDFI 416; ENVH 404; ENVR 421; GEOG 325, 331, 333, 426, 442; GEOL 322; HIST 338; POLS 331, 333, 335, 337; PSYC 440\*; RED 304; SOC 312, 315, 414 (12)

Fifteen hours must also be taken in an area of emphasis such as environmental planning, management and administration, legislation and policy development or environmental analysis (economics and statistics). Students should file an approved course list no later than the end of the junior year. An internship is highly recommended. Individualized planned minors in environmental studies are available also.

### Other programs

The College of Arts and Sciences offers a planned program in environmental science leading to a Bachelor of Science. Environmental programs are also available in the College of Health and Human Services and the College of Education and Allied Professions. Students should contact the Center for Environmental Programs, 124 Hayes Hall, 372-8207, for help in selecting the program that most closely meets their career objectives.

\*Environmental issues only.

## Ethnic Studies

117 Shatzel Hall, 372-2796

Ethnic studies is an interdepartmental and interdisciplinary program designed to provide a comprehensive study of the ethnic groups in America with particular attention given to the life and experience of each group in relation to their nativity.

The program also provides opportunities for students to participate in internships throughout the nation and abroad.

### Major (32 hours)\*

6 hours introductory courses: ETHN 101 and either ETHN 110 or ETHN 120

9 hours of courses in approved departments outside of ethnic studies (a list is available from the ethnic studies adviser).

17 hours ethnic studies electives

\*A student, in consultation with the adviser, may choose to focus on a specialized area of ethnic studies (e.g. black studies, Latino studies).

### Minor (21 hours)

Must include two introductory courses with remainder of courses relating to ethnicity in consultation with the adviser.

## Film Studies

Popular Culture Building, 372-2981

### Planned program; no minor required

Film studies is an interdisciplinary program designed to provide a general education in all major aspects of film study and areas of specialization that meet an individual student's interests and needs. Students majoring or minoring in film studies may select courses from the following departments or schools: art, English, German-Russian-East Asian languages, history, industrial education, journalism, philosophy, popular culture, romance languages and speech communication.

The program consists of a minimum of 43 credit hours for a film major and 21 credit hours for a minor.

### Major (43 hours)

After completion of 24 hours of course work in the basic core, the student selects an additional 19 hours of course work in the creative/technical track or in the history/theory/criticism track. The creative/technical track provides tools and techniques for the talented student to use in cinematic expression. The history/theory/criticism track seeks to explore film in a variety of ways in order to prepare skilled film teachers or critics. The program for each student is individually planned in a series of conferences between the student and the director/adviser.

#### Core courses

RTVF 261, 264, 464 and 466 (12)  
POPC 250 or ENG 200 (lit. and film) (3)  
VCT 282 (3)  
RTVF 469, POPC 350, ENG 385 or PHIL 335 (3)  
GERM 415, RUSN 415, ROML 200 or ITAL 261 (3)

*Creative/technical track*—19 hours in addition to those courses taken for the core.

RTVF 263, 364, 469, 490  
THEA 241, 243, 341, 342, 343, 349, 443  
JOUR 306, 307, 407, 430  
ART 325  
VCT 203, 382, 386, 460, 482

*History/theory/criticism track*—19 hours in addition to those courses taken for the core.

ENG 200, 251, 385, 485  
HIST 391  
PHIL 335  
POPC 350, 355  
ROML 200  
ITAL 261  
GERM 415  
RUSN 415  
RTVF 469

### Minor (21 hours)

RTVF 261 and 464 (6)  
ENG 200 (3)  
POPC 250 (3)  
GERM 415, RUSN 415, ROML 200 or ITAL 261 (3)  
VCT 282 (3)  
RTVF 466, RTVF 469, POPC 350, ENG 385 or PHIL 335 (3)

### Other programs

Programs in radio-television-film are offered by the College of Arts and Sciences as Bachelor of Arts sequences and by the college's School of Mass Communication as Bachelor of Arts in Communication sequences.

## Folklore and folklife

(minor only)

Popular Culture Building, 372-2981

### Minor (20 hours)

POPC 220 (3)  
Oral folklore such as POPC 320 or 424\* (3)  
Material or customary folk culture such as POPC 320 or 424\* or HOEC 401  
Regional or distinctive folk group such as POPC 325 or RUSN 432  
Distinct genre of folklore/folklife such as POPC 424\*  
Collecting project such as POPC 485 (or other senior seminar as approved by adviser)  
Electives in folklore

\*No single course given as POPC 424 may be counted in more than one category within the minor. Courses other than those specified above may be chosen in consultation with the program adviser.

## French

122 Shatzel Hall, 372-2667

### Major (27 hours beyond FREN 202)

FREN 351, 361, 362, 371 and 372 plus 12 hours including two 400-level courses, at least one being literature. (Independent study courses will not fulfill the literature requirement.)

### Minor (19 hours beyond FREN 202)

FREN 351, 361, 362, 371 or 372 plus seven hours of electives, including one 400-level course (not independent study course.)

## Geography

305 Hanna Hall, 372-2925

### Major (32 hours)

GEOG 125, 126, 127 or 213 (2-3)  
GEOG 225 or 230 (3)  
GEOG 321 (3)  
Electives (in consultation with adviser) (23-24)

A student may specialize in urban, rural and regional planning; delivery and planning of social services, cartography, economic geography, environmental resources, population and other aspects of geography.

### Minor (20 hours)

### Other programs

Programs in geography also are offered by the College of Education and Allied Professions.

## Geology

170 Overman Hall, 372-2886

### Major (35 hours including GEOL 493 or 494)

### Minor (20 hours)

### Other programs

The College of Arts and Sciences also offers Bachelor of Science programs in geology. The College of Education and Allied Professions offers programs in earth science.



## German

130 Shatzel Hall, 372-2269

**Major** (24 hours beyond GERM 202)

GERM 317, 318 and 417 (9)

Electives in GERM at 400 level (4-6)

GERM 260 and 360 do not count toward the major.

**Minor** (14 hours beyond GERM 202)

### Other programs

Programs in German also are available through the College of Education and Allied Professions.

## History

506 Founders/Lowry (temporary),  
372-2030

**Major** (33 hours)

Nine hours chosen from the following: HIST  
151, 152, 180, 205, 206

Twenty-four hours of 300-400 level course including 480 and at least three hours at the 400 level in each of the three categories:

### European History

HIST 357, 360, 363, 367, 370, 377, 415, 444,  
448, 454, 458, 459, 464, 469, 470, 471

### U.S. History

HIST 301, 302, 303, 306, 307, 319, 320, 323,  
325, 326, 337, 338, 419, 421, 422, 425, 426,  
427, 428, 429, 430, 433, 436, 437

### Other

HIST 304, 305, 309, 310, 311, 315, 316, 340,  
381, 382, 386, 401, 411, 413, 414, 441, 442,  
446, 447, 462, 483, 486

(HIST 391, 395, 400, 495 may be used to fulfill the requirements of the major and minor with approval of the department adviser)

**Minor** (21 hours)

Nine hours chosen from the following: HIST  
151, 152, 180, 205, 206

Twelve hours at the 300 or 400 level chosen from at least two of the three categories indicated above with at least three hours at the 400 level.

## Home Economics

11 Home Economics Building, 372-7838

Five programs are available through the Department of Home Economics. These include planned professional programs in fashion merchandising and interior design; major programs in food science and nutrition, and textiles and clothing; and a general home economics major with a concentration in foods and nutrition or textiles and clothing. Programs must be planned with the adviser no later than the second year. After the first year, students may participate in a supervised field experience during the summer or academic year.

## Fashion Merchandising

206 Home Economics Building, 372-7838

This is a planned program designed to prepare students for careers in business and industry. These may include executive management positions; retail or wholesale merchandising; educational and/or sales representative for fabric, apparel and accessory firms. Fashion merchandising students may choose to study at the Fashion Institute of Technology in their senior year. No minor is required.

*First year* (21 hours)

ART 101 and ARTH elective (6)

HOEC 101 and 103 (6)

SOC 101 (3)

IPCO 102 (3)

CS 100 (3)

*Second year* (13 hours)

ECON 202 (3)

PSYC 201 (3)

HOEC 202 and 204 (6)

HOEC 389 (1-5) optional

*Third year* (21 hours)

HOEC 303 and 313 (6)

MKT 300 (3)

BA 203 or STAT 200 (3)\*

ACCT 325 (3)

Business elective (3)

MGMT 305 (3)

\*STAT 200 may be substituted for BA 203 if students have not completed MATH 127 or a higher level MATH course.

*Fourth year* (21 hours)

HOEC 401, 402 and 403 (9)

MKT 410 and 430 (6)

Select two: HOEC 404, 412, 414 or 480 (TCID) (6)

## Food Science and Nutrition

11 Home Economics Building, 372-7838

A major program designed for the student who wishes to specialize in the food science field preparatory to graduate study or for a career in business or industry. A minor is required.

*First year* (13 hours)

CHEM 125 and 126 (10)

SOC 101 (3)

*Second year* (24 hours)

CHEM 306, 308 and 309 (8)

ECON 202 and 203 (6)

HOEC 210 and 212 (6)

PSYC 201 (4)

*Third year* (10 hours)

HOEC 307, 326 and 480 (10)

*Fourth year* (18 hours)

HOEC 405, 431, 432, 435, 436 and 480 (18)

## Interior Design

11 Home Economics Building, 372-7838

The interior design program trains students in the planning and executing of residential and contract interiors. Course work is designed to help students evaluate problems and devise solutions for them. Students who complete the approved four-year program are eligible to apply for associate membership in the American Society of Interior Designers (ASID). No minor is required.

*First year* (24 hours)

ART 102 AND 103 (6)

HOEC 103 and 219 (6)

CS 100 (3)

IPCO 102 (3)

SOC 101 (3)

HOEC 119 (3)

*Second year* (22 hours)

ART 112, 146 and 213 (9)

HOEC 303 (3)

ECON 202 (3)

CONS 235 (3)

PSYC 201 (4)

*Third year* (24 hours)

ACCT 325 (3)

ART 313 (3)

HOEC 319 (3)

HOEC 333 or DESN 450 or ART 418 (3)

DESN 301 (3)

MKT 300 (3)

Select 6 hours from:

HOEC 105

HOEC 313

HOEC 389

HOEC 406

MKT 410

MKT 430

*Fourth year* (21 hours)

ART 417 and 440 (6 hours)

HOEC 417, 418, 419 and 470 (3) (12)

MGMT 305 (3)

Also see School of Art for specializations in graphic and environmental design and College of Technology for a specialization in product design.

## Apparel Design and History

11 Home Economics Building, 372-7838

A major program designed for the student who wishes to specialize in apparel design and/or history for a career in various aspects of the fashion industry, a museum or in preparation for graduate studies. Suggested minors include art, art history, folklore and folklife, popular culture and history.

*Core courses* (10 hours)

HOEC 100, 207, 303, 305 or 107

**Major** (36 hours)

HOEC 101, 103, 202, 204, 313, 401, 403; 389 or 489

Choose 12 hours from HOEC 404, 412, 414, 418, 470, TCID 480

### Minor

Select course work in art, art history, folklore and folklife, popular culture or history

## Home Economics General

206 Johnston Hall, 372-2026

A program designed for the student who desires a general home economics background with a concentration in foods and nutrition or textiles and clothing or plans to continue in graduate school. A minor is required.

*Core courses* (18 hours)

HOEC 103, 105, 205, 250, 321, 303 or 406

*Foods and nutrition concentration* (17 hours)

HOEC 206, 210, 212, 307, 310, 431

*Textiles and clothing concentration* (15 hours)

HOEC 101, 202, 401, 404

HOEC 412

**Minor (21-22 hours)**

HOEC 103, 105; 205 or 405; 207, 210, 321; 303 or 406

**Consumer and Family Resource Management**

11 Home Economics Building, 372-7838

The consumer and family resource management planned program examines American social and economic conditions as they affect families. Careers exist in such areas as consumer affairs, customer service, and consumer education and information. Students acquire an understanding of consumer behavior and management in a market economy as well as resource management for the individual and the family. Studies include consumers in the market, the legal system as well as consumer rights and how problems in a changing environment are influenced by public policy. An opportunity for field work in a consumer agency is included in the program.

*Core courses*

HOEC 100, 207, 303, 305

*Program courses*

HOEC 107, 205, 206, 311, 405, 406, 407, 413 or 415 or 429, 480 (RMCS), 489; STAT 200 or 211; ACCT 325; LEGS 200 or 310; POLS 201, 302; ECON 202, 203, 311, 323, 321 or 332 or 425 or 462.

**Other programs**

Programs in home economics also are available through the College of Education and Allied Professions and the College of Health and Human Services.

**International Studies**

519 Founders/Lowry, 372-2921

**Planned program (37 hours)**

International studies is an interdisciplinary program for students preparing for positions in public administration/policy, non-profit agencies, research organizations, international organizations, teaching and international business. Students are encouraged to participate in appropriate programs of study abroad sponsored by Bowling Green or another university.

Students must: (a) complete HIST 152, POLS 101, ECON 202, GEOG 230, SOC 231, and 6 hours of language study above the 202 level in GERM, RUSN or FREN, SPAN, JAPN, CHIN or Arabic; and (b) select in consultation with the international studies adviser a minimum of 16 hours of courses which concentrate on one of the following areas: the Middle East, Soviet Union, Eastern or Western Europe and Asia.

An appropriate minor is chosen in consultation with the international studies adviser.

**Interpersonal and Public Communication**

303 South Hall, 372-2823

**Major (36 hours)**

IPCO 102 and 209 (6)

RTVF 103 (3)

CDIS 223 (3)

THEA 141 (3)

IPCO electives (21)

**Minor (24 hours)**

IPCO 102 and 209 (6)

IPCO electives (15)

THEA 141 or CDIS 223 or RTVF 103 (3)

**Other programs**

Programs leading to the Bachelor of Arts in Communication degree also are offered through the College of Arts and Sciences.

**Italian (minor only)**

122 Shatzel Hall, 372-2667

**Minor (15 hours beyond ITAL 202)**

ITAL 361, 371 and 372.

**Latin**

122 Shatzel Hall, 372-2667

**Major (21 hours beyond LAT 202)**

No more than 6 hours from LAT 480, 481, 485 or 486.

**Minor (12 hours beyond LAT 202)**

**Latin American Studies**

222 Shatzel Hall, 372-8069

**Planned program**

An interdisciplinary planned program for those students who want to specialize in the Latin American area. The student must complete 33 semester hours of courses in HIST, GEOG, POLS, SPAN, ECON and SOC, along with a Latin American studies senior seminar. The student's foreign language is Spanish and an appropriate minor is selected in consultation with the Latin American studies adviser.

*Core courses (21 hours)*

HIST 309, 310

POLS 355

GEOG 349

SPAN 377, 378

LAS 401

The remaining 12 hours will be selected from the following: HIST 311, 411, 413, 415; SPAN 368, 431, 481, 482, 488 and 489; ECON 454, 476; SOC 334.

**Library and Educational Media**

**(Planned minor only)**

216 Hayes Hall, 372-2461

(20 hours)

L&EM 203, 403, 407, 408, 428, 491 and three hours of L&EM electives.

This minor prepares students for employment in non-school settings such as libraries, and in instructional media and information science, as well as for graduate school programs in library science.

**Other programs**

Both a major and a minor in library and educational media are offered by the College of Education and Allied Professions.

**Linguistics (Planned minor only)**

305-A University Hall, 372-2576

An interdepartmental and interdisciplinary program designed for the student who is interested in linguistics primarily for its relevance to the major field. The program requires 20 hours of course work appropriately selected from courses recommended by the linguistics adviser. No work can be counted both for the major and the minor at the same time.

**Required courses**

LING 310 and 490 (5-6)

One of the following (remainder may be used as electives) (3-4):

GERM 482

ENG 380

SPAN 455

Electives 10-12

**Mass Media**

**(Planned minor only)**

A program designed to give students—as consumers of the mass media—an opportunity to examine the role of the mass media in a democratic society. Primarily for students not planning careers in print, broadcast or film media, the program consists of a minimum of 20 hours. At least three departments are to be represented and no more than three courses are to be selected from any one department.

POPC 165\*, 250, 270, 290, 350, 355 and 390

MKT 410

HIST 323

JOUR 103\*, 340, 402, 435, 470 and 471

POLS 341, 342, 443

RTVF 255\* or 365\*, 261 or 466; 103\*, 366, 460

\*No more than one of the following courses may be counted in the mass media planned program: POPC 165, RTVF 255, RTVF 103, RTVF 365 and JOUR 103.

**Mathematics**

450 Mathematical Sciences Building, 372-2636

**Major (34 hours)**

MATH 131, 232, 233, 332 and 322 (19)

Five courses\* at the 300 or 400 level to total 34 hours including:

MATH 403

MATH 430 or 434 or 465

At least two courses from any one of the following groups\*\*:

MATH 401, 403, 404, 432

MATH 337, 437, 439

MATH 451, 452

MATH 402, 405

MATH 313, 421, 422

MATH 430, 434, 461, 465

MATH 441, 442, 445, 447

To graduate with a major in mathematics, a grade point average of 2.0 or better is required in those courses used to meet the requirements for the major. (The University policy for grades in repeated courses is used in computing this grade point average.)

**Applied Mathematics**

This option emphasizes the scientific computing and modeling aspects of applied mathematics. PHYS 211-212 and CS 101 are also required. The minimum grade point average in major courses given above also applies. A minor or double major in computer science or physics is recommended.

MATH 131, 232, 233, 322, 332 and 337 (22) Five courses\* at the 300- or 400-level to total at least 38 hours including:

- MATH 432
- MATH 430 or 434
- MATH/CS 451
- MATH 441
- A second course from one of the following groups\*\*:
- MATH 337, 437, 439
- MATH/CS 451/452
- MATH 441, 442, 445, 447

**Minor (22 hours)**

MATH 131, 232, 233 and 332 (16)  
Two electives at the 300- or 400-level\* (6)

**Core program**

The following is recommended for majors and minors in mathematics and statistics:

*First year*

MATH 131, 232 (10)

*Second year*

MATH 233, 332 and 322 and/or 337 (9-12)

**Actuarial science**

Students interested in a career as an insurance actuary should take the following recommended courses in addition to the core program:

- MATH 226, 403 or 432, 426, 430, 441-442, 451
- CS 101, ACCT 221-222, INS 300
- ECON 202-203 should be taken for Group IV credit.

Also see the department for a planned program.

\*except MATH 222, 226, 395, 414, 470, 489, 495.  
\*\*Some of these courses may not be offered every year.

**Other programs**

A Bachelor of Science in mathematics also is offered by the College of Arts and Sciences. In addition, programs in mathematics are available through the College of Education and Allied Professions.

**Music**

Musical Arts Center, 372-2181

Students who wish to pursue a major or minor in music should contact the assistant dean of the College of Musical Arts.

**Major (38 hours)**

- MUCH 131, 132, 231, 141, 142, 241 (17)
- MUSP, applied study (4)\*\*
- MUSP ensemble (4)
- MUSIC electives\* (13)

**Minor (25 hours)**

- MUCH 131, 132, 141, 142, 241 (14)
- MUSP applied (3)
- MUSP ensemble (3)
- MUSIC electives\* (5)

\*MUCH, MUED and MUSP excluding MUCH 316, MUED 240, 249, 256, 257, 331, 332, 340, 349, 359, 402, 450, 451, 458, MUSP 367, 368, 453, 454, 458, 459 and 466

\*\*BA degree music majors and minors are required to register for MUS 099 Recital Attendance during semesters in which they are engaged in applied study.

**Other programs**

Degree programs in music also offered through the College of Musical Arts.

**Philosophy**

221 Shatzel Hall, 372-2117

The Philosophy Department seeks to serve three kinds of students.

1. Students taking philosophy as preparation for a vocational goal outside of teaching might especially want to take PHIL 210, 245, 318, 319, 327, 332 and 342. When such students major in philosophy, an internship for academic credit is recommended in the senior year.

2. Students taking philosophy as a pre-law, pre-med or pre-theological major or as a second major might choose philosophy courses related to other disciplines such as PHIL 204, 230, 318, 320, 331, 334, 418 and 431.

3. Students primarily interested in studying philosophy for its own sake might choose specialized courses such as PHIL 315, 325, 412, 414, 423 and 425. When such students major in philosophy, PHIL 303 is recommended in preparation for graduate school.

**Major (32 hours)**

At least three of the four courses in the history of philosophy (PHIL 211, 212, 311, 313) and at least two courses of philosophy at the 400 level. All majors are encouraged to take PHIL 103 or PHIL 303.

**Minor (20 hours)**

At least two of the four courses in the history of philosophy (see above) and at least one course of philosophy at the 400 level.

For the major or minor in philosophy, students are encouraged to take the history of philosophy courses not later than the junior year. Although not required, most students will probably want to begin their program by taking a course or two at the introductory level.

**Political Science**

Founders/Lowry (temporary), 372-2921

**Major (33 hours)**

POLS 101, 201 and 290 (POLS 290 should be taken no later than the end of the junior year.) A minimum of 24 hours of political science at the 300-400 level distributed among at least three areas of political science with a concentration (at least 9 hrs.) in one is also required. The following areas in political science are available:

- American Government* POLS 201, 302, 331, 333, 334, 335, 336, 337, 341, 342, 345, 346, 347, 374, 431, 434, 440, 443.

- Comparative Government* POLS 271, 335, 337, 351, 354, 355, 361, 366, 368, 434, 452, 453, 454, 458, 460, 462.

- International Relations* POLS 272, 335, 337, 372, 374, 434, 458, 460, 462, 473, 475.

- Political Theory* POLS 250, 301, 304, 402, 403, 404, 405, 452.

- Public Administration* POLS 221, 302, 330, 331, 346, 420, 421, 422, 423, 430, 431, 459.

- Public Law* POLS 347, 416, 417, 418, 419, 420, 424, 425.

POLS 221 is a prerequisite for any of the 300-400 level courses in public administration. The beginning student is encouraged to take the following courses before taking advanced courses in a particular area: POLS 201 for American government, POLS 271 for comparative politics and POLS 272 for international relations.

All students must consult with an adviser early in their pursuit of a major. Students with a strong background in political science may petition the department chair or the undergraduate adviser to have the POLS 101 or 201 requirement waived. Students opting for honors in political science must also take POLS 495, Honors Seminar in Contemporary Political Science, and write a senior thesis under the direction of a faculty adviser.

**Minor (21 hours)**

- POLS at 100-200 level (6)
- POLS at 300-400 level (15)

**Other programs**

A program in political science also is offered through the College of Education and Allied Professions.

**Popular Culture**

Popular Culture Building, 372-2981

**Planned program (no minor required)**

The Department of Popular Culture studies the forms of creative expression we use in everyday life. Courses focus on the impact various aspects of popular culture (such as television, movies, rock music, popular books and magazines, sports, festivals, holidays, festivals and folklore) have on our culture and how they reflect the values of our society. While studies of contemporary culture are an important part of the program, historical material is emphasized as well.

The popular culture undergraduate adviser assists students in designing programs adapted to their individual interests and career goals.

**Major (43 hours)**

Required courses POPC 160, 165, 220, 480, 426; one of the following: 250, 270, 350, 355, 370 (17). Plus 26 hours selected from POPC courses and/or from the list of electives below. No more than 10 credits taken in any one department other than POPC count toward the major.

**Minor (20 hours)**

Required courses POPC 160, 165, 426; one of the following: 250, 350, 355, 370 (12). POPC 220 and 480 are recommended. Plus eight hours selected from POPC courses or from the list of electives below

**Courses approved as electives for major or minor:**

AMST 200, 300, 400  
 ART 146, 440, 441, 442  
 ARTD 419  
 CONS 235  
 CRJU 210  
 DESN 104  
 ECON 460, 462, 471, 472, 473  
 EDFI 408, 460  
 ENG 200, 251, 265, 266, 267, 272, 300, 322, 342, 343, 385, 423, 485, 488  
 ETHN 205, 210, 215, 304, 308, 410  
 FREN 371, 372  
 GEOG 225, 230, 325, 327, 333, 335, 337, 426, 442, 451  
 GERM 315, 316, 415  
 HIST 205, 208, 280, 302, 303, 306, 307, 323, 326, 377, 386, 419, 420, 421, 422, 425, 426, 427, 428, 429, 430, 436, 448, 459, 462, 464, 470, 481, 483, 486  
 HOEC 105, 107, 302, 326, 328, 401, 403, 406, 407, 408, 428, 429  
 ITAL 261, 371  
 JOUR 306, 416, 423, 430, 433, 435, 471  
 LAT 480, 481  
 MKT 402, 410, 411, 412, 420  
 MUCH 125, 232, 236, 321, 401, 420, 431  
 PEP 356  
 PHIL 204, 245, 315, 333, 334, 335  
 POLS 341, 342, 434, 443  
 PSYC 306, 307, 309, 311  
 RED 380  
 ROML 200  
 RTVF 225 or 365; 261, 263, 360, 364, 460, 466  
 RUSN 312, 315, 415, 432  
 SOC 202, 210, 231, 301, 311, 312, 314, 315, 316, 317, 318, 331, 334, 342, 352, 361, 404, 415, 416, 417, 418, 453, 460, 463  
 SPAN 371, 377, 378  
 SMD 421, 425  
 TECH 152 or 322  
 THEA 350, 352  
 VCT 203, 208, 282, 386, 460  
 WS 200, 300

**Psychology**

139 Psychology Building, 372-2301

**Major** (30 hours in psychology and a minor or 24 hours in cognate fields)

A psychology major may minor in any department in which arts and sciences credit is given. A student who elects a cognate minor should select, after consultation with an adviser, courses from at least three of the following fields: BIOL, CHEM, CS, ECON, MATH, PHIL, PHYS, SOC. Two courses that are used to fulfill group requirements may also be applied to this minor.

*First year*

PSYC 201 and 270 (7)

*Second year*

PSYC 290 (4)  
 PSYC electives

*Third year*

One 300-level laboratory course  
 PSYC electives

*Fourth year*

One 300-level laboratory course  
 PSYC electives

**Minor** (20 hours in PSYC)

**Other programs**

The Bachelor of Arts program in psychology is primarily designed for the student interested in psychology as the focus of a liberal education. There is also a Bachelor of Science program in psychology offered by the College of Arts and Sciences that is designed for the student who is preparing for graduate study. Other programs in psychology are available through the College of Education and Allied Professions.

**Radio-Television-Film**

413 South Hall, 372-2138 or 372-2224

**Major** (35 hours)

IPCO 102 (3)  
 RTVF 103, 262, 263, 364, 460, 464 and 466 (23)  
 CDIS 223 (3)  
 THEA 141 (3)  
 IPCO 305 (3)

**Minor** (23 hours)

IPCO 305 (3)  
 IPCO 102 (3)  
 RTVF 460 or 466 (3)  
 THEA 141 or CDIS 223 or IPCO 306 (3)

**Other programs**

Programs leading to the Bachelor of Arts in Communication also are offered by the College of Arts and Sciences.

**Russian**

128 Shatzel Hall, 372-2369

**Major** (25 hours beyond RUSN 202, or equivalent, and including RUSN 311, 312, 317, 318, 320, 417 and RUSN 303 or 319 or 331)

**Minor** (12 hours beyond RUSN 202, or equivalent, and including RUSN 317, 318 and 320)

**Other programs**

Programs in Russian also are offered by the College of Education and Allied Professions.

**Scientific and Technical Communication**

219 University Hall, 372-2576

Technical communication conveys scientific and technical information precisely, clearly and accurately. Although technical writers are not expected to be scientists or engineers, they should have a good background in at least one technical area.

A combined major/minor (no formal minor required), this program consists of a communication core, including an internship; group requirements in computer science/technology, graphics and design, and project management; and a science or technology cognate appropriate to the student's career interests. Admission to the major requires adviser approval.

**Major** (57-63 hours)

*Communication core* (18-24)

ENG 207, 388, 389, 488  
 ENG 484 or JOUR 301 or any 300 or 400 ENG literature course  
 ENG 489

*Computer science/Technology group* (9)

(one each from 3 of the subgroups below)  
 MIS 200 or CS 101 or 130  
 MIS 360 or CS 260 or 201  
 CS 360 or 205 or TECH 152 or ET 191  
 STAT 200 or MATH 115 or 247 or SOC 369 or PSYC 270

*Design and Graphics group* (6)

(any two from)  
 DESN 104 or VCT 203 or 208 or ART 102 or 112

*Project Management* (6)

(any two from)  
 PSYC 452 or 454 or MGMT 305 or IPCO 203 or 303 or 304 or SOC 318 or 415

*Science or Technology cognate*

A program of 18 hours (beyond any courses counting for college general education requirements) in one or two disciplines such as biological sciences, chemistry, computer science, environmental sciences, foreign languages, geography, industrial technology, mathematics, physics, psychology—worked out in consultation with and approved by the program adviser.

Scientific and technical communication majors are required to include Arts and Sciences 200, Great Ideas, as one of the courses for either Group IV, Social Sciences, or Group V, Arts and Humanities.

**Minor**-recommended for students with science, technology or business majors (21 hours)

ENG 207, 388, 389, 488  
 ENG 484 or JOUR 301

Any two courses chosen from computer science/technology, graphics and design, and project management groups above.

**Minor**-recommended for students with humanities majors (21 hours)

ENG 388, 389, 488  
 ENG 484 or JOUR 301

Any three courses chosen from computer science/technology, graphics and design, and project management groups above.

**Other programs**

A Bachelor of Science program in scientific and technical communication also is offered through the College of Arts and Sciences, see page 49.

**Sociology**

45 Williams Hall, 372-2294

**Major** (32 hours)

SOC 101, 369 and 370  
 SOC 301, 302 or 303

SOC electives are generally chosen to serve student career goals. Majors and minors are strongly encouraged to concentrate course selections in one of the following areas:

**Criminology/corrections.** This concentration includes the nature of criminal law, the causes and consequences of criminal behavior and the ways in which society deals with criminal offenders. Criminology is appropriate preparation for careers in both the adult and juvenile justice systems: the police, the courts, probation and corrections.

SOC 301, 341, 342, 344, 352, 441, 442, 443, 449

**Family and social services.** This concentration is suited for students preparing for careers in agencies responsible for the planning, delivery and administration of services and resources for the well-being of individuals. Course work provides fundamental understandings for management decisions involving gender, the family, poverty, aging and other human service programs.

SOC 301, 316, 318, 361, 404, 417, 460 and 463

**Population studies.** This concentration examines the composition of human populations, communities and organizations as they adapt to their environment. Basic understandings of contemporary energy and ecological issues are emphasized. The curriculum provides a breadth of training for careers in business planning, labor force analysis and economic development. Population analysts are employed in all levels of government and private business.

SOC 311, 312, 315, 414, 415, 416

**Survey research and planning.** The collection, management and interpretation of social data are the primary concern of this concentration. Course work covers sampling techniques, data processing and statistical analysis as applied to research in areas such as public opinion, electoral behavior, consumer behavior, community planning, program evaluation, needs assessment and environmental impact. Social research analysts hold a variety of positions in government agencies as well as in commercial firms specializing in market research and planning.

SOC 311, 312, 318, 369, 370, 371, 418

**Pre-professional program.** This concentration is designed for the student who wishes a sociology background as preparation for an eventual career in one of the professions such as law, business or public administration. It is also an appropriate concentration for students intending to pursue advanced degrees in sociology or related disciplines such as social work, counseling, psychology or college student personnel. The intent of the pre-professional program is to expose the student to a range of content areas within the discipline, and in particular those courses which emphasize the development of critical thinking, writing and research skills, and a broader understanding of the nature of society and social relationships.

## Research internships

All of the programmatic concentrations listed here may involve cooperative education placements or internships which offer an opportunity for students to work in settings where they can apply their knowledge and learn more about careers in their area of study, as well as cognate courses in other departments.

Students can consult the undergraduate adviser in the Department of Sociology for the planning of other concentrations (e.g., pre-law and social science education) and for planned individual programs.

### Minor (20 hours)

A student minoring in sociology is strongly encouraged to complete SOC 301, 302, 369 and 370.

### Other programs

A minor in sociology is also offered in the College of Education and Allied Professions.

## Soviet Studies

125 Shatzel Hall, 372-2268

**Planned program** (59-72 hours), no minor.

This program examines the society, history, politics and culture of the USSR and prepares persons for employment or graduate work in Soviet studies. The student combines either history or political science (21 hours) with a concentration in one of the social sciences (21 hours). There is an introductory course (RUSN 316, The Soviet Union Today) and a senior seminar (Soviet Studies 400) for all majors. The program includes training in Russian language through the advanced level (20 hours). Each major devises his or her own specific course of study in close consultation with the director and other faculty. A list of history and political science courses preferred for the program are available from the director and the College office.

## Spanish

122 Shatzel Hall, 372-2667

**Major** (27 hours beyond SPAN 202)  
SPAN 351, 352, 367, 368, 371, 377 or 378 plus nine hours of electives at the 400-level.

**Minor** (20 hours beyond SPAN 202)  
SPAN 351, 352, 367 or 368, 371, 377 or 378 plus five hours of electives with one course at 400 level.

## Statistics

450 Mathematical Sciences Building,  
372-2636

This major should be combined with a minor or second major in an area of application or technique, such as psychology, science, computer science, business administration or business systems.

### Major (36 hours)

MATH 131, 232, 233 and 332 (16)  
MATH 441 and 442 (8)  
MATH 432 (3)

Plus three courses from the following, with at least two from statistics (9):

STAT 402, 404, 406, 410, 412 and 414  
MATH 430, 445, 447, 451  
CS 440 and 442

### Other programs

The College of Arts and Sciences also offers a program in statistics leading to the Bachelor of Science degree. A program in statistics is also offered by the College of Business Administration.

## Theatre

322 South Hall, 372-2222

### Major (39 hours)

IPCO 102 (3)  
THEA 141, 201, 202, 241, 243, 244, 341, 347 and 348 (27)  
THEA electives (300-400 level) (12)

### Minor (24 hours)

THEA 141, 202, 241, 341, 243 (15)  
Electives at 300-400 level (9)

### Other programs

Programs leading to the Bachelor of Arts in Communication degree also are offered by the College of Arts and Sciences.

## Women's Studies

4th floor, Union, 372-2620

Women's studies is an interdisciplinary program which allows students to design their own curriculum in consultation with the director and an adviser in their area of concentration. The field of women's studies is based on the new scholarship on women. This scholarship challenges traditional ideas about the "nature" of women, as our own and other cultures have imagined it. Women's studies courses deal with women's life experiences and viewpoints, women's cultural contributions and women's future prospects. A major or minor in women's studies provides the advantages of a liberal arts education along with useful preparation for a variety of careers. No minor is required.

**Major**

WS 200, 400 and;

Eight courses chosen from the following representing at least six departments and a 16-hour concentration in one of the departments of the College of Arts and Sciences appearing in the following list:

BA 305/HOEC 305  
EDFI 460  
ENG 200, 423\*  
ETHN 300\*  
HED 301  
HIST 326  
HOEC 105, 302, 426, 427  
IPCO 406\*  
PHIL 245  
POLS 434  
POPC 231, 424, 460, 470\*  
PSYC 306, 307  
SOC 300\*, 361, 460, 480, 490  
SMD 425  
THEA 449\*  
WS 300, 470

\*indicates variable topic courses which may be included in the program when the topic is appropriate to women's studies.

**Minor**

WS 200, 400

15 hours of courses chosen from the above list

## BACHELOR OF SCIENCE DEGREE

Each student must complete the general education requirements listed below, preferably in the freshman and sophomore years, and must satisfy the requirements for a major and minor area of specialization as outlined. Every student, however, must take English and physical education in the first year. If known, the major or minor should be started in the first year, but selection of the major may be deferred as late as the beginning of the sophomore year. Certain majors and programs require course sequences. These sequences should be started in the freshman year.

A Bachelor of Science degree is only available in biological sciences, chemistry, computer science, environmental science, geology, mathematics, physics, psychology or statistics. The student also completes a minor area of specialization as outlined below.

### General Education Requirements

#### Group I: English Composition

Students are required to complete ENG 112 or to demonstrate by examination that they have proficiency in written expression equivalent to that attained by the student who completes that course. (A penalty is imposed if ENG 112 is not completed within the first 60 hours.) IPCO 102 is recommended for each student.

#### Group II: Foreign language and cultural experience

Each student is required to demonstrate a proficiency in a language and language area by one of the options listed below:

1. having been graduated from a high school where all instruction was conducted in a language other than English; or
2. passing a proficiency examination in language on the 202 course level; or
3. having completed four years of one language in high school; or
4. having completed one of the departmental options listed below (14 hours minimum in same language area, or fewer by advanced placement).

#### German, Russian, East Asian Languages (Chinese, Japanese)

Completion of GERM 101 and 102 plus a minimum of six additional hours from: GERM 100, 117, 118, 201, 217, 231, 331, and/or GERM 260, 315, 316; or Completion of CHIN 101, 102, 201 and 202; or Completion of JAPN 101, 102, 201 and 202; or Completion of RUSN 101 and 102 plus a minimum of six additional hours from: RUSN 100, 201, 202, 303, 315, 316, 317, 319, 331 and/or 311, 312.

#### Romance languages (French, Italian, Latin, Spanish)

##### Option I:

FREN 101, 102, 201 and 202; or ITAL 101, 102, 201 and 202; or LAT 101, 102, 201 and 202; or SPAN 101, 102, 201 and 202.

##### Option II; One of the following:

FREN 111, 112, 211 and 212; LAT 101, 102, and two of: LAT 141 and/or 142 and/or 201; SPAN 111, 112, 211 and 212.

A student may transfer at any point from option I to option II but not vice versa. If a student selects option II, all courses in that sequence must be completed subsequent to the first course in which the student is placed. Course 202 is required for admission to 300-level courses.

Credit toward a degree is not granted for foreign language courses which duplicate more than two units of high school study.

#### Group III: Mathematics and computation and natural sciences: biological sciences, chemistry, computer science, geology, mathematics and statistics, physics, psychology

A student is required to complete a minimum of 45 hours of credit, including:

1. a major in biological sciences, chemistry, computer science, environmental science, geology, mathematics, physics, psychology or statistics;
2. a minimum proficiency in mathematics equivalent to MATH 131;\*

3. a laboratory sequence in one of the sciences. (A list of approved courses is printed in the College of Arts and Sciences Handbook.)

Certain science courses numbered 100 do not apply toward a student's degree requirements if credit has been granted for the introductory course in the same science. See departmental listings in the course descriptions for specific applications.

\*See MATH course descriptions for placement in MATH 128/130/131, or Department of Mathematics and Statistics for placement test.

#### Group IV: Social sciences: economics, ethnic studies, geography, history, political science, psychology, sociology

Each student is required to complete four courses in one or more of these areas (excluding GEOG 125, 126, 127, 213, 404). A psychology major may include two psychology courses in this group. A list of approved ethnic studies courses is printed in the *College of Arts and Sciences Handbook*.

#### Group V: Arts and humanities

Each student is required to complete one course in literature (American, English or foreign), one course in the fine arts (art, art history, music, theater, television and film), and two additional courses from the following areas: ART 101, art history; American, English, or foreign literature; American studies, ethnic studies, music appreciation, music literature, philosophy, popular culture, drama, history of public address and women's studies. It is recommended that philosophy be one of these areas. A list of courses approved for general education group V requirements is printed in the *College of Arts and Sciences Handbook*.

## BACHELOR OF SCIENCE: MAJORS AND MINORS

By the beginning of the second year most students select a major and minor subject. The number of hours required for a major or minor varies with departmental requirements but is at least 32 hours in the major and 20 hours in the minor except as indicated in the following sections. In arranging courses in the minor field, a student should consult the department concerned.

These outlines represent the usual sequence, but may be modified upon departmental approval to meet individual needs.

## Individualized Planned Program Option

If educational objectives cannot be met by one of the departmental majors or minors or by one of the planned programs, the student may create an individualized planned program in consultation with a faculty adviser or advisers to substitute for the major or minor or both. A student who has earned at least 30 hours of credit and who needs at least 30 hours to complete the program may petition the Academic Appeals Board of the College by presenting a statement of rationale for an individualized planned program as well as a detailed list of courses to be taken. Upon approval, the student is obligated to complete the program as planned unless changes are approved by the office of the dean. The general education requirements remain the same.

### Astronomy (minor only)

270 Overman Hall, 372-2422

#### Planned program to substitute for minor

(18-21 hours)

Five courses chosen from the following:  
ASTR 201, 212, 305, 307, 309, 321 and 403  
Plus six additional hours in PHYS.

This program is intended for students with an avocational interest in astronomy. Students planning a career in astronomy should major in physics and choose astronomy courses as electives.

#### Other programs

A program in astronomy also is offered by the College of Education and Allied Professions.

## Biological Sciences

111A Life Science Building, 372-2058

### Major (32 hours)

*First and second years*

BIOL 204 and 205 (10)  
CHEM 125 and 126 (10)

300-level BIOL courses as required for the student's program

*Third and fourth years*

One course in organic chemistry (CHEM 306 or CHEM 341 and 342) (4-10) (At least one course in biochemistry is strongly recommended.)

MATH through 131 or equivalent  
PHYS 201 (5)

A minimum of 10 hours at the 400-level and 12 additional hours electives in BIOL.

At least one course in each of the following groups:

*Group 1: Biology of Organisms*

BIOL 220, 311, 312, 313, 322, 331, 332, 343, 405, 406, 409, 410, 414, 415, 416, 421, 424, 426, 431, 432, 434, 435, 440, 472, 473, 474, 475, 476, 477

*Group 2: Ecology and Behavior*

BIOL 321, 354, 412, 420, 422, 425

*Group 3: Genetics and Evolution*

BIOL 350, 404, 447, 449, 451

*Group 4: Cell Biology and Physiology*

BIOL 407, 411, 417, 419, 433, 438, 439, 443

### Minor (20 hours)

*First and second years*

BIOL 204 and 205 (10)  
CHEM 125 and 126 or equivalent (10)

*Third and fourth years*

Electives in BIOL (10)

### Microbiology

519 Life Sciences Building, 372-8568

BIOL 204, 205 and 313 (14)

CHEM 125, 126 and 201 (13) or CHEM 135 and 136 (10)

CHEM 341 and 342 (10) or CHEM 306 (4)

CHEM 308 and 309 (4) or CHEM 445 and 447 (6)

MATH equivalent to 131.

PHYS 201 and 202, or 211 and 212 (10)

CS 100, 101, 130 or MIS 200 recommended

A minimum of 18 hours, at least 12 of which should be selected from the following list of core courses; including at least one course with a laboratory component: BIOL 421, 426, 443, 444, 447, 400 (up to 3 hours in a microbiology topic, with prior approval of microbiology adviser).

Additional hours may be selected from the following: BIOL 405, 407, 424, 439, 446. The following courses may also be taken as electives with prior approval of the microbiology adviser: BIOL 400, 401, 402, 470, 489, 490, all in the area of microbiology; BIOL 479; MEDT 404 (or 416), 434, 435, 421, 422, 431 and 432 (or 403)

### Other programs

Programs in biology are offered also through the College of Education and Allied Professions. A program in applied microbiology is available through the College of Health and Human Services.

## Chemistry

110 Hayes Hall, 372-2031

Students who take two courses in any one of the following groups may not receive graduation credit for both: CHEM 100, 104, 115, 125, 135; CHEM 126, 136; CHEM 116, 306, 341; CHEM 116, 308, 445; CHEM 321, 454; CHEM 352, 405.

### Major (32 hours)

A chemistry major may follow several programs of study depending upon career aspirations. All chemistry majors must take the following:

CHEM 125, 126 and 201 (13); or CHEM 135, 136 (10)

CHEM 341, 342 (10)

CHEM 321 or CHEM 454, 407 (3-5)

CHEM 352 or CHEM 405 (3-4)

PHYS 202 or PHYS 212 (preferred) should be taken by the end of the second year.

GERM or RUSN should be selected as the foreign language. MATH 232 should be completed by the end of the second year, except in the least rigorous major. CHEM 313, 395, 413 and 483 may not be included in the 32 hours.

The following program will meet American Chemical Society professional training standards and is the recommended program for students who plan professional careers in science.

*First year*

CHEM 125, 126 (10) or CHEM 135, 136 (10)  
MATH 131 (5)

*Second year*

CHEM 201 (for those having taken CHEM 126) (3)

PHYS 211, 212 (10)

MATH 232 (5)

CHEM 341, 342 (10)

*Third year*

CHEM 405, 406, 407 and 408 (12)

CHEM 413 is highly recommended

PHYS 401 or MATH 223 and 332 (306)

*Fourth year*

CHEM 454 (3)

CHEM 463 (4) or CHEM 445, 446 (4)

Additional 400-level CHEM courses to a minimum of five credit hours of lecture and two credit hours of laboratory.

A student who wishes a more limited major but one that is still adequate for advanced study or professional work in chemistry follows the same schedule during the first three years as given above, except PHYS 401 or MATH 233 and 332 are not required.

*Fourth year*

CHEM 454 (3)

Electives from 400-level CHEM (none required)

This program also gives excellent preparation for premedical students and other preprofessionals who anticipate possible research careers.

The least rigorous major is useful for certain preprofessional (predental or premedical) programs or for preparation for limited positions in industry or government.

*First year*

CHEM 125, 126 (10) or CHEM 135, 136 (10)

MATH 131 (5)

*Second year*

CHEM 201 (3) (for those having taken CHEM 126)

CHEM 341, 342 (10)

PHYS 201, 202 (10) or PHYS 211, 212 (10)

*Third and fourth years*

CHEM 352 (3) or CHEM 405 (4)

CHEM 321 (3) or CHEM 454 (3) and 407 (5)

300- and 400-level CHEM courses to a minimum of 32 hours; at least one CHEM course must be 400-level (not CHEM 413 or CHEM 483). CHEM 313, 395, 413 or 483 may not be counted in the 32-hour minimum.

### Minor (20 hours)

*First year*

CHEM 125, 126 (10) or CHEM 135, 136 (10)

*Second year*

CHEM 201 (3) (for those having taken CHEM 126)

CHEM electives

*Third and fourth years*

CHEM electives

CHEM 313, 395, 413 and 483 cannot count toward the 20 hours required.

### Biochemistry Specialization

Chemistry majors preparing for graduate study or research in the health related academic area requiring biochemistry should take: CHEM 445, 446, 447 and 449; BIOL 204, 205, 313, 350, and 411 or 439. CHEM 419 is recommended.

To complete either a standard chemistry major or the more rigorous ACS major, the student should consult the above guidelines for additional courses that are required to complete the major program of choice.

The student is urged to seek advice from departmental advisers at the chemistry office before planning an academic program, and at regular intervals thereafter. Detailed supplements to this publication are available in the chemistry office that describe courses, program (including graduate) and professional requirements.

#### Other programs

Programs in chemistry also are offered by the College of Education and Allied Professions.

### Computer Science

246 Mathematical Sciences Building,  
372-2337

#### Major (30 hours)

CS 101, 201, 202, 205, 305, 306, 307 (21)  
Three CS electives at the 400 level, excluding  
CS 490 (9)  
PHIL 344 or SOC 320 (3)  
MATH 131 and 222 (8)  
MATH 247 or 313 (3)

Students electing this major will be designated pre-computer science and will not be permitted to declare a computer science major until after completing CS 101, CS 201, CS 205, MATH 131 or 222, and ENG 112 with satisfactory grades. See the College of Arts and Sciences for details.

Students with a minor or joint major in MATH need not complete the listed MATH courses.

#### Business systems specialization

A student interested in the application of computer science to business systems may take ECON 202 and 203 as part of the group IV requirement and may choose electives such as ACCT 221 and 222, FIN 300, MATH 226, MGMT 300 or 305, MIS 371 and 472, and MKT 300. See the Department of Computer Science for details.

#### Microcomputer systems specialization

A computer science major may choose to specialize in microcomputer systems. No minor is required in this program. The student should include CS 428 in the computer science major. In addition, the following courses must be taken:

PHYS 201, 303, 428 (11)  
ET 358, 453 (6)  
ET 490 or PHYS 429 (1-3)  
A total of 19 hours is required.

#### Minor (18 hours)

CS 101, 201 and 205 (9)  
CS electives (9)

The following courses may not be applied to the 18-hour minor requirement: CS 100, 130, 180, 260, 280, 390, 490.

#### Recommended electives

ACCT 221, ENG 388, PHIL 303; it is recommended that the natural sciences requirement be completed by taking PHYS courses.

#### Other programs

A Bachelor of Arts in computer science also is offered by the College of Arts and Sciences. In addition, programs in computer science are available through the College of Education and Allied Professions.

### Environmental Science

124 Hayes Hall, 372-8207

#### Planned program; no minor required

This program emphasizes the multidisciplinary nature of environmental issues and the role of the natural sciences in addressing and solving environmental problems. Students receive a basic understanding of the sciences, particularly biology and chemistry. Additional courses in the social sciences and humanities are included to help the student obtain a holistic view and understanding of the overall context in which environmental issues are placed. Each student also takes courses in an individually planned area of emphasis designed to prepare for a career field. Close consultation with the staff of the Center for Environmental Programs is essential.

Required courses are:

ENVS 101 (2)  
ENVS 301, 401 or 402 (choose two) (5-6)  
CS 100 or 101 (3)  
ECON 200 or 202 (3)  
SOC 101 or PSYC 201 (3-4)  
BIOL 204 and 205 (10)  
CHEM 125 and 126 (10)  
GEOL 104 (4)  
MATH 131 (5)  
ENG 207 or 488 (3)  
Two courses from PHYS 201, 202; 211, 212  
(10) or CHEM 306 and one PHYS course (7-9)  
MATH 115, 247, PSYC 270 or SOC 369  
(choose one) (3)

IPCO 203, 308 or 205 (choose one) (3)  
Four courses from: ENVH 404\*; LEGS 431\*;  
PHIL 332\*; PSYC 440; POLS 331, 333, 335,  
336, 337; HIST 338; ENVR 421; GEOG 321,  
333, 412, 331, or 442, 426; GEOL 322; SOC  
312, 315, 414 (12)

(No more than two courses with an asterisk may be chosen.)

Fifteen hours must also be taken in an area of emphasis such as energy use, chemical analysis, geography/geology, coastal studies or computer modeling. The area of emphasis is planned by the student with faculty members and academic advisers to reflect the student's occupational goals. Students should file an approved course list for their area of emphasis no later than the end of the junior year. An internship is highly recommended. Individualized planned minors in environmental studies are available also.

#### Other programs

The College of Arts and Sciences offers Bachelor of Arts planned program in environmental policy and analysis. Environmental programs are also available in the College of Education and Allied Professions and the College of Health and Human Services. Students should contact the Center for Environmental Programs, 124 Hayes Hall, 372-8207, for help in selecting a program that most closely meets their goals.

### Geology

170 Overman Hall, 372-2886

#### Major (35 hours)

A geology major may follow several programs of study depending upon career aspirations. All geology majors must take the following:

GEOL 104, 105, 300, 301, 309, 315, 316 and 494 (35)

MATH 131 (5)

CHEM 125(5) or 135 (5)

PHYS 201 (5) or 211 (5)

One additional course from the following list:

(5) MATH 232, CHEM 126 (or 136), PHYS 202 (or 212) or BIOL 204

The degree required for most entry-level positions as a professional geologist in government and industry is the master's degree. Accordingly, students who wish to gain admission to a graduate program and/or pursue a professional career in geology should take the following:

GEOL 104, 105, 300, 301, 309, 315, 316, 494 (35)

MATH 131 and 232 (10)

CHEM 125 and 126 (or 135 and 136) (10)

PHYS 201 and 202 (or 211 and 212) (10)

CS 101 (3)

#### Suggested program

##### First year

GEOL 104 and 105 (8)

CHEM 125 and 126 (10) or equivalent

##### Second year

GEOL 300 and 301 (9)

PHYS 201 and 202 (10) or equivalent

CS 101 (3)

##### Third year

GEOL 309 and 316 (8)

MATH 131 and 232 (10)

##### Summer session

GEOL 494 (6)

##### Fourth year

GEOL 315 (4)

### Geochemistry

A student concentrating in geochemistry should take the following courses:

GEOL 104, 105, 300, 301, 309, 315, 316, 431 and 494 (38)

PHYS 201 and 202 (or 211 and 212) (10)

MATH 131 and 232 (10)

CHEM—see minor requirements in chemistry (20)

CS 101 (3)



## Geophysics

A student concentrating in geophysics should take the following courses:  
 GEOL 104, 105, 300, 301, 309, 315, 316, 432  
 and 494 (38)

PHYS 211, 212, 307, 401 and 427 (18)  
 MATH 131 and 232 (10)  
 CHEM 125 and 126 (or 135 and 136) (10)  
 CS 101 (3)

No minor is required.

## Paleobiology

A student concentrating in paleobiology is required to take the following courses:  
 GEOL 104, 105, 300, 301, 309, 315, 316, 419,  
 425 (40)

GEOL 490 (senior research problem to  
 approved by paleobiology adviser) (1-3)  
 GEOL 494 (or a substitute field course  
 approved by the paleobiology adviser) (3-6)  
 CHEM 125 (or 135) (5)  
 MATH 131 (5)

BIOL 204, 205, 350, 354, 451 (18)

No minor is required.

## Geology minor (20 hours)

### Other programs

A program in geology leading to Bachelor  
 of Arts also is offered by the College of  
 Arts and Sciences.

## Mathematics

450 Mathematical Sciences Building,  
 372-2636

### Major (34 hours)

MATH 131, 232, 233, 332 and 322 (19)  
 Five MATH courses\* at the 300- or 400-level to  
 total 34 hours including:

MATH 403  
 MATH 430 or 434 or 465  
 at least two courses from any one of the  
 following groups\*\*:  
 MATH 401, 403, 404, 432  
 MATH 337, 437, 439  
 MATH 451, 452  
 MATH 402, 405  
 MATH 313, 421, 422  
 MATH 430, 434, 461, 465  
 MATH 441, 442, 445, 447

To graduate with a major in mathematics,  
 a grade point average of 2.0 or better  
 is required in those courses used to meet  
 the requirements for the major. (The Uni-  
 versity policy for grades in repeated  
 courses is used in computing this grade  
 point average.)

### Applied Mathematics

This option emphasizes the scientific  
 computing and modeling aspects of  
 applied mathematics. PHYS 211-212 and  
 CS 101 are also required. The minimum  
 grade point average in major courses  
 given above also applies. A minor or  
 double major in computer science or  
 physics is recommended.

MATH 131, 232, 233, 322, 332 and 337 (22)

Five courses\* at the 300- or 400-level to total  
 at least 38 hours including:

MATH 432  
 MATH 430 or 434  
 MATH/CS 451  
 MATH 441

A second course from one of the following  
 groups\*\*:

MATH 337, 437, 439  
 MATH/CS 451, 452  
 MATH 441, 442, 445, 447

### Minor (22 hours)

MATH 131, 232, 233 and 332 (16 hours)  
 Two electives at the 300- or 400-level\* (6)

\*except MATH 222, 226, 395, 414, 470, 489, 495

\*\*some of these courses may not be offered every  
 year

### Core program

The following is recommended for majors  
 and minors in mathematics and statistics:

#### First year

MATH 131, 232 (10)

#### Second year

MATH 233, 332 and 322 and/or 337 (9-12)

### Actuarial science

Students interested in a career as an  
 insurance actuary should take the follow-  
 ing recommended courses in addition to  
 the core program:

MATH 226, 403 or 432, 426, 430, 441-442, 451  
 CS 101, ACCT 221-222, INS 300

ECON 202-203 should be taken for Group IV  
 credit.

Also see the department about a  
 planned program.

### Other programs

A Bachelor of Arts in mathematics also is  
 offered by the College of Arts and Sci-  
 ences. In addition, programs in mathemat-  
 ics are available through the College of  
 Education and Allied Professions.

## Physics

270 Overman Hall, 372-2422

### Major (32 hours)

PHYS 211, 212, 301 and 313 (14)  
 PHYS 305, 307, 401, 406 and 418 (14)  
 PHYS 429 or 470 (1) and other 300- or 400-level  
 courses in PHYS (3)

It is recommended that a student  
 majoring or minoring in physics take the  
 following:

CHEM 125 and 126 (10)  
 MATH 332 (3)

For students expecting to continue on  
 to graduate school, the following courses  
 are recommended:

PHYS 303, 309, 402, 417 and 419 (15)

### Microcomputer systems specialization

A student may elect to specialize in  
 microcomputer systems. The following  
 courses should be included as part of the  
 major:

PHYS 303, 428 and 429 (9)  
 In addition, the following courses must be  
 taken:  
 CS 101 (3)  
 CS 201, 202, 205 and 307 (12)  
 MATH 332 (3)

No minor is required.

## Applied physics specialization

A student may elect to specialize in  
 applied physics, with emphasis on the  
 areas of current interest in the modern  
 optics and solid state fields. The following  
 courses should be included as part of the  
 major:

PHYS 303, 306, 309, 410 or 411, 417, 428 and  
 429 (21)

In addition, the following courses must be  
 taken:

CS 101 (3), 201 (3)  
 CHEM 125 and 126 (10)  
 DESN 243 (3)

No minor is required.

### Minor (22 hours)

PHYS 211, 212, 301 and 313 (14)  
 PHYS 305 and 406 (5)  
 and other 300- and 400-level courses in  
 PHYS (3)

### Other programs

Programs in physics are also available  
 through the College of Education and  
 Allied Professions.

## Psychology

139 Psychology Building, 372-2301

**Major** (30 hours in PSYC and either 24  
 hours in cognate fields or a minor in a  
 second department. The 24 hours in cog-  
 nate fields should be selected, after con-  
 sultation with an adviser, from at least  
 three of the following fields: BIOL, CHEM,  
 CS, ECON, MATH, PHIL, PHYS, SOC. Two  
 courses that are used to fulfill group  
 requirements may also be applied to this  
 minor.)

**Note:** The Psychology Department  
 departs from the arts and sciences group  
 requirements in the following aspects:

*Group III (science and mathematics):* a  
 minimum of 43 hours must be completed  
 in two or more of the following fields:  
 BIOL, CHEM, CS, GEOL, MATH, PHYS,  
 PSYC. No more than 24 hours of PSYC  
 may be applied to this group. Each stu-  
 dent must demonstrate proficiency  
 equivalent to completion of MATH 232.  
 Additional preparation in MATH is advis-  
 able for the student planning to do  
 advanced graduate work in psychology.

*Group IV (social sciences):* two PSYC  
 courses may be applied.

*Group V (humanities):* courses in logic  
 and the philosophy of science are  
 recommended.

*First year:*  
 PSYC 201 and 270 (7)

*Second year:*  
 PSYC 290 and 370 (7)  
 PSYC electives

*Third year:*  
 Two 300-level PSYC laboratory courses  
 PSYC electives

*Fourth year:*  
 PSYC electives

**Minor** (20 hours in PSYC)

**Other programs**

The Bachelor of Science program in psychology is designed for the student who is preparing for graduate study. There is also a Bachelor of Arts program in psychology offered by the College of Arts and Sciences primarily designed for the student interested in psychology as the focus of a liberal education. Other programs in psychology are available through the College of Education and Allied Professions.

**Science**

205 Administration Building, 372-2015

**Minor only**

This minor is offered for the student who receives the Bachelor of Science degree. In place of a conventional minor a student may bring the total in group III (science and mathematics requirement) to 53 hours by following a program approved by the major adviser. No more than 33 hours in the major field may be applied to this requirement.

**Scientific and Technical Communication**

219 University Hall, 372-2576

**Major**

The program for the Bachelor of Science in Scientific and Technical Communication is the same as that for the Bachelor of Arts described on page 44, including the Arts & Sciences 200 requirement, except that appropriate courses from the science or technology cognate and from the computer science/technology group may count toward the 45-hour Group III (Mathematics and Sciences) general education requirement for the bachelor of science degree. A plan for these courses is worked out in consultation with and approval of the program adviser. Admission to the major requires adviser approval.

**Minor**

See description under Bachelor of Arts Degree.

**Statistics**

450 Mathematical Sciences Building, 372-2636

This major should be combined with a minor or second major in an area of application or technique, such as psychology, science, computer science, business administration or business systems.

**Major (36 hours)**

MATH 131, 232, 233 and 332 (16)

MATH 441 and 442 (8)

MATH 432 (3)

Plus three courses from the following, with at least two from statistics (9):

STAT 402, 404, 406, 410, 412, 414

MATH 430, 445, 447, 451

CS 440 and 442

**Other programs**

The College of Arts and Sciences also offers a program in statistics leading to the Bachelor of Arts degree. A program in statistics is also offered by the College of Business Administration.

**BACHELOR OF LIBERAL STUDIES DEGREE**

205 Administration Building, 372-2015

To be eligible for admission to the Bachelor of Liberal Studies degree program, a student must have completed at least 30 hours of credit with a 2.0 accumulative grade point average. Applications for admission are available in the college office and must be returned to a college office adviser within the first seven calendar days of the semester in which admission is desired.

A bachelor of liberal studies candidate must:

1. Complete the University requirements listed on page 9 of this catalog.
2. Complete 100 semester hours of course work within the College of Arts and Sciences including not more than 27 semester hours in any one discipline. (A list of courses and departments outside the College of Arts and Sciences is printed in the College of Arts and Sciences Handbook.)
3. Complete a minimum of 30 semester hours after admission to the program.

**BACHELOR OF FINE ARTS DEGREE**

103 Hanna Hall, 372-8370

Each student must complete the group requirements listed below preferably in the freshman and sophomore years and must satisfy the requirements for a major in creative writing and a minor in an area of specialization.

**General Education Requirements****Group I: English Composition**

Students are required to complete ENG 112 or to demonstrate by examination that they have proficiency in written expression equivalent to that attained by the student who completes that course. (A penalty is imposed if ENG 112 is not completed within the first 60 hours.)

**Group II: Foreign Language and Cultural Experience**

Each student is required to demonstrate a proficiency in a language and language area by one of the options listed below:

1. having been graduated from a high school where all instruction was conducted in a language other than English; or

2. passing a proficiency examination in the language on the 202 course level; or

3. having completed four years of one language in high school; or

4. having completed one of the departmental options listed below (14 hours minimum in same language area, or fewer by advanced placement).

**German, Russian, East Asian Languages (Chinese, Japanese)**

Completion of GERM 101 and 102 plus a minimum of six additional hours from:

GERM 100, 117, 118, 201, 202, 217, 231, 331 and/or GERM 260, 315, 316; or Completion of CHIN 101, 102, 201 and 202; or

Completion of JAPN 101, 102, 201 and 202; or

Completion of RUSN 101 and 102 plus a minimum of six additional hours from RUSN 100, 201, 202, 303, 315, 316, 317, 319, 331 and/or RUSN 311, 312.

**Romance languages (French, Italian, Latin, Spanish)****Option I**

FREN 101, 102, 201 and 202; or ITAL 101, 102, 201 and 202; or LAT 101, 102, 201 and 202; or SPAN 101, 102, 201 and 202.

**Option II: one of the following:**

FREN 111, 112, 211 and 212; or LAT 101, 102 and two of: LAT 141, 142 and/or 201; SPAN 111, 112, 211 and 212.

A student may transfer at any point from option I to option II, but not vice versa. If a student selects option II, all courses in that sequence must be completed subsequent to the first course in which the student is placed. Course 202 is required for admission to 300-level courses.

Credit toward a degree is not granted for foreign language courses which duplicate more than two units of high school study.

**Group III: Mathematics and Computation and Natural Sciences**

Each student must complete at least two courses elected from astronomy, biological sciences, computer science, chemistry, geology, mathematics, physics or physical geography (including GEOG 125, 126, 127, 213, 404), including at least one course approved for laboratory credit from a list of approved courses printed in the *College of Arts and Sciences Handbook*.

### Group IV: Social Sciences: Economics, Ethnic Studies, Geography, History, Political Science, Psychology, Sociology

Each student must complete three courses in one or more of these subjects. A list of approved ethnic studies courses is printed in the College of Arts and Sciences Handbook.

### Group V: Humanities: Art, Art History, English, Music, Philosophy, Popular Culture, Speech Communication

Each student must complete five courses chosen from at least four of the above disciplines. One course taken in the student's major may be counted in this group. A list of courses approved for the group V requirement is printed in the *College of Arts and Sciences Handbook*.

### Creative Writing

104 Hanna Hall, 372-8370

Enrollment in the creative writing major is dependent upon an ACT score of 22 or higher in English, or consent of the creative writing staff.

#### Major (37 hours)

ENG 208, 209, 308a, 308b, 407a and 407b (18)  
ENG 205, 206 (or ENG 201) (4)  
ENG 261 or 262 (3)  
ENG 320, 323, 330, 333 (12)

#### Minor (20 hours)

ENG 208, 209, 308, 407 (12)  
ENG 205 or 206 (2)  
ENG 320 or 323 (3)  
ENG 330 or 333 (3)

## BACHELOR OF ARTS IN COMMUNICATION DEGREE

The requirements for the degree of Bachelor of Arts in Communication (BAC) include completion of the general requirements for the baccalaureate listed on page 9 and:

1. Completion of the general education requirements in the six areas listed below.
2. Completion of a specialized program in communication studies as defined below.

### General Education Requirements

#### Group I: Communication

Students are required to complete ENG 112 or to demonstrate by examination that they have proficiency in written expression equivalent to that attained by the student who completes that course. (A penalty is imposed if ENG 112 is not completed within the first 60 hours. See page 11.) IPCO 102, THEA 202 and IPCO 209 are also required.

### Group II: Foreign language or cultural experience

Each student is required to demonstrate a proficiency in a language or language area by one of the options listed below:

1. having been graduated from a high school where all instruction was conducted in a language other than English; or
2. passing a proficiency examination in the language on the 202 course level; or
3. having completed four years of one language in high school; or
4. having completed one of the departmental options listed below (14 hours minimum in the same language area, or fewer by advanced placement).

#### German, Russian, East Asian Languages (Chinese, Japanese)

Completion of GERM 101 and 102 plus a minimum of six additional hours from GERM 100, 117, 118, 201, 202, 217, 231, 331 or GERM 260, 315, 316 or Completion of CHIN 101, 102, 201, 202; or Completion of JAPN 101, 102, 201, 202; or

Completion of RUSN 101 and 102 plus a minimum of six additional hours from RUSN 100, 201, 202, 303, 315, 316, 317, 319, 331 and/or 311, 312.

#### Romance languages (French, Italian, Latin, Spanish)

##### Option I

FREN 101, 102, 201 and 202; or ITAL 101, 102, 201 and 202; or LAT 101, 102, 201 and 202; or SPAN 101, 102, 201 and 202

##### Option II: one of the following:

FREN 111, 112, 211 and 212; or LAT 101, 102 and two of LAT 141, 142 or 201

SPAN 111, 112, 211 and 212

A student may transfer at any point from option I to option II but not vice versa. If a student selects option II, all courses in that sequence must be completed subsequent to the first course in which the student is placed. Course 202 is required for admission to 300-level courses.

Credit toward a degree is not granted for foreign language courses which duplicate more than two units of high school study.

#### Cultural experience

Those students who have completed two years of one foreign language in high school may select a planned program of at least four courses involving study of foreign or ethnic cultures drawn from an approved list printed in the *Communication Handbook*.

### Group III: Mathematics and Science

Each student must complete at least two courses elected from astronomy, biological sciences, computer science, chemistry, geology, mathematics, physics or physical geography (including GEOG 125, 126, 127, 213, 404), including at least one course approved for laboratory credit from a list of approved courses printed in the *College of Arts and Sciences Handbook*.

### Group IV: Social sciences: economics, ethnic studies, geography, history, political science, psychology, sociology

Each student must complete three courses in two of these areas. Students may count two courses from their specialized program/support field in the groups as appropriate. A list of approved ethnic studies courses is printed in the *College of Arts and Sciences Handbook*.

### Group V: Arts and humanities: art, literature (American, English or foreign), film, music, philosophy, popular culture, theatre

Each student must complete three courses in at least two of these areas from an approved list of courses. Students may count one course from their specialized program/support field in the group as appropriate. A list of courses approved for group V requirements is printed in the *College of Arts and Sciences Handbook*.

### Group VI: Cognate studies experience

Students must complete, as specified by the nature of their specialized programs, six additional courses from at least two of the above groups.

## Specialized Programs

Each student is expected to present a program of specialization in communication study from existing structured options (theatre, radio-television-film, interpersonal and public communication), or a previously approved individual program to approximate the equivalent of a range from 42-54 hours.

## Interpersonal and Public Communication Required IPCO courses

IPCO BAC students must complete a minimum of six three-hour courses (18 credit hours), selected in consultation with their adviser. Credit for internships and independent studies may not be used to satisfy this requirement.

Each student is expected to present a program of specialization from 42-54 hours. The specific courses used to fulfill this "support field" requirement must define an occupational area. Some examples might be public communication, marketing or sales communication, merchandising communication, human resource management communication, recreational management communication, organizational communication and managerial communication. Any number of sequences of courses can be used to define the occupational area, but the choices must logically and clearly describe that area. Students are urged to work closely with their adviser in selection of courses. Internships and independent study hours may be used to fulfill "support field" hours.

*Group I: Communication*—Students must earn a B or better average in Group I requirements to gain formal admission to the IPCO program.

*Group VI: Cognate*—IPCO courses may not be used to fulfill this requirement.

#### **Other Programs**

Programs leading to the Bachelor of Arts degree also are offered by the College of Arts and Sciences.

### **Radio-TV-Film**

See School of Mass Communication.

### **Theatre**

All BAC students with a specialization in theatre must take the following theatre core courses: THEA 201, 241, 243, 244, 341, 347 and 348. Students may develop specialized programs in consultation with their adviser in the following areas: musical theatre, acting, directing, design and technical theatre, developmental drama and theatre management.

#### **Other programs**

Programs leading to the Bachelor of Arts degree also are offered by the College of Arts and Sciences.

#### **University Theatre**

The University Theatre serves as a laboratory for University students interested in theatre. The University Theatre presents twelve productions during the academic year. Plays and musicals that are presented represent a wide range of dramatic literature in a variety of production styles. The productions are presented in the Eva Marie Saint Theatre and the Joe E. Brown Theater, both in University Hall. Open auditions are held for all productions and the entire University community is invited to participate. Opportunities are available for students to work in all aspects of theatre production from management and promotion to acting, directing, designing and crew work.

The theatre department offers talent scholarships in acting, technical and directing to qualified undergraduates. The scholarships are awarded on a competitive basis with students submitting applications, letters of recommendation and doing a live audition. Students interested in obtaining a talent scholarship audition form should contact the theatre office in 322 South Hall.

The theatre department also sponsors the Huron Summer Playhouse each year. Students must audition to be considered for membership in the company. Each year the Playhouse presents four plays and two musicals during the eight-week season. The Playhouse provides students with a full range of summer stock experience.

The theatre department is accredited by the National Association of Schools of Theatre.

## **PRE-PROFESSIONAL PROGRAMS**

The College of Arts and Sciences provides five kinds of preprofessional programs:

### **Four-year Curricula**

These curricula, leading to the bachelor's degree, are planned to prepare the student for admission to a graduate or professional school for further specialized study. Curricular requirements and arts and sciences preparation for some special fields of work are discussed in the following section.

#### **Arts-Professional Curricula**

These are offered in cooperation with the professional schools and colleges of other institutions of higher learning. The student spends three years at Bowling Green before entering a professional school. Upon satisfactory completion of the first year in the professional school, a bachelor's degree is granted from Bowling Green.

#### **Preprofessional Preparation**

From two to three years of preprofessional study may be completed at Bowling Green. The student then transfers to a professional school or college to complete a professional program.

#### **Combined Curricula**

The student may obtain both an arts and sciences degree and an education degree at Bowling Green by following this program.

#### **Combined Baccalaureate-Master's Program**

By following this program, the student may finish the course work for a bachelor's degree in less than four complete years and is prepared for early enrollment in a graduate program.

A student who expects to receive a degree by completing one of these curricula must meet all of the requirements for the degree including major, minor and group requirements.

## **Four-year Preprofessional Curricula**

### **Preparation for Business**

The College of Arts and Sciences offers a major or minor in either economics or business administration leading to the degree of Bachelor of Arts. The student interested in a career in business should consult the programs offered by the College of Business Administration.

### **Preparation for College Teaching**

The student who wishes to prepare for a career in college teaching should plan on attending graduate school, bearing in mind that many graduate schools require a reading knowledge of one or more of either French, German or Russian. It may be advantageous to take the combined baccalaureate-master's program described on page 52. Specific curricula for teaching subjects in areas of technology at the community and technical college level are available from advisers in the Department of Home Economics and the College of Technology.

Students preparing for high school teaching should register in the College of Education and Allied Professions unless they elect the combined arts-education curriculum described on page 55.

### **Preparation for Graduate Study**

All programs of the College of Arts and Sciences may be used as preparation for entrance to a graduate school. The student should bear in mind that a reading knowledge of one or two modern languages chosen from French, German or Russian is often required for the doctorate. A knowledge of statistics may be useful.

### **Preparation for Careers in Home Economics**

The College of Arts and Sciences provides a variety of programs in home economics. The usual arts and sciences curriculum is followed with a major or minor in home economics. A student who is interested in teaching home economics in the public school or working as an agricultural extension agent should pursue a program in the College of Education and Allied Professions.

### Preparation for Library Work

The Bachelor of Arts degree is usually required for admission to a school of library science. A minor in library and educational media is available in the College of Arts and Sciences. The student completing such a minor can obtain a professional degree in library science in one additional year in an approved professional school. The major should be chosen from such fields as English, history, political science and sociology; for work in special libraries, a major or electives in the sciences may be useful. At least two years of a foreign language is strongly recommended.

### Preparation for Professional Work in Mathematics and the Sciences

Professional work in the sciences is available to a student with a strong undergraduate degree program. A student whose academic record permits should consider graduate training.

The Department of Chemistry offers a program which meets the requirements of the American Chemical Society for professional recognition of a graduate.

### Preparation for Careers in Actuarial Science

Professional status in the insurance industry as an actuary is attained by passing a series of examinations administered by the Society of Actuaries and the Casualty Actuarial Society. Normally some of the examinations are taken while working for an insurance company. A strong mathematics major is required. A list of recommended courses is listed under the major. Up to four of these examinations can be taken while in school. There is a separate process for pension actuaries.

### Preparation for Professional Work in Mathematics and Statistics

For careers in research and higher education, a graduate degree is required. The undergraduate preparation should have both breadth and depth. For careers in the application of mathematics or statistics, it is essential that a strong minor be selected in computer science or a field of application, such as business administration, psychology, physics or other sciences. Courses should also be taken to develop communication skills. A graduate degree may not be required, but students with talent should seriously consider graduate work.

### Preparation for Public Administration

A student should consult with the Department of Political Science to plan a program of courses in political science and related fields.

### Preparation for Religious Work

Most schools of religion recommend that a student have a broad, general education before starting professional training. The major and minor may be chosen from any area of study. A reading knowledge of at least one foreign language is essential.

## Arts-professional Curricula

It is strongly recommended that the student who expects to enter a professional school first complete a four-year course in the College of Arts and Sciences. A student may desire, however, to secure the Bachelor of Arts or Bachelor of Science, as well as a professional degree, but may be unable to give the time necessary for the completion of both programs. Therefore, combination arts-professional curricula are offered which enable the student to shorten the time required for the two degrees.

Combination curricula are offered in cooperation with the professional schools and colleges of other institutions. These enable the student to shorten the time required for securing the two degrees by substituting the first year of work in a professional college for the fourth year of the course in arts and sciences. These courses vary in length from five to seven years—the first three years being taken in the College of Arts and Sciences and the remainder in an approved professional school. Upon the satisfactory completion of the work of the first year in the professional college, the student is granted the degree of Bachelor of Arts or Bachelor of Science by Bowling Green.

Permission to graduate from one of these combination curricula must be obtained from the dean before the end of the junior year. A student in these curricula must:

1. Earn a minimum of 92 hours either in residence or by advanced standing, including two hours in PEG 100; at least 60 hours must have been taken at Bowling Green in the student's last two academic years prior to entering the professional school;
2. Earn a point average of at least 2.5 in all courses undertaken in residence;
3. Meet the group requirements of the degree sought;
4. Meet the major and minor requirements of the general curriculum selected.

#### Other programs

A combined arts-professional curriculum is also offered through the College of Education and Allied Professions.

### Preparation for Dentistry

*503 Life Sciences Building, 372-8361*  
Admission to dental school is selective and based upon scholarly achievement and aptitude as indicated by scores on the Dental Aptitude Test, which is generally taken in the spring semester of the student's third year of college. The pre-dental student should select an academic program that provides for an alternate career should acceptance into dental school be denied. The Bachelor of Science degree program can be planned to meet all course requirements for dental school and still provide time for sufficient electives in other areas so that the student may attend graduate school or pursue new career alternatives. There are no preferred majors for entrance into dental school, although students generally choose biology or chemistry.

Pre-dental students are encouraged to meet frequently with an adviser to ensure progress in meeting the designated prerequisites, to prepare for the Dental Aptitude Test and to make application to dental school.

#### Recommended course sequence:

BIOL 204, 205, 350, 352, 431 and 432  
CHEM 125, 126 or 135, 136; 201 if 125 series is taken; 341, 342, 308, 309 (plus 445, 446, 447 if CHEM major)  
PHYS 201, 202 or 211 and 212  
MATH 130 or 128 or 129 (by placement) and 131 and 232 depending on major

A student should take the required courses to complete a major and a minor, as well as the general education requirements for the particular degree program selected, PEG requirements and electives to total 122 hours. A science minor may be desirable.

### Preparation for Law

*206 Williams Hall, 372-2030*

All accredited law schools in Ohio, like most accredited schools throughout the country, require a college degree for admission. A college degree is also a prerequisite to taking the Ohio Bar Examination and the bar examinations for most other states.

Beyond the minimum requirements for admission, law schools emphasize the value of a broad, general program of arts and sciences for the prospective law student. Above all, they stress the importance of acquiring certain intellectual skills and abilities rather than a particular body of information. Foremost among these skills are facility in writing and speaking, logical reasoning and the use of abstract concepts. Because the student can develop these skills in a variety of courses, there is no basis on which to prescribe a rigid and detailed "prelaw curriculum" or any particular major.

Law schools, however, uniformly emphasize the special value of courses in which considerable writing is required. In addition, courses in American government help acquaint the student with the basic legislative, administrative and judicial processes of our society. Business and economics courses often provide an understanding of business and financial concepts and terms with which the lawyer may deal. Other disciplines, such as history, philosophy, psychology and sociology, offer concepts, information and perspectives that are important in dealing with modern legal issues. Finally, prelaw students may wish to take a course taught by case method in order to discover if their aptitudes lie in this direction.

#### Preparation for Medicine

503 Life Sciences Building, 372-8361; or 112 Hayes Hall, 372-2031; Admission to medical school is selective and is dependent upon scholarship and aptitude as indicated by the scores attained on the Medical College Admission Test (normally taken during the spring semester of the student's third year) and by other criteria. The student should include in the premedical program a course of study to prepare for admission to medical school and for admission to an appropriate graduate school or for an industrial, government or teaching position in case the first choice cannot be realized. To meet the requirements for admission to most medical schools, the Bachelor of Science curriculum can be modified to include the required courses and still provide the student with enough depth in at least one area for graduate work or for career opportunities if medical school is not attended. There is no preferred major for entrance into medical school. Generally, either chemistry or biology is chosen by the premedical student, but other majors are possible.

The premedical student is urged to confer frequently with the adviser, particularly with respect to planning prerequisite courses for the Medical School Admission Test and for meeting the admission requirements of the medical school of the student's choice.

#### Recommended course sequence

BIOL 204 and 205 (10)  
CHEM 125, 126 or 135 and 136 (10)  
CHEM 341 and 342 (10)  
MATH 130 or 128 or 129 (by placement) and 131 (232 optional depending upon major) (7-13)  
PHYS 201, 202 or 211 and 212 (10)  
ENG 112 (3)

In addition, a student should plan to take the required courses to complete a major and a minor; general education group requirements for the degree sought; PEG requirements and electives. Total: 122 hours. Note: the science minor may be advantageous.

## Preprofessional Preparation

### Preparation for Engineering

270A Overman Hall, 372-2421  
The two-year curriculum outlined below closely parallels the introductory course work of engineering schools and is designed for the student who expects to transfer to a college of engineering at the end of two years. Since the requirements in engineering colleges and in different fields of engineering vary considerably, the student should consult with the pre-engineering program adviser early in the freshman year in order to plan a schedule to meet the requirements of the institution and branch of engineering in which he or she expects to receive a degree.

Engineering is presently a high-opportunity career area, and a pre-engineering program at Bowling Green offers several advantages, especially for those students who are uncertain about an engineering specialty. However, students should be advised that all engineering specialties require a high aptitude for mathematics and quantitative reasoning. In order to complete the curriculum below in two years, a student must be qualified to enroll in MATH 131 during the first semester of the freshman year; this normally requires four years of high school mathematics and good mathematics aptitude.

#### Recommended course sequence

MATH 131, 232, 233 and 332 (16)  
CHEM 125, 126 or 135 and 136 (10)  
PHYS 211, 212, 301 and 313 (14)  
CS 101 (3)  
CS 205 (3)  
DESN 104 (3)  
ENG 112 (3)  
Electives

### Preparation for Mortuary Science

503 Life Sciences Building, 372-8361  
The Board of Embalmers and Funeral Directors of Ohio requires a minimum of 60 semester hours of general education to be eligible to register with the board prior to entering a college of mortuary science. At least 30 hours must be in the following subject areas, with a minimum hourly distribution of English (8 hours), science (6 hours), social science (8 hours), fine or applied arts (6 hours). In addition, at least 3 hours of psychology and 3 hours of speech communication (offered in the department of interpersonal and public communication) are required. Students wishing to practice in another state should contact its licensing authority. Information about colleges accredited by the Commission of Schools of the American Board of Funeral Service Education can be obtained by writing to the agency at 201 Columbus St., P.O. Box 2098, Fairmont, WV 26554.

The Cincinnati College of Mortuary Science offers the Bachelor in Mortuary Science degree. Students planning to transfer into this program after two years at Bowling Green must take at least 10 hours of English composition and literature; 12 hours of social science, including required psychology and sociology; 12 hours of natural science/math, with biological sciences and chemistry recommended; 12 hours of humanities and the arts, including beginning drawing/art, sculpting and theatre arts recommended and IPCO 102 required, as part of the 60-hour minimum requirement to enter. For more information, write to the Cincinnati College of Mortuary Science, 2220 Victory Parkway, Cincinnati, OH 45206.

### Preparation for Occupational Therapy

503 Life Sciences Building, 372-8361  
Occupational therapy—an auxiliary medical service in which normal activities are used as remedial treatment in the rehabilitation of patients—is being used increasingly in hospitals, schools, rehabilitation centers and related institutions. Such therapy is prescribed by physicians and applied by trained therapists as part of the treatment of an adult or a child in the areas of orthopedics, psychiatry, tuberculosis, general medicine and surgery.

#### Recommended course sequence for transfer to Ohio State.

Students planning to attend any other professional school should consult an adviser.

BIOL 104, 331 and 332 (10)  
CHEM 115 (4)  
ENG 112 (3)  
TECH 313 and 457 (6)  
MATH 115 (3)  
MRA 301 (2)  
PHYS 201 (5)  
POLS 101 (3)  
PSYC 201 and 302 (7)  
PSYC 303, 304 or 309 (3)  
PSYC 403 or 405 (3)  
SOC 101 or 202 (6)  
Humanities (15)  
PEG (2)  
Electives

In preparing for a career in occupational therapy, the student should complete two years of preprofessional courses, two years of academic instruction in an approved professional school and 10 months of clinical training.

### Preparation for Optometry

112 Hayes Hall, 372-2031  
Requirements vary for admission to the schools and colleges of optometry. Typically, they include courses in English, mathematics, physics, chemistry and biological sciences. Requirements of specific schools should be examined before planning the program for the sophomore year. A list of accredited schools and colleges of optometry in the United States can be obtained from the American Optometric Association, 243 N. Lindbergh Blvd., St. Louis, MO 63141.

The following two-year pattern coordinates with the program of the College of Optometry of Ohio State University. Many students find that three or four years of pre-optometry are necessary before gaining admission.

*Recommended course sequence:*(62 hours)

CHEM 125, 126, 341 and 342 (20)

PHYS 201 and 202 (10)

BIOL 204 and 205 (10)

BIOL 313 (4)

ENG 112 (3)

MATH 130 or 128 or 129 (by placement) and 131 (8)

PSYC 201 (4)

PEG 100 (2)

Electives

The amount of foreign language to be taken depends upon the requirements of the professional school and the student's high school preparation. Students who do not need foreign language courses should substitute those courses which meet the requirements of the professional school they plan to enter.

#### **Preparation for Osteopathy**

The requirements and recommendations for entrance to schools of osteopathy are essentially the same as those for medical school.

#### **Preparation for Pharmacy**

112 Hayes Hall, 372-2031

All accredited colleges of pharmacy require five years of study to qualify for the pharmacy degree. One or two years of the five-year requirement may be satisfied at this University. The state boards of pharmacy usually require a period of practical experience in pharmacy. Students should request information concerning requirements for a certificate to practice pharmacy from the board of pharmacy in the state in which they wish to practice. In Ohio this information may be obtained from the secretary, State Board of Pharmacy, Wyandotte Building, 21 West Broad St., Columbus, OH 43215.

Since colleges of pharmacy vary in their requirements, prepharmacy students should ascertain the requirements of the school they plan to enter before selecting the courses for the second year. The program outlined below prepares the student for transfer to the College of Pharmacy at Ohio State University after one year.

A list of accredited colleges of pharmacy may be obtained from the American Association of Colleges of Pharmacy, 4630 Montgomery Ave., Suite 201, Bethesda, MD 20014.

#### *Recommended course sequence:*

(33 hours)

BIOL 204 and 205 (10)

ENG 112 (3)

MATH 130 or 128 or 129 (by placement) and 131 (8)

PEG 100 (2)

Electives chosen from social sciences, literature and philosophy

CHEM 125, 126 (10)

Some pharmacy schools require additional calculus.

#### **Preparation for Veterinary Medicine**

112 Hayes Hall, 372-2031 or

503 Life Sciences Building, 372-8361

Colleges of veterinary medicine require two years of preveterinary medical work for admission; however, most students find that three or four years of pre-veterinary study are necessary. The two-year preveterinary medical program which follows meets the requirements of the College of Veterinary Medicine at Ohio State University. Students should obtain information as early as possible about the requirements of the school where they plan to apply. A list of accredited colleges of veterinary medicine in the United States can be obtained from the American Veterinary Medical Association, 900 N. Meacham Rd., Schaumber, IL 60172.

#### *Recommended course sequence:*

(62 hours)

BIOL 204 and 205 (10)

BIOL 313 (4)

BIOL 350 (3)

ENG 112 (3)

PEG-100 (2)

CHEM 125, 126, 306, 308 (17) or 125, 126, 341, 342, 445 (23)

MATH 130 (3) or MATH 128 (5) (by placement)

PHYS 201 and 202 (10)

Electives selected to meet requirements of the college of veterinary medicine to be entered.

## **Combined Curricula**

### **Arts-Education Curriculum**

205 Administration Building, 372-2015

The student who desires to take an arts and sciences degree to qualify for certification to teach in the public schools may take work in education after graduation or qualify for the combined degree program outlined here. On the basis of the accumulative point average, a student may register in both the Colleges of Education and Allied Professions and the College of Arts and Sciences for the combined degree as soon as eligible.

The student in the dual-degree program leading to the Bachelor of Arts or Bachelor of Science degree from the College of Arts and Sciences and the Bachelor of Science in Education degree from the College of Education and Allied Professions must:

1. secure permission of the deans of both colleges before the end of the junior year;
2. complete the requirements of both colleges for the degrees sought;

3. earn at least 142 hours including education courses.

By careful selection of electives, the program in both colleges can be completed in eight semesters plus one summer. The superior student may increase the number of subjects to be carried each semester and complete the program in less time.

### **Other dual degree programs**

205 Administration Building, 372-2015

The student who wishes to earn a dual degree involving the College of Arts and Sciences and another undergraduate college within the University may do so by adhering to the following requirements:

1. secure permission to pursue a dual degree program from the offices of both deans before the end of the junior year;
2. meet the general education group requirements of both colleges;
3. earn a minimum of 142 semester hours for graduation (20 hours beyond the single degree requirement).

### **Certification to Teach in the Public Schools**

365 Education Building, 372-7372

The student who holds a bachelor's degree in arts and sciences may become certified to teach in the public schools of Ohio with a four-year provisional certificate by fulfilling the state requirements for such certification. These requirements and degree-holder program applications are available in the program advisement office of the College of Education and Allied Professions, 365 Education Building.

Several institutions including Bowling Green offer graduate programs whereby an arts and sciences graduate may take work leading both to certification to teach in the public schools and a master's degree. Announcement of such programs may be inspected in the College of Education and Allied Professions, 455 Education Building.

### **Combined Baccalaureate-Master's Program in Chemistry**

110 Hayes Hall, 372-2031, or

205 Administration Building, 372-2015

The combined baccalaureate-master's program in chemistry offers the well-qualified student the opportunity to complete the Bachelor of Science degree in three years and the Master of Science degree at the end of the fourth. By completing the two degrees in four years, the student may become better prepared to earn the Ph.D. degree because of the more concentrated background. In addition, a preprofessional student may elect either to complete the three-year bachelor of science program and go directly to professional school or to continue on to earn the master of science degree to prepare for a research-oriented career.

The program is structured on a schedule of four years, including summers. Courses should be carefully chosen so that major and group requirements will be completed on time.

#### **First year**

A first-year student will take two semesters each of chemistry and calculus, will complete the English requirement and take social science and/or humanities courses. In the summer session the student will take either eight hours of German (or Russian) or three hours of quantitative analysis, or both.

#### **Second year**

A second-year student completes two semesters of physics and two semesters of organic chemistry and finishes the requirements in social sciences and humanities as well as the physical education requirement. If these have been completed, other courses may be substituted.

#### **Third year**

This year includes two semesters of physical chemistry and electives chosen from biochemistry or advanced organic chemistry. A course in instrumentation or inorganic chemistry completes the undergraduate chemistry major. Some students may choose independent research or other electives such as differential equations. During the third summer, a student begins research and completes the Bachelor of Science requirements.

#### **Fourth year**

Upon admission to the Graduate College, courses in thermodynamics, kinetics, quantum mechanics, reaction mechanisms, inorganic chemistry and atomic and molecular structure are taken. During the fourth year, the student may become eligible for a stipend as well as tuition waivers for assisting in one or more undergraduate laboratories.

In the final summer, the student would normally be expected to complete a formal thesis as part of the master of science program (plan I). Under certain circumstances, however, a student may, by early consultation with an academic adviser, elect the nonthesis option (plan II) and still complete the program within the four-year period.

This program also offers students the option of studying off campus for a semester in a governmental or industrial laboratory, which would likely be done during the summer between the third and fourth years.

#### **Other combined Baccalaureate-Master's programs**

205 Administration Building, 372-2015

An undergraduate capable of maintaining high grades can take the undergraduate degree in the middle of the fourth year by carrying an average of 18 hours for seven semesters. The resulting total 126 hours is four more than the required minimum for the undergraduate degree. These four hours might be taken as graduate credit and followed by a full semester of graduate study. A candidate for a graduate degree may not become a candidate for a degree in an undergraduate college without the permission of the dean of the Graduate College.



# School of Art

Thomas R. Hilty, M.F.A., interim director  
116 Fine Arts Building  
372-2786 or 372-2787

## BACHELOR OF FINE ARTS DEGREE

The School of Art is accredited by the National Association of Schools of Art and Design and offers several degree options in the arts. Central among them is the Bachelor of Fine Arts degree. The requirements for the B.F.A. degree, in addition to the general requirements listed on page 9, include the completion of:

1. general education requirements;
2. 48 hours in the art core;
3. a major in either two-dimensional studies, three-dimensional studies or design studies, including:
  - a. 15-hour specialization in either ceramics, crafts, drawing, environmental design, glass, graphic design, jewelry/metalsmithing, painting, photography, printmaking or sculpture.
  - b. 9-hour art minor and 12 hours of support courses in art for studio majors. 15 hours of support courses in approved areas for design majors.

## General Education Requirements

### I: English Composition

Completion of ENG 112, or demonstration by examination of proficiency in written expression equivalent to that attained by a student who completes ENG 112. (A penalty is imposed if ENG 112 is not completed within the first 60 hours. See page 11.)

### II: Foreign language or cultural experience

Each student is required to demonstrate a proficiency in a language by one of the options listed below:

1. a 2-year study of one language in high school; or
2. passing a proficiency examination in the language on the 102 course level; or
3. having graduated from a high school where all instruction was conducted in a language other than English; or

4. having completed one of the departmental options listed below (8 hours minimum in same language area, or fewer by advance placement):

### Chinese, German, Japanese, Russian

Completion of CHIN 101 and 102; or GERM 101 and 102; or JAPN 101 or 102; or RUSN 101 and 102.

### French, Italian, Latin, Spanish

Completion of FREN 101 and 102, or FREN 111 and 112; or ITAL 101 and 102; or LAT 101 and 102; or SPAN 101 and 102, or SPAN 111 and 112.

A student may transfer at any point from 101 to 112 in that language if available, but not vice versa. If 111 is chosen, the student must complete 112. The student who must take two courses of foreign language and who follows a program in aerospace studies or in military science needs to take more than the usual time to complete this degree.

Credit for a degree is not granted for foreign language courses which duplicate more than two units of high school study.

### III: Science, Mathematics, Computer Science

Each student must complete one course approved for laboratory credit listed in the College of Arts and Sciences advising handbook and one other course elected from astronomy, biology, computer science, chemistry, geology, mathematics, physics or physical geography (including GEOG 125, 126, 127, 213, 404).

### IV: Social Science

Each student must complete three courses, one or more from economics, ethnic studies, geography, history, political science, psychology or sociology. Approved ethnic studies courses are listed in the College of Arts and Sciences advising handbook.

### V: Arts and Humanities

Each student is required to complete one course in literature (American, English, or foreign), and two additional courses from the literature area, American studies, ethnic studies, music, philosophy, popular culture, speech communication or women's studies. B.F.A. students are encouraged to elect a course in aesthetics, art criticism or film criticism, and will count two required art history courses in this area. Approved courses are listed in the College of Arts and Sciences advising handbook.

## Art Majors

116 Fine Arts Building, 372-2786

The School of Art offers studio majors in the areas of two-dimensional studies, three-dimensional studies and design studies. Each major requires completion of the art core, a 15-hour specialization, a 9-hour art minor (except for design) and 12 hours of support courses (21 for design). A student should consult each semester with the B.F.A. adviser in the School of Art concerning progress and course sequence. Courses taken as part of the art core may not be considered part of a specialization.

### Art Core (48 hours)

*Foundations:* ART 102, 103, 112 (9)

*Art History:* ARTH 145, 146, two 400-level ARTH electives (12)

*Design:* ARTD 211, 212 or 213 (3)

*Studio:* ART 205, 261; three from ART 277, 325, 371, 373; three from (design studio majors select one) ART 263, 365 or 366, 267 or 315, 320 or 321 (24); Design majors (18)

### Two-Dimensional Studies

#### Specializations (15)

*Drawing:* ART 206, 305, 305, 405, 405

*Painting:* ART 372, 372, 471, 471, elective; or ART 374, 374, 473, 473, elective

*Photography:* ART 325, 425, 425, 470, elective

*Printmaking:* ART 277, 377, 377, 477, elective

**Minor** (9 hours, 3 courses in one area)

#### Support Courses (12)

#### Senior Project/Portfolio (3)

### Three-Dimensional Studies

#### Specializations (15)

*Ceramics:* ART 263, 363, 463, 463, elective

*Crafts:* ART 321, 363, 366; two of 267, 315, 320, 322, 365

*Glass:* ART 267, 315, 415, 415, elective

*Jewelry/Metalsmithing:* ART 320, 321, 322, 421, elective

*Sculpture:* ART 361, 361, 461, 461, elective

*Fiber/fabric:* ART 365, 366, 465, 465 or elective, 466

**Minor** (9 hours, three courses from one area)

**Support Courses (12)**

**Senior Project/Portfolio (3)**

**Design Studies**

**Specializations (15 hours plus 9 hours of design core)**

*Graphic Design:* ARTD 211, 319 (6); ARTD 311, 312, 411, 412, 413 (15); (212 or 213 in Art Core -3)

*Environmental Design:* ARTD 213, 319 (6); ARTD 313, 417, 417, 418, ARTD elective (15); (211 or 212 in Art Core - 3)

*Support Courses:* A minimum of 21 hours must be elected from an approved list of courses in consultation with the School of Art design adviser.

*Senior Seminar:* ARTD 414 (3)

Related design programs—A product design specialization is available in the College of Technology in cooperation with the School of Art. A major in design technology is also available through the College of Technology. A major in interior design is available through the College of Arts and Sciences.

**B.F.A. teacher preparation**

The teacher preparation program is available as a combined arts and sciences/education curriculum which leads to the Bachelor of Fine Arts degree with certification to teach in the public schools. It offers in-depth experiences in the studio component of the art education content specialization. Students in the B.F.A. program may qualify for teacher certification through successful completion of the teacher education certification requirements. This combined program will generally require an additional semester to complete. Though it is possible to complete the education requirements in a fifth year of study, it is recommended that B.F.A. students desiring Ohio teacher certification attend to these requirements earlier in their programs.

A student who follows this curriculum registers in both the Colleges of Arts and Sciences and the College of Education and Allied Professions and has the program approved by the School of Art B.F.A. teacher preparatory adviser.

In addition to the art core, the completion of a specialization in one area and the senior project/portfolio course, the following courses are required for teacher certification:

ARTE 252, 352, 353, 487; 2-3 hours of ARTE 470, 482, 483, 495; 10 hours of ARTE 492 and/or 497

Two crafts (ART) electives

SOC 101, PSYC 201, two social science electives, PHIL 204, a POPC elective,

EDFI 302, 402 and 408, EDFI/EDCI 202, EDSE 311, IPCO 102

**Related Degree Programs**

The School of Art sponsors a Bachelor of Arts program in art history and art through the College of Arts and Sciences. The School also offers a Bachelor of Science degree in visual arts education in conjunction with the College of Education and Allied Professions, and a Bachelor of Science degree in art therapy through the College of Health and Human Services.

**Special Topics Offerings**

Periodically the School of Art offers experimental courses in a variety of areas to enhance the established curricula of the various degree programs. These workshops (ART 395, ART 495), taught by both School faculty and invited artists and scholars, have included: computer art, papermaking, illustration, textile printing, photo/print techniques and mural painting. Individual Study (ART 470) is also available for students who have completed available course offerings in an area, and have exhibited a marked degree of proficiency and independence in regular course work.

# School of Mass Communication

302 West Hall, 372-8349  
Department of Journalism, 319 West Hall,  
372-2076  
Department of Radio-Television-Film, 322  
West Hall, 372-2224

## The Field of Mass Communication

The study of mass communication encompasses all of the modern mass communication media—newspapers, consumer magazines, business and industrial publications, technical periodicals, books, trade and professional publications, radio, television, photography, motion pictures, cable television, teletext, videotext, corporate video and satellite transmissions. As a diversified profession, mass communication requires highly trained news reporters and editors for daily newspapers, weeklies, the wire services, radio and television; specialists in photojournalism; public relations practitioners, editors for a wide range of magazines; producers; directors and editors for television and film; writers in special fields such as science, business, economics, education, medicine and politics; radio announcers and production experts; broadcast salespersons; audience researchers; and competent administrators to manage the editorial, advertising and business functions of publications, broadcast stations and other mass communication services.

The student who plans a career in mass communication must have a broad education based on the social sciences, humanities and natural sciences; understand the social, political and economic roles of the mass media in a democratic society; be able to read intelligently the scholarly mass communication literature; have superb writing and thinking skills, and be proficient in the professional techniques demanded by employers.

## Majors

Students can major in one of the programs in the Department of Journalism or in one of the programs in the Department of Radio-Television-Film. Those choosing to major in one of the journalism programs may not also major in a radio-television-film program, unless they are willing to extend their education beyond the 122 hours normally required for graduation.

Students planning careers as news writers, reporters, feature writers, sports writers, magazine and newspaper editors, television and radio news directors, photojournalists and public relations specialists usually major in the Department of Journalism.

Students planning careers as television and film producers, directors and editors; broadcast salespersons; radio announcers and production experts; programming researchers; scriptwriters; and on-air personalities usually major in the Department of Radio-Television-Film.

## Campus Media

The BG News, the four-times weekly campus newspaper (214 West Hall, 372-2601), provides opportunities to gain experience in reporting, editing, advertising and management. In addition, students have the opportunity to work on The Key, BGSU's yearbook (28 West Hall, 372-8086). Other publications include a student magazine, Miscellany, and The Obsidian and The Gavel, newspapers aimed at special interests. All these publications are under the supervision of a board of student publications.

Located on the south side of campus, the University Television Center contains public television stations WBGU-TV and closed-circuit instructional television production and distribution facilities.

The center's staff of 30 full-time professional broadcasters is assisted by graduate assistants, doctoral fellows and more than 50 undergraduate employees.

WBGU-TV, a regional public television station serving northwestern Ohio, broadcasts instructional television programs to elementary and secondary classrooms during the day and cultural and public affairs programs to the general public throughout the evening. It is affiliated with the Public Broadcasting Service (the national public television network) and with the Ohio ETV Network. The station's local program production schedule provides student opportunities for professional production experience in television.

The Closed-Circuit Instructional Television Office provides the campus community with telecourses and a variety of other educational television and film materials used by academic departments. A campus-wide dual television cable system carries commercial station programs and educational programming to all residence halls. The system also provides opportunity for intra-University communications.

The center's television staff contracts with state and other agencies for production projects, some of which attain nationwide distribution.

Students interested in gaining professional radio experience while studying at Bowling Green have two stations at their disposal. WBGU, the University FM radio station (120 West Hall, 372-2826), broadcasts on 88.1 megahertz with 1350 watts. Programming consists of rock, jazz, classical and ethnic music, plus news, sports and public affairs programs. This non-commercial radio station is operated by student volunteers who work with a faculty adviser.

Carrier-current WFAL (120 West Hall, 372-2195) is a student-operated commercial AM radio station broadcasting to residence halls on campus. The station provides communication to and among students while offering commercial programming designed to meet students' interests. The station is heard in the residence halls on 680 AM.

Both WBGU and WFAL are organized and operated according to professional radio station practices and provide students with a wide range of experiences including on-air announcing, news and sports, broadcast sales and promotion, writing and production, audience research and station management.

Students interested in electronic journalism may participate in the Bowling Green Radio News Organization, which supplies news, sports, features and documentaries for the campus radio station WFAL and the University's FM station, WBGU. They may also participate in the feature and documentary productions of WBGU-TV.

Participation in student publications and in campus-related radio and television stations is not limited to mass communication students.

## Training and Facilities

The School of Mass Communication occupies West Hall on campus. West Hall has recently undergone a \$2 million renovation designed to turn it into a modern mass communication laboratory. Each area of West Hall has been specifically designed to aid in the education of a particular segment of mass communication professionals. For example, the lower floor of the building consists of laboratories and classrooms dedicated to the teaching of film. The lower floor contains still photography developing labs, printing labs and color labs, and the student yearbook. It also contains super 8 and 16mm motion picture labs. The first floor houses two radio stations, a complete television studio, video editing facilities and a property storage area. The second floor contains modern writing laboratories, a video display terminal laboratory, a computer laboratory, a broadcast studio, a student-operated newspaper, an audio-visual classroom, numerous newspaper and magazine layout and paste-up areas and a lounge. The mass communication faculty is housed on the third floor, and that floor also contains several classrooms and a reading room with reference books and periodicals. Modern typesetting, broadcasting, photography, film, audio and video equipment is provided in the various laboratories.

Laboratory fees are charged in many of the skills courses utilizing equipment.

A field practice (internship) provides majors with professional training and experience on the staff of a daily or weekly newspaper, magazine, radio or television station, cable television system, college news bureau or public relations department of a business or governmental agency.

## Student Organizations

The School has chapters of five national organizations dedicated to professional interest in mass communication fields: Society of Professional Journalists/Sigma Delta Chi, a society of journalists open to students wishing a professional association; Women In Communications, Inc., an organization dedicated to the professional advancement of women working in the media; Public Relations Student Society of America, an organization affiliated with the national Public Relations Society of America; the International Association of Business Communicators, an association for those employed in communication roles in the business world; and the International Television Association, an organization of non-broadcast video practitioners.

The Department of Journalism also has a chapter of Kappa Tau Alpha, the national journalism honorary society. Two campus groups, the Benjamin Franklin

Society and the Radio/Television News Association, are for students interested in magazine publishing and broadcast journalism, respectively.

## School Requirements

All majors are required to seek program counseling at least once per semester with an academic adviser in the School. The School requires each major to have a senior audit of his/her program before making application for graduation.

Any change in a student's program requirements or course prerequisites must have approval of the director of the School of Mass Communication.

## Department of Journalism

The Department of Journalism is accredited by the Accrediting Council on Education in Journalism and Mass Communication. The department is a recipient of Readers' Digest Foundation funds, which pay travel and other expenses for students researching stories away from campus. Contacts with numerous professional organizations are maintained through individual faculty memberships. The Department of Journalism serves as secretariat for the Great Lakes Interscholastic Press Association (GLIPA), the high school press association serving portions of Ohio, Michigan and Indiana. The department also holds memberships in the Association of Schools of Journalism and Mass Communication.

## Bachelor of Science in Journalism

BGSU's Department of Journalism is one of only 89 programs nationwide accepted by the Accrediting Council in Journalism and Mass Communications. Accreditation means that the program, faculty and facilities meet high standards of an outside body of mass communication professionals and educators. To encourage liberal learning, one ACEJMC standard for accreditation is that no more than 25 percent of a student's course work be in journalism and related mass communication topics. Accordingly, the following courses may NOT be used by journalism majors to meet their degree requirements: All Art-Design courses, IPCO 305 and 402, MKT 411 and 412, POLS 342 and 443, POPC 165, all RTVF courses (except those specifically exempted), VCT 203, 208 and 282.

A candidate for the degree of bachelor of science in journalism must meet the following requirements in addition to those listed on page 9.

1. Be proficient in typewriting skills by successfully completing a typing course in high school or college.

2. Complete approximately 58 semester hours of general education requirements, including 3 to 8 hours of English composition; 2 hours of physical education; demonstration of proficiency in a foreign language; 3 hours of a natural science laboratory course; 18 hours of social science courses including history, political science and economics; 15 hours of humanities and arts courses including A&S 200 (Great Ideas), English literature and philosophy; 6 hours of computation and mathematics including computer science and a course in either college mathematics, statistics or accounting; and a 3-hour course in speaking and listening. Courses fulfilling the general education requirements are listed in the Department of Journalism Requirements Sheet provided to incoming freshman and transfer students each year and available from the departmental office in 304 West Hall.

**Foreign Language Requirement**—Each student is required to demonstrate a proficiency in a language or language area by one of the options listed below:

- a. having been graduated from a high school where all instruction was conducted in a language other than English; or
- b. passing a proficiency examination in the language on the 202-course level; or
- c. having completed four years of one language in high school; or
- d. having completed one of the departmental options listed below (14 hours minimum in the same language area, or fewer by advanced placement.)

*GERMAN, RUSSIAN, EAST ASIAN LANGUAGES (CHINESE, JAPANESE)*

Completion of GERM 101 and 102 plus a minimum of six additional hours from GERM 100, 117, 118, 201, 202, 217, 231, 331 and/or GERM 260, 315, 316; or Completion of CHIN 101, 102, 201, 202; or Completion of JAPN 101, 102, 201, 202; or Completion of RUSN 101 and 102 plus a minimum of six additional hours from RUSN 100, 201, 202, 303, 315, 316, 317, 319, 331 and/or 311, 312.

*ROMANCE LANGUAGES (FRENCH, ITALIAN, LATIN, SPANISH)*

*Option I*

FREN 101, 102, 201, 202; or ITAL 101, 102, 201, 202; or LAT 101, 102, 201, 202; or SPAN 101, 102, 201, 202

*Option II: one of the following:*

FREN 111, 112, 211 and 212; or LAT 101, 102 and two of LAT 141, 142 or 201 SPAN 111, 112, 211 and 212.

A student may transfer at any point from option I to option II but not vice versa. If a student selects option II, all courses in that sequence must be completed subsequent to the first course in which the student is placed. Course 202 is required for admission to 300-level courses.

Credit toward a degree is not granted for foreign language courses which duplicate more than two units of high school study.

3. Complete 29 or 30 semester hours of journalism/mass communication courses, 14 or 15 hours of which are core journalism courses and the remainder of which are specific sequence courses and journalism electives. No more than 30 semester hours of journalism/mass communication courses may be counted towards a Bachelor of Science in Journalism degree. (Note: Courses taken in programs other than journalism, such as the radio-television-film program or the visual communication technology program, may count as part of the 30 semester hours allowed. Students should not enroll in mass communication courses in programs outside the Department of Journalism without permission of the chair of the Department of Journalism.)

4. Earn a grade of C or better in all journalism courses and maintain a 2.5 grade point average in journalism courses. All journalism courses must be taken for a grade. A student is allowed to repeat a journalism course only once.

5. Complete a minor of at least 20 semester hours in a field other than journalism/mass communication or complete an interdepartmental minor of 20 hours that clusters courses in two or more fields other than journalism/mass communication. Twelve of the 20 hours required for a minor must be in 300- or 400-level courses. Minors are declared in consultation with the student's adviser. All courses taken for minor credit must be taken for a grade.

6. Earn an overall grade point average of 2.25 in order to graduate.

**Note:** Resources may limit class enrollment in upper-division journalism courses, beginning with JOUR 300. Total hours earned and grade point average determine which journalism students are given preference. Students not majoring in journalism may find it difficult to gain admittance into many upper-division journalism courses, including JOUR 300. Non-majors may wish to consider enrolling in JOUR 301, Journalism Techniques for Non-majors.

### Core courses in journalism required of all majors

(14 hours minimum)  
JOUR 103, 300 and 402 (9)  
HIST 323 (3)

JOUR 412 (2-3); 2 hours required, one of which must be with a campus medium

### Broadcast journalism

(15 hours)  
RTVF (3)  
JOUR 330, 331, 430 (9)  
JOUR elective (3)

**Note:** Listed prerequisites for the above RTVF courses may not apply to journalism students who have completed JOUR 300. Students should check with their adviser before enrolling in RTVF courses listed as prerequisites for the above courses.

### Magazine journalism

(15 hours)  
JOUR 303, 304, 404 (9)  
JOUR electives (6)

### News-editorial

(15 hours)  
JOUR 302, 311, 312 (9)  
JOUR electives (6)

### Photojournalism

(15 hours)  
JOUR 206, 307 (6)  
JOUR 302 or 303 (3)  
JOUR electives (6)

**Note:** JOUR 407 and JOUR 305 are recommended as electives.

### Public Relations

(15 hours of journalism courses and 9 hours of business courses)  
JOUR 340, 380, 440 (9)  
MKT 300 and 410 (6)  
MGMT 305 (3)  
JOUR electives (6)

**Note:** Two of the above three business courses may be applied to certain minors, in consultation with the student's adviser.

### Specialization: five sequences

In addition to other requirements, each journalism major chooses one of five areas of specialization called sequences. The news-editorial sequence is generally associated with training for reporting and editing positions on weekly or daily newspapers and the wire services. Photojournalism combines skills in writing and photography to convey a message in words and pictures. Public relations includes inter-group communications and relating the interests of business, industry, government and public and private institutions to each other and to society. Broadcast journalism aims at competence in the electronic media of radio and television. Magazine journalism is concerned with the writing, editing and publishing of magazines and journals. A student interested in teaching should see the requirements for a journalism major in the College of Education and Allied Professions.

### Matriculation into journalism sequences

Before being admitted into JOUR 300, a student **MUST:**

1. complete at least 30 hours of course work consisting of general education requirements including ENG 112 and JOUR 103.

2. earn an overall grade point average of 2.7 in the abovementioned course work. The course work and GPA must be completed at the time admittance is sought into JOUR 300.

3. earn a minimum grade of C in JOUR 103.

4. pass a standardized test in English usage prepared by the Department of Journalism.

5. officially matriculate into the chosen sequence by declaring a major near the completion of JOUR 300. Students must have an overall GPA of 2.5 before their major will be approved by the department. Public relations majors must have an overall GPA of 3.0 before their major will be approved by the department. To remain journalism majors, students must maintain a 2.5 grade point average in all journalism courses and a C in every required journalism course. An overall GPA of 2.25 must be maintained for graduation.

6. if transferring into the BGSU journalism program have a 2.5 grade point average in both journalism and overall course work if JOUR 300 transfer credit is approved. The normal requirements for entry into JOUR 300 apply if a student does not receive transfer credit for JOUR 300. No more than 12 semester hours of course work in journalism will be accepted for transfer from junior colleges. Transfer students must pass a standardized test in English usage prepared by the Department of Journalism. No more than 15 semester hours of course work in journalism will be accepted for transfer from any four-year institution.

**Note:** Students seeking entry into JOUR 300 who are not pre-journalism majors must meet all of the above-listed requirements. Pre-journalism majors have priority admittance into this class.

### Non-journalism electives

After completing their approximately 58 hours of required general education courses, their 29-30 hours of required journalism/mass communication courses and their 20-hour required minor, most students will have approximately 15 semester hours remaining to complete the 122 semester hours required for graduation. Students must use these hours as general electives, taking courses outside the field of journalism/mass communication. Students are encouraged to select these general electives carefully with the advice of their journalism adviser. General electives should be chosen with the goal of enhancing the student's overall education.

# BACHELOR OF ARTS IN COMMUNICATION

## Radio-Television-Film

A candidate for the degree of bachelor of arts in communication with an emphasis in radio-television-film must meet the following requirements in addition to those listed on p. 9:

1. Complete the general education requirements for the Bachelor of Arts in Communication explained below.

### General education requirements

#### Group I: Communication

Students are required to complete ENG 112 or to demonstrate by examination that they have proficiency in written expression equivalent to that attained by the student who completes that course. (A penalty is imposed if ENG 112 is not completed within the first 60 hours. See page 11.) IPCO 102, THEA 202 and IPCO 209 are also required.

#### Group II: Foreign language or cultural experience

Each student is required to demonstrate a proficiency in a language or language area by one of the options listed below:

1. having been graduated from a high school where all instruction was conducted in a language other than English; or
2. passing a proficiency examination in the language on the 202 course level; or
3. having completed four years of one language in high school; or
4. having completed one of the departmental options listed below (14 hours minimum in the same language area, or fewer by advanced placement).

GERMAN, RUSSIAN, EAST ASIAN LANGUAGES (CHINESE, JAPANESE)

Completion of GERM 101 and 102 plus a minimum of six additional hours from GERM 100, 117, 118, 201, 217, 231, 331 and/or GERM 260, 315, 316; or  
Completion of CHIN 101, 102, 201, 202; or  
Completion of JAPN 101, 102, 201, 202; or  
Completion of RUSN 101 and 102 plus a minimum of six additional hours from RUSN 100, 201, 202, 303, 315, 316, 317, 319, 331 and/or 311, 312.

ROMANCE LANGUAGES (FRENCH, ITALIAN, LATIN, SPANISH)

#### Option I

FREN 101, 102, 201 and 202; or  
ITAL 101, 102, 201 and 202; or  
LAT 101, 102, 201 and 202; or  
SPAN 101, 102, 201 and 202

#### Option II: one of the following:

FREN 111, 112, 211 and 212; or  
LAT 101, 102 and two of LAT 141, 142 or 201; or

SPAN 111, 112, 211 and 212.

A student may transfer at any point from option I to option II, but not vice versa. If a student selects option II, all courses in that sequence must be completed subsequent to the first course in which the student is placed. Course 202 is required for admission to 300-level courses.

Credit towards a degree is not granted for foreign language courses which duplicate more than two units of high school study.

### CULTURAL EXPERIENCE

Those students who have completed two years of one foreign language in high school may select a planned program of at least four courses involving study of foreign or ethnic cultures drawn from an approved list printed in the *Communication Handbook*.

### Group III: Mathematics and science

Each student must complete at least two courses selected from astronomy, biological sciences, computer science, chemistry, geology, mathematics, physics or physical geography (including GEOG 125, 126, 127, 213, 404), including at least one course approved for laboratory credit from a list of approved courses printed in the *College of Arts and Sciences Handbook*.

### Group IV: Social sciences: economics, ethnic studies, geography, history, political science, psychology, sociology

Each student must complete three courses in two of these areas. A list of approved ethnic studies courses is printed in the *College of Arts and Sciences Handbook*.

### Group V: Arts and humanities: art, literature (American, English or foreign), film, music, philosophy, popular culture, theatre

Each student must complete three courses in at least two of these areas from an approved list of courses. A list of courses approved for group V requirements is printed in the *College of Arts and Sciences Handbook*.

### Group VI: Cognate studies experience

Students must complete, as specified by the nature of their specialized programs, six additional courses from at least two of the above groups.

2. Complete at least 30 hours in radio-television-film courses, 20 of which are core requirements.

3. Earn a grade of C or better in all RTVF courses after RTVF 255 and 260 are completed.

4. Complete a support field of at least nine hours in one department other than radio-television-film. A student wishing to pursue an interdisciplinary support field must make an argument in writing to his or her adviser. The support field must be declared in writing by the end of the student's junior year.

### Specialization: five sequences

In addition to other requirements, each radio-television-film major chooses one of five areas of specialization. In the television production sequence, students are exposed to theory and practice in the technical, electronic, artistic and logistical aspects of television production. Classes are divided into two parts: the theoretical basis through lectures and demonstrations, and laboratory sessions including hands-on experience. The radio production sequence is organized in a similar fashion, with a beginning course and an advanced course for individual and small-group endeavor. Students in the advanced course use the University-licensed station, WBGU-FM, as their workshop. In the film sequence, students study a combination of history and criticism, as well as super-8 and 16mm production. In the management and sales sequence, students combine classroom instruction with actual sales experience under the auspices of WFAL, the campus commercial radio station. In the audience and programming research sequence, students learn to carry out the kind of research on which broadcast stations and other program suppliers depend to aid their decision-making.

### Matriculation into Radio-Television-Film Sequences

Before being classified as a radio-television-film major, a student **must**:

1. complete at least 30 hours of course work consisting of general education requirements and RTVF 255 and 260.
2. earn an overall grade point average in the above-mentioned general education course work of at least 2.5, and earn at least a 2.5 in RTVF 255 and 260.

To remain a radio-television-film major, a student must receive a grade of C or better in all RTVF course work. (Students are required to take all RTVF courses for a grade.)

Students transferring into the Department of Radio-Television-Film must have a 2.5 grade point average in both radio-television-film and overall course work. No more than 12 semester hours of course work in radio-television-film will be accepted for transfer from junior colleges. No more than 15 semester hours of course work in radio-television-film will be accepted for transfer from any four-year institution.

### Core courses in Radio-Television-Film

RTVF 103, 255, 262, 263, 365, 366

**Areas of Specialization**

**Television**

RTVF 360, 460, 364, 468 (12)

**Radio**

RTVF 360, 460, 368, 469 (10)

**Film**

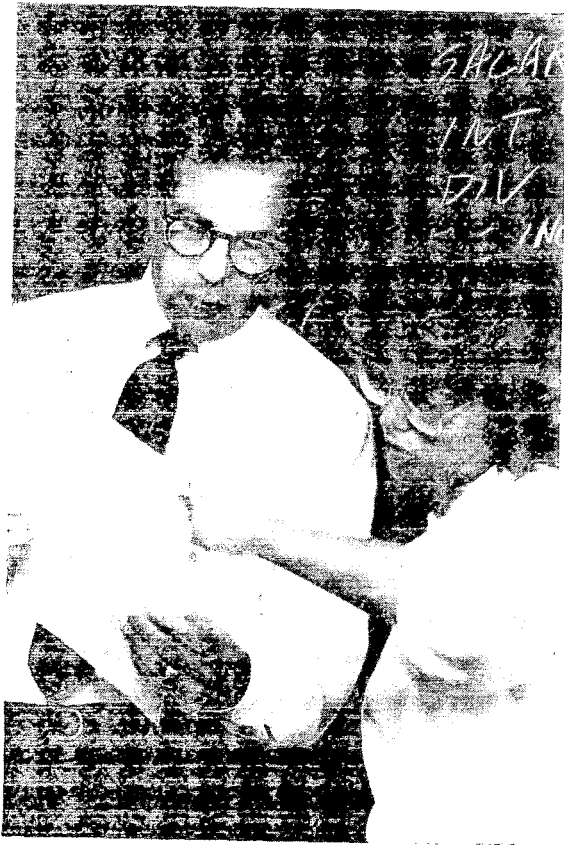
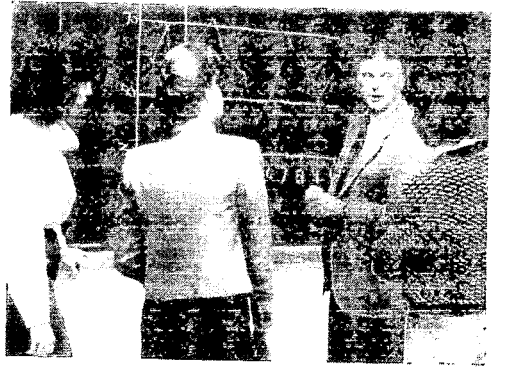
RTVF 261, 264, 464, 466 (12)

**Audience Research**

RTVF 360, 460, SOC 369, 370 (12)

**Sales/Management**

RTVF 360, 460, 469 (Management), 469  
(Promotion) (12)





# College of Business Administration

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Peter M. Hutchinson, Ph.D., associate dean, 371 Business Administration Building, 372-2747

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Department of Business Education, David J. Hyslop, Ph.D., chair, 242 Business Administration Building, 372-2901

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Department of Finance and Insurance, Stephen E. Skomp, D.B.A., chair, 201 Business Administration Building, 372-2520

Department of Legal Studies, Bartley A. Brennan, J.D., chair 253 Business Administration Building, 372-2376

Department of Management, Peter A. Pinto, Ph.D., chair, 264 Business Administration Building, 372-2946

Department of Marketing, James S. West, Ph.D., chair, 234 Business Administration Building, 372-2401

Department of Aerospace Studies, Lt. Col. Jon A. Bisher, M.A., chair, 164 Memorial Hall, 372-2176

Department of Military Science, Lt. Col. John P. Debay, M.B.A., chair, 151 Memorial Hall, 372-2476

Health Care Administration Program, Donald Boren, J.D., director, 255 Business Administration Building, 372-8023

Hospitality Management Program, Carl D. Riegel, Ed.D., director, 254 Business Administration Building, 372-8713

International Business Program, Bevars D. Mabry, acting director, 321 Business Administration Building, 372-6868

## Program Philosophy

The goal of the undergraduate business administration degree program is to develop broadly educated business professionals. This goal is accomplished through a four-year academic experience involving curricular and co-curricular elements. The program consists of three major components: professional education in business administration, education in the liberal arts, and development of a broadly defined set of personal skills. Each component is a necessary part of the educational experience for students, and none can be neglected if the program is to succeed.

The professional component of the program stresses knowledge and skill development necessary for students to function effectively in entry level jobs and to enjoy productive professional careers. It develops understandings of the "common body of knowledge" as defined by the American Assembly of Collegiate Schools of Business (AACSB). Consistent with this definition, this background includes study and understanding of the business functional and tool areas, the economic and legal environment, organizational theory and behavior, and integrative strategy and policy analysis. It also incorporates the worldwide dimension of business administration.

Professional knowledge and skills are developed through a common business core curriculum, and areas of specialization designed to meet students' specific professional needs. The core develops a broad understanding of the entire business enterprise, and represents the more important element of business majors' professional education component. The specialization supplements the core by allowing students to develop a deeper understanding of a more precisely defined field.

The liberal arts component emphasizes facts, concepts and ideas which are necessary to be a broadly educated person in our society. More importantly, it provides a set of frameworks with which to analyze, comprehend and enjoy these facts, concepts and ideas in a long term perspective. Consistent with University general education requirements, it contains background and study of the humanities and the arts, the natural sciences, social and behavioral sciences, and cultures other than one's own. Beyond that it develops a sense of ethical considerations and a framework for analyzing social issues.

Personal skills developed through the program are designed to enhance productivity for a long term career, and to permit the individual to engage in lifelong learning. By enabling students to engage in self-initiated independent learning, these skills provide the foundation for a productive career and a satisfying life. These skills include analytical and critical thinking, decision making, intellectual independence, leadership, planning and organization, and problem solving. Of paramount importance in order to manifest these skills is the ability to communicate ideas effectively. Consequently, the program pays particular attention to the development of students' written and oral communication skills.

## Standards of Performance and Accreditation

To meet the challenges of the business world the academic program of the College of Business Administration requires high standards of performance. Programs are designed to provide an intellectual challenge to a student who wishes to assume the responsibility for tomorrow's business leadership.

The College of Business Administration is a fully accredited member of the American Assembly of Collegiate Schools of Business. Degrees granted by such accredited colleges are widely recognized by major businesses and graduate schools.

Students of outstanding achievement in business and management may be recognized by Beta Gamma Sigma, the national scholastic honor society. The purposes of Beta Gamma Sigma are to encourage and reward scholarship and accomplishment, to promote the advancement of education in the art and science of business, and to foster integrity in the conduct of business operations.

Credit by transfer from a two-year, fully accredited institution is not accepted for most business courses which require junior or senior standing at Bowling Green. However, should transfer students think they have sufficient background in the subject matter of a course, they may take an examination for credit in these, a CLEP test, or successfully complete an advanced course with a grade of C or higher. These validation options are given at the discretion of the appropriate department, and may result in transfer credit for the course being accepted.

Credit by transfer from a four-year, fully accredited institution is accepted for most courses.

## Organization of the College

The College of Business Administration consists of eight departments of instruction in business administration. The eight departments—accounting and management information systems, applied statistics and operations research, business education, economics, finance and insurance, legal studies, management and marketing—offer 20 undergraduate areas of specialization and a comprehensive graduate program covering the major phases of business activity.

The following degrees and areas of specialization are offered:

College of Business Administration  
Bachelor of Science in Business Administration  
Accounting  
Administrative management  
Business pre-law  
Economics  
Finance  
General business  
Health care administration  
Hospitality management  
Human resource management  
Industrial and labor relations  
Insurance  
International business  
Management information systems  
Marketing  
Operations research  
Procurement and materials management  
Production and operations management  
Public and institutional administration  
Secretarial administration  
Statistics  
Bachelor of Science in Economics  
Economics  
Associate in Applied Business  
Two-year executive secretarial  
Business administration-Education

## Study Abroad

The College of Business Administration offers an opportunity to enroll in a five-week summer session at a business school in Nantes, France. Courses are taught in English and carry up to nine hours credit. Special courses in the French language are optional. The program is contingent upon enrollments. See page 17 for additional information.

## Academic Advising

Each student is assigned a faculty adviser in his or her area of specialization. Undecided pre-business students and those in general business are not assigned a specific adviser; they are advised by the college advising staff in the office of the dean (371 BA). The adviser can help the student select courses most suitable for his or her specialization and can discuss program requirements, career and educational goals, and job opportunities.

The student is responsible for meeting all graduation requirements. After earning 75 hours, the student should request a degree audit from the office of the dean. An adviser will prepare an audit report of the student's academic progress, indicating all unfulfilled graduation requirements.

# BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

All students who wish to pursue the bachelor of science in business administration degree will enroll in the pre-professional core (ordinarily during the sophomore year) prior to formal entry into the BSBA program. Admission to the BSBA program requires completion of the pre-professional core courses with a minimum grade point average of 2.25 in these eight pre-professional courses. Courses comprising the pre-professional core are ACCT 221-222, BA 203, ECON 202-203, MIS 200, and STAT 211-212. Ordinarily students apply for degree candidacy and select an area of specialization during the second semester of the sophomore year.

In addition to successful completion of the pre-professional core with a minimum grade point average of 2.25, a candidate for the degree of bachelor of science in business administration must complete the general requirements for graduation listed on page 9 and the following:

1. meet the articulation requirements of the University;
2. meet the University, college, general education and electives requirements listed below;
3. meet the professional core requirements and specific requirements for an area of specialization;
4. complete at least one-half of the area of specialization courses and BA 405 at Bowling Green State University;
5. take all courses satisfying the mathematics requirement, pre-professional core, professional core, and area of specialization for a grade.

## University Requirements English

Each student is required to complete ENG 112. ENG 110 and/or 111 also may be required depending on a student's placement, but only six hours from ENG 110/111/112 count toward graduation. If a student is required to complete only three hours of English based on placement (ENG 112), three additional hours of non-business electives are required. Additional hours will be required for graduation if ENG 112 is not completed within the first 60 hours. See page 11.

## Physical education

Generally each student is required to complete two hours of physical education activities courses (PEG 100), preferably during the freshman year. See page 9 for exemptions to this general University requirement.

## College Requirements Mathematics

Each student is required to complete a sequence of courses in calculus. Unless stated otherwise in the area of specialization, this consists of MATH 124 and 125 or MATH 131. Refer to specific areas of specialization for any differences in this mathematics requirement. MATH 095 or 120 also may be required depending on a student's placement. Credit for MATH 095 does not count toward graduation in any University program, including the BSBA program. MATH 120 does not count toward graduation in the BSBA program. If a student is required to complete only five hours of mathematics based on placement (MATH 131), three additional hours of non-business electives are required.

## Communications

Each student is required to complete three hours of communications electives. An approved list of communications electives is available in the College of Business Administration office.

## General Education Requirements

### Science/Mathematics/Computer Science

Each student is required to complete six hours of science, mathematics or computer science beyond the college mathematics requirement. At least three hours must be a natural science. An approved list of courses satisfying these requirements is available in the College of Business Administration office.

### Social and Behavioral Sciences

Each student is required to complete six hours from the social and behavioral sciences. An approved list of courses satisfying these requirements is available in the College of Business Administration office.

### Humanities

Each student is required to complete six hours of humanities electives. An approved list of courses satisfying these requirements is available in the College of Business Administration office.

### Multicultural Studies

Each student is required to complete three hours of electives from the area of multicultural studies. An approved list of courses satisfying these requirements is available in the College of Business Administration office.

## Non-business Electives

Each student is required to complete five to ten additional hours in non-business fields depending on ENG and MATH placement. An academic adviser assists each student in selecting courses which broaden or deepen the student's general education. Courses chosen must not be in business administration.

## Pre-professional Core

Each student is required to complete the following 24 hours of pre-professional courses: ACCT 221 and 222; ECON 202 and 203; STAT 211 and 212; MIS 200; and BA 203. Ordinarily a student would enroll in these courses during the sophomore year. A grade point average of 2.25 in these eight pre-professional core courses is required to be admitted to the BSBA program.

## Professional Requirements

### Professional Core

Each student is required to complete a common core of professional courses. For most areas of specialization these courses are FIN 300, MGMT 300 and 360, MKT 300, LEGS 301, OR 380; ECON 302 or 304 and ECON 303 or 311, and BA 405. However, some areas of specialization have slight variations in these requirements. See specific areas of specialization for these variations.

Since BA 405 is considered as a capstone course for all students in the BSBA program, the following courses must be successfully completed before enrolling in BA 405: MGMT 300 and 360; FIN 300; MKT 300; and OR 380.

### Areas of Specialization

Each student must complete the requirements for one area of specialization. Requirements for these areas of specialization are listed on the following pages.

### Free Electives

The remainder of the academic program consists of electives to meet the student's specific educational objectives. These electives should be selected in consultation with the student's adviser. Some areas of specialization specify certain courses to be taken as electives. Generally a student may take academic work in any department of the University in meeting this requirement.

## THE CURRICULA

The pages which follow describe the specific requirements in various areas of specialization. Whenever possible, 100-level courses should be taken during the freshman year; 200-level courses during the sophomore year; 300-level courses during the junior year; and 400-level courses during the senior year. Following these levels is particularly important for core courses.

A typical program for a student in the BSBA degree program would appear as follows:

*First year* (32 hours)  
ENG 111 and/or 112 (3-6)  
MATH 124 and 125 (7)

or  
MATH 131 (5)  
PEG 100 (2)  
General education courses and/or electives (17-22)

*Second year* (30 hours)  
MIS 200 (3)  
STAT 211 and 212 (6)  
ACCT 221 and 222 (6)  
ECON 202 and 203 (6)  
BA 203 (3)

General education courses and/or electives (6)

*Third and fourth years* (60 hours)  
ECON 302 or 304 (3)  
ECON 303 or 311 (3)  
FIN 300 (3)  
LEGS 301 (3)  
MGMT 300 and 360 (6)  
MKT 300 (3)  
OR 380 (3)  
BA 405 (3) (following successful completion of  
FIN 300, MKT 300, MGMT 300 and 360, and  
OR 380)

Area of specialization (15-18)  
Electives (15-18)

Although this represents the program for a typical student, some areas of specialization have slightly different or more precise requirements. Refer to specific areas of specialization in the following pages for the precise requirements in each area.

## Accounting

332 Business Administration Building,  
372-2767

The curriculum in accounting is designed for the student who wishes to prepare for a career as a professional accountant with industry, government, nonprofit organizations or for public accounting practice as a CPA. Opportunities exist to work in such specialized areas as auditing, managerial reporting, cost, governmental systems and management advisory services. Students interested in specializing should consult their academic advisers for proper course selection.

## CPA Examination and Licensing Requirements

To qualify as a candidate for the CPA examination in the State of Ohio, one must hold at least a bachelor's degree (not necessarily in accounting or business) and have a minimum of 24 semester hours of accounting, which may include 3 hours of computer-related training. Graduation from BGSU with an area of specialization in accounting fulfills these requirements, but additional elective courses in accounting may be desirable. Students may sit for the CPA examination (given in May and November) if they are within 80 days of graduation.

To receive the CPA certificate and license to practice in Ohio, a candidate also must complete two years in public accounting or four years in another accounting-related position. One half the work experience may be waived if the candidate has a master's degree. Education and experience requirements differ in other states; contact the appropriate state board of accountancy to determine its requirements.

For more information regarding the application for the examination, contact the CPA Examination Processing Center, 545 Fifth Avenue, Suite 405, New York, NY 10017 (telephone 1-800-CPA-EXAM). First-time applications must be mailed to the processing center by March 1 for the May examination and September 1 for the November examination.

Two other certification examinations are sponsored by private agencies. Information on the Certified Management Accountant (CMA) examination is available from the Institute of Management Accounting, 215 City Center Building, Ann Arbor, MI 48104. Information on the Certified Internal Auditor (CIA) examination is available from the Institute of Internal Auditors, P.O. Box 1119, Altamonte Springs, FL 32701.

## Matriculation into the Accounting Area of Specialization

Students who plan to obtain the bachelor of science in business administration degree with an area of specialization in accounting should enroll in the pre-accounting program within the College of Business Administration. To be admitted as a candidate for the bachelor of science in business administration degree program with an area of specialization in accounting, a student must:

1. attain an all-university accumulative grade point average of 2.6 or better.
2. complete a minimum of 51 semester hours of University credit.
3. complete ACCT 221 and 222 with a grade of C or better in each.

4. complete ACCT 221, 222, MIS 200, STAT 211, 212, ECON 202, 203, and BA 203 with a composite grade point average of 2.25 or better.

The specific requirements for an area of specialization in accounting are as follows:

Third year - ACCT 321, 322, 331, 332, 360 (MIS 360 may be substituted for ACCT 360 by students who also have MIS as an area of specialization).

Fourth year - ACCT 441, 451

Attain a grade of C or better in all of the courses specifically required for the area of specialization (including ACCT 360).

Take ECON 302 as part of the professional core rather than ECON 304.

Students planning to take the CPA exam are advised to take LEGS 401 rather than LEGS 301 as part of the professional core.

## Administrative Management

242 Business Administration Building, 372-2901

This program is designed for the student who wishes to specialize in the planning, organizing, and controlling of office work. This curriculum introduces the student to the administrative functions of office systems and procedures, records management, word and data processing, and office organization and management. Graduates of this program may obtain employment in a variety of office occupations involved in information processing or management.

The specific requirements for an area of specialization in administrative management are as follows:

First year - BUSE 111

Second year - BUSE 202

Third year - BUSE 302, 335

Fourth year - BUSE 455, MGMT 361

A student with one or more years of typing or keyboarding credit will have the keyboarding requirement (BUSE 111) waived. In place of the keyboarding course, the student must take MGMT 461.

## Business Pre-law

253 Business Administration Building, 372-2376

The program's intent is to provide the student with a broad foundation in business and economics with a major concentration designed to enhance one's communication skills and critical thinking abilities. Emphasis on writing, research and a legal approach to problem solving provide the framework of the major concentration.

This combination of experiences should enrich a student's understanding of the interaction of business, government and society. Such experience would be appropriate for law school candidates or any student seeking a firm foundation in business and legal concepts who does not desire a more narrow area of specialization.

Specific requirements for the area of specialization in business pre-law are as follows:

Second year - ENG 207

Third year - LEGS 305

Fourth year - LEGS 421, 490, and three additional hours in LEGS at the 300 or 400 level.

ENG 200 or 261 or 262 must be chosen as part of the humanities general education requirement; PHIL 103 is suggested as part of the humanities general education requirement.

HIST 205 and/or POLS 201 are suggested as part of the social and behavioral sciences general education requirement.

IPCO 204 is suggested as a free or non-business elective.

## Economics

301 Business Administration Building, 372-2646

The student specializing in economics selects an area of concentration within the discipline. Areas of concentration (see below) are programs of related courses designed to provide the student with those occupational skills in each specialized field sufficient to analyze its unique, technical economic problems; a foundation upon which the future executive can develop capacities to formulate and analyze policy; and a background ideally suited for advanced professional training in law, administration or business, or for graduate studies in economics. Students are encouraged, in consultation with their academic advisers, to select an area of concentration related to their individual career goals.

Specific requirements for an area of specialization in economics are as follows:

Each student must complete a 15-hour concentration in economics; examples of possible concentrations are listed below.

ECON 302 and 303 must be taken in the professional core.

ECON 400 or 401 or 402 must be taken in the professional core instead of OR 380.

ECON 304 cannot be counted toward the area of specialization in economics without permission from the student's adviser.

## Areas of concentration (15 hours)

The concentration may include one approved course from outside the economics department. In addition to the following list, students may, with their adviser's approval, design under the general economics area a program tailored to individual career needs. The following sequences are recommended.

### *Business economics*

ECON 402\*, 404, 471 and ECON electives (12-15)

ACCT 331 or LEGS 417 (0-3)

### *Quantitative economics and forecasting*

ECON 401\*, 402\*, 404, 414 and/or ECON elective (12-15)

STAT 315 or 404 (0-3)

### *Urban real estate*

ECON 311, 332, 436, 441, and/or 462 (12-15)

FIN 342, INS 465, or LEGS 415 (0-3)

### *Urban/regional planning*

ECON 332, 436, 460 and 462 (12)

GEOG 402, 426; POLS 421, 430; or ECON elective (3)

### *Monetary economics and financial institutions*

ECON 311, 351, 414, and 452 (12)

FIN 360 or 461, or ECON elective (3)

### *Government finance*

ECON 331, 332, 414 and 436 (12)

POLS 331, 459, or ACCT 423, or ECON elective (3)

### *International trade and development*

ECON 351, 451, 452 and 454 (12)

BA 390, LEGS 406, ACCT 424, or ECON elective (3)

### *Comparative economic development*

ECON 351, 454, 460, 472 (12)

LEGS 305, POLS 423, 460, or ECON elective (3)

### *Labor economics and relations*

ECON 321, 323, 422, 423, and/or 424 (12-15)

LEGS 419; MGMT 361, or PSYC 452 (0-3)

### *Industrial regulation*

ECON 422, 425, 435, 447, and/or 471 (12-15)

LEGS 421 (0-3)

### *General economics*

ECON 473 and ECON electives (15)

## Other programs

The College of Business Administration also offers the bachelor of science in economics. Programs in economics also are available through the College of Arts and Sciences and the College of Education, and Allied Professions.

\*May not count as part of 15-hour area of concentration if taken to satisfy the professional core requirement.

## Finance

201 Business Administration Building,  
372-2520

This is a curriculum for a student who is interested in the financial management of a business firm, or a financial institution, such as a commercial bank or savings and loan association or in investment analysis and management.

The specific requirements for an area of specialization in finance are as follows:

### *Third year*

FIN 330, 360

Two accounting courses to be used as free electives: ACCT 321 and 322, or ACCT 331 and 332, or ACCT 327 and 337.

### *Fourth year*

FIN 450

Any three of FIN 342, 433, 436, 461, INS 350; FIN 300 is a prerequisite for all FIN courses numbered above 300.

FIN 330 is a prerequisite for FIN 433.

FIN 433 is a prerequisite for FIN 436.

## General Business

371 Business Administration Building,  
372-2747

This is a curriculum for students who desire a broad business background with a minimum of specialization, or who desire a program tailored to specific needs.

The specific requirements for an area of specialization in general business are as follows:

The student must select 18 hours from an approved list of courses in ACCT, BUSE, ECON, FIN, INS, MGMT, MIS, MKT, OR and/or STAT with no more than nine hours in any one area. A list of approved courses for the area of specialization is available in the College of Business Administration office.

General business may not be combined with any other area of specialization to form a double area of specialization.

## Health Care Administration

This is an area of undergraduate studies which will provide a variety of career opportunities in hospitals, extended care facilities, state and federal agencies, voluntary health agencies and in various services found in health care organizations.

The specific requirements for an area of specialization in health care administration are as follows:

*Third year* - BA 325

*Fourth year* - LEGS 425, FIN 425, BA 429\*

In addition to the area of specialization, the student must complete a management concentration (a minimum of 12 semester hours) in selected areas of business management, such as staff planning and research, human resource management, accountancy and controllership, and general supervision. (These courses are taken in the junior and senior years.)

The internship component of the program (BA 429) will provide students with practical experience and participation in the particular health care institutions and agencies in which they may be professionally interested.

\*The student must complete a minimum of two courses in the management concentration before the internship (BA 429) may be taken.

## Hospitality Management

254 Business Administration Building,  
372-8713

Hospitality management is an area of specialization designed to prepare students for managerial positions in the hospitality industry. Since the hospitality sector represents a multi-billion dollar industry, the program is designed to provide students with a sound education in the fundamentals of business administration. This preparation is complemented with specialized business courses in hospitality management, and elective courses in food service management. Graduates typically start their careers as management trainees, assistant managers or supervisors in hotels, clubs, restaurants, cafeterias, catering firms or food companies. They may also find positions with airlines, or in hospital or university food service programs. Advancement opportunities extend far beyond these entry level positions, with possibilities to advance to corporate staff positions in large hospitality oriented firms.

In addition to formal course work, students are required to complete a minimum of 800 clock hours of practical work experience in the hospitality industry. Study in a foreign language is particularly recommended as a means of fulfilling the general education humanities and/or multicultural studies requirement.

The specific requirements for an area of specialization in hospitality management are as follows:

### *Third year*

BA 310

HOEC 210, used as part of free electives

### *Fourth year*

MGMT 452, MKT 405, FIN 427, BA 480

One of the following: LEGS 450, INS 350,

HOEC 437

HOEC 331 used as part of free electives

Students are required to complete 800 hours of practical work experience. Contact the program office for details.

## Human Resource Management

264 Business Administration Building,  
372-2946

This curriculum prepares a student to enter the field of human resource management in either a staff position in personnel administration or a line position in management. Foundation courses examine theories of individual behavior, motivation, leadership, group formation and development, and organizational structure and processes. Within this area of specialization, a student elects one of two human resource management concentrations: personnel management or organizational development. Area concentrations develop advanced knowledge in such areas as staffing, performance measurement, job evaluation, compensation, training, group development, organizational diagnosis, and organizational change and development. Area electives are used to develop a supporting field that complements the chosen area of concentration. After choosing an area of concentration, a student selects either the remaining area of concentration as the supporting field or chooses between production management and purchasing management for the supporting field. In some cases, students may be permitted to substitute courses in legal studies, economics or industrial psychology for the area electives after receiving approval from their individual advisers.

Students are encouraged to enroll in the human resource management program as freshmen. However, to be admitted officially to the program, students must have completed the equivalent of 60 credit hours with a cumulative grade point average of 2.5 (C+) or better. Students not meeting this requirement may petition the management department for conditional acceptance into the program.

The specific requirements for an area of specialization in human resource management are as follows:

*Third year* - MGMT 461

*Fourth year* - MGMT 463

Area of concentration: MGMT 450 and 451 or 465 and 468.

Area electives: MGMT 330 and 430, or 442 and 445, or 450 and 451, or 465 and 468, or electives approved in advance by the faculty adviser.

See your academic adviser for more detailed information about the requirements.

## Industrial and Labor Relations

321 Business Administration Building,  
372-6868

This is an interdisciplinary program designed to prepare a student for work in industrial relations departments in corporations, government agencies and other organizations. This program will provide the student with a series of courses in the three areas of personnel, labor relations and the legal aspects of industrial relations.

Specific requirements for an area of specialization in industrial and labor relations are:

*Third year*

ECON 321

MGMT 361 or 450 (students who take MGMT 361 cannot take MGMT 450 and/or 451).

*Fourth year*

Three courses chosen from the following, but no more than two courses in any one field:  
ECON 323, 422, 423; LEGS 414, 429; MGMT 365, 451, 461  
LEGS 419

## Insurance

201 Business Administration Building,  
372-2520

This is a curriculum for a student interested in the area of the management of risk. Opportunities for employment are not limited to the insurance companies but also include individual agency ownership as well as jobs in the risk management departments of larger corporations.

Specific requirements for an area of specialization in insurance are as follows:

*Third and fourth years*

INS 350, 465, 466, 468, 470 and two of the following courses: LEGS 414, 415 or FIN 330 or MKT 442 or MKT A400 (professional selling).

INS 350 is a prerequisite for the advanced insurance courses.

## International Business

321 Business Administration Building,  
372-6868/372-2646

This is a curriculum designed to provide students with an international perspective in preparation for a career with a multinational company or other organizations concerned with international activities.

The specific requirements for an area of specialization in international business are as follows:

*Third and fourth years* - ECON 351, POLS 372, BA 390.

An area of concentration (9 hours) also must be chosen from one of the following areas: ACCT, ECON, FIN, INS, MGMT, MIS, MKT or a selection specifically approved by the student's adviser. These courses may be taken during the third or fourth year.

A foreign language is strongly suggested but is not required.

## Management Information Systems

332 Business Administration Building,  
372-2767

The curriculum in management information systems is designed for the student who is interested in a position as a systems analyst or a position requiring the application of computers to business problems. Emphasis is placed on the use of the computer in a business environment. Students are encouraged to use their free electives to strengthen their technical background and to strengthen their understanding of a business field such as accounting, economics, finance, management, marketing, operations research or statistics.

### Matriculation into the MIS area of specialization

Students who plan to obtain the bachelor of science in business administration with an area of specialization in management information systems must be admitted to the program. The department will receive applications for admission to the MIS program during the last month of each semester. All applicants must satisfy the following criteria to be considered for admission.

1. Complete at least 51 semester hours by the end of the semester in which the application is processed.

2. Complete the English requirements (111 and/or 112), the math requirements (124 and 125, or 131), and CS 260.

3. Complete ACCT 221, 222, MIS 200, STAT 211, 212, ECON 202, 203, and BA 203 with a composite grade point average of 2.25 or better.

4. Earn at least a C in MIS 200 and CS 260, and average at least a 2.5 in these two courses.

5. Achieve an overall GPA of at least 2.5 for all courses (taken at Bowling Green State University and transferred to Bowling Green State University).

To ensure that the admitted students will obtain quality instruction, admission will be on a space-available basis. The available space in the program will be filled by automatically admitting first all applicants with a GPA of 3.5 or higher. If space is still available, then all remaining applicants will be admitted in order of their overall averages (starting with the highest), until space is no longer available. If not admitted, a denied applicant may apply in a later semester (and then will again be ranked using his/her current GPA).

The specific requirements for an area of specialization in management information systems are listed below. A grade of C or better must be earned in each of them.

*Third year* - CS 360, MIS 360, 371

*Fourth year* - MIS 472, 479

## Marketing

234 Business Administration Building,  
372-2041

Marketing consists of a wide spectrum of activities that involve the movement of products and services from producers to intermediaries to final customers. Not surprisingly, therefore, career opportunities in marketing are numerous as well as diverse, including such areas as advertising, brand management, industrial marketing, international marketing, marketing research, retailing, professional selling, sales management and wholesaling/distribution management.

One of the key objectives sought by faculty in the Department of Marketing is to prepare students for entry and subsequent leadership positions in these and other related career areas. Accordingly, the curriculum offered by the marketing department is designed to acquaint the student thoroughly with the broad field of marketing and to allow focused study in one or more narrower sub-fields, depending on the student's interests.

Each BSBA student selecting marketing as an area of specialization is required to take MKT 300, 402 and 420, normally in the junior year.

Additionally, each student selecting marketing as an area of specialization must take three more MKT courses (normally in the senior year) which he or she selects from the following list: MKT 400, 405, 410, 411, 412, 421, 430, 436, 442 and 460.

The three specific selections would ordinarily be consistent with and contribute to the attainment of the student's career objectives. Accordingly, each student should meet and maintain contact with a marketing faculty adviser. For example, students interested in career opportunities in advertising might be advised to select MKT 410, MKT 411 and MKT 412. Or, students interested in career opportunities in retailing might be advised to select MKT 410, MKT 430 and MKT 436. Furthermore, students interested in career opportunities in professional selling/sales management might wish to select MKT 400, MKT 430 and MKT 442. Another example, students interested in pursuing career opportunities in marketing research might want to select MKT 400, MKT 421 and MKT 460. The possibilities are numerous.

## Operations Research

344 Business Administration Building,  
372-2363

This is a curriculum for the student with a good mathematical background who wishes to prepare for a career in which mathematical and scientific techniques will be used to help solve business, social and other problems. This curriculum will also provide an excellent preparation for graduate study in operations research, management science and related disciplines. Operations research, mathematics and statistics requirements for the area of specialization in operations research are:

Operations Research: OR 480, 482, 485 and one course selected from OR 487, 488, 489.

Mathematics: MATH 131, 232 and 332  
Statistics: STAT 315 and one course from STAT 402, 404, 406, 410, 412, 414.

Note that MATH 131 must be taken to satisfy the College of Business Administration mathematics requirement.

## Procurement and Materials Management

264 Business Administration Building,  
372-2946

This is a curriculum for the student who is interested in the field of procurement (or purchasing) and materials management. The courses of study include an integrated approach to the movement of goods from the supplier (vendor) to the final customer. The procurement/purchasing department in a typical organization is responsible for securing necessary materials, supplies, capital equipment and services at the best possible terms. The materials management function typically coordinates the major activities contributing to material costs and availability including purchasing, production control and physical distribution.

Students are encouraged to enroll in the procurement and materials management program as freshmen. However, to be admitted officially to the program, the student must complete the equivalent of 60 credit hours or more with an accumulative grade point average of 2.5 (C+) or better. Students not meeting this requirement may petition the management department for conditional acceptance into the program.

The specific requirements for an area of specialization in procurement and materials management are as follows:

*Third year* - MGMT 330

*Fourth year* - MGMT 430, 439, 442, 445, MKT 402 or LEGS 440 or MGMT 461 or DESN 104 (3)

See your academic adviser for more detailed information about requirements.

## Production and Operations Management

264 Business Administration Building,  
372-2946

This is a curriculum for students interested in a field of production and operations management. This curriculum deals with methodologies for developing the most economical mix of materials, energy, human resources and capital equipment inputs to create desired goods and services. This function in a typical manufacturing or service organization is responsible for designing, operating and controlling a productive system.

Students are encouraged to enroll in the production and operations management program as freshmen. However, to be admitted officially to the program, the students must complete the equivalent of 60 credit hours or more with an accumulative grade point average of 2.5 (C+) or better. Students not meeting this requirement may petition the management department for conditional acceptance into the program.

The specific requirements for an area of specialization in production and operations management are as follows:

*Fourth year* - MGMT 441, 442, 445, 449; MGMT 330 and 430; or MGMT 361 and 461; or

Two courses (6 hours) from ACCT and MIS or CS with prior approval from the academic adviser

See your academic adviser for more detailed information about requirements.

## Public and Institutional Administration

323 Business Administration Building,  
372-0221

This program has an interdisciplinary curriculum keyed to management and administration in public and non-profit institutions. In addition to the general business courses taken by all candidates for the BSBA degree, the student takes courses in advanced management and courses that will provide an understanding of important public policy problems and the environment of decision-making in the public and non-profit sectors. The program is interdisciplinary and allows development of a student's particular skills and interests through courses taken in optional study areas. For those students who are unclear about their career objectives, this program exposes students to a full range of managerial options. The program also provides a suitable pre-professional program for students interested in professional degrees in law, business or public administration.

The specific requirements for the area of specialization in public and institutional administration are as follows:

*First or second year*

It is recommended that students who have not had a strong course in government in high school take a political science course such as POLS 201 as one of their social and behavioral science general education courses.

*Third and fourth years*

POLS 221  
MGMT 463  
ECON 331  
ECON 436

One 300 or higher level course selected from courses in the optional study areas or approved by adviser from courses in business, economics or political science.

*Optional study areas (3-12 hours)*

Each student will select at least one course from the following options to complete the area of specialization. Additional courses can be taken as elective courses.

*Administration*

MGMT 330, 361  
ECON 423  
ACCT 423 (ACCT 321 and 322 prerequisites)

*Policy Analysis*

POLS 302, 431  
ECON 321, 447  
LEGS 425, 431

*Criminal Justice*

LEGS 340  
SOC 341, 441, 442

*Urban Studies*

ECON 460, 462  
POLS 330, 331

*Mass Media and Public Opinion*

JOUR 103, 340, 433, 435  
POLS 341, 342  
JOUR 103

## Secretarial Administration

242 Business Administration Building,  
372-2901

This curriculum is for students desiring to prepare for administrative level secretarial responsibilities in business or industrial establishments, professional offices or government agencies. The student develops competency in secretarial skills, office procedures and management, word processing, data processing, communication and decision making.

The specific requirements for an area of specialization in secretarial administration are as follows:

*Second year* - BUSE 202, 210

*Third year* - BUSE 302, 311, 314

*Fourth year* - BUSE 335, 401

A student with insufficient or no preparation in shorthand or typewriting must elect the beginning or intermediate course.

## Statistics

344 Business Administration Building,  
372-2363

This curriculum is for the student who is interested in a career in statistical analysis and research in government or business. It is an excellent preparation for graduate study in statistics or any discipline that utilizes a quantitative component.

Statistics and mathematics requirements for the area of specialization in statistics are:

*Statistics:* STAT 315, STAT 402, and three statistics courses selected from STAT 404, 406, 410, 412, 414 with at least one of the three being STAT 406 or STAT 410

*Mathematics:* MATH 131, MATH 232, and MATH 233 or MATH 332

Note that MATH 131 must be taken to satisfy the College of Business Administration mathematics requirement.

Recommended electives: CS 101, MATH 441, 442 and 432, ECON 402, OR 480, 482, 485, 487, 488 and 489. For further information, a student should consult an adviser.

STAT courses are listed under "Applied Statistics." See page 138.

## Other Programs

Two programs in statistics are offered by the College of Arts and Sciences.

## BACHELOR OF SCIENCE IN ECONOMICS

301 Business Administration Building,  
372-2646

This flexible program is especially suited for the student who wishes to combine a major in economics with concentrated study in one or more other disciplines. The program can easily be adapted to accommodate a major in economics and in a cognate field and hence it is ideally suited for those seeking a dual major in such disciplines as education, geography, sociology, political science, history, mathematics or psychology. Because economics is the science of business, students who wish to combine a major in economics with one in such functional fields of business as accounting, finance, marketing or management will find that the bachelor of science in economics also permits maximum freedom for the individual's study of business applications. This program is designed to provide students with a meaningful educational experience that stresses professional training in economics, but which recognizes the multi-dimensional demands placed upon practicing economists in a constantly changing society. It seeks, through an adaptable structure, to provide the student with the necessary training for employment in a wide variety of occupations in business or government in which the skills of the economist are especially useful, or for continued study in professional schools or at the graduate level in economics or business.

A candidate for the bachelor of science in economics must complete the general requirements for graduation listed on page 9 and meet the group requirements listed below.

## General Education Requirements

### Communication

Each student is required to complete ENG 112. ENG 110 and/or 111 also may be required depending on a student's placement, but only six hours from ENG 110/111/112 count toward graduation. If a student is required to complete only three hours of English based on placement (ENG 112), three additional hours of electives are required. Additional hours will be required for graduation if ENG 112 is not completed within the first 60 hours. See page 11. IPCO 102 is recommended as a free elective but not required.



### Multicultural Studies

Each student is required to complete three hours from the area of multicultural studies. An approved list of courses satisfying these requirements is available in the College of Business Administration Office.

### Mathematics, Science and Quantitative Measurements

Each student is required to complete MATH 124 and 125 or MATH 131, STAT 211 and 212 and a three-hour course in natural sciences plus 4-6 hours from MATH (except 241, 242 or 243), CS, MIS or the biological and physical sciences.

### Social and Behavioral Sciences

Each student is required to complete ECON 202 and 203 plus 6 hours of social or behavioral sciences outside ECON. An approved list of courses satisfying these requirements is available in the College of Business Administration Office.

### Humanities

Each student is urged to complete PHIL 103 or 303. Eight hours of credit must be earned in the humanities. A list of acceptable courses is available in the College of Business Administration Office.

### Major and Cognate Concentration

Each student is required to complete a major in economics consisting of ECON 302, 303, 473, three hours of quantitative economics (ECON 400, 401 or 402) and 18 additional hours of ECON or approved, related courses. ECON 304 cannot be counted toward the requirements for the economics major without permission from the student's adviser. To complete the professional area of study a cognate concentration of 15 hours must be selected from the areas of business administration, arts and sciences or education, after consultation with and approval of the program director.

### Electives

The remainder of the academic program is completed with electives selected by the student in consultation with the program adviser. Depending upon interests and career objectives, a student may select courses from any area of the University in meeting this requirement.

### Other Programs

An area of specialization in economics also is offered as part of the bachelor of science in business administration degree. In addition, programs in economics are offered by the College of Arts and Sciences and the College of Education, and Allied Professions.

## ASSOCIATE IN APPLIED BUSINESS

242 Business Administration Building,  
372-2901

A student interested in secretarial administration may prefer a shorter program than the four-year curriculum leading to the bachelor of science in business administration. Upon completion of this two-year executive secretarial program, the student receives the associate in applied business degree. If students should decide to continue their education after completing one or two years of this program, they may apply full credit for all courses satisfactorily completed toward the four-year degree program in secretarial administration.

A candidate for an associate in applied business degree must complete the general requirements listed on page 12 and complete, at Bowling Green immediately before graduation, at least 30 of the 62 hours required.

*First year (31 hours):*

ENG 111 and/or 112 (3-6)  
PEG 100 (2)  
BUSE 101, 111, 202, 210, 213, 215, (18)\*  
Electives (5-8)

*Second year (31 hours)*

BUSE 240, 302, 311, 314, 321, 335, 401 (19)  
ACCT 220 or 221 (3)  
ECON 200 or 202 (3)  
LEGS 301 (3)  
BA 203 (3)

Suggested electives include IPCO 102, ENG 207, SOC 101, ECON 203, HOEC 105, POLS 201, PSYC 201, humanities, mathematics and sciences.

\*A student with two semesters of high school typewriting and/or shorthand should enroll in BUSE 210 and/or BUSE 215. Those who choose to enroll in lower level courses will not receive credit toward graduation. A student who enrolls in the advanced courses in typewriting or shorthand must substitute electives for the beginning courses to complete a minimum of 62 hours for graduation.

### Other Programs

A four-year program in secretarial administration is offered by the College of Business Administration leading to the bachelor of science in business administration degree. Other two-year degree programs are offered by Firelands College.

## BUSINESS ADMINISTRATION-EDUCATION

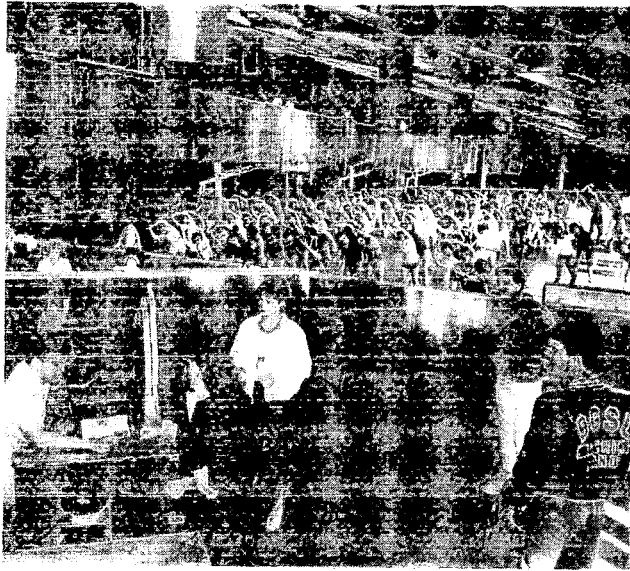
242 Business Administration Building,  
372-2901

A candidate who has met all the requirements for the degree of bachelor of science in business administration also may qualify for the degree of bachelor of science in education and for an Ohio teaching certificate by completing a combined curriculum including the general and specific graduation requirements for each college.

The student who desires to pursue the combined program must:

1. Petition the board of appeals of the College of Education and Allied Professions and the College of Business Administration to request registration in both colleges.
2. Complete a minimum of 20 credit hours beyond the 122 hours required for graduation with a bachelor's degree in one college.
3. Complete the comprehensive major in business education or the marketing education major.
4. Complete the appropriate professional education courses, meet the general education requirements of the College of Education and Allied Professions and participate in a semester of professional concentration which includes student teaching (BUSE 497).

A student interested in teaching business or marketing education in high school should consult with the Department of Business Education in planning the program.



# ● College of Education and Allied Professions

## Office of the Dean

Roger V. Bennett, Ph.D., dean,  
444 Education Building, 372-7403  
Donald Chase, Ph.D., associate dean,  
444 Education Building, 372-7402  
Rita Keefe, Ph.D., assistant dean,  
444 Education Building, 372-7401  
Undergraduate and Graduate Student  
Services, Larry D. Wills, Ph.D.,  
455 Education Building, 372-7407

## Office of Field Experiences

Margaret Ishler, Ed.D., director of field  
experience and standards compliance,  
318 Education Building, 372-7389  
Cheryl Didham, M.Ed., coordinator of field  
experiences, 318 Education Building,  
372-7389

## Office of Undergraduate and Graduate Student Services

Larry D. Wills, Ph.D., assistant to the  
dean for student services and interna-  
tional studies, 455 Education Building,  
372-7407

## Office of Program Advisement and Teacher Certification

Jane Wood, M.S., director, 365 Education  
Building, 372-7372

## Office of Research and Evaluation

Fred L. Pigge, Ph.D., director of educa-  
tional research, 310 Education Building,  
372-7310

## Schools and Departments

School of Health, Physical Education, and  
Recreation, Betty van der Smissen,  
J.D., director, 220 Memorial Hall,  
372-2334

Department of College Student Personnel,  
Carney Strange, Ph.D., chair, 332 Edu-  
cation Building, 372-7388

Department of Educational Administration  
and Supervision, Richard Carlson,  
Ed.D., chair, 515 Education Building,  
372-7377

Department of Educational Curriculum  
and Instruction, Robert Oana, Ed.D.,  
chair, 529 Education Building, 372-7314

Department of Educational Foundations  
and Inquiry, Robert L. Reed, Ed.D.,  
chair, 550 Education Building, 372-7305

Department of Home Economics, Deanna  
Radeloff, Ph.D., chair, 202 Johnston  
Hall, 372-2026

Department of Special Education, Edward  
Fiscus, Ph.D., chair, 451 Education  
Building, 372-7358

## Aims and Purposes

The College of Education and Allied Pro-  
fessions has two primary purposes: to  
provide course work that contributes to  
the general education program of the Uni-  
versity and to provide programs that lead  
to careers in the fields of education, sport  
management, recreation, child and family  
development, restaurant management,  
institutional food service and dietetics.

The college believes that quality career  
programs must include:

1. a program of general education  
designed to provide a broad and liberat-  
ing educational experience for life-long  
learning.
2. advanced study in one or more  
areas of specialized interest.
3. a program of on-campus and field-  
based professional experiences.

The College of Education and Allied  
Professions maintains close working rela-  
tionships with other colleges in the Uni-  
versity, with elementary and secondary  
schools in northern Ohio for field-based  
experiences, with vocational schools and  
with the State Department of Education  
for teacher certification.

The bachelor of science in education  
and the bachelor of science in technology  
are offered by the College of Education  
and Allied Professions. To qualify for  
either of these degrees, a candidate must  
complete the requirements listed on page  
9, complete 42 hours of general educa-  
tion as indicated on page 78, complete all  
of the specified major and professional  
requirements and complete any other  
published graduation requirements of the  
College or the program area.

## Programs Offered

The following programs are available in  
the College of Education and Allied Pro-  
fessions. Unless otherwise noted, the  
areas indicated are majors only.

Art  
Athletic Coaching (minor only)  
Athletic Training (minor only)  
Bookkeeping and Basic Business (minor  
only)  
Business Education  
Child and Family Development (minor also  
available)

Dance (minor also available)  
Dietetics  
Early Childhood Education  
Elementary Education  
Environmental Education (minor only)  
French  
German  
Health Education (minor also available)  
Home Economics (minor also available)  
Industrial Education (minor also available)  
Latin  
Library Educational Media (minor also  
available)  
Marketing Education  
Music (minor also available)  
Philosophy (minor only)  
Physical Education (three programs avail-  
able) (minor also available)  
Reading Language Arts (minor only)  
Recreation (three options available)  
Restaurant Management  
Russian  
Sales Communications (minor only)  
Secondary Education  
American Studies  
Biological Sciences  
Chemistry  
Communications  
Computer Science  
Earth Science  
Economics  
English (minor also available)  
Environmental Science  
Geography  
History  
International Studies  
Journalism  
Mathematics (minor also available)  
Physics  
Political Science  
Psychology/Sociology  
Science Comprehensive  
Social Studies  
Spanish  
Special Education  
Developmentally Handicapped  
Hearing Impaired  
Multihandicapped  
Severe Behavior Handicapped  
Special Education (minor only)  
Specific Learning Disabled  
Speech and Hearing Therapy  
(major only)  
Sport Management (major only;  
five options available)  
Stenography and Typing (minor only)

### Endorsements/Validations Offered in the College of Education and Allied Professions

Adapted Physical Education (certifiable)  
Astronomy  
Driver Education (certifiable)  
Elementary School Physical Education  
Philosophy  
School Nurse (certifiable)  
Library Educational Media (certifiable)

### College Admission

Students accepted by Bowling Green State University may register in the College of Education and Allied Professions when they have:

1. formally declared their intent to major within the College;
2. registered with the College Office of Program Advisement as a member of a program or as an undecided major;
3. conferred with an adviser assigned by the College of Education and Allied Professions; and
4. have earned at least a 2.0 grade point average if transferring from another BGSU college.

### College Retention

#### Education Programs (non-certification)

Students will be considered full members of the College when they have:

1. completed ENG 112;
2. completed IPCO 102 with a C or better; and
3. attained a 2.0 BGSU accumulative grade point average.

#### Education Programs (teacher certification)

Students will be considered full members of the College when they have:

1. completed ENG 112;
2. completed IPCO 102 with a C or better;
3. completed EDCI/FI 202 or a program alternative accepted by the College with a C or better;
4. attained a 2.5 BGSU accumulative grade point average.

A teacher education student who fails to meet the above criteria upon attaining junior status will be labeled "pre-education" and will not be permitted to enroll in the methods courses indicated on program area checklists.

Teacher education students will be readmitted to their major program upon completion of the above criteria and a meeting with their adviser.

Many programs in the College have established matriculation/retention criteria in addition to the College criteria specified above. These additional requirements and/or application procedures are indicated on each program area checksheet and on pages 91-93 of this catalog.

### Due process for academic decisions

The College of Education and Allied Professions has established specific requirements for admission, retention, student teaching eligibility, graduation and certification eligibility; some program areas have also established full admission requirements. There are also established University policies regarding academic dismissal, deadline dates, etc.

Students who do not meet the specified requirements or who have not met established deadlines may file an academic appeal. Academic appeals must be initiated in the Program Advisement Office where appeal forms are available. Only written appeals are considered. A rationale for the appeal is required and documentation or other evidence may be attached. The written materials constituting the appeal are then reviewed by an appeals committee, which serves in an advisory capacity to the dean. Examples of academic appeals include: appeals for reinstatement after being dropped for academic reasons, appeals regarding the denial of admission to either the college or a program, and appeals to drop and/or change classes to or from S/U beyond the specified deadline. The dean of the college reserves the right of final decision.

Appeals regarding the issuance of a grade originate with the instructor. Students wishing to appeal a grade must first contact the instructor who issued the grade. If the grade dispute cannot be resolved by the student/instructor, a student may file an appeal with the chair of the department in which the course was taught. Each department follows its own appeals procedure which is consistent with the recommendations of the Faculty Senate.

In cases related to academic honesty or other disciplinary action, a student is referred to the Student Code.

### Advising

Two types of advising are available to students enrolled in the College of Education and Allied Professions—faculty advising and college office advising.

Upon enrolling in the College, each student is assigned to a faculty adviser in the major field. Faculty advisers assist their advisees in career-decision making, selecting appropriate classes to take, checking progress toward a degree and long-range program planning.

To supplement faculty advising, the College maintains a staff of program counselors in the Program Advisement and Teacher Certification Office, which is located in 365 Education Building. This staff provides initial advisement for all students entering the college, and supplements the advising at the faculty/departmental level. This staff can also explain certification and appeals procedures, and assist students with exploring career options.

The responsibility of contacting a faculty or college office adviser rests with the student. Students are given a general orientation to the College upon their initial enrollment in the College, are assigned a faculty adviser, are introduced to the services of the Program Advisement and Teacher Certification Office, and are periodically sent communications from the College. It is each student's responsibility, however, to seek advice, to become familiar with the academic information available in the University and college offices, and to meet the established graduation and/or certification requirements. Program revision, certification changes and shifts in the demands of the marketplace support a close adviser/student relationship.

### Degree Audit

All juniors should request a degree audit by completing a Degree Audit Request Form in the Program Advisement and Teacher Certification Office, 365 Education Building. Once a degree audit is completed, the student is sent a listing of remaining unfulfilled graduation requirements. This information assists students in planning their senior year course selections.

### Certification

Successful completion of a Bowling Green teacher education program with at least a 2.5 accumulative GPA usually results in one or more of the seven types of Ohio certificates described below. The only times that certification does not result is 1) when a student elects to graduate on Planned Program (see page 83), 2) when a student is following a set of degree requirements that no longer meets Ohio teacher certification standards (since the State Department of Education has the authority to change certification requirements at any time, students may be required to complete additional requirements for certification) or 3) when a student does not successfully complete the state-prescribed examination.

Persons who hold degrees from accredited four-year universities may pursue certification in one or more teaching fields without completing all the requirements for another undergraduate degree. Persons in this category who desire teacher certification should obtain copies of their undergraduate transcripts and send them to the Program Advisement and Teacher Certification Office, 365 Education Building, BGSU, Bowling Green, Ohio 43403. A cover letter indicating which area(s) of certification are desired should accompany the transcript. Information regarding additionally required certification course work will then be sent; this information should be reviewed carefully. Program planning assistance can then be received by scheduling an advising appointment in 365 Education Building. Appointments can be made by calling 372-7372; appointments scheduled in advance are necessary.

All candidates seeking Ohio teacher certification must complete an Application(s) for Certification. These applications and directions for completing them are available from student teaching supervisors and/or the Program Advisement and Teacher Certification Office. Completed applications and money orders should be submitted to 365 Education Building by the end of the second week of the student's final semester of enrollment.

Ohio teaching certificates are not transferable to other states, but preliminary information on certification in other states is available in 365 Education Building.

Descriptions of the seven types of Ohio Four-year Provisional Teaching Certificates for which a candidate can be recommended by Bowling Green State University follow.

### **Pre-Kindergarten**

A graduate completing the early childhood major, the child and family development major (Option II), or the pre-kindergarten validation; possessing a 2.5 accumulative grade point average; and successfully completing the state-prescribed examination is eligible for a pre-kindergarten certificate.

### **Elementary/Kindergarten Primary**

A graduate completing the elementary education major, possessing a 2.5 accumulative grade point average and successfully completing the state-prescribed examination is eligible for an elementary teaching certificate, valid for teaching grades one to eight. An elementary education major who meets the above criteria and who completes HOEC 224, EDCI 348, EDCI 357 and one of the following—EDFI 2, HOEC 321, PSYC 303—will also be certified to teach kindergarten. Students pursuing a kindergarten-primary certificate must student teach or do methods field experience in kindergarten, first, second or third grade.

### **High School**

A graduate completing a degree program with a major and/or minor in a secondary field, possessing a 2.5 accumulative grade point average and successfully completing the state-prescribed examination is eligible for a high school teaching certificate valid for teaching the major and/or minor subject area in grades seven through twelve. Majors and/or minors leading to junior and high school teaching include biology, bookkeeping and basic business, business education, chemistry, communications, computer science, earth science, economics, English, French, general science, geography, German, health, history, home economics, journalism, Latin, mathematics, music, physical education, physics, political science, psychology/sociology, Russian, sales communication, science comprehensive, social studies, Spanish, stenography and typing. Elementary education majors desiring high school certification must complete the subject area major or minor and a secondary methods course.

### **Special**

A graduate completing one of the following major programs—art, educational media, foreign language, health, industrial arts, music or physical education—is eligible for a special teaching certificate, valid for teaching the subject from kindergarten through the twelfth grade.

### **Special for Education of the Handicapped**

A graduate completing one of the following majors—developmentally handicapped, hearing impaired, multihandicapped, severe behavior handicapped, specific learning disabled—is eligible for a special exceptional children teaching certificate valid for teaching the major areas in all grades, kindergarten through twelve, providing that the candidate has a 2.5 accumulative grade point average and has successfully completed the state-prescribed test. Speech and hearing therapy majors in the College of Education and Allied Professions are not eligible for certification until the appropriate master's degree is also successfully completed.

### **Vocational**

A graduate completing a marketing education, home economics, or business education major is eligible for a vocational teaching certificate, providing that the candidate has a 2.5 accumulative grade point average and has successfully completed the state-prescribed test.

## **Planned Program (Graduation without certification)**

Some students in the College of Education and Allied Professions decide late in the four-year sequence that they do not wish to teach or obtain teacher certification; others are counseled out of the teaching profession by advisers and professional education faculty. To accommodate this type of student, the college has a plan whereby a student can graduate from the College without student teaching and without certification. The stipulations of the planned program follow, but they are undergoing review for potential revision. The Planned Program Form will reflect any changes from the following stipulations.

1. All major, minor, group and professional requirements for graduation must be met, except for student teaching. (Some Planned Program participants are also exempted from methods courses.)

2. Students desiring to graduate under the planned program must complete a Planned Program Form, obtainable from and returnable to the Program Advisement and Teacher Certification Office, 365 Education Building. Information requested on the form includes reasons for requesting the planned program and a listing of the 10 hours of course work offered within the College to be taken *in lieu of student teaching*. (A Planned Program participant exempted from a methods course(s) must also list the course(s) to be taken in lieu of them.) Once received, the request is reviewed and forwarded to the Dean for approval.

3. If a planned program is approved, the student is not eligible for certification, and the official transcript in the Registrar's Office is stamped "Not Eligible for Teacher Certification." Furthermore, if a candidate decides to pursue certification after a planned program has been approved, an appeal to be removed from the planned program must be filed. If approved, the candidate must meet the requirements for student teaching and certification eligibility in effect at the time of the desired student teaching and/or recommendation for certification.

## **Intercollege Curricula**

A candidate for a degree from the College of Education and Allied Professions who desires a second degree from the College of Health and Human Services, College of Arts and Sciences, College of Business Administration or College of Musical Arts may take work in that college after graduation to complete degree requirements or qualify for the dual degree program prior to graduation. Students desiring a dual degree must:

1. secure permission of the deans of both colleges before the end of the junior year.

2. complete the requirements of both colleges for the degree sought.

3. complete at least 20 hours of credit beyond the hours required for a single degree.

## General Education

The College of Education and Allied Professions has a strong commitment to general education and consequently requires all candidates for baccalaureate degrees to demonstrate, through satisfactory completion of a minimum of 42 semester hours of general education credit (which includes a minimum of eight courses from the University general education core), that they have:

1. developed skills in listening, speaking, reading, writing, mathematics computation, critical thinking and conflict resolution.

2. achieved an understanding of the humanities and arts, the natural sciences, the social and behavioral sciences, and cultural studies; and

3. experienced personal development through integration of physical development with the understanding of self and relationships to others.

It is expected that the final outcome of each student's general education will be the ability to integrate the skills developed with the understandings achieved and that this integration will be incorporated in the student's personal development.

Of the 42 hours of general education required, 36 must be completed from the five categories indicated below; the minimum number of hours in each category is also specified. The remaining six hours may be selected from course work offered in any of the departments listed in any of the five categories and/or from courses approved by the College of Education and Allied Professions. To date, the additionally approved courses are TECH 152, RED 226 and RED 210, and PEP 356 and 360. It should be noted that *no single course can be used to meet requirements in more than one category* and that some programs may require more than the minimum number of hours in any given category.

The following categories and minimum hours are required:

### I. Communications and Physical Education

—Minimum Total: 8 semester hours

A. Each student must satisfactorily complete ENG 112 (3); a penalty is imposed if ENG 112 is not completed before the junior year. (See page 11).

B. Each student must complete IPCO 102 (3).

C. Each student must complete two physical education activities courses (PEG 100). (See page 9).

### II. Natural Science/Mathematics

—Minimum total: 9 semester hours

A. Each student must meet the University's mathematics matriculation requirement of either having completed three years of high school mathematics or of having satisfactorily completed a mathematics course (excluding MATH 111 and 241) at BGSU.

B. Each student must complete one of the following natural science courses: ASTR 201, 212; BIOL 101, 104, 204, 205; CHEM 100, 115, 116, 125, 126, 135, 136; GEOG 125; GEOL 100, 104, 105, 205; PHYS 101, 201, 202, 211, 212; or any other natural science course that is approved for the core at a later date.

C. Each student must also complete two more courses from the areas of natural science or mathematics or computer science. Acceptable mathematics courses are 115, 116, 120, 124, 125, 128, 130, 131, 232, 247. Acceptable computer science courses are 100 and 101. Acceptable natural sciences include any course listed in II-B above or any other course from BIOL, CHEM, GEOL, PHYS, ASTR, or BUSE 101, TECH 121 or PEP 230.

### III. Social and Behavioral Sciences

—Minimum total: 9 semester hours

A. Each student must complete PSYC 201 (4).

B. Each student must complete two additional courses selected from: A&S 200; ECON 100, 200, 202, 203; ENVS 101; ETHN 101; GEOG 121, 122, 230; HIST 151, 152, 180, 205, 206; POLS 101, 201, 250, 271; HOEC 107; SOC 101, 202, 231; CAO-H 101; LEGS 200; or any other social or behavioral science courses that are approved for the core at a later date.

### IV. Humanities and Arts

—Minimum total: 5 semester hours

A. Each student must complete one of the following literature courses: ENG 150, 200, 261, 262, 264, 265, 266, 267; ETHN 220; FREN 284; GERM 260; or any other literature course that is approved for the core at a later date.

B. Each student must fulfill the remaining hours required by completing a course from the following: AMST 200, 230; ART 101, 102; ARTH 145, 146; A&S 200; ETHN 101; foreign languages (CHIN, FREN, GERM, GRK, ITAL, LAT, JAPN, RUSN and SPAN) 101, 102, 201, 202; FREN or SPAN 111, 112, 211, 212; GERM 117, 131; LAT 141, 142; MUCH 101, 125, 221; PHIL 101, 102, 103, 107, 204, 211, 212, 230; POPC 160, 165, 220; RTVF 261; THEA 141, 202; WS 200, or any other humanities or arts courses that are approved for the core at a later date.

### V. Cultural Studies

—Minimum total: 5 semester hours

A. Each student must complete one course from the following: ETHN 101, 220; CHIN, FREN, GERM, GRK, ITAL, LAT, JAPN, RUSN, SPAN 101, 102, 201, 202; FREN or SPAN 111, 112, 211, 212; FREN 284; GERM 117, 131; SOC 231; GEOG 121, 122, 230; POLS 271; HIST 151, 152, 180; MUCH 125; HOEC 107; or any other cultural studies course that is approved for the core at a later date.

B. Each teacher education student must also complete EDFI 408; each non-teacher education student must complete an additional course in this area.

## Professional Requirements

All students pursuing programs leading to teaching certification must complete a sequence of courses in professional education. This course work is integrated with directed observation and participation in school settings (field experiences) and is accompanied by on-campus clinical experiences. Professional education course work required in each of the teacher education program areas is shown below.

**Business education:** BUSE 497; EDCI 202 or EDFI 202; EDSE 311; EDCI 360; EDFI 302, 402 and 408; EDAS 409; and BUSE 352, 354, 358 and 468. BUSE 356 also required if shorthand certification is desired.

**Developmentally handicapped:** EDSE 492 and 497; EDCI 202 or EDFI 202; EDFI 302; EDFI 402 or EDFI 429, and 408; EDAS 409; and EDSE 431, 437, 442 and 457.

**Elementary education:** EDCI 492; EDCI 202 or EDFI 202; EDSE 311; EDFI 302, 402 and 408; EDAS 409; and EDCI 350, 351, 352, 353, 355 and 356.

**Foreign languages:** EDCI 497; EDCI 202 or EDFI 202; LEM 301; EDSE 311; EDFI 302, 402 and 408; EDAS 409; and EDCI 373 and EDCI 429.

**Health:** HED 497; EDCI 202 or EDFI 202; EDSE 311, EDCI 360; EDFI 302, 402 and 408; EDAS 409; and HED 348, 393, 409 and 481.

**Hearing impaired:** EDSE 492 and 497; EDCI 202 or EDFI 202; EDFI 302, 402 or 429, and 408; EDAS 409; EDSE 431, 442, 451, 457; EDCI 365.

**Home economics:** HOEC 497; EDCI 202 or EDFI 202; LEM 301; EDSE 311; EDCI 360; EDFI 302, 402, 408; EDAS 409; and HOEC 250, 352, 353 and 354.

**Industrial arts:** IE 497; EDCI 202 or EDFI 202; VCT 203; EDFI 302, 402 and 408; EDAS 409; and IE 252, 352, 447, 449 and 462.

**Media specialist/librarian:** LEM 497, EDCI 202 or EDFI 202; EDSE 311; EDCI 360; EDFI 302, 402 and 408; EDAS 409; and LEM 301.

**Multihandicapped:** EDSE 492 and 497; EDCI 202 or EDFI 202; EDFI 302, 402 or 429 and 408; EDAS 409; and EDSE 431, 437, 442 and 457.

**Music education:** MUED 497; EDFI 302, 402 and 408; EDAS 409; MUED 240 and 340. Music education is a major within the College of Musical Arts. See page 97 for content and general education requirements.

**Physical education, K-12 with elementary emphasis:** PEP 497; PEP 233 or EDCI 202 or EDFI 202; LEM 301 or VCT 203; EDFI 302 and 408; PEP 402; EDAS 409; and PEP 238, 241, 332, 337, 428; 433 and 438.

**Physical education, K-12 with secondary emphasis:** PEP 241, 247, 332, 362, 402, 433, 497; EDFI 302 and 408; EDAS 409; LEM 301.

**Physical education, athletic coaching and health:** PEP 497; PEP 247; EDFI 302 and 408; EDAS 409; LEM 301; HED 348 and 409; PEP 433; PEP 402; and PEP 362, 392 and 412.

**Secondary education:** EDCI 202 or EDFI 202; LEM 301; EDFI 302, 402 and 408; EDAS 409; EDCI 370; and completion of the Secondary Professional Semester comprising the following courses: EDSE 311; EDCI 360; EDCI 497; and one of the following: EDCI 371, 372, 374, 375, 376 or 378. During the first six-week period of the Secondary Professional Semester, students are required to spend one week at Camp Storer, Jackson, Michigan, for an outdoor education experience.

**Severe behavior handicapped:** EDSE 492 and 497; EDCI 202 or EDFI 202; EDFI 302; EDFI 402 or 429; EDFI 408; EDAS 409; EDSE 431, 437, 442 and 457.

**Specific learning disabilities:** EDSE 492 and 497; EDCI 202 or EDFI 202; EDFI 302, 402 or 429, 408; EDAS 409; and EDSE 431, 437, 442, and 457.

**Speech and hearing therapy:** CDIS 497; EDCI 202 or EDFI 202; EDFI 302, 402 and 408; EDAS 409; EDCI 355; LEM 301; EDSE 431, 433 and 451; and CDIS 401, 411, 421, 431, 434 and 481.

**Visual arts:** ARTE 497; EDCI 202 or EDFI 202; EDSE 311; EDFI 302, 402 and 408; EDAS 409; and ARTE 252, 352, 353, 487; and one of the following: ARTE 482, 483 or 495.

## Student Teaching

Student teaching is the culminating field experience in the student's teacher education program. During student teaching, the student devotes full-time to teaching and to participating in the school's activities under the guidance of a cooperating teacher and campus field supervisor. The student is assigned to one situation and progresses from observation and directed participation to responsibility for full-time teaching. The student is guided in studies of child development, specific teaching skills and the planning of a balanced program of a learning situation, and is expected to participate in the curricular, extracurricular and professional activities of the school.

A student in physical education, music or art ordinarily teaches in both elementary and secondary schools. Program for the student in public school music are individually planned to give proper balance or concentration in vocal or instrumental experience.

The college attempts to place student teachers in the best available stations. While student preferences are taken into consideration, they cannot be met in all cases. Stations must have both college and program approval. Students are responsible for their own transportation to student teaching stations.

Student teaching in a major area can only be repeated once. Thus only two opportunities to complete successfully student teaching in a major area are given.

All students who student teach in the spring semester must follow the spring break calendar of the school system to which they have been assigned; the University spring break is forfeited.

Upon completion of student teaching, students receive a copy of their student teaching evaluation report. Students should retain this copy for their records and future reference since the University does not include/retain this report/evaluation as part of the permanent record.

## Student Teaching Eligibility Requirements

To be eligible for assignment in student teaching, the student must have:

1. Filed an application for student teaching in the Field Experience Office, 318 Education Building; not later than the first week of the semester preceding anticipated student teaching.
2. Been fully admitted into the College of Education and Allied Professions (see College retention, page 91)
3. Been fully accepted in a certification program either as an undergraduate or baccalaureate degree holder.
4. Completed 90 hours of university credit, including:
  - a. EDCI 202 or EDFI 202 or a program alternative accepted by the College with a C or better.
  - b. ENG 112
  - c. IPCO 102 with a C or better
  - d. EDFI 302
  - e. Methods course(s) required for the program.
5. Completed any additional program-specific requirements listed on the official program check sheet available from the Program Advisement and Teacher Certification Office.
6. Earned an accumulative grade point average of 2.50 by the end of the semester prior to student teaching.

Students who are declared ineligible for student teaching have the right to appeal the decision via a letter to the Field Experience Advisory Committee.

Student teaching may be deferred or denied by the dean upon the recommendation of the Field Experience Advisory Committee of the College of Education and Allied Professions.

## International Teacher Education Programs

The College of Education and Allied Professions offers interested education majors an opportunity to complete the educational component of student teaching in an international setting.

Selected individuals will be placed in an international school in Rio de Janeiro, Brazil, or Montreal, Canada, for a 10-week student teaching program. Student teaching abroad enables individuals to understand aspects of another country and their ramifications on the western world.

Interested students should direct initial inquiries to the Office of Field Experiences, 318 Education Building.

## Majors/Minors/Content/Endorsements Area Requirements

Following is an alphabetical listing of the majors/minors/endorsements available in the College of Education and Allied Professions. Offerings in the School of Health, Physical Education and Recreation and in the Department of Home Economics are grouped by unit with selective cross-referencing in this list. *Degree requirements for any of the majors and minors must also include the specified general education requirements; those majors and minors leading to Ohio teacher certification must be accompanied by specified professional education course work as well.* The course work indicated has been approved by the College of Education and Allied Professions. In the case of teacher certification programs, all the course work specified—general education, professional education, major/minor content requirements—is pending approval by the Ohio Department of Education and consequently is subject to revision. (New teacher certification requirements will be effective July 1, 1987, and final approval of the revised certification programs described herein has not been received prior to the printing of this catalog.)

Checksheets indicating all required course work (content, professional, general) for each major and/or minor are available in the Program Advisement and Teacher Certification Office, 365 Education Building. These checksheets also indicate College retention requirements and, when appropriate, student teaching eligibility requirements, program area admission/retention requirements, and certification eligibility requirements.

## American Studies

214 University Hall, 372-8110

**Major (Option I)** (does not lead to certification)

(51-60 hours)  
AMST 200 and 400 (6)  
HIST 205 and 206 (6)  
ENG 266 and 267 (6)

Select nine hours: ART 441, ART 442, PHIL 315, PHIL 415 (9)  
 Select three hours: POLS 201, 301, 304, 331, 341, 345, 346, 347, 416, 417, 418, 421, 422, 430, 440 (3)  
 Select one: SOC 101; GEOG 225, 230, 350 (3)  
 Select one of these if SOC 101 selected above: SOC 231, 311, 315, 316, 418 (3)  
 Select one of these if GEOG 225, 230 or 350 selected above: GEOG 325, 326, 333, 335, 337, 351, 402, 425, 426, 436, 451 (3)  
 Electives in specialization, chosen in consultation with adviser and meeting certification requirements (15-24)

**Major (Option II)** (does not lead to certification) (55-60 hours)  
 AMST 200, 400 (6)  
 HIST 205 and 206 (6)  
 SOC 101 (3)  
 ENG 266 and 267 (6)  
 Select 9 hours from this group: PHIL 415, PHIL 315, ART 441, ART 442 (9)  
 Select 3 hours from this group: POLS 201, 301, 304, 331, 341, 345, 346, 347, 416, 417, 418, 421, 422, 430, 440 (3)  
 Select 3 hours: SOC 231, 311, 315, 316, 418 (3)  
 History and English concentration, chosen in consultation with adviser and certification requirements (24)

**Other programs**  
 Programs in American Studies also are available through the College of Arts and Sciences.

## Art

116 Fine Arts Building, 372-2786  
**Major** (meets special certification, kindergarten-twelfth grade) (50 hours)  
 ART 102, 103, 112, 145, 146, 205 (18)  
 ART 211 or 212 or 213 (3)  
 Select two of these: ART 261, 263, 267, 320 or 321, 265 or 365 (6)  
 Select two of these: ART 325, 371 or 373; 277 (6)  
 ART history elective (3)  
 ART electives (8)  
 ART sequence study in one area (6)  
 In addition to the aforementioned courses offered by the School of Art, art education majors must include SOC 101, PHIL 204 and a POPC elective in the general education portion of their programs.  
**Minor** (does not lead to certification) (24 hours)  
 ART 102, 103, 112, 145, 146, 205 (18); select one of these-ART 261, 263, 267, 320, 321, 265, 365 (3); select one of these-ART 211, 212, 213, 325, 371, 373, 277 (3).

**Other programs**  
 Programs in art also are offered by the College of Arts and Sciences and its School of Art.

## Astronomy

365 Education Building, 372-7372  
**Endorsement** (leads to a strong background in astronomy, but does not lead to teacher certification) (8-9 hours)  
 ASTR 201 (3)  
 Two of these courses-ASTR 212, 305, 307, 403, 321 (5-6)  
**Other programs**  
 Programs in astronomy also are available through the College of Arts and Sciences.

## Athletic coaching

See School of Health, Physical Education, and Recreation, page 102

## Athletic training

See School of Health, Physical Education, and Recreation, page 102

## Biological sciences

365 Education Building, 372-7372

**Major** (34-38 hours)  
 BIOL 204, 205, 301, 350, 352, 451 (21)  
 CHEM 116 or 308/309 (4)  
 BIOL 313 or 343 (3-4)  
 Select one: BIOL 332, 407, 411, 417, 431, 443 (3-5)  
 Select one: BIOL 313, 321, 322, 343, 405, 409, 410, 414, 415, 416, 420, 422, 424, 425, 434, 435, 472, 473, 474, 476, 477 (3-4)

**Other programs**  
 Programs in biological sciences are also offered through the College of Arts and Sciences.

## Business Education

242 Business Administration Building, 372-2901

**Major**-Comprehensive business education (60 hours)  
 BUSE 101, 321, 210, 202, 240, 302, 335, 455 (24)  
 ACCT 221, BA 203, ECON 202, LEGS 301 (12)  
 MGMT 305, MKT 300, MIS 200 (9)  
 Select one: ACCT 222, ECON 203, LEGS 302 (3)  
 Select 12 hours from MKT 402, 410, 430, 436; ECON 302, 303, 304, 311; MGMT 361; FIN 300; BUSE 311, 401; CS elective; MIS elective (12)  
 Upon graduation a student is eligible for vocational certification and is certified to teach business education in grades 7 and 8 and bookkeeping/basic business and typing in grades 9-12. Careful selection of the 12 hours of business electives could also lead to certification in economics, information processing, sales communication or stenography. Students must follow the checksheet given to them; the checksheet indicates the business electives that must be selected to qualify for one or more of the additional areas of certification indicated above.

**Minor**-bookkeeping and basic business (30 hours)  
 ACCT 221 and 222 (6)  
 BUSE 240, 321 and 335 (9)  
 MKT 300 and LEGS 301 (6)  
 ECON 202 and 203 (6)  
 Elective in ACCT, LEGS, ECON, MKT, MGMT (3)

**Minor**-sales communication (30 hours)  
 BUSE 240 and 321 (6)  
 BA 203 (3)  
 MKT 300, 402, 403, 410 (12)  
 ECON 202 and MGMT 305 (6)  
 Approved elective in ACCT, ECON, MKT, MGMT, LEGS (3)

**Minor**-stenography and typing (23 hours)  
 BUSE 210, 202, 302, 311, 321, 335, 401, 455 (24)  
 BA 203 (3)  
 Elective selected from ECON, MKT, MGMT, LEGS (3)

## Chemistry

365 Education Building, 372-7372

**Major** (33 hours)  
 CHEM 125, 126 (10) or CHEM 135, 136 (10)  
 CHEM 201 (for those having taken CHEM 125, 126) (3)  
 CHEM 341 and 342 (10)  
 CHEM 352 (3) or CHEM 405 (3-4)  
 CHEM electives selected from CHEM 321, 442, 413, 463, 308/309, 406, 407, 408, 445 (6-10)

**Other programs**  
 Programs in chemistry also are offered through the College of Arts and Sciences.

## Child and Family Development

See Department of Home Economics, page 95.

## Communications

365 Education Building, 372-7372

**Major** (62-65 hours plus EDCI 420 and 359)  
 IPCO 102 and 306 (6)  
 ENG 201 or 205 and 206 (4)  
 ENG 301 and 380 (7)  
 IPCO 203, 204 and 205 (9)  
 JOUR 103 and 414 (6)  
 JOUR 300 or 301 (3)  
 Select two, one of which must be ENG 266 or 267; ENG 264, 265, 266, 267 (6)

In addition to the 41 hours specified above, TWO areas of concentration of 9-12 hours each must be completed. The areas of concentration from which a student may choose are English, speech and journalism. Students must follow the checksheet given to them; the checksheet indicates the courses appropriate for the areas of concentration. Upon graduation, a student is certified to teach communications in grades 7 and 8 and the two areas of concentration selected in grades 9-12.

## Computer Science

365 Education Building, 372-7372

**Major** (30 hours)  
 CS 101, 201, 202, 205, 305, 306, 307 (21)  
 Two CS electives at the 400 level, excluding CS 490 (6)  
 PHIL 344 or SOC 320 (3)  
 MATH 131 and 222 (8)  
 MATH 247 or 313 (3)

Students electing this major will be designated pre-computer science and will not be permitted to declare a computer science major until after completing CS 101, CS 201, CS 205, MATH 131 or 222, and ENG 112 with satisfactory grades. See the College of Education and Allied Professions for details.

Students with a minor or joint major in MATH need not complete the listed MATH courses.

**Other programs**  
 Programs in computer science are also offered through the College of Arts and Sciences.

## Dance

See School of Health, Physical Education and Recreation, page 98.



## Developmentally Handicapped

451 Education Building, 372-7293.

**Major** (meets special certification for teaching the developmentally handicapped child, K-12. See full admission, retention and student teaching eligibility requirements, page 86.) The following four-year plan indicates all the general education, curriculum content, specialization, course work and professional education course work specifically required for graduation as a developmentally handicapped major. The four-year plan indicates one way the course work can be sequenced.

*First year* (31 hours)

ENG 112 (3)

SOC 101 (3)

PEG 100 (2)

Humanities/arts elective (2-3)

Math/science elective (3-4)

Approved science elective (3-4)

IPCO 102 (3)

GEOG 121, 122 or 230 (3)

Approved general education electives (6)

HIST 151, 152, 205, 206 or 180 (3)

*Second year* (30 hours)

PSYC 201 (4)

EDFI 302 (3)

Literature elective (3)

EDCI 202 or EDFI 202 (2)

MATH 241 (3)

EDSE 431 (3)

CDIS 223, 451 or 471 (3-4)

MATH elective (3)

MUED 248 or ARTE 482 (2)

One of the following: EDSE 421, 456, 459;

PSYC 405; SOC 341; ARTT 230; EDCI 365 (3)

*Third year* (33 hours)

EDSE 451 (3)

PEP 433 (3)

ENG 342 or 343 (3)

HED 346 (3)

EDCI 349 (3)

EDSE 433, 437, 454, 457, 484 (15)

EDFI 402 or 429 (3)

*Fourth year* (31 hours)

EDSE 447 and 443 (4)

EDSE 448 and 443 (4)

EDSE 453 and 443 (4)

EDSE 442 (3)

EDAS 409 (3)

EDFI 408 (3)

EDSE 492/497 (10)

A special dual certification program is in the process of being developed for students desiring certification in developmentally handicapped and elementary education. Requirements for the dual certification will be available in 365 Education Building if/when the program is approved by the State Board of Education.

Certification in an additional area(s) of special education is also possible.

Requirements are available in 365 and 451 Education Building.

## Dietetics

See Department of Home Economics, page 96.

## Driver Education

See School of Health, Physical Education, and Recreation, page 98.

## Early Childhood Education

See Department of Home Economics, page 94.

## Earth Science

365 Education Building, 372-7372

**Major** (31 hours)

GEOG 104, 105 (8)

GEOG 125, 213 (6)

GEOG 304, 306 (8)

GEOG 493 (6)

Select one: GEOG 305, 310 or 322 (3-4)

## Economics

455 Education Building, 372-7407

**Major** (30 hours)

ECON 202, 203, 302 (9)

ECON 303 or 311 (3)

ECON electives (18)

**Other programs**

Programs in economics also are offered through the College of Arts and Sciences and the College of Business Administration.

## Elementary Education

365 Education Building, 372-7372

**Major** (meets elementary education, certification, grades 1-8) See full admission, retention and student teaching eligibility requirements on page 92.

The elementary program requires completion of course work in four areas—general education, professional education, curriculum content and an area of concentration. All elementary education majors must complete specifically designated courses to fulfill the general education, professional education and curriculum content aspects of the program. They may, however, choose the area of concentration from the areas of concentration indicated on the elementary checklist, available in 365 Education Building.

(The following four-year plan indicates all of the general education, curriculum content, and professional education course work specifically required for graduation as an elementary education major. The four-year plan indicates one way this course work and the area of concentration can be sequenced.)

*First year* (32 hours)

ENG 112 (3)

PEG 100 (2)

GEOG 121 or 122 (3)

IPCO 102 (3)

BIOL 101 or 104 (3-4)

ART 101 or MUCH 101 (2-3)

HIST 151, 152, 205 or 206 (3)

PSYC 201 (4)

ECON 100, 200, 202, 203 or POLS 101, 201, 250, 271 (3)

GEOG 100, 101 or 104 (3-4)

Area of concentration (3)

*Second year* (33 hours)

EDCI/FI 202 (2)

PHYS 100 or 104 (2-3)

Literature elective (3)

ETHN 101, 220, foreign language, SOC 231 or

GEOG 230 (3)

MATH 241 (3)

CHEM 100, 104 or 115 (2-4)

EDFI 302 (3)

EDCI 349 (3)

MATH 242 (3)

Area of concentration (9)

*Third year* (35 hours)

HED 346 (3)

ENG 342 (3)

MUED 248 (3)

PEP 342 (3)

ARTE 343 (3)

EDCI 350, 351, 352, 353, 355, 356 (18)

Area of concentration (2-3)

*Fourth year* (33 hours)

EDFI 402 (3)

EDFI 408 (3)

CDIS 471 (3)

EDSE 311 (2)

EDAS 409 (3)

EDCI 365 (3)

EDCI 492 (10)

Area of concentration (6)

Completion of EDCI 357, HOEC 224, EDCI 348, EDFI 342 or PSYC 303 or HOEC 321 and student teaching or methods field experience in a kindergarten, first, second or third grade setting will meet certification for K-3 certification as well as K-8 certification.

If an elementary education major also desires developmentally handicapped, specific learning disabled or severe behavior handicapped certification, a special dual certification is in the process of being developed. Requirements for the dual certification program will be available in 365 Education Building if/when the program is approved by the State Board of Education.

## English

216 University Hall, 372-2576

**Major** (39 hours beyond English 112, plus EDCI 420)

*Group I*

Select one: ENG 201 (or 205 or 206) (4) ENG 190 (1)

*Group II*

ENG 301, 343 (6)

Select one: ENG 261 or 306 (3)

Select two (at least one must be ENG 266 or 267): ENG 264, 265, 266, 267 (6)

Select one: ENG 320, 323, 325, 330, 333, 335 (3)

Select one: ENG 300 or if topic is appropriate, 423, 470 or 480 (3)

Students are urged to take also at least one British literature course (other than Shakespeare). A second major author course is also recommended.

*Group III*

ENG 380\*\*, 381\*\*, 483 (10)

Select one: ENG 481 or 482 or 484 (3)

ENG 207, 208, 251 and 388 are also recommended.

\*\*Prerequisites for EDCI 371. Students should also complete Groups I and II before taking EDCI 371.

**Minor** (29 hours of English beyond ENG 112 plus EDCI 420)

**Group I**

Select one: ENG 201 or (205 or 206) (4)  
ENG 190 is also recommended.

**Group II**

ENG 301 (3)

Select one: ENG 261 or 306 (3)

Select two: ENG 264, 265, 266 or 267 (6) (at least one must be ENG 266 or 267)

Select one: ENG 320, 323, 325, 330, 333 or 335 (3)

ENG 300 and 343 are also recommended.

**Group III**

ENG 380, 381, 483 (10)

One of the following courses is also recommended - ENG 207, 208, 251, 388, 481, 482, 484.

**Environmental Education**

562 Education Building, 372-7339

**Minor** (does not lead to certification) (21-22 hours)

BIOL 101 (3)

Select two of these-EDFI 415, 490, 416 (6)

Select 12 hours from BIOL 104, GEOG 331, GEOG 442, HIST 338, ECON 435, POLS 335, POLS 336, PHIL 332, ENVR 421 (12-13)

**Environmental Science**

365 Education Building, 372-7372

**Major** (60 hours)

BIOL 204, 205 and 350 (13)

Select 12 hours from BIOL 301, 313, 354, 420, 422, 425, 451, 472 (12)

In addition to the 25 hours specified above, one 35-hour area of concentration must be completed. The areas of concentration from which a student may choose are chemistry, earth science or physics. Students must follow the checksheet given them; the checksheet indicates the courses appropriate for the areas of concentration. Upon graduation a student is certified to teach science in grades 7 and 8 and biology, general science and the area of concentration selected in grades 9-12.

**Other programs**

Environmental programs are also offered through the College of Arts and Sciences and the College of Health and Human Services. Contact the Center for Environmental Programs, 124 Hayes Hall, for additional information.

**French**

314 or 365 Education Building, 372-7372

**Major** (meets special certification in French, kindergarten-twelfth grade provided appropriate professional course work is also completed.) (31 hours of French beyond 202 )

FREN 351, 352, 353, 361, 362, 371, 372 (21)

FREN electives at 400-level (10)

**Other programs**

Programs in French also are available through the College of Arts and Sciences.

**Geography**

455 Education Building, 372-7407

**Major** (30 hours)

Select two from this group: GEOG 125, 126, 127, 213, 404, 405, 427, 433, 460, 471 (6)

Select two from this group: GEOG 225, 230, 337, 325, 327, 326, 331, 333, 334, 335, 402, 425, 426, 436, 442, 451, 452 (6)

Select two from this group: GEOG 341, 342, 343, 344, 345, 346, 347, 349, 350, 351 (4-6)

Geography electives (12-15)

**Other programs**

Programs in geography also are offered through the College of Arts and Sciences.

**German**

365 Education Building, 372-7372

**Major** (meets special certification in German, kindergarten-twelfth grade provided appropriate professional education course work is also completed.) (31 hours of German beyond 202)

GERM 317, 318, 417 (9)

Select two: GERM 315, 316, 480 (Contemporary Austrian Life) (6)

GERM 311 or 313 (3)

GERM 491 (Senior Project) (2)

GERM electives beyond 202 (GERM 260 and 360 may not be counted toward the major) (11)

**Other programs**

Other programs in German also are available through the College of Arts and Sciences.

**Health**

See School of Health, Physical Education, and Recreation, page 98.

**Hearing Impaired**

451 Education Building, 372-7293

**Major** (meets special certification for teaching the hearing handicapped child, K-12. See full admission, retention and student teaching eligibility requirements, page 94. The following four-year plan indicates all of the general education, curriculum content, specialization course work and professional education course work specifically required for graduation as a hearing impaired major. The four-year plan indicates one way the course work can be sequenced.)

*First year* (32 hours)

SOC 101 (3)

BIOL 100 or 104 (3-4)

PEG 100 (2)

Science elective (3)

PHIL 102 or 103 (3)

IPCO 102 (3)

ENG 112 (3)

PSYC 201 (4)

ECON 100, 200 or 202 (3)

EDCI/FI 202 (2)

Approved literature elective (3)

*Second year* (37 hours)

EDSE 431 and 451 (6)

CDIS 301 (3)

HED 346 (3)

MUED 248 (3)

MATH 241 (3)

EDCI 349 (3)

PEP 230 (3)

SOC 231 (3)

ENG 380 or CDIS 451 (4)

EDFI 302 (3)

Science elective (3)

*Third year* (36 hours)

EDSE 442 (3)

EDFI 402 or 429 (3)

EDFI 408 (3)

CDIS 361 (3)

EDSE 461 and 462 (6)

EDSE 464 and 466 (6)

ARTE 482 (3)

ENG 342 (3)

Two from EDSE 459, EDSE 460, PSYC 324 (6)

*Fourth year* (35 hours)

EDSE 463 and 465 (6)

EDAS 409 (3)

EDSE 492/497 (10)

EDSE 457 and 467 (6)

CDIS 461 (4)

EDCI 365 (3)

PEP 433 (3)

**History**

455 Education Building, 372-7407

**Major**

(33 hours)

HIST 205, 206, 480 (9)

Select one: HIST 151, 152 or 180 (3)

Select one: HIST 301, 302, 303, 306, 307, 320, 323, 325, 326, 338, 419, 421, 422, 425, 426, 427, 428, 429, 430, 433, 436, 437 (3)

Select one: HIST 357, 363, 367, 377, 415, 444, 448, 454, 458, 459, 464, 469, 470, 471 (3)

Select one: HIST 304, 305, 309, 310, 311, 315, 316, 340, 360, 381, 382, 386, 401, 411, 413, 414, 441, 442, 462, 483, 486 (3)

HIST electives, at least three of which must be at 400 level (12)

**Other programs**

Programs in history are also offered through the College of Arts and Sciences.

**Home Economics**

See Department of Home Economics, page 93.

**Industrial Education and Technology**

See College of Technology, page 139.

**International Studies**

455 Education Building, 372-7407

**Major** (does not lead to certification) (66 hours)

HIST 152, 454; 205 and 206 OR 437 and 438 (12)

ECON 202, 203, 351 (9)

POLS 201, 301, 371, 372 (12)

SOC 101, 201, 231 (9)

GEOG 452; 121 and 122 OR 230 (6-9)

Social science electives (11-12)

Modern foreign language beyond 202 (6)

**Other programs**

A program in international studies also is offered by the College of Arts and Sciences.

**Journalism**

365 Education Building, 372-7372

**Major** (31 hours)

JOUR 103, 300, 414 (9)

JOUR 206, 303, 304, 330, 331, 340, 404 (21)

JOUR 412 (1-3)

**Other programs**

Other programs in journalism are offered through the School of Mass Communication in the College of Arts and Sciences.

## Latin

365 Education Building, 372-7372

### Major

(31 hours beyond 202)  
Courses in LAT beyond 202 (31) (Included may be LAT 480, 481, 485 and a maximum of 6 hours of Greek)

### Other programs

Programs in Latin also are offered by the College of Arts and Sciences.

## Librarian

See Media Specialist, this page.

## Marketing Education

250 Business Administration Building,  
372-8039

### Major

(45 hours)  
BUSE 101 and 240 (6)  
BA 203 (3)  
ECON 202 (3)  
MKT 300, 402, 410, 430 (12)  
BUSE 321 or MIS 200 (3)  
ACCT 221 or 325 (3)  
MGMT 300 or 305 (3)

Select 12-13 hours of electives from the 44 courses specified on checksheet available in 365 Ed. Bldg. (12-13)

## Mathematics

365 Education Building, 372-7372

### Major

(35 hours)  
MATH 131, 232, 233, 322, 332, 339, 421, 441 (29)  
MATH elective at 300/400 level, excluding 395, 414, 490, 495 (3)  
MATH 402 or 405 (3)

### Minor

(31 hours)  
MATH 131, 232, 332, 339 (16)  
MATH 402 or 405 (3)  
MATH elective at 300/400 level (excluding 395, 414, 490, 495) (3)  
Select three: MATH 226, 233, 247, 311, 322 (9)

### Other programs

Programs in mathematics also are offered by the College of Arts and Sciences.

## Media Specialist/ Librarian

216 Hayes Hall, 372-2461

### Major (meets special certification, kindergarten-twelfth grade in educational media/library)

(30 hours)  
LEM 203, 403, 407, 408, 411, 428, 430, 450 (24)  
ENG 342 or 343 (3)  
LEM 405, 438, 441 or 445 (3)

### Minor (30 hours)

LEM 203, 403, 407, 408, 411, 428, 430, 450, 491 (27)  
LEM 405, 438, 441, 445, ENG 342 or 343 (3)

**Endorsement** (meets certification requirements for having an endorsement in library/educational media added to any standard teaching certificate) (24 hours)  
LEM 203, 403, 407, 408, 411, 450, 491 (21)  
ENG 342 (3)

Admission to the LEM major/minor/endorsement must be processed through the PATCO, 365 Educ. Bldg.

## Multihandicapped

451 Education Building, 372-7293

**Major** (meets special certification for teaching the multihandicapped child, K-12. See full admission, retention and student teaching eligibility requirements, page 93. The following four-year plan indicates all of the general education, curriculum content, specialization course work and professional education course work specifically required for graduation as a multihandicapped major. The four-year plan indicates one way the course work can be sequenced.)

### First year (31 hours)

ENG 112 (3)  
SOC 101 (3)  
PEG 100 (2)  
Humanities/arts elective (2,3)  
Math/science elective (3,4)  
Approved science elective (3,4)  
IPCO 102 (3)  
GEOG 121, 122 or 230 (3)

### Second year (30 hours)

PSYC 201 (4)  
EDFI 302 (3)  
Literature elective (3)  
EDCI 202 or EDFI 202 (3)  
MATH 241 (3)  
EDSE 431 (3)  
CDIS 233, 451 or 471 (3-4)  
Math elective (3)  
MUED 248 or ARTE 482 (3)  
One of the following: EDSE 421, 456, 459; PSYC 405, SOC 341, ARTT 230, EDCI 365 (3)

### Third year (33 hours)

EDSE 451 (3)  
PEP 433 (3)  
ENG 342 or 343 (3)  
HED 346 (3)  
EDCI 349 (3)  
EDSE 437 (3)  
EDFI 402 or 429 (3)  
EDSE 433, 454, 457, 484 (12)

### Fourth year (31 hours)

EDSE 440 and 443 (4)  
EDSE 445 and 443 (4)  
EDSE 470 and 443 (4)  
EDSE 442 (3)  
EDAS 409 (3)  
EDFI 408 (3)  
EDSE 492/497 (10)

Certification in an additional area(s) of special education is also possible. Requirements are available in 365 and 451 Education Building.

## Music

1031 Musical Arts Building, 372-2181

**Major** (see College of Musical Arts, page 117) All prospective music minors must complete the music entrance examinations (see College of Musical Arts)

### Minor-secondary instrumental (31-32 hours)

MUCH 131, 132, 231 (11)  
MUCH 141, 142 (4)  
MUED 150, 151 or 154 (1-2)  
MUSP major instrument (3)  
MUSP 305 and 306 (4)  
MUED 340 (6)  
MUSP large ensembles (2)

### Minor-secondary vocal (31-32 hours)

MUCH 131, 132, 232 (10)  
MUCH 141, 142 (4)  
MUED 150, 151 or 154 (1-2)  
MUED 170, 177 or studio voice (4)  
MUSP 305, 306 (4)  
MUED 340 (6)  
MUSP large ensembles (2)

### Other programs

Programs in music also are offered by the College of Musical Arts and College of Arts and Sciences.

## Philosophy

365 Education Building, 372-7372

### Minor (does not lead to teacher certification)

(25 hours)  
PHIL 101, 103, 490 (7)  
EDFI 408 (3)  
PHIL electives (6)  
Select one: PHIL 318, 245, 325, 327, 332, 342, 425 (3)  
Select one: PHIL 102, 204, 107 (3)  
Select one: PHIL 211, 311, 212, 313 (3)

The following endorsements lead to a strong background in philosophy, but do not lead to teacher certification:

### Endorsement-teaching courses in philosophy (15 hours)

PHIL 101, 103, 490 (9)  
PHIL 102, 107 or 204 (3)  
EDFI 408 (3)

### Endorsement-Philosophy as a supplement to major field of study (15 hours)

PHIL 101, 103 (6)  
EDFI 408 (3)  
PHIL electives (6)

### Other programs

Other programs in philosophy also are offered through the College of Arts and Sciences.

## Physical Education

See School of Health, Physical Education, and Recreation, page 99.

## Physics

365 Education Building, 372-7372

### Major (33 hours)

PHYS 211 and 212 (10)  
PHYS 301, 305, 313 (5)  
PHYS 303 and 307 (6)  
MATH 232 (5)  
PHYS electives at 300/400 level (7)

**Other programs**

Programs in physics also are offered through the College of Arts and Sciences.

**Political Science**

455 Education Building, 372-7407

**Major** (30 hours)

POLS 101, 201, 331, 416 (12)

Select two: POLS 345, 346, 342, 440, 443 (6)

Select two: POLS 351, 354, 355, 361, 366, 368, 458, 462 (6)

Select one: POLS 272, 460, 473, 475 (3)

Select one: POLS 301, 221, 422, 423, 459 (3)

**Other programs**

Programs in political science also are offered by the College of Arts and Sciences.

**Psychology/Sociology**

365 Education Building, 372-7372

**Major** (37-38 hours)

PSYC 201 (4)

SOC 101, 202 (6)

Select three: PSYC 303, 307, 405, 460 (9)

Select three: SOC 231, 312, 342, 361 (9)

Select either option A or option B (9-10)

*Option A*—PSYC 270, PSYC 290, SOC 301 (10)

*Option B*—SOC 369, SOC 370, PSYC 311 (9)

**Other programs**

Programs in psychology and sociology are also offered by the College of Arts and Sciences.

**Reading and Language Arts**

365 Education Building, 372-7372

**Minor** (does not lead to teacher certification)

(26-27 hours)

EDCI 355, 356, 359, 365, 420 (15)

ENG 291 and 342 (6)

Select two - LEM 441, THEA 340, THEA W395 and ENG 442 (5-6)

**Recreation**

See School of Health, Physical Education and Recreation, page 100.

**Restaurant Management**

See Department of Home Economics, page 96.

**Russian**

365 Education Building, 372-7372

**Major** (meets special certification, kindergarten-twelfth grade in Russian provided appropriate professional education course work is also completed)

(29 hours beyond 202)

RUSN 317, 318, 417 (9)

RUSN 319, 320 (4)

RUSN 401, 480 (readings in literature) (6)

RUSN electives beyond 202 (10)

**Other programs**

Programs in Russian also are offered by the College of Arts and Sciences.

**Science Comprehensive**

365 Education Building, 372-7372

**Major** (60 hours)

GEOL 104, 105 (8)

GEOG 125 or 213 (3)

CHEM 125, 126 OR 135, 136 (10)

BIOL 204, 205 (10)

PHYS 201, 202 OR 211, 212 (10)

In addition to the 41 hours specified above, TWO areas of concentration of 9/10 hours each must be completed. The areas of concentration from which a student may choose are biology, earth science, chemistry, physics. Students must follow the checksheet given them; the checksheet indicates the courses appropriate for the areas of concentration. Upon graduation a student is certified to teach science in grades 7 and 8 and the areas of concentration selected in grades 9-12.

**Minor** (general science) (34-37 hours)

BIOL 204, 205 (10)

PHYS 201, 202 OR 211, 212, 301 (10-13)

CHEM 125, 126 OR 135, 136 (10)

GEOL 104 (4)

**Secondary Education**

365 Education Building, 372-7372

**Major** (Biology, Chemistry, Communications, Computer Science, Earth Science, Economics, English, Environmental Science, Geography, History, Journalism, Mathematics, Physics, Political Science, Psychology/Sociology, Science Comprehensive, Social Studies.) See individual heading for course work leading to certification in the above areas.

During the senior year, students are enrolled in the Secondary Professional Semester (SPS) which involves the following courses; EDSE 311, EDCI 360, one of the following advanced methods courses; (EDCI 371, 372, 374, 375, 376 or 378) and student teaching EDCI 497. During the first six weeks students spend three days on campus enrolled in the professional education courses and two days in the schools where their student teaching experience will be completed the last ten weeks of the semester. In addition, during one of the first six weeks students will participate in an outdoor education program at Camp Storer, Jackson, Michigan.

**Severe Behavior Handicapped**

451 Education Building, 372-7293

**Major** (meets special certification for teaching the severe behavior handicapped child K-12. See full admission, retention and student teaching eligibility requirements, page 86. The following four-year plan indicates all of the general education, curriculum content, professional education, and specialization course work specifically required for graduation as a severe behavior handicapped major. The four-year plan indicates one way the course work can be sequenced.

*First year* (31 hours)

ENG 112 (3)

SOC 101 (3)

PEG 100 (2)

Humanities/arts elective (2-3)

Math/science elective (3-4)

Approved science elective (3-4)

IPCO 102 (3)

GEOG 121, 122 or 230 (3)

Approved general education electives (6)

HIST 151, 152, 205, 206 or 180 (3)

*Second year* (30 hours)

PSYC 201 (4)

EDFI 302 (3)

Literature elective (3)

EDCI 202 or EDFI 202 (2)

MATH 241 (3)

EDSE 431 (3)

CDIS 223, 451 or 471 (3-4)

Math elective (3)

MUED 248 or ARTE 482 (3)

One of the following: EDSE 421, 456, 459;

PSYC 405; SOC 341; ARTT 230; EDCI 365 (3)

*Third year* (33 hours)

EDSE 451 (3)

PEP 433 (3)

ENG 342 or 343 (3)

HED 346 (3)

EDCI 349 (3)

EDSE 437 (3)

EDFI 402 or 429 (3)

EDSE 433, 454, 457, 484 (12)

*Fourth year* (31 hours)

EDSE 447 and 443 (4)

EDSE 448 and 443 (4)

EDSE 453 and 443 (4)

EDSE 442 (3)

EDAS 409 (3)

EDFI 408 (3)

EDSE 492/497 (10)

A special dual certification program is in the process of being developed for the student desiring certification in severe behavior handicapped and elementary education. Requirements for the dual certification program will be available in 365 Education Building if/when the program is approved by the State Board of Education.

Certification in an additional area(s) of special education is also possible. Requirements are available in 365 and 451 Education Building.

## Social Studies

455 Education Building, 372-7372

**Major** (60 hours)

SOC 101 and HIST 205 (6)

GEOG 230 (3)

ECON 202 or 203 (3)

POLS 101 (3)

In addition to the 15 hours specified above, TWO areas of concentration of 18-19 hours each must be completed. The areas of concentration from which a student may choose are history, geography, political science, sociology/psychology. In addition, 8-9 hours of additional social science must be completed OUTSIDE the areas of concentration for a minimum total of 60 semester hours.

Students must consult an assigned social studies adviser and follow the checklist given them. The checklist indicates the courses appropriate for the areas of concentration. Upon graduation a student is certified to teach social studies in grades 7 and 8 and the areas of concentration selected in grades 9-12.

## Spanish

365 Education Building, 372-7372

**Major** (meets special certification, kindergarten-twelfth grade provided appropriate professional education coursework is also completed) (31 hours beyond 202)

SPAN 351, 352, 367, 368, 371 (15)

SPAN 377 and 378 (6)

SPAN electives at 400-level (10)

### Other programs

Programs in Spanish also are offered by the College of Arts and Sciences.

## Special Education

See hearing impaired; developmentally handicapped; multihandicapped; severe behavior disorders; and specific learning disabilities. Also see adapted physical education in the School of Health, Physical Education and Recreation.

**Special Education Minor** (does not lead to certification) (14-15 hours)

EDSE 311 or 431 (2-3)

EDSE 451 or 454 (3)

Select 7 hours from this group - EDSE

421, 432, 437, 438, 440, 441, 442, 443, 445, 447, 448, 453, 456, 457, 461, 462, 463, 464, 465, 470 (7)

## Specific Learning Disabilities

451 Education Building, 372-7293

**Major** (Meets special certification for teaching the specific learning disabled child K-12. See full admission, retention and student teaching eligibility requirements, page 86. The following four-year plan indicates all of the general education, curriculum content, professional education and specialization course work specifically required for graduation as a specific learning disabilities major. The four-year plan indicates one way the course work can be sequenced.

*First year* (31 hours)

ENG 112 (3)

SOC 101 (3)

PEG 100 (2)

Humanities/arts elective (2-3)

Math/science elective (3-4)

Approved science elective (3-4)

IPCO 102 (3)

GEOG 121, 122 or 230 (3)

Approved general education electives (6)

HIST 151, 152, 205, 206 or 180 (3)

*Second year* (30 hours)

PSYC 201 (4)

EDFI 302 (3)

Literature elective (3)

EDCI 202 or EDFI 202 (2)

MATH 241 (3)

EDSE 431 (3)

CDIS 223, 451 or 471 (3-4)

Math elective (3)

MUED 248 or ARTE 482 (3)

One of the following: EDSE 421, 456, 459;

PSYC 405; SOC 341; ARTT 230; EDCI 365 (3)

*Third year* (33 hours)

EDSE 451 (3)

PEP 433 (3)

ENG 342 or 343 (3)

HED 346 (3)

EDCI 349 (3)

EDSE 437 (3)

EDFI 402 or 429 (3)

EDSE 433, 454, 457, 484 (12)

*Fourth year* (31 hours)

EDSE 447 and 443 (4)

EDSE 448 and 443 (4)

EDSE 453 and 443 (4)

EDSE 442 (3)

EDAS 409 (3)

EDFI 408 (3)

EDSE 492/497 (10)

A special dual certification program is in the process of being developed for the student desiring certification in specific learning disabilities and elementary education. Requirements for the dual certification program will be available in 365 Education Building if/when the program is approved by the State Board of Education.

Certification in an additional area(s) of special education is also possible. Requirements are available in 365 and 451 Education Building.

## Speech and Hearing Therapy

338 South Hall, 372-2515

**Major** (will meet pupil personnel certification for a school speech-language pathologist if the appropriate master's degree is also completed)

*First year* (32 hours)

BIOL 101 or 104 (3-4)

Science elective (3)

PEG 100 (2)

PSYC 201 (4)

ENG 112 (3)

IPCO 102 (3)

CDIS 223 and 224 (6)

EDCI 202 or EDFI 202 (2)

Science elective (3)

Social science elective (3)

*Second year* (40 hours)

EDFI 302 (3)

PSYC 270 and 305 (5)

IPCO 203 or 306 (3)

CDIS 301, 311, 351 (11)

THEA 340 (3)

ENG 342 and 380 (7)

Social science elective (3)

Literature elective (3)

Humanities/Arts Elec. (2-3)

*Third year* (35 hours)

EDSE 431 and 433 (6)

EDFI 402 or 429 (3)

EDFI 408 (3)

PSYC 303 or 304 (2-3)

LEM 301 (2)

CDIS 321, 331, 361, 401, 411, 421 (19)

*Fourth year* (37 hours)

EDCI 355 (3)

CDIS 497 (10)

EDSE 451 (3)

CDIS 341, 431, 461, 481 (13)

PSYC 405 (3)

EDAS 409 (3)

Cultural studies elective (2-3)

## Sport Management

See School of Health, Physical Education and Recreation, page 101

# College of Education Retention/Full Acceptance Requirements

Several programs in the College of Education and Allied Professions have established retention/full acceptance requirements in addition to those specified by the College on page 82. Following is an alphabetical listing of these program areas and the additionally specified requirements.

## Elementary Education and Early Childhood Education

All students desiring full acceptance to the elementary education program must meet specific admission criteria. Prospective elementary education majors will be assigned an elementary education adviser, given an elementary education checklist to follow and advised to take courses required in the elementary education major. They will, however, need to be fully admitted in the program before enrollment in EDCI 350, 351, 352, 353, 355 and 356 methods courses will be permitted.

### Prerequisites for Full Acceptance

1. Completion of the following courses with a grade of C or BETTER:

ENG 112  
IPCO 102  
EDCI/FI 202  
MATH 241

2. Proficiency in reading as demonstrated by either a score above the 40th percentile on a reading comprehension test OR satisfactory completion of EDCI 100.

3. Proficiency in written communication skills as demonstrated by the following:

*Spelling*—must pass test with 80% proficiency

*Grammar*—must pass test with 80% proficiency

*Writing*—an essay

The spelling, grammar and writing tests are given the third Saturday of fall and spring semesters and the second Saturday in June. It is recommended that these tests be taken EARLY in the sophomore year, immediately after the completion of ENG 112. Students must register to take the tests the first week of the semester in 529 Education Building and must check the bulletin board opposite the elevator on the first floor of the Education Building the beginning of the semester for the time/place of the tests.

Students who do not successfully complete the grammar and/or spelling test(s) must retake the test(s) in a subsequent semester. Students who do not successfully complete the writing test must enroll in ENG 207, 251 or 483. If a grade of B or better is received in one of these classes, the writing test will not need to be retaken; if a grade of C or lower is received, the test must be retaken. Unsuccessful completion of any test(s) the second time will result in denial of admission to the elementary program.

4. Possession of at least a 2.50 cumulative grade point average.

5. Current enrollment in or completion of EDFI 302. (Grade of C or better is ultimately required.)

6. Current enrollment in or completion of MATH 242. (Grade of C or better is ultimately required.)

Upon meeting these six criteria, a student must complete and return an Application for Full Admission. These application forms are available in 529 Education Building and must be returned there by the 10th class day of the semester in which the candidate wishes to have his/her eligibility determined. Applications received after the 10th day will not be reviewed/processed until the following semester. Since full admission to the program is required prior to enrollment in EDCI 350, 351, 352, 353, 355, 356, students must apply for admission no later than the second week of the semester PRECEDING the semester in which they plan to take methods courses. Applicants will be notified in writing of their acceptance/denial of full admission.

### Student Teaching Eligibility Requirements

1. Full acceptance into elementary program (this includes C or better in ENG 112, IPCO 102, EDCI/FI 202, MATH 241, MATH 242 and EDFI 302) and satisfactory completion of reading/writing/spelling/grammar tests.

2. 90 semester hours of college credits.

3. Completion of all methods courses (350, 351, 352, 353, 355 and 356) with a grade of C or better.

a. Methods courses must be taken at BGSU unless consent of Review Board is given. Methods courses must also be completed within the five-year period immediately preceding student teaching.

b. No methods course in elementary education (EDCI prefix) may be taken more than twice without the permission of the Review Board gained through the appeals procedure.

4. Application filed in the Office of Field Experiences, 318 Education Building, before the end of the first week of the semester that PRECEDES the student teaching semester.

5. Accumulative grade point average of 2.5 (with no incompletes in courses designated as student teaching prerequisites) at the end of the semester prior to student teaching.

Eligibility for student teaching can be revoked for reasons such as basic skills deficiency, poor interpersonal communication and unprofessional behavior by the written recommendation of two or more elementary teacher education faculty members, supported by the Candidacy Review Board.

### Foreign Language (French, German, Russian, and Spanish Education Majors)

To be fully admitted to one of the above foreign language programs a candidate must have a 2.5 accumulative grade point average, must have completed the 202 level of the language or equivalent, and must have completed a diagnostic test evaluating the four language skills of the candidate.

To be eligible for graduation and certification as a foreign language major a candidate must have a 2.5 accumulative grade point average, must have a 2.75 major point average, must demonstrate to the Foreign Language Education Committee that serious deficiencies indicated by the diagnostic test (if any) have been remedied, must show a minimum of one semester of study abroad in a country in which the language is spoken or acceptable equivalency, and must have successfully completed the state-mandated test.

### Industrial Technology

(see page 139)

### Physical Education

(see page 99)

### Secondary Education

Biology, Chemistry, Communications, Computer Science, Earth Science, Economics, English, Environmental Science, Geography, History, International Studies, Journalism, Mathematics, Physics, Political Science, Psychology/Sociology, Science Comprehensive, Social Studies majors

All students desiring full acceptance to one of the secondary education majors listed above must meet the following criteria:

1. Completion of a minimum of 60 semester hours.

2. Completion of the following courses with a grade of C or better.

ENG 112  
IPCO 102  
EDCI/EDFI 202

3. Attainment of a minimum BGSU GPA of 2.5.

4. Completion of minimum of 12 hours in the content for the teaching specialty with a minimum GPA of 2.2.

To be permitted to student teach, a secondary education major must meet the following student teaching eligibility requirements:

1. Full acceptance into the secondary education program.

2. Completion of 90 semester hours of University credits.

3. Completion of the following courses with a grade of C or better:

EDCI 370  
EDCI 37X (Content Methods Course)  
EDCI 360  
EDFI 302

4. No incompletes in courses that are prerequisites for student teaching.
5. Recommendations of content methods course instructor, clinical supervisor and cooperating teacher(s).
6. Attainment of a minimum GPA of 2.5.
7. Attainment of a minimum 2.2 in content specialty area.

In addition to meeting all of the course and hour requirements for graduation, all secondary education majors must meet the following additional graduation requirements:

1. Completion of all professional education courses with C or higher.
2. Attainment of a BGSU GPA of 2.5.
3. Satisfactory completion of the state-prescribed teacher test.

All appeals will be processed through the normal departmental and college processes.

## Special Education

(Developmentally Handicapped; Specific Learning Disabilities; Severe Behavior Handicapped; Multihandicapped; Hearing Impaired).

All students desiring full admission to a special education program must meet specific admission criteria. Prospective special education majors will be assigned a special education adviser, given a special education checklist to follow, and advised to take courses required in the special education major they are pursuing. They will, however, need to be fully admitted in the program before enrollment in EDSE methods courses will be permitted.

## Prerequisites for Full Acceptance

1. Completion of a minimum of 60 semester hours.
2. Completion of the following courses with a grade of C or better:  
ENG 112  
IPCO 102  
EDCI/EDFI 202
3. Possession of a minimum GPA of 2.5.
4. Proficiency in math, as demonstrated by a grade of C or better in MATH 241.
5. Completion of a minimum of 6 hours of special education (EDSE) course work selected from EDSE 431, 433, 451, 454 with at least a 2.5 in the EDSE courses.
6. Completion of or current enrollment in EDFI 302.

Students who have not met the above criteria upon attaining junior status (60 semester hours) will be labeled pre-education and will not be permitted to enroll in the following methods courses—EDSE 437, 440, 443, 447, 448, 453, 464, 465. Readmission to the program requires an adviser's signature on the appropriate form and completion of the above criteria.

## Student Teaching Eligibility Requirements

1. Full acceptance into EDSE program (this includes C or better in ENG 112, IPCO 102 and EDCI/EDFI 202) and satisfactory performance in course-related field and clinical experiences.
2. 90 semester hours of college credits.

3. Completion of EDFI 302.
4. Completion of EDSE 431, 433, 437, 440, 443, 447, 448, 451, 453, 464, 465 with grades of C or better.
  - a. Methods courses (EDSE 437, 440, 443, 447, 448, 453, 464, 465) must be taken at BGSU unless consent by the EDSE Department is given or unless the courses were taken at another institution prior to initial enrollment at BGSU.
  - b. No courses in special education (EDSE prefix) may be taken more than twice without approval gained through the EDSE departmental appeals procedure.
5. Application filed with the Office of Field Experiences no later than the end of the first week of the semester that PRE-CEDES the student teaching semester. It is strongly recommended, however, that the application be filed TWO SEMESTERS in advance.
6. An accumulative grade point average of 2.5 with no incompletes in prerequisite student teaching courses at the end of the semester prior to student teaching.
7. A 2.5 major point average (EDSE courses) at the end of the semester prior to student teaching.

Eligibility for student teaching can be revoked for reasons such as basic skills deficiency, poor interpersonal communication and unprofessional behavior by the written recommendation of two or more EDSE Faculty members, supported by the department appeals committee.

# Department of Home Economics

206 Johnston Hall, 372-2026

Degree programs offered by the Department of Home Economics address the several functions used by individuals in a family environment: clothing, shelter, nutrition, care of the elderly, development of young children, management of resources. Home economics is the only profession and field of study with the nucleus of the family as a social and economic institution. Degrees in home economics are offered through the Colleges of Education and Allied Professions, Arts and Sciences, and Health and Human Services. The department provides students with the opportunity to major or minor in foods and nutrition; home economics education; human development and family studies; resource management and consumer science; and textiles, clothing and interior design. There are 12 undergraduate majors, which are identified below by college and degree.

Individuals completing degree requirements within home economics must meet the general education requirements specified by the college in which the program is housed. Advisers are available within the department to meet with students and to discuss admission standards, degree requirements and employment opportunities related to each of the major programs.

## BACHELOR OF SCIENCE IN EDUCATION

### Teacher Certification Programs

(See introduction to College of Education and Allied Professions for general education requirements.)

#### Early Childhood Education

206 Johnston Hall, 372-2026

**Major** (meets pre-kindergarten, kindergarten and elementary certification requirements. This triple certification requires the completion of 160 semester hours, which will involve 10-11 semesters of full-time enrollment to complete. Also see full admission requirements page 85.)

*First year* (32 hours)

ENG 112 (3)  
PEG 100 (2)  
HIST 151, 152, 205 or 206 (3)  
BIOL 101 or 104 (3-4)  
GEOG 121 or 122 (3)  
IPCO 102 (3)  
ART 101 or MUCH 101 (3-4)  
GEOL 100, 101 or 104 (3-4)  
PSYC 201 (4)  
ECON 100, 200, 202, 203 or POLS 101, 201, 250, 271 (3)  
Area of concentration (3)

*Second year* (39 hours)

EDCI/FI 202 (2)  
PHYS 100 or 104 (3-2)  
Literature elective (3)  
Area of concentration (3)  
ETHN 101, 220, foreign language, SOC 231 or GEOG 230 (3)

*Third year* (50 hours)

MATH 241 and 242 (6)  
CHEM 100, 104 or 115 (2-4)  
EDFI 302 (3)  
EDCI 349 (3)  
Area of concentration (6)  
HOEC 224, 320 (6)

*Fourth year* (39 hours)

EDFI 402 (3)  
EDFI 408 (3)  
CDIS 471 (3)  
Area of concentration (6)  
EDSE 311 (2)  
EDAS 409 (3)  
EDCI 365 (3)  
EDCI 492 (10)  
HOEC 422, 423 (6)

#### Pre-Kindergarten Validation

(leads to pre-kindergarten validation for students who are majoring in or who hold a valid teaching certificate in kindergarten-primary, elementary, home economics or the special certificate for education of the handicapped.)  
(21 hours)  
HOEC 224, 320, 321, 322, 421, 422, 423

## Home Economics Education

206 Johnston Hall, 372-2026

### Major-homemaking and consumer education

The program options in home economics education are designed to prepare those who wish to teach home economics from junior high school through adult education. The curricula are designed to meet the educational requirements necessary for one or more of the certification options available in vocational homemaking and consumer education, child care services job training, community and home services job training, fabric services job training, food services job training, multi-area job training, and general home economics.

*First year* (34 hours)

CHEM 115, 116 (8)  
ENG 112 (3)  
HOEC 101, 103, and 105 (9)  
SOC 101 (3)  
IPCO 102 (3)  
PEG 100 (2)  
ART 101 (3)  
General education elective (3)

*Second year* (32 hours)

HOEC 202, 205, 210, 212, 250, 303 and 307 (21)  
PSYC 201 (4)  
Approved literature elective (3)  
EDFI 302 (3)  
EDCI/FI 202 (2)

*Third year* (30 hours)

HOEC 206, 311, 321, 322, 352, and 353 (18)  
ECON 200 (3)  
EDCI 360 (2)  
EDSE 311 (2)  
LEM 301 (2)  
Approved Science or Math elective (3)

*Fourth year* (33 hours)

HOEC 302, 354, 405 and 406 (12)  
EDFI 402 (3)  
HOEC 497 (10)  
EDAS 409 (3)  
EDFI 408 (3)  
Cultural studies elective (2-3)

A home economics education major with the preceding program may prepare for an additional certificate to teach job training in secondary vocational programs by completing the following additional course work. In addition to the course work specified, occupational work experience for three hours is also required.



**Child care services-job training**

32 hours)  
 HOEC 389 (3)  
 ENG 342 (3)  
 MGMT 305 or ACCT 325 (3)  
 PEP 342 (3)  
 HOEC 320, 421, 422, 423 (12)  
 HOEC 489, 224 (8)

**Community and home services-job training** (22 hours)

HOEC 389 (3)  
 HED 109 (3)  
 MGMT 305 or ACCT 325 (3)  
 HED 313 (3)  
 HOEC 335, 489 (10)

**Fabric services-job training** (30 hours)

HOEC 389, 489 (9)  
 HOEC 313, 404, 412, 414 and 417 (15)  
 ART 103 (3)  
 MGMT 305 or ACCT 325 (3)

**Food services-job training** (30 hours)

HOEC 389 (3)  
 HOEC 331, 333, 431 and 433 (12)  
 HOEC 230, 437, 335 (9)  
 DESN 104 (3)  
 MGMT 305 or ACCT 325 (3)

**Multi-area job training** (6 hours)

HOEC 389 (3)  
 MGMT 305 or ACCT 325 (3)

A home economics education major with the preceding program may also qualify for a pre-kindergarten validation by completing HOEC 224, 320, 421, 422, 423 (15).

**Minor** (meets high school certification provided appropriate professional education course work has also been completed) (40 hours)

HOEC 101, 105, 202, 205, 207, 210, 212, 250, 302, 303, 321, 352, and 405

**Minor** (non-certifiable) (24 hours)

HOEC 101, 103, 105, 205, 207-210, 303, 320

**Minor-Resource Management and Consumer Science** (non-certifiable)(24 hours)

HOEC 205, 311, 405, 480 (12)  
 Select 12 hours from HOEC 206, 406, 413, 415, 107, 408, 305; STAT 200; GEOG 325, 326; MGMT 305; ECON 200, 203, 202; SOWK 225, 322; POLS 330 (12)

# BACHELOR OF SCIENCE IN EDUCATION

## Other professional options

### Child and Family Development

206 Johnston Hall, 372-2026

The emphases of the program are on human development, social relationships and the family life cycle. Practical experience in the nursery school and other community facilities provides opportunities for supervised observation and field work with various age groups.

Possible careers include teaching in nursery schools or day care centers; working in government Headstart programs and community social services; working with youth groups, retirement homes, nursing homes and vocations in which a knowledge of human relationships is required. This program provides an option for pre-kindergarten certification. A foundation is provided for graduate study and for professional careers in which additional work is required, such as child and family counseling, and the administering of programs for families and children.

**Major—Option I** (general, non-certification)

*First year* (30 hours)

HOEC 105 (3)  
 ENG 112 (3)  
 PEG 100 (2)  
 IPCO 102 (3)  
 BIOL 104 (4)  
 SOC 101 (3)

Content specialty selections\* (9)  
 Elective (3)

*Second year* (31 hours)

HOEC 302 or 305 (3)  
 Approved humanities elective (2-3)  
 Content specialty selections\* (15)  
 PSYC 201 (4)

Approved social science electives (2-3)

Approved literature elective (3)  
 Approved science elective (2-3)

*Third year* (29 hours)

HOEC 321 and 407 (6)  
 Content specialty selections\* (9)  
 Electives (6)

Approved cultural studies electives (5)

Approved science elective (3)

*Fourth year* (32 hours)

Ten hours from HOEC 322, 389, 489 (10)  
 Content specialty selections\* (7)  
 Electives (15)

\*40 hours must be elected from these courses:

HOEC 120, 205, 207, 224, 305, 320, 328, 421, 422, 424, 425, 426, 427, 428, 429; PSYC 305, 306, 307, 403, 406; IPCO 306; SOC 202, 301, 341, 342; PHIL 319; BIOL 311; ARTT 230, 330; HOEC 107 or 408.

### Child care services

A child and family development major (option I) can prepare for a job training certificate in child care services by completing the following course work:

HOEC 250, 352 and 353 (9)  
 EDSE 431 (3)  
 ACCT 325 (3)  
 HOEC 497 (10)  
 PEP 342 (3)  
 HOEC 389 (3)  
 HOEC 489 (5)  
 ENG 342 (3)  
 EDFI 302, 402, 408 (9)  
 EDAS 409 (3)  
 LEM 301 (2)  
 EDCI/FI 202 (2)  
 EDCI 360 (2)

In addition, these courses must be selected/included in the 40 hours of content specialty: HOEC 224, 320, 322, 423, 421, 422.

**Minor** (does not lead to certification) (33 hours)

(Select 33 hours from the following group of 14 courses)

HOEC 105, 120, 205, 207, 302, 320, 321, 322, 389, 421, and 423

ENG 342

THEA 340

TECH 313

**Major—Option II** (meets pre-kindergarten certification, which prepares students to work with public or private preschool programs, day care or Head Start, as well as other agencies serving young children.)

*First year* (31-33 hours)

ART 101, MUCH 101 or PHIL 102 (2-3)  
 ENG 112 (3)  
 PEG 100 (2)

Approved social or behavioral science elective (2-3)

HOEC 105 and 123 (6)

BIOL 104 (4)

IPCO 102 (3)

SOC 101 (3)

Approved concentration courses (6)

*Second year* (32-33 hours)

PSYC 201 (4)

HOEC 224, 305 and 320 (9)

Approved natural science, mathematics or

computer science electives (5-6)

Approved concentration courses (6)

Approved literature elective (3)

EDCI 348 (3)

EDCI/FI 202 (2)

*Third year* (31-32 hours)

EDFI 302 (3)

HOEC 321, 322, 421 and 424 (11)

Approved cultural studies elective (2-3)

Approved concentration courses (9)

Approved general education electives (6)

*Fourth year* (31 hours)

HOEC 407, 422, 423 and 491 (19)

EDFI 408 and 429 (6)

EDSE 421 (3)

EDAS 409 (3)

## BACHELOR OF SCIENCE IN TECHNOLOGY

The Department of Home Economics offers two programs which leads to the Bachelor of Science in Technology degree. For information on other programs leading to the Bachelor of Science in Technology, see College of Technology. Also see page 9 for degree requirements.

### Dietetics

206 Johnston Hall, 372-2026

A student who completes the course work below will qualify for an internship or pre-planned work experience in an institution approved by the American Dietetic Association. Upon completion of this postgraduate training and passing an examination, the student will be eligible for membership in that professional association and for national registration.

#### First year (30 hours)

HOEC 100 (1)  
 BIOL 205 (5)  
 ENG 112 (3)  
 SOC 101 (3)  
 CHEM 125 and 126 (10)  
 HOEC 210 (3)  
 PEG 100 (2)  
 IPCO 102 (3)

#### Second year (33 hours)

BIOL 313 (4)  
 CHEM 306 and 308 (7)  
 MATH 115 or STAT 200 (3)  
 HOEC 212, 307 (6)  
 MIS 200, CS 100, CS 101 or 130 (3)  
 PSYC 201 (4)  
 Approved literature elective (2-3)  
 MATH 124 (4)

#### Third year (30 hours)

ECON 200 (3)  
 HOEC 331, 432, 436 and 303 (12)  
 MGMT 305 and 361 (6)  
 ACCT 325 (3)  
 BIOL 332 (3)  
 EDFI 302 (3)

#### Fourth year (29 hours)

SOC 231 (3)  
 HOEC 431, 433, 434, 435, and 480 (15)  
 Cultural studies elective (2)  
 Approved humanities elective (3)  
 HOEC 305 or 405 (3-4)  
 Choose 3 hours from: HOEC 326, 333, 389, 489; MRA 301; ENG 483; CHEM 201, 309; DESN 104; BIOL 350; FIN 200; LEGS 419, 421; or HOEC 107 (2)

A dietetics program also is offered in the College of Health and Human Services.

## Restaurant and Institutional Food Service Management

206 Johnston Hall, 372-2026

Students who complete this program are qualified to work in food production, sales, and service in institutions or restaurants at the management level. The flexibility of this program permits students to strengthen existing competencies in food science and food production management. Industrial experience is gained through supervised field experiences in a job related to the student's goals.

#### First year (31 hours)

BIOL 104 or 205 (4-5)  
 CHEM 100 or 115 (3-4)  
 HOEC 210 (3)  
 MATH 115 or STAT 200 or STAT 211 (3)  
 MATH 120, 124 or 131 (4-5)  
 SOC 101 (3)  
 IPCO 102 (3)  
 ENG 112 (3)  
 PEG 100 (2)  
 Cultural studies elective (3)

#### Second year (30 hours)

IPCO 203 (3)  
 ECON 200 (3)  
 DESN 104 (3)  
 Approved literature elective (3)  
 HOEC 207 (3)  
 PSYC 201 (4)  
 MIS 200 or CS 130 (3)  
 Cultural studies elective (2-3)  
 Humanities elective (3)  
 HOEC 230 (3)

#### Third year (30 hours)

ACCT 221 and 222 (6)  
 HOEC 331 and 333 (6)  
 MGMT 360 and 361 (6)  
 BA 203 (3)  
 Electives (3)  
 HOEC 335 (3)  
 LEGS 301 (3)

#### Fourth year (32 hours)

BIOL 313 (4)  
 HOEC 431, 433 and 480 (7-8)  
 Electives (13)  
 HOEC 489 recommended as an elective (5)  
 HOEC 437 (3)

## Home Economics Programs In Other Colleges

### COLLEGE OF ARTS AND SCIENCES

#### Bachelor of arts degree.

Five programs in home economics are available through the College of Arts and Sciences. These are planned professional programs in fashion merchandising and interior design; major programs in food science and nutrition, and textiles and clothing; and a general home economics major with a concentration in foods and nutrition or textiles and clothing. No minor is required for the two planned professional programs. Fashion merchandising students may choose the option to study at the Fashion Institute of Technology, New York, for a year during the junior or senior year. Programs must be planned with the adviser no later than the second year. After the second year students may participate in a supervised field experience during the summer or academic year. The following programs are available.

#### Fashion Merchandising

206 Home Economics Building, 372-2026

This is a planned program designed to prepare students for careers in business and industry. These may include executive management positions; retail or wholesale merchandising; educational and/or sales representative for fabric, apparel and accessory firms. No minor is required. See page 47.

#### Food Science and Nutrition

206 Johnston Hall, 372-2026

A major program designed for the student who wishes to specialize in the food science field preparatory to graduate study or a career in business or industry. A minor is required. See page 47.

#### Home Economics General

206 Johnston Hall, 372-2026

A major program designed for the student who desires a general home economics background with a concentration in foods and nutrition, textiles and clothing, or plans to continue in graduate school. A minor is required. See page 47.

### **Interior Design**

209 Home Economics Building, 372-2026

The interior design program trains student in the planning and executing of residential and contract interiors. Course work is designed to help students evaluate problems and devise solutions for them. Students who complete the approved four-year program are eligible to apply for membership in the American Society of Interior Designers (ASID). See page 47.

### **Apparel Design and History**

(Textiles and Clothing)

101 Home Economics Building, 372-2026

A major program designed for the student who wishes to specialize in the textiles and clothing field preparatory to graduate study or for a career in business and industry. A minor is required. See page 47.

## **COLLEGE OF HEALTH AND HUMAN SERVICES**

### **Child and Family Community Services**

206 Johnston Hall, 372-2026

This is a multidisciplinary program for students who wish to concentrate in either children's services or family services. Specific courses of study are available for students who wish to pursue careers working with entire families, adolescents, infants and children or other specific groups of individuals. Career options in this program include: teaching and administration within pre-schools, infant centers, and a variety of human service agencies including hospital based developmental programs. See page 107 for details.

### **Dietetics**

206 Johnston Hall, 372-2026

A professional program leading to membership and registration in the American Dietetic Association is offered through the College of Health and Human Services. See page 108.

# School of Health, Physical Education and Recreation

Betty van der Smissen, director, 200 Memorial Hall, 372-2334

The School of Health, Physical Education and Recreation is organized into the divisions of general physical education (PEG), health education (HED), physical education-professional (PEP), recreation and dance (RED), sport management (SMD), and intramurals and club sports (IM/CS).

Students enrolled in teacher education programs will graduate certified to teach K-12 physical education elementary emphasis, K-12 physical education secondary emphasis, 7-12 physical education, 7-12 health education or driver education. Physical education majors may have their certificate validated to include adapted physical education. Preparation in athletic coaching and athletic training are also available. The health education program also may lead to careers in health promotion in corporations, community health agencies and other non-school settings.

Concentrations in recreation or sport management programs are designed to prepare students for management, supervisory and leadership positions in private enterprise, public agencies and community organizations. A program in dance prepares individuals in dance education or in dance as a performing art.

In addition, the School of Health, Physical Education and Recreation provides opportunities for active participation in a broad spectrum of instructional physical education offerings and participation in intramural and club sports, as well as performance opportunities in the University Performing Dancers.

Students seeking enrollment in any of the program offerings of the school are advised to consult a specific program area adviser for current program admission standards and retention procedures.

## General Physical Education

*PEG 100-General physical education.* Each freshman must fulfill the University requirement of two units in activities that include archery, badminton, bowling, curling, dance, jogging, tennis, horseback riding, racquetball, skiing, swimming, ice skating, diving and weight training. Transportation to off-campus sites for some physical education activities may become the responsibility of the student. Students may contact the School of HPER for transportation information regarding the off-campus activity of their choice. In addition, students will be informed the first week of classes whether transportation is provided. Most activities are coeducational, graded S/U, and meet two hours per week.

*PEG 200-General physical education.* Elective program in diverse activities, open to any student who has completed the University requirement of two hours of PEG 100. Two hours per week.

## Intramurals and Club Sports

Organized intramural and club sport competition is available through participation in:

1. coed activities-indoor, outdoor;
2. recreational sports for men;
3. recreational sports for women;
4. club sports units and performance groups in aquatics and dance.

## BACHELOR OF SCIENCE IN EDUCATION

All major programs in the School of Health, Physical Education and Recreation lead to the Bachelor of Science in Education degree.

### Dance

202 Eppler North, 372-2395  
(neither the dance major or the dance minor lead to teacher certification)

### Major

The major program gives a strong core in movement technique with a concentration in modern dance or ballet. An interdisciplinary curriculum leads to an emphasis in one of the following areas: performance, education, production, history, philosophy and criticism, and ethnographic or scientific research in dance.

*General Education* (42 hours)  
MUCH 101, PHIL 204 and HUM 101 must be included.

*Core requirements* (54 hours)

RED 115-215 (4)  
RED 120-220 (4)  
RED 106 or 111 (2)  
PEP 137 (1)  
ARTH 145 or 146 (3)  
RED 224 (1)  
RED 226 (1)  
PEP 230 (3)  
MUCH 221 (2)  
RED 315 or 320 (4)  
RED 325 (1)  
RED 326 (2)  
RED 327 (1)  
HED 313 (3)  
RED 424 (3)  
RED 426 (3)  
RED 487 (1)  
RED 488 (15)

*Specialization emphasis* (21 hours electives in consultation with adviser)

*Electives* (4 hours)

**Minor** (24 hours)

RED 115/215, 120/220, 326, 424 and 426  
Select one of the following concentrations:  
Dance education (12 hours)  
RED 106, 111, 215/315, 325 and 387/487  
Dance performance (12 hours)  
RED 220/320, 224, 215/315, 325 and 327

### Driver Education

*Certification pattern* (6 hours)  
HED 362 and HED 462 (6)

### Health Education

202 Eppler North, 372-2395

**Major** (meets special certification, kindergarten through twelfth grade)

**First year (31 hours)**

HED 209 or 215 (3)  
 PSYC 201 (4)  
 SOC 101 (3)  
 BIOL 104 (4)  
 ENG 112 (3)  
 IPCO 102 (3)  
 HED 216 or EDCI/FI 202 (2-3)  
 PEG 100 (2)  
 General education elective (3)  
 Humanities elective (3)

**Second year (30 hours)**

HED 348 (3)  
 HOEC 207 (3)  
 BIOL 331, 332 (6)  
 Social science elective (2)  
 General education elective (2)  
 Approved literature elective (2-3)  
 Free electives (7)  
 EDFI 302 (3)  
 Cultural studies elective (2)

**Third year (32 hours)**

HED 313, 338, 340, 393, 409 (15)  
 EDSE 311 (2)  
 EDCI 360 (2)  
 PEP 360 (3)  
 SMD 250 (3)  
 Electives (7)

**Fourth year (29 hours)**

HED 481 and 497 (12)  
 EDFI 402 and 408 (6)  
 EDAS 409 (3)  
 Electives (8)

To be fully admitted the student must have:

1. completed IPCO 102 and ENG 112 with a grade of C or better;
2. attained an accumulative grade point average at BGSU of 2.5 or higher;
3. completed EDCI 202 or EDFI 202 with a grade of C or better.

To be eligible for student teaching the student must have:

1. met college student teaching eligibility requirements;
2. successfully completed EDCI 202 or EDFI 202, HED 209, 313, 338, 340 and HOEC 207;
3. received a C or better in HED 348 and 393.

While completing all of the above requirements, it is strongly recommended:

1. that the student see his or her adviser at least twice per year;
2. that the student seriously consider working toward two (2) or three (3) additional certificates, e.g., physical education, driver education, general science or biology.

**School Health Minor** (meets seven through twelve certification provided appropriate professional education course work is also completed.)

**First year (14 hours)**

HED 209 or 215 (3)  
 SOC 101 (3)  
 BIOL 104 (4)  
 PSYC 201 (4)

**Second year (6 hours)**

BIOL 332 (3)  
 HOEC 207 (3)

**Third year (12 hours)**

HED 313, 338, 340 (9)  
 PEP 360 (3)

**Health Education Minor in other settings****First year (6 hours)**

HED 209 or 215 (3)  
 HED 216 (3)

**Second year (6 hours)**

HED 313 and 348 (6)

**Third year (7-8 hours)**

Select minimum of two courses from:  
 HED 338, 340, 481 or HOEC 207 (5-6)  
 HED 393 (3)

**Fourth year (6 hours)**

HED 310 and 411 (6)

**School nurse**

Certificate pattern with RN certificate and bachelor's degree (20-21 hours)

The following courses are required:

HED 348, 409, 492 [3], 497, [3] (12)  
 EDFI 302, 342 (6)

Select one: EDAS 409 or EDFI 408 (3)

**Physical Education**

200 Eppler South, 372-6905

**K-12 Physical Education with Elementary Emphasis**

(meets special certification; in physical education kindergarten-twelfth grade)

**First year (30-31 hours)**

PEP 116, 121, 124, 137 and 138 (8)  
 PEP/RED electives (1-2)  
 PEP 164 (2)  
 PEP 233/EDCI 202 (2)  
 ENG 112 (3)  
 BIOL 104 (4)  
 General education electives (10)

**Second year (30-31 hours)**

PEP 203, 230, 238, 241 and 433 (11)  
 PEP activity electives (2-3)  
 IPCO 102 (3)  
 BIOL 332 (3)  
 Literature elective (2-3)  
 HED 313 (3)  
 General education electives (6)

**Third year (32-33 hours)**

PEP 303, 332, 337, 340, 350, and 428 (18)  
 RED 106/111/115/120 (2)  
 LEM 301 or VCT 203 (2-3)  
 PSYC 201 (4)  
 EDFI 302 (3)  
 HED/PEP elective (3)  
**Fourth year (30-33 hours)**  
 PEP 402 and 438 (5)  
 EDFI 408 (3)  
 EDAS 409 (3)  
 PEP 497 (student teaching (16)  
 Electives (3-6)

Students are encouraged to enroll in the elementary school physical education concentration as freshmen. However, to be admitted officially to the program, the student must have completed the equivalent of two semesters and the following:

1. completed ENG 112 and IPCO 102 with a grade of C or better;
2. earned a University accumulative point average of 2.5 and a 2.5 in all PEP, RED, HED or SMD courses;
3. completed PEP 137, 138, 233 or EDCI 202, 238 or 337, and 241 with a 3.0 grade point average;

4. completed a minimum of three additional PEP 100 and/or 200 level activity courses.

5. presented written recommendations from two faculty members; and

6. received affirmative action for admittance of 2/3 of faculty in elementary school physical education program area.

In addition, the following traits are deemed essential for those expecting to contribute positively as a teacher and/or as a member of a community. The candidate must:

1. be capable of critical thinking, self-direction and motivation for the purpose of selecting and attaining individual and professional goals;

2. demonstrate professional drive and commitment to education and teaching; and

3. develop a set of values which reflects a character worthy of working with young children.

To be eligible for student teaching the student must have:

1. been accepted into K-12 physical education elementary emphasis;

2. completed 90 credit hours including: ENG 112, IPCO 102, PEP 332 and 428; PSYC 201, and EDFI 302;

3. achieved a 2.5 University accumulative grade point average;

4. attained a major point average of 2.5; and

5. filed an application for student teaching with K-12 physical education coordinator and College of Education and Allied Professions field experiences office.

**Major-K-12 Physical Education with Secondary Emphasis**

(meets special certification; in physical education kindergarten-twelfth grade)

**First year (31 hours)**

PEP 137, 138, 164 and 256 (6)  
 ENG 112 (3)  
 BIOL 104 (4)  
 PEP/RED activities (10)  
 Social/behavioral science electives (5)  
 IPCO 102 (3)

**Second year (29 hours)**

PEP 230 and 241 (5)  
 LEM 301 (2)  
 BIOL 332 (3)  
 PSYC 201 (4)  
 Approved literature elective (3)  
 Humanities and arts electives (2-3)  
 General education electives (5)  
 PEP/RED activities (3)  
 Cultural studies elective (2)

**Third year (31 hours)**

PEP 247, 303, 332, 350, 356, 360, and 362 and 402 (22)  
 HED 313 (3)  
 HED elective (3)  
 EDFI 302 (3)

**Fourth year (31 hours)**

PEP 412 and 433 (6)  
 PEP 497 (10)  
 EDFI 408 (2)  
 EDAS 409 (3)  
 Electives or minor (9) (Student teaching or practicum at elementary level suggested)

A candidate must apply for admission. To be admitted the student must have:

1. completed IPCO 102 and ENG 112 with a grade of C or better;
2. successfully completed PEP 137, 138, 241 and 256;
3. completed PEP 247 with a grade of C or better;
4. earned a 2.5 University accumulative grade point average;
5. have earned a PEP accumulative grade point average of 2.5, including all HED/PEP/RED courses which are K-12 physical education with secondary emphasis program requirements;
6. have demonstrated attainment of minimal standards in four required (100 level) professional and one elective (200 level) professional competencies; and
7. have completed 10 PEP credit hours on the BGSU main campus.

To be eligible for student teaching the student must have:

1. completed 90 credit hours including ENG 112, IPCO 102, PSYC 201, EDFI 302 and PEP 362;
2. been officially accepted into K-12 physical education with secondary emphasis program;
3. attained a University accumulative grade point average of 2.5;
4. attained a major accumulative grade point average of 2.5;
5. successfully completed all professional activity competencies (six required 100-level and three elective 200-level activity courses); and
6. filed an application for student teaching with PEP Division during second semester of year prior to year of anticipated student teaching (in addition to filing application in Field Experiences Office).

**Major-Physical Education, Athletic Coaching and Health**

(meets high school certification in physical education and health education)

**Semester I (16 hours)**

- PEP 110 or 112 (2)
- PEP 218 (1)
- General studies (3)
- BIOL 104 (4)
- ENG 112 (3)
- SOC 101 (3)

**Semester II (16 hours)**

- PEP 164 (2)
- PEP professional activities elective (2)
- RED 106 or 111 or 115 or 120 (2)
- PSYC 201 (4)
- IPCO 102 (3)
- General studies (3)

**Semester III (16 hours)**

- PEP 230 (3)
- PEP 247 (3)
- PEP professional activities (4)
- HED 209 (3)
- EDFI 302 (3)

**Semester IV (15-16 hours)**

- PEP professional activities elective (2)
- BIOL 332 (3)
- HOEC 207 (3)
- General studies (3)
- Literature elective (3)
- Coaching skills (1-2)

**Semester V (16 hours)**

- PEP 350 (3)
- PEP 360 (3)
- HED 313 (3)
- HED 340 (3)
- SMD 328 (3)
- Officiating elective (1)

**Semester VI (15-16 hours)**

- PEP 303 (3)
- PEP 362 (3)
- HED 338 (3)
- HED 348 (3)
- SMD 429 (2)
- Coaching elective (2-3)

**Semester VII (18 hours)**

- PEP 392 (2)
- PEP 402 (3)
- PEP 412 (3)
- PEP 433 (3)
- HED 409 (3)
- SMD 310 (2)
- LEM 301 (2)

**Semester VIII (16 hours)**

- PEP 497 (10)
- EDFI 408 (3)
- EDAS 409 (3)

To be admitted officially into this program, the student must have:

1. matriculated in the College of Education and Allied Professions;
2. completed IPCO 102 and ENG 112 with a grade of C or better;
3. attained a University accumulative grade point average of 2.5 or higher; and
4. completed PEP 247 with a grade of C or better.

To be eligible for student teaching the student must have met College of Education and Allied Professions requirements for student teaching and must have:

1. completed PEP 362, 392 and HED 348;
2. earned an accumulative grade point average of 2.5; and
3. filed an application for student teaching with PEP division during second semester of year prior to year of anticipated student teaching (in addition to filing application in Field Experiences office).

**Adapted Physical Education**

**Validation**—for physical education majors only.

A candidate must be interviewed by the area coordinator before declaring this validation. This is an officially validated area for K-12 physical education certificate holders recognized by the state.

(24 hours)

- PEP 164 (2)
- PEP 340 or 350 (3)
- PEP 433, 435, 387, 487 (10)
- EDSE 431 (3)
- PSYC 324 or EDSE 459 (3)
- Select one: EDSE 433, 442, 451, 457, PSYC 405, 406 (3)

A 10-hour cognate, *Movement Performance of the Handicapped*, is available for special education, early childhood, elementary, and sport management majors. See the area coordinator before declaring this cognate. This cognate does not lead to certification.

PEP 164, 340 or 350, 387, 433 (10)  
SMD majors may substitute SMD 240 for PEP 433.

**Elementary School Physical Education Endorsement (22-25 hours)**

(certification as an endorsement for elementary physical education on a standard elementary teaching certificate is pending)

PEP 137, 138, 238, 241, 332, 337, 428 and 492 (19-22)  
HED 313 (3)

**Minor—Secondary Physical Education Minor**

(meets secondary certification in physical education provided appropriate professional education course work is also completed (33 hours))

Select four (8) from: PEP 110 or 112, 116, 121, 123, 124; RED 106 or 111 or 115 or 120

PEP 200-level elective professional activities (1)

- PEP 230 (3)
- PEP 303 (2)
- PEP 350 (3)
- PEP 362 (3)
- PEP 412 (3)
- HED 313 (3)
- SMD 310 (2)

Select a minimum of 5 hours from: PEP 214, 360, 433, HED 209, SMD 306A, 306B, 306C, 306D, 306E, 306F, 306G; 306H, 328, 329, 330, 331, 332, 410, 431

**Recreation**

200 Eppler South, 372-6906

All recreation majors must fulfill the College of Education and Allied Professions general education requirements. There are three recreation options, each having a set of professional core classes and diverse career emphases. All majors are required to complete a semester-long internship as part of their professional preparation.

## Recreation Administration

The recreation administration option prepares students for supervisory and management positions in public and voluntary organizations which are nonprofit in nature and also for positions in private and commercial employment settings which are profit motivated. Employment settings include governmental recreation services, community organizations such as YMCA's, Girl Scouts, services for special populations and the aging, and those agencies found in the private sector such as resorts, convention centers and the travel/tourism industry. The student enrolled in the recreation administration option focuses on business skills such as financial management, marketing and promotion, public relations and personnel management. Career emphases are commercial recreation, public/voluntary services, leisure/wellness and performing arts/entertainment.

*First year (30 hours)*

ENG 112 (3)  
 IPCO 102 (3)  
 PEG 100 (2)  
 Natural science/mathematics elective (3)  
 RED 190 and 210 (6)  
 PSYC 201 (4)  
 Approved literature elective (3)  
 Cultural studies elective (3)  
 Other general education elective (3)

*Second year (31 hours)*

Natural science/mathematics electives (6)  
 Social and behavioral science electives (5)  
 Humanities and arts elective (2)  
 Cultural studies elective (2)  
 Other general education elective (3)  
 SMD 250 (3)  
 HED 313 (3)  
 RED 384, 385 and 387 (7)

*Third year (31 hours)*

SMD 390 (3)  
 PEP 433 (3)  
 RED 386, 487 (2)  
 Career-focus electives (20)  
 Elective (3)

*Fourth year (30 hours)*

RED 482, 483 and 488 (21)  
 Career-focus electives (3)  
 Electives (6)

## Recreation Programming

The recreation programming option is designed to prepare students for programming and leadership positions in public and voluntary organizations which are nonprofit in nature and also for positions in private and commercial employment settings which are profit motivated. Employment settings include governmental recreation services, community organizations such as YMCA's, Girl Scouts, services for special populations and the aging, and those agencies found in the private sector such as resorts, convention centers and the travel/tourism industry. Students enrolled in the recreation programming option focus on the development of face-to-face leadership techniques, programming methods and activity skill acquisition. Career emphases are public/voluntary services, leisure/wellness, special populations and leisure/aging.

*First year (30 hours)*

ENG 112 (3)  
 IPCO 102 (3)  
 PEG 100 (2)  
 Natural science/mathematics elective (3)  
 RED 190 and 210 (6)  
 PSYC 201 (4)  
 Approved literature elective (3)  
 Cultural studies elective (3)  
 Other general education elective (3)

*Second year (31 hours)*

Natural science/mathematics elective (6)  
 Social and behavioral science elective (5)  
 Humanities and arts elective (2)  
 Cultural studies elective (2)  
 Other general education elective (3)  
 SMD 250 (3)  
 HED 313 (3)  
 RED 384, 385 and 387 (7)

*Third year (31 hours)*

SMD 390 (3)  
 PEP 433 (3)  
 RED 260, 386, and 487 (4)  
 Career-focus electives (18)  
 Electives (3)

*Fourth year (30 hours)*

RED 482, 483 and 488 (21)  
 Career-focus electives (3)  
 Electives (6)

## Outdoor Recreation

The outdoor recreation program prepares students for programming and administrative positions in profit and nonprofit organizations which focus on the use of the natural environment for recreation experiences. Students may prepare for one of the following career emphases: adventure programming, organized camping, interpretive-naturalist, historical-cultural interpretation and outdoor recreation management.

*First year (30 hours)*

ENG 112 (3)  
 IPCO 102 (3)  
 PEG 100 (2)  
 Natural science/mathematics elective (3)  
 RED 210 (3)  
 PSYC 201 (4)  
 Approved literature elective (3)  
 Cultural studies elective (3)  
 Other general education electives (6)

*Second year (31 hours)*

Natural science/mathematics electives (6)  
 Social and behavioral science electives (5)  
 Humanities and arts elective (2)  
 Cultural studies elective (2)  
 Career-focus elective (3)  
 SMD 250 (3)  
 HED 313 (3)  
 BIOL 101, 204, or 301 (3-5)  
 RED 304 and 387 (4)

*Third year (30 hours)*

RED 380, 384, 386, and 487 (9)  
 PEP 433 (3)  
 SMD 390 (3)  
 Career-focus electives (12)  
 Electives (3)

*Fourth year (31 hours)*

RED 482, 483, and 488 (21)  
 Career-focus electives (8)  
 Electives (2)

*Recreation Minor (20 hours)*

A candidate must be interviewed by the area coordinator before declaring this minor.

RED 190, 210, 384 and 385 (12)

RED 482 or 483 (3)

Select two hours from RED 387 and/or 487 (2)

Select 3 hours from this group - RED 260, 294, 304, 323, 380, 482, 483, 484, PEP 433, SMD 390 (3)

## Sport Management

201 Memorial Hall; 372-2876

The sport management major is offered through the sport management division (SMD) of the School of Health, Physical Education and Recreation (HPER).

In the SMD program, one major (with five options) and two minors are available. Some of the curricula are currently undergoing revision. The Program Advisement and Teacher Certification Office, 365 Education Building, and the SMD Office, 201 Memorial Hall, have listings of all updated requirements.

To be formally accepted into the sport management major a candidate must meet the following criteria:

1. Completion of 30 semester hours including a C or better in ENG 112 and IPCO 102; 3 hours in PEP/RED activity courses (Option I and V students must see their advisers concerning activity courses); and 21 hours in additional College of Education and Allied Professions general studies courses.

2. University GPA of 2.3.

3. Formal application and acceptance into the sport management program (see Division Office, 201 Memorial Hall, for appropriate form).

To be retained in the sport management major, a candidate must meet the following prerequisites for enrollment in SMD 387 and SMD 489.

1. SMD 387-Formal acceptance into the sport management program.

2. SMD 489-52 hours in major field, satisfactory completion of SMD 387, GPA of 2.5 and major GPA of 2.7. Option I majors must also satisfactorily complete HED 313.

**Major-Option I, physical fitness specialist**

Option I represents a first step in preparation for taking the Fitness Instructor Certification Examination offered by the American College of Sports Medicine. Graduates of this area of concentration might seek careers in clinical (hospital, rehabilitation) settings, in which case they would need to earn advanced degrees, or in less sophisticated settings such as YM-YWCA's, fitness centers, health clubs and/or community exercise programs.

*Major requirements* (95-98 hours)  
SMD 201, 250, 298, 375, 390, 421, 489 and 490 (36)

SMD 387/487 (3-6)  
SMD 310, 361, 423, 429 and 440 (13)  
HED 313 (3)  
PEP 164, 230, 303 and 360 (10)  
ACCT 325 (3)  
BIOL 331 and 332 (6)  
BUSE 101 (3)  
CHEM 115 (4)  
HOEC 207 (3)  
SOC 300 or 341 or 352 or 404 (3)  
Activity requirement (8)

**Major-Option II, sports information, marketing and promotion**

Students concentrating in this area may seek careers in sport marketing in the commercial sector or as sports writers, sports broadcasters, sports information directors, sports promotion directors or ticket sales agents.

*Major requirements* (102-105 hours)  
SMD 201, 250, 298, 375, 390, 421, 489 and 490 (36)  
SMD 387/487 (3-6)  
SMD 240, 328 and 425 (9)  
JOUR 103, 206, 300, 303 and 340 (15)  
MKT 400 or 442 (3)  
ACCT 325 or 221 (3)  
MATH 120 or 124 (4)

ECON 100, 200, 202 or 203 (3)  
ART 102 and ARTD 211 (6)  
SOC 300 (3)  
BIOL 332 (3)  
MKT 300, 402 and 410 (9)  
Activity requirement (5)

**Major-Option III, sport administration and management**

This program, with a strong business component, provides opportunities for students to develop skills applicable to management-level positions in sport. Examples of such positions are public relations director, corporate administrator of sporting events, contract adviser, tournament director or promoter, college athletic director, manager or owner of sports franchise and fund-raising director.

*Major requirements* (102-105 hours)  
SMD 201, 250, 298, 375, 390, 421, 489 and 490 (36)  
SMD 387/487 (3-6)  
ACCT 221 and 222 (6)  
MKT 300 and 402 (6)  
SOC 300 (3)  
SMD 240 and 328 (6)  
Select 12 hours from BUSE 335, ECON 202, MKT 412, MKT 430, ECON 321, BA 406, PHIL 320, IPCO 203, IPCO 307, HOEC 212, FIN 300, RED 384 (12)

ART 102 and ARTD 211 (6)  
IPCO 205 (3)  
ENG 388 (3)  
BIOL 332 (3)  
MATH 120 or 124 (4)  
MKT 410 or 442 (3)  
JOUR 340 (3)  
Activity requirements (5)

**Major-Option IV, sport specialist**

Option IV is designed to prepare students for leadership roles in programs related to intramurals, recreational sports, club sports, youth sports and other similar settings. Since entry-level positions usually require instruction and/or coaching, the curriculum seeks to provide skill in these areas as well as in management.

*Major Requirements* (93-96 hours)  
SMD 201, 250, 298, 375, 390, 421, 489 and 490 (36)  
SMD 387/487 (3-6)  
BIOL 332 (3)  
SMD 306 (2)  
SMD 240, 328, 423, 431 and 440 (15)  
HED 313 (3)

PEP 164, 230, 303, 340, 360 (13)  
ACCT 325 (3)  
BUSE 101 (3)  
SOC 300 or 341 or 352 or 404 (3)  
Activity requirements (9)

**Major-Option V, aquatics specialist**

This curriculum provides students with preparation in the primary skill and knowledge demanded by entry-level positions in aquatics: instruction, coaching, operations, organization, supervision and management. Students pursuing this option should be qualified to take various pool operators certification courses and examinations.

*Major Requirements* (94-97 hours)  
SMD 201, 250, 298, 375, 390, 421, 489 and 490 (36)  
SMD 387/487 (3-6)  
SMD 240, 245, 306H, 336, 423 and 440 (16)  
HED 313 (3)  
PEP 164, 230, 322 and 360 (10)  
ACCT 325 (3)  
BUSE 101 (3)  
CHEM 115 (4)  
BIOL 332 (3)  
SOC 300 or 341 or 352 or 404 (3)  
Activity requirement (10)

**Minor-Athletic Coaching**

(may lead to coaching endorsement if certain criteria are met. See checksheet available in 365 Education Building). (33-36 hours)

SMD 310, 328, 391, 429 (9)  
SMD 329 or 333 (2-3)  
SMD 330, 332 or 334 (2-3)  
SMD 331 or 336 (2)  
Select two hours from: SMD 306A, B, C, D, E, F, G, H (2)  
HED 313 (3)  
PEP 164, 230, 412, 360 (11)  
Select two hours from: SMD 391, 423, 425; PEP 303, 350; SOC 300 (Soc. of Sport) (2-3)

**Minor-Athletic Training**

(may lead to NATA Certification Examination). (33 hours and 800 hours of clinical experience)  
SMD 291, 310, 328, 391, 410, 411, 429 (18)  
HED 313, 314 (4)  
PEP 164, 230, 303, 360 (11)







# College of Health and Human Services

Clyde R. Willis, Ph.D., dean, 100 Health Center, 372-8242

Michael Rastatter, Ph.D., associate dean, 102 Health Center, 372-8242

Director of program advisement, 102 Health Center, 372-8242

## Programs

Applied Microbiology, Gary Silverman, D.Env., director, 102 Health Center, 372-7769

Art Therapy, Michael Franklin, M.A., A.T.R., director, 114 Fine Arts Building, 372-2786

Child and Family Community Services, Kathleen Campbell, Ph.D., director, 206 Johnston Hall, 372-7848

Criminal Justice, Gerald Rigby, Ph.D., director, 120A Health Center, 372-2326

Dietetics, Elsa McMullen, Ph.D., director, 402 Johnston Hall, 372-7821

Environmental Health, Gary Silverman, D.Env., director, 102 Health Center, 372-7769

Gerontology, John Hiltner, Ph.D., director, 120A Health Center, 372-2326

Medical Record Administration, Ellen Wachs, M.A., R.R.A., director, 114 Health Center, 372-8760

Parasitology and Medical Entomology, Gary Silverman, D.Env., director, 102 Health Center, 372-7769

Physical Therapy, Robert Livengood, M.S., P.T., director, Medical College of Ohio, 381-3518 or Lee Meserve, Ph.D., coordinator, 503 Life Sciences Building, 372-8361

Rehabilitation Counseling, Hal Henderson, Ph.D., director, 405 Education, 372-7358

## Departments

Communication Disorders, Herbert Greenberg, Ph.D., chair, 338 South Hall, 372-2517

Medical Technology, Bob Harr, M.A., 504 Life Sciences Building, 372-8109

Social Work, Evan Bertsche, M.A., chair, 413 South Hall, 372-2441

School of Nursing, Grace Chickadonz, Ph.D., R.N., dean, Medical College of Ohio, 381-3418 or Barb Keeley, M.S.N., R.N., coordinator, 114 Health Center, 372-8760

## Philosophy

Human dignity, health and safety are three of an individual's most prized possessions and as such should be protected. The professional programs offered in this college were founded in response to the needs of individuals. The education of students in this college embraces knowledge from diverse sources, including a liberal general education, as well as generating bodies of knowledge in the professional sphere. Students graduating from this college should be prepared to examine their roles and modify practice in response to new information. They should be able to act as catalysts in initiating and implementing new patterns of practice aimed at bettering the human condition. For these reasons, education is directed toward inspiring and developing problem-solving and creative capabilities in students. Additionally, preprofessional and professional education must be regarded as preparation for a lifetime of continued learning which enhances the process of self-actualization for the individual.

## Academic advising

Each student is assigned a faculty adviser within the selected program. In addition, career information and advising services are provided for students in the college office located in the Health Center. The responsibility for meeting graduation requirements lies with the student and not with the adviser, the program director or the dean. Reading and following the information in the Undergraduate Catalog and the College Academic Handbook are essential.

## Degrees offered

The degrees awarded by the College of Health and Human Services and its School of Nursing are:

Bachelor of science in applied microbiology

Bachelor of science in art therapy

Bachelor of science in child and family community services

Bachelor of science in communication disorders

Bachelor of science in criminal justice

Bachelor of science in dietetics

Bachelor of science in environmental health

Bachelor of science in gerontology

Bachelor of science in medical record administration

Bachelor of science in medical technology

Bachelor of science in nursing

Bachelor of science in parasitology and medical entomology

Bachelor of science in physical therapy

Bachelor of science in social work

A candidate for any degree in the College of Health and Human Services or School of Nursing must complete the general requirements for graduation listed on page 9. In addition, all students must complete all major requirements. Required internships, field work and clinical practicums completed during the last 30 hours will be considered in residence even though taken off campus.

## General education requirements

The College of Health and Human Services requires a minimum of eight (8) courses from the approved list of general education core courses. The requirement includes a minimum of two courses in each of the functional understandings of natural sciences, social sciences, humanities and arts, one course in foreign language and multicultural studies, plus one additional course in any of the functional understandings or skill areas of communications or computation and math.

## Functional Understandings

**Natural Sciences:** ASTR 201, 212; BIOL 101, 104, 204, 205; CHEM 100, 115, 116, 125, 126, 135, 136; GEOG 125; GEOL 100, 104, 105, 205; PHYS 101, 201, 202, 211, 212.

**Social Sciences:** AMST 200, 230; A&S 100, 200; CEO H101; ECON 100, 200, 202, 203; ENVS 101; ETHN 101, 220; GEOG 121, 122, 230; HIST 151, 152, 205, 206, 280; HOEC 107; LEGS 200; MUCH 125; PHIL 230; POLS 101, 201, 250, 271; PSYC 201; SOC 101, 202, 231; WS 200.

**Humanities and Arts:** AMST 200, 230; ART 101, 102, 145, 146; A&S 100, 200; CEO H101; ENG 150, 200, 261, 262, 264, 265, 266, 267; ETHN 101, 220; FREN 284; GERM 260; LAT 141, 142; MUCH 101, 125, 221; PHIL 101, 102, 103, 204, 207, 211, 212, 230, 319\*, 342\*; POLS 271; POPC 160, 165, 220; RTVF 261; RUSN 211, 213, 222; SOC 231; THEA 141, 202; WS 200.

**Foreign Language and Multicultural Studies:** Foreign Languages (Chinese, French, German, Italian, Latin, Japanese, Russian, Spanish) 101, 102, 201, 202; also: FREN 111, 112, 211, 212, 284; GERM 117, 131, 260; SPAN 111, 112, 211, 212; ETHN 101, 220; GEOG 121, 122, 230; HIST 151, 152, 280; HOEC 107; MUCH 125; POLS 271; SOC 231.

\*Only one of the 300-level philosophy courses can be used to meet a general education requirement in Humanities and Arts.

### Skill Areas

**Communications:** IPCO 102; THEA 141, 202.

**Computation and Math:** CS 100, 101; MATH 115, 116, 120, 124, 125, 128, 129, 130, 131, 232, 247; STAT 200.

\*Only the courses specified meet requirements; they need not be taken in the order listed.

### Grading option

A student may request the S/U grading option for as many as 16 credits in a baccalaureate degree program, in addition to courses universally graded on an S/U basis. (Please refer to grading system for University requirements regarding S/U standards.)

Students in the College of Health and Human Services should check their program requirements before electing the S/U option. Program directors may limit further the use of the S/U option.

## DEGREE PROGRAMS

In most cases, the sequence of courses listed below must be completed in order to meet the requirements for the major or for professional certification. Upon the recommendation of the program director, and with final approval resting with the dean of the College of Health and Human Services, some courses may be substituted.

### Applied Microbiology

102 Health Center, 372-7769

Microbiologists are employed by medical or clinical laboratories for detection and diagnosis of disease. Public health laboratories use microbiological procedures in testing water supplies for potability and in quantifying incidences of communicable diseases.

Microbiologists work as public health officials in consulting infected individuals to control the spread of diseases. They also work in the food, dairy or liquor industries to maintain product quality, and in pharmaceutical companies, which ferment microbes to produce antibiotics. Sanitation laboratories employ microbiologists for the safe treatment of sewage.

Additionally, the small size and simple organization of microorganisms makes them the most effective subjects for studying life at its most fundamental level. Research with microbes has made increasingly important contributions to the understanding of genetics and cancer. Genetic engineering, utilizing microorganisms, is developing into a major industry.

The course work required of students will allow them, after a year of employment, to take the qualifying examination of the National Registry of Microbiologists of the American Academy of Microbiology, or the microbiology specialization of the American Society of Clinical Pathology.

An individual with the bachelor of science in applied microbiology may pursue advanced degrees in medical schools or universities to specialize in medical microbiology, clinical microbiology, protozoology, virology, microbial genetics, microbial physiology, immunology, food science or other areas of microbiology. A few additional courses will satisfy the requirements for entrance into medical, dental or veterinary schools.

### Suggested program

#### First year

BIOL 205 (5)  
MATH 130, 131, according to student's goals (5-10)  
CHEM 125, 126 (10) or CHEM 135, 136 (10)  
ENG 112 or equivalent (3-6)  
PEG 100 (2)  
Electives and general education requirements (2-6)

#### Second year

BIOL 313, 405 (8)  
CHEM 201, 306 (7) or CHEM 341, 342 (10)  
Electives and general education requirements (15-21)

#### Third year

BIOL 400, 426, 439 (8-12)  
CHEM 308, 309 (4) or CHEM 445, 446, 447 (7)  
Program seminar (1-2)  
BIOL electives and general education requirements (15-21)  
(BIOL 443, 447, PHYS 201 if internship is planned)

#### Fourth year

BIOL 400, 401, 421, 443, 447, 470 (3-15)  
PHYS 201, 202 (10) or PHYS 211, 212 (10)  
Program seminar (1-2)  
General education requirements and electives (8-12)  
(Optional-Internship experience 3-10)

### Other programs

Microbiology is also offered by the Department of Biological Sciences as a specialization under the biology major for the College of Arts and Sciences.

## Art Therapy

114 Fine Arts, 372-2786

A bachelor of science in art therapy is available through the College of Health and Human Services in cooperation with the School of Art. The program offers studio art courses, art therapy methodology requirements, supportive core requirements in the behavioral and social sciences and a cognate or specialization (psychology, special education, gerontology, criminal justice, social work or art education).

The interdisciplinary nature of this preprofessional program prepares graduates for entry-level positions in a variety of social service agencies. The program fulfills requirements for entry into master's degree training programs in art therapy approved by the American Art Therapy Association. Students who are serious about pursuing a career in art therapy are advised to continue with their training at the graduate level.

The role of the art therapist as a member of the health care team is gaining wide acceptance. In recent years, an increasing variety of clients has been served by art therapists. Changing practices in the field of mental health have created an even broader definition of the art therapy specialization. It is quite common today to find art therapists working special education programs, nursing homes, community mental health centers, psychiatric hospitals and other social service agencies. Students graduating from this program are able to work for change within normalized and mental health settings in a way which is respectful of individual differences and cultural identities.

### Suggested program

#### First year

ENG 111 and/or 112 (6)  
PEG 100 (2)  
ART 102, 103, 112 (9)  
PSYC 201 (4)  
SOC 101 (3)  
SOWK 220 (2)  
General education requirements (6)

#### Second year

ART 205, 261 (6)  
ARTE 252 (3)  
ARTTH 145 or 146 (3)  
EDFI 302 (3)  
EDSE 431 (3)  
General education requirements (6)  
Cognate or elective (3)

#### Third year

ART 263, 371, 373 (9)  
ARTH 456 (3)  
ARTT 330, 331  
PSYC 403, 405 (6)  
Cognate (6)

#### Fourth year

ARTT 488 (10)  
General electives, art electives or cognate (2)

Students may continue in this program only after taking ARTT 230 and receiving approval from the director of the art therapy program. Students who are accepted into the program must maintain an accumulative grade point average of 2.5. This program is subject to revision and may be modified to meet individual student needs.

## Child and Family Community Services

309 Johnston Hall, 372-2026

This is a multidisciplinary program for students who wish to concentrate in either children's or family services. In both areas emphasis is placed upon developing personal competencies necessary to provide human services for persons of all ages. Internships in a variety of agencies such as preschools, family courts, mental health and mental retardation clinics and hospitals complement the program.

Specific courses of study are available for students who wish to pursue careers working with entire families, adolescents, infants and children or other specific groups of individuals. In addition, a cognate in child life is available for students who wish to work with hospitalized children, adolescents and their families.

The child and family community services program also serves as a foundation for graduate work in related behavioral sciences and as a third and fourth year program for graduates of two-year colleges with a major in related disciplines. Graduates of this program receive a bachelor of science in child and family community services degree.

### Children's services option

#### Suggested program

##### First year

ENG 112 or equivalent (3-6)  
ART 101 (3)  
HOEC 105, 120 and 205 (9)  
SPCH 102 (3)  
PEG 100 (2)  
BIOL 101 or 104 (3) (4)  
SOC 101 (4)

General education requirements and electives

##### Second year

PSYC 201 (4)  
HOEC 207, 223, 224, 320, 321, 322 and 328 (21)  
HOEC 107 or 480 (3)  
HOEC 389 (1-5)

General education requirements  
Recommended professional electives

##### Third year

HOEC 302, 424 and 435 (8)  
ENG 342 (3)  
IPCO 203 or 306 (4)  
HED 313 (4) or Multimedia First Aid Certificate  
Electives

##### Fourth year

HOEC 407, 421, 422, 423 and 425 (15)  
HOEC 489 (5-12)  
LEM 441 (3)  
Recommended professional electives

This program may be modified to meet student needs and interests.

### Family services option

#### Suggested program

##### First year

ENG 112 or equivalent (3-6)  
HOEC 105, 120 and 205 (9)  
PEG 100 (2)  
BIOL 101 or 104 (4)  
SOC 101 (3)  
General education requirements and electives

##### Second year

PSYC 201 (4)  
HOEC 328 (3)  
HOEC 405 (4)  
General education requirements and electives

##### Third year

HOEC 302, 424 and 426 (8)  
PSYC 307 and 405 (6)  
HOEC 389 (1-5)  
Professional electives

##### Fourth year

HOEC 407, 425 and 426 (9)  
HOEC 489 (5-12)  
PSYC 440 (1-4)  
Professional electives

This program may be modified to meet student needs.

### Other programs

Programs in related areas are offered through the Department of Home Economics in the College of Education and Allied Professions.

## Communication Disorders

338 South Hall, 372-2515

The undergraduate major in communication disorders will prepare students in the basic speech and hearing sciences, theoretical and practical aspects of therapy, as well as affording the student the opportunity for a limited amount of observation, participation and direct clinical work under supervision. The student will also become familiar with other para-professionals' services and goals and the interrelationships of these with communication disorders. Since this is a preprofessional program, students who wish to receive the Certificate of Clinical Competence from the American Speech-Language-Hearing Association are required to obtain a master's degree. The state of Ohio requires a master's degree for the licensing of a speech-language pathologist or audiologist. This requirement also holds for school positions.

### Suggested program

##### First year (25-31 hours)

BIOL 101 or 104 (3-4)  
ENG 112 or equivalent (3-6)  
SOC 101 (3)  
IPCO 102 (3)  
PEG 100 (2)  
PHYS 101 or 201 (3-5)  
CDIS 223 and 224 (5)

Foreign language or multicultural studies (3)

Second year (31-32 hours)  
CS or MATH (3-4)  
PSYC 201, 311 or SOC 301 (6)  
EDFI 302 (3)  
ENG 380 (4)  
CDIS 301, 311, 321 (9)

##### Third year (31-34 hours)

EDSE 431 (3)  
CDIS 341, 351, 361, 401, and 411 (15)  
PSYC 324 and 270 or SOC 369 (6)  
Electives (7-10)

##### Fourth year (28-32 hours)

EDSE 451 (3)  
PSYC 305, 309 and 405 (8)  
CDIS 331, 421, 431 and 461 (11)  
Electives (6-10)

(A 2.5 accumulative grade point average in the program core requirements is required to be eligible for enrollment in CDIS 421 and 431 clinical practicum.)

### Other programs

A program in communication disorders is offered through the College of Education and Allied Professions.

## Criminal Justice

120-A Health Center, 372-2326

In preparation for careers in law enforcement, investigative units, private security organizations, penal institutions, probation and parole work and other agencies in the criminal justice system, the criminal justice program integrates course work and interaction with professionals in various disciplines. The graduate of the program receives a bachelor of science in criminal justice degree. The program prepares students for entry into all types of agencies in the criminal justice system-law enforcement, corrections, investigative, forensic, security. (Students interested specifically in corrections should also consider the corrections cognate in the social work program.)

Admittance to the program is restricted to those applicants meeting these three requirements:

1. have CRJU 210 or its equivalent on the record with a C or better;
2. have a 2.5 GPA or higher on a total of at least 25 graded hours; and
3. rank in the top 30 applicants each year according to GPA. (Details may be obtained from the Criminal Justice Office, 120-A Health Center.)

The program places emphasis on superior academic attainment, ability to communicate verbally and in writing, and research potential. Every student must complete a major piece of original research (CRJU 480, Senior Seminar) as well as the field placement or practicum of 480 agency hours. It is anticipated that a large number of CRJU graduates will go on to graduate school, law school or enter the field of practice with a view to becoming supervisory-level personnel.

Criminal justice students may begin their studies at any of several technical or community colleges with which Bowling Green has formal agreements. Cooperative programs have been developed with Owens Technical College, Lima Technical College, Toledo Community Technical College, Lorain County Community College and North Central Technical College. Completion of a two-year associate degree in law enforcement may allow the student to enter the baccalaureate program in criminal justice with junior standing. Students may also choose to complete the entire four-year degree program at Bowling Green.

Students must complete, preferably during the senior year, a 480-hour internship in an appropriate agency. The student is responsible for developing the internship site. However, all internships are subject to the approval and supervision of the program faculty.

#### **University and general education group requirements**

ENG 112 or equivalent

PEG 100 (2)

Natural Science (2 courses)

Humanities and Arts (2 courses)

Foreign Language and Multicultural Studies (1 course)

Social Sciences: POLS 201, PSYC 201, SOC 101

#### **Core courses (63 hours)**

CRJU 210, 220, 230, 320 and 480

PHIL 327

POLS 221, 330, 347 and 417

POLS 419 or PHIL 318

PSYC 405 and 454

SOC 301 or PSYC 311

SOC 316, 341, 342, 441 and 442

One computer science course

One statistics course

**Internship (480 agency hours for 12 credit hours, CRJU 491)**

Core electives (14-17 hours) - selected from the list of approved courses, and those for which special permission is granted; should be selected carefully to supplement and enrich the criminal justice core courses.

#### **Suggested program**

##### *First year*

CRJU 210

ENG 112 or equivalent

POLS 201

PEG 100

PSYC 201

SOC 101

Natural sciences

Foreign language and multicultural studies

Humanities and arts

##### *Second year*

CRJU 220 and 230

Computer science course

Statistics course

Completion of general education requirements

##### *Third year*

CRJU 320

Core courses and core electives

##### *Fourth year*

CRJU 491 (Internship - 12)

CRJU 480

Completion of core courses and core electives

## **Dietetics**

206 Johnston Hall, 372-2026

This program leads to membership in the American Dietetic Association and professional registration. The requirements for registration are an internship or a preplanned work experience, followed by the passing of a national examination, upon completion of this course of study.

A declaration of intent to pursue the dietetics program should be filed in the college office upon freshman registration or during the first year at BGSU. Admission to the program requires the completion of 30 hours of credit, approval by the dietetics faculty and a grade point average of at least 2.5. The graduate of this program will earn a Bachelor of Science in Dietetics degree.

This curriculum meets the requirements of the generalist dietetics program, as outlined by the American Dietetic Association. Upon completion of a professional practicum as described above and the Registered Dietitian (R.D.) certification, a graduate is competent to function as either a therapeutic or administrative dietitian in hospitals, extended care facilities, community services or restaurants.

#### **Suggested program**

##### *First year*

BIOL 205 (5)

ENG 112 (3)

PEG 100 (2)

SOC 101 (3)

CHEM 115 (4)

HOEC 210 (3)

MATH 124 (4)

General education requirements (6)

##### *Second year*

BIOL 313 (3)

ECON 200 (3)

CHEM 116 (4)

PSYC 201 (4)

EDFI 302 (3)

HOEC 212, 307 and 326 (8)

Electives (6)

##### *Third year*

ACCT 325 (4)

HOEC 331, 333 and 432 (9)

MIS 200 or CS (3)

MGMT 360, 361 (6)

BIOL 331 or 332 (3)

DESN 301 (3)

HOEC 480 (2)

##### *Fourth year*

HOEC 405, 431, 433, 434 and 436 (20)

HOEC 480 (2)

Selected professional electives such as HOEC 206, 389, 489, MRA 301, PHIL 342, ENG 488 (8-9)

#### **Other programs**

A program in dietetics also is offered in the College of Education and Allied Professions through the Department of Home Economics.

## **Environmental Health**

102 Health Center, 372-7769

Environmental health graduates are specialists in improving and protecting the quality of our environment. They are prepared to evaluate potential threats to health, develop strategies to reduce these threats and implement programs to provide needed protection. They hold key positions ensuring safe and high quality air, water, food and consumer products. They apply governmental, industrial and professional standards to protect health and safety. Specific concerns include air, land and water pollution; occupational health and safety; food protection; health and safety in recreation areas; hazardous waste disposal; and institutional environmental protection.

Graduates are eligible to become Registered Sanitarians (R.S.) by the state of Ohio upon completion of employment experience requirements. Places of employment are in industry, government, environmental engineering firms, consulting firms, testing laboratories, insurance-risk management agencies, health care facilities and educational institutions.

The curriculum emphasizes the biological, chemical and physical sciences with additional requirements in the social sciences, computer science and statistics. Students learn investigation, sampling and analysis of indoor and outdoor environments to ensure compliance with occupational public health, safety and environmental laws. An internship in an environmental related agency or industry is necessary. The internship is an opportunity for students to relate academic preparation to practical experience and application in the field.

#### **Suggested program**

##### *First year*

ENG 112 (3)

MATH 124 (4)

SOC 101 (3)

CHEM 125 and 126 (10)

PSYC 270 or SOC 369 (3)

CS 100 or 101 (3)

PEG 100 (2)

General education requirements and electives

##### *Second year*

BIOL 204 and 205, or 104, 331, 332 (10)

PHYS 201 (5)

POLS 331, 335, or 336 (3)

ECON 200 (3)

CHEM 306 (4)

General education requirements and electives

##### *Third year*

ENVH 302 (4)

ENVH 303 (4)

ENVH 304 (4)

ENVH 301 (3)

ENVH 306 (3)

General education requirements and electives

##### *Fourth year*

ENVH 405 (3)

ENVH 406 (3)

ENVH 491 Internship (4)

Program option requirements (12)

General education requirements and electives

### Other programs

Environmental programs are also offered by the College of Arts and Sciences and the College of Education and Allied Professions.

## Gerontology

120A Health Center, 372-2326

The bachelor of science in gerontology degree prepares graduates for positions in agencies and institutions that administer and deliver services for the aged, including social service agencies, senior centers, nutrition programs, nursing homes, recreation and counseling agencies and research organizations.

While providing a basic background in general studies, the gerontology program is flexible enough to permit students to design courses that will best prepare them for particular types of careers within the general field of aging.

Each student in the gerontology program selects a cognate area from social work, administration, exercise physiology, biology, art therapy, urban planning, speech communication, psychology, nutrition, recreation, family services, food management and sociology. Other cognate areas may be designed by the student and the program director.

During the course of the program, each student completes a field placement in an agency or an institution serving the elderly.

### Suggested program

#### First year

ENG 112 or equivalent (3-6)

MATH 115 (3)

GERO 101 (3)

SOWK 110 (3)

PSYC 201 (4)

PEG 100 (2)

BIOL 104 (4)

SOC 101 (3)

HOEC 207 (3)

Computer science (3)

Cognate requirements

General education requirements

Electives

#### Second year

BIOL 332 (3)

GEOG 326 (3)

PSYC 309 (3)

SOC 404 (3)

HOEC 429 (3)

IPCO 306 (3)

RED 260 (2)

Cognate requirements

General education requirements

Electives

#### Third year

BIOL 310 (2)

MGMT 305 or 360 (3)

PHIL 319 (3)

HOEC 463 (3)

Cognate requirements

Electives

#### Fourth year

GERO 410, 420 and 493 (5)

GERO 491 (10)

Cognate requirements

Electives

This program is subject to revision and may be modified to meet student needs.

### Nursing Home Administration option

A special option available to students majoring in gerontology is to elect a specially designed cognate, long term care, which prepares the student to seek an Ohio Nursing Home Administrator's license. This cognate consists of twelve courses in accounting, business administration, economics, finance, legal studies and management. The student is also required to complete a practicum of a minimum of 800 hours of experience in an approved skilled-intermediate care facility under the supervision of a licensed nursing-home administrator.

As a result of the need for close supervision of the student registered for this practicum experience, the placement must be in a facility in close proximity to Bowling Green. The student should also be aware that 132 hours are required for graduation in the nursing home administration option.

### Suggested program

#### First year

ENG 112 or equivalent (3-6)

MATH 115 (3)

GERO 101 (3)

SOWK 110 (3)

PSYC 201 (4)

PEG 100 (2)

BIOL 104 (4)

SOC 101 (3)

HOEC 207 (3)

Computer science (3)

General education requirements

Electives

#### Second year

ACCT 221 (3)

ACCT 222 (3)

BIOL 332 (3)

ECON 202 (3)

ECON 203 (3)

GEOG 326 (3)

PSYC 309 (3)

SOC 404 (3)

HOEC 429 (3)

IPCO 306 (3)

RED 260 (2)

MRA 301 (2)

#### Third year

BIOL 310 (2)

BA 325 (3)

FIN 300 (3)

LEGS 301 (3)

MGMT 305 or 360 (3)

PHIL 319 (3)

HOEC 463 (3)

Electives

#### Fourth year

FIN 425 (3)

GERO 410, 411, 420, 493 (8)

GERO 491 (10)

LEGS 425 (3)

MGMT 361 (3)

MGMT 463 (3)

Electives

#### Fifth year

GERO 491 (10)

This option has been approved by the Ohio Board of Examiners of Nursing Home Administrators and may not be modified without the approval of the Board.

## Medical Record Administration

114 Health Center, 372-8600

This program will not be available for new majors 1987-89.

## Medical Technology

504 Life Sciences Building; 372-8109

Professional medical technologists are involved in the detection, diagnosis and treatment of disease. They perform tests in blood banking, clinical chemistry, hematology, microbiology and nuclear medical technology. Most medical technologists work in hospital laboratories, public health agencies, research institutions, research and development and industrial laboratories. Many pursue careers in laboratory supervision/management or in education.

Students in the pre-major portion of the program are encouraged to acquire as much liberal education as time permits during the first three years, while completing the prerequisite science courses. The last year (twelve and a half months) is devoted to professional study and training through lectures, laboratory instruction, seminars and supervised practice in an affiliated clinical facility. Upon successful completion of the program, students receive a bachelor of science in medical technology degree and clinical training certificate and are eligible to take either of the national certification examinations for medical technologists. This major also prepares students for entry into a graduate school or other laboratory professions.

While acceptance to the major may occur at any time, applications are normally submitted in the second semester of the sophomore year for the University-based program. Admission is granted to applicants who have completed all prerequisites with a grade of C, or better, achieved a GPA of 2.5 or higher, met all announced criteria and for whom a training position in the professional studies program has been secured. These positions are assigned at the Toledo Hospital, St. Vincent Medical Center and St. Rita's Medical Center by a committee composed of hospital and University representatives. The professional studies program provides experience in research as well as in clinical practice. As an alternative, by special permission of the program director, students may apply for their professional training through a hospital-based program. Hospitals affiliated with Bowling Green State University are located throughout northwestern and northeastern Ohio.

A grade point average of 2.5 or better must be maintained after the beginning of the junior year. During the year of professional training no more than one lecture course in which a D or F has been earned may be repeated; no more than one laboratory course in which a D or F has been earned may be repeated. In the University-based program a student may not proceed into the phase II portion of the year until all courses in phase I are successfully completed, with a grade of C or better in all lecture and laboratory courses.

### Three plus one (3+1) plan

*First term* (15 hours)

ENG 111 (3)  
MATH 130 (3)  
CS 100 (3)  
CHEM 125 (5)  
PEG 100 (1)

*Second term* (17 hours)

ENG 112 (3)  
BIOL 205 (5)  
CHEM 126 (5)  
PEG 100 (1)  
Social science elective (3)

*Third term* (14-16 hours)

CHEM 306 or 341 (4-5)  
BIOL 332 (3)  
MEDT 201 (1)  
BIOL group elective (3)  
Social science elective (3)

*Fourth term* (13-18 hours)

CHEM 308-309 or 342 (4-5)  
BIOL 313 (4)  
BIOL group electives (6)  
Multicultural Electives (3)

*Fifth term* (14-16 hours)

BIOL group electives (9)  
Physical science/math elective (3-4)  
Humanities Electives (3)

*Sixth term* (14-16 hours)

Physical science/math electives (6-8)  
BIOL group electives (4)  
Humanities electives (6)

### Professional Training

*Seventh term* (summer) (16 hours)

MEDT 411, 412, 413, 414, 421, 422, 423, 451

*Eighth term* (15 hours)

MEDT 431, 432, 434, 435, 441, 442

**Clinical practicum**—January-July (28 weeks) (19 hours)

MEDT 424, 415, 416, 465, 433, 443, 480

Students may take CHEM 341-342 as physical science/math electives if using CHEM 306-308-309 as program requirements. Students who take CHEM 341-342 as program requirements may take CHEM 308-309 as physical science electives (but not CHEM 306).

BIOL group elective courses—4 required  
BIOL 310, 331, 350, 405, 407, 411, 419, 426, 433, 435, 438, 439, 443, 447, 449, 526  
ENG 388

Physical science/math elective courses—2 required

CHEM 201, 308-309, 321, 341, 342, 352, 445

MATH 115, 131

PHYS 201, 202

ENG 388

CS 101, 130, 180

## Parasitology and Medical Entomology

102 Health Center, 372-7769

Graduates of this program will be prepared for employment in the fields of public health, particularly those areas dealing with parasitology and medical entomology. An option of this program is a clinical experience that will be appropriate to the employment goals of the individual student. The graduate of the program will receive a bachelor of science in parasitology and medical entomology degree.

Because of the variety of options available to the student in this field, individual students, with their advisers, must design appropriate programs. Students should consult the program adviser for complete information regarding degree requirements and curricula.

### Suggested program

*First year*

ENG 112 or equivalent (3-6)  
PEG 100 (2)  
BIOL 104 or 205 (4-5)  
BIOL 101 or 204 (3-5)  
MATH 124 and 125 (8); or MATH 131 (5)  
General education requirements and electives

*Second year*

BIOL 321, 322, 409 and 410 (14)  
CHEM 115 and 116 (8); or CHEM 125 and 126 (10); or CHEM 135 and 136 (10)

General education requirements and electives;

Additional course in possible secondary specialization tracks in areas such as microbiology, ecology or animal physiology

*Third year*

Courses in area of secondary specialization  
BIOL 405 and 435 (8)  
Electives

*Fourth year*

Courses in area of secondary specialization  
Clinical Practice (3)  
BIOL 406 (3)  
Electives

## Physical Therapy

503 Life Sciences Building, 372-8361  
2601 Hospital Support Building, Medical College of Ohio 381-3518

The basic physical therapy education program provides opportunities for development of the knowledge, skills and attitudes which enable students to be competent entry-level clinical practitioners, to participate in clinical research and to have the basis for future graduate study. The physical therapist is a highly skilled practitioner who is aware of the health problems of the disabled in all age groups and in a variety of environments.

This challenging profession provides a career for men and women who desire to participate with other health care providers in the restoration of maximal functional capabilities of individuals temporarily or permanently disabled by illness, disease, trauma or congenital abnormalities. Most physical therapists work in hospitals, public health agencies, rehabilitation and extended care facilities, public schools and other governmental agencies.

During the freshman and sophomore years, students take a pre-professional program that permits them to fulfill all prerequisite courses and to attain a general education background in communication skills, natural sciences, social and behavioral sciences and the humanities.

The proximity of the University to the Medical College of Ohio has strengthened this cooperative academic program. The junior and senior years are offered on the campus of the Medical College of Ohio. Courses in the professional curriculum include the basic sciences, physical therapy theory and procedures and applied clinical sciences. An important feature of the program is the cooperative practicum and internship experiences in which all students participate. More than 62 hospitals, local health agencies, rehabilitation centers and public schools are affiliated with the program as clinical educational facilities.

This program is accredited by the Commission on Accreditation in Education of the American Physical Therapy Association. Graduates are eligible to take state licensure or registry requirements in the state in which they wish to practice.

Fees for the baccalaureate physical therapy program are the same as for all other degree programs. There are, however, additional charges for uniforms and required professional liability insurance. Transportation to and from classes at the Medical College of Ohio and clinical educational facilities, and any other specific health tests required by the clinical education facilities, are the responsibility of the student.

### Acceptance requirements

Candidates for acceptance to the physical therapy professional component in the third and fourth years at the Medical College of Ohio in cooperation with the University of Toledo and Bowling Green State University must have:

1. submitted their applications and all supporting academic credentials for admission to the University to the Office of Admissions by December 1 of the year preceding their anticipated acceptance to the professional program, if the candidate is a transfer student.

2. been admitted to the University of Toledo or Bowling Green State University.



3. filed the physical therapy professional curriculum application prior to the deadline date of January 15 of the year the student wishes to enroll in the professional curriculum to the Department of Physical Therapy, Medical College of Ohio.

4. a minimum of 2.5 accumulative GPA. No S/U or PS (pass) or NC (no credit) options are permitted in required courses or prerequisites for required courses, except those graded only on that basis.

5. completed each of the following courses or their equivalent with a minimum grade of C:

*Natural sciences*

BGSU: BIOL 205 and 331  
BGSU: CHEM 125 and 126  
BGSU: PHYS 201

*Behavioral and social sciences*

BGSU: PSYC 201  
BGSU: SOC 101

6. completed all other general program requirements specified by Bowling Green.

7. provided documentation of experience in health care and/or community service(s).

8. completed a personal interview as stipulated by the admissions committee for the professional curriculum.

9. filed a certified letter of acceptance with the program director by April 30.

The availability of clinical facilities and faculty currently limits the acceptance in the third year to only 14 students from each university. Admission to the professional component is highly competitive; therefore, completion of the admission requirements does not guarantee acceptance to the professional physical therapy program.

### Suggested program

*First year* (preprofessional program: 32-38 hours)

ENG 112 or equivalent (3-6)  
PEG 100 (2)  
SOC 101 (3)\*  
MATH 130 (3)  
IPCO 102 (3)  
CHEM 125 and 126 (10)\*  
PSYC 201 (4)\*  
MRA 101 (1)  
General education requirements (3-6)

*Second year* (preprofessional program: 27-35 hours)

PHYS 201 (5)\*  
BIOL 205 and 331 (8)\*  
HED 313 (3)  
MRA 301 (2)  
PHIL 342 (3)  
PSYC 240 (3)  
CS 101 (3)

General education requirements: select from humanities, art, foreign language and multicultural studies

*Third year* (professional program: 30 hours)

Human gross anatomy; neuroanatomy and neurophysiology (9)  
Pathology and pharmacology (2)  
Physical therapy procedures (4)  
Principles of massage (2)  
Therapeutic exercise (4)  
Electrophysiological assessment and treatment (2)  
Functional anatomy (3)  
Applied medical sciences (2)  
Clinical practicum (2)  
Prosthetics and orthotics (2)

*Fourth year* (professional program: 33 hours)

Human growth and development (3)  
Research methods (2)  
Therapeutic exercise (4)  
Cardiopulmonary physical therapy (3)  
Orthopaedic and sports trauma (5)  
Pathology and pharmacology (2)  
Physical therapy trends and management (2)  
Evaluation rehabilitation techniques and principles applied (4)  
Prosthetics and orthotics (2)  
Independent Study (2)  
Clinical practicums (4)

*Summer*

Clinical Internship (10)

To enroll in the summer clinical internship the student must have a GPA of 2.5 or above in professional courses with a PHYT prefix and faculty consent.

This program is subject to revision and may be modified to meet student needs.

\*Required for admission to the professional curriculum in the third and fourth years.

## Social Work

413 South Hall, 372-2441

This program is designed to prepare students to be generalist practitioners at the beginning level of social work practice. Built upon a liberal arts foundation, the program provides students with knowledge and skills needed to assist people seen in social service programs.

Social workers work in a great variety of social service programs including hospitals, schools, courts, correctional institutions, programs for the aged, programs for physically and mentally handicapped and mentally ill, child welfare programs and many others.

In these settings, social workers assume the roles of medical social worker, school social worker, probation and parole counselor, correctional social worker, geriatric social worker, child protective social worker, foster care or adoption social worker and public assistance social worker.

During the freshman and sophomore years, students take introductory social work courses along with courses in a variety of other disciplines. A student may make application to become a social work major after completion of 45 semester hours. A written application is required.

Most of the social work courses are taken in the junior and senior years.

This program emphasizes student participation in area social agencies through observation, volunteer work and supervised field instruction. Graduates of the program receive a Bachelor of Science in Social Work. The program is accredited by the Council on Social Work Education at the baccalaureate level.

### Suggested program

*First year*

SOWK 110 (3)  
ENG 112 or equivalent (3-6)  
BIOL 101 or 104 (3-4)  
SOC 101 (3)  
CS 100 (3)  
PSYC 201 (4)  
PEG 100 (2)  
General education requirements (6)  
Elective (3)

*Second year*

SOWK 220, 227 (6)  
POLS 201 (3)  
IPCO 306 (3)  
ECON 200 (3)  
PHIL 210 (3)  
PHIL 103 (3)  
General education requirements (6)  
Elective (3)

*Third year*

SOWK 230, 320, 322 and 332 (12)  
SOC 301, 369, 370 (9)  
General education requirements (6)  
Electives (6)

*Fourth year*

SOWK 325, 326, 330, 423, 430 (23)  
PSYC 405 (3)  
Electives (6)

This program is subject to revision and may be modified to meet student needs.

# School of Nursing

Medical College of Ohio, 381-3435  
114 Health Center, 372-8760  
Firelands option, 433-5560

The School of Nursing offers the student an opportunity to become actively involved in the health field as a professional nurse with a bachelor of science in nursing degree. The curriculum emphasizes a liberal education combined with the nursing theory and clinical practice needed to develop as an educated nurse. A graduate of the nursing program is capable of providing health services for individuals, families and communities, eligible to take the licensing examination to become a registered nurse, and prepared for future graduate study and leadership in nursing.

The School of Nursing is accredited by the National League for Nursing and has full approval of the Ohio State Board of Nursing Education and Nurse Registration.

Fees for the nursing program are the same as for all other degree programs. Additional charges, however, are mandated for uniforms, professional liability insurance, specific health tests and lab fees. The classes in the nursing major are taught in Toledo at the Medical College of Ohio. Transportation to classes at the Medical College of Ohio in Toledo and to the clinical placements is the responsibility of the student.

## Admission requirements

Admission to the preprofessional nursing program is through the office of admissions of the University. Successful completion of the preprofessional requirements is a prerequisite for admission to the professional nursing program. The number of students accepted into the nursing program is limited by the availability of clinical facilities and faculty. Admission to the professional program is competitive and based upon:

1. Completion of:  
ENG 112  
MATH-demonstrated competency above 095 level  
CHEM 115 and 116  
BIOL 205  
PSYC 201
2. A minimum accumulative grade point average of 2.5 in the preprofessional program.

3. Completion of 30 semester hours of credit.

4. Participation in an interview.

Admission applications are available from the nursing office in December of each year.

## Bachelor of science in nursing

A candidate for the bachelor of science in nursing degree must earn a minimum of 123 semester hours of credit either in residence, by advanced standing or transfer credits, in addition to the requirements listed on page 9.

A minor is not required for graduation.

## University Requirements

Each student is required to complete ENG 112 or demonstrate a proficiency in written expression equivalent to that attained by students who have completed the course. A penalty is imposed if ENG 112 is not completed within the first 60 hours. See page 11.

Each student must take two PEG 100 courses.

## Functional Understandings

### Natural sciences

Each student is required to complete BIOL 205, CHEM 115, 116 and MATH as demonstrated by a competency examination score above MATH 095 level.

### Social sciences

Each student is required to complete PSYC 201 and SOC 101.

### Arts and humanities

Each student is required to complete one course in literature (American, English or foreign), PHIL 102 or 342, and one other course in one or more of the following areas: ART, literature, ethnic studies, music, PHIL, POPE, THEA or women's studies. A list of courses approved for the humanities requirements is available from the School of Nursing office, 114 Health Center.

### Foreign languages and multicultural studies

Each student is required to complete one course from the approved list.

Additional required credit hours exclusive of major include HOEC 207 or 307, EDFI 490 or PSYC 240; PSYC 405; either PSYC 270, SOC 369 or MATH 115; and BIOL 311, 312, 314 and 315.

The major requires a minimum of 66 hours. These include 21 nursing courses and 6 human biological science courses. A minimum grade of C is required in all nursing courses in the professional program.

## Suggested program

*First year (preprofessional program)*

CHEM 115 and 116 (8)

MATH-demonstrated competency above 095 level

SOC 101 (3)

PEG 100 (2)

ENG 111 and ENG 112 (3-6)

BIOL 205 (5)

PSYC 201 (4)

NURS 100 (1)

Humanities elective (3)

*Second year (professional program)*

PHIL 342 or 102 (3)

BIOL 311, 312, 314 and 315 (12)

EDFI 490 or PSYC 240 (3)

HOEC 207 or 307 (3)

Literature (3)

PSYC 270, SOC 369 or MATH 115 (3)

Foreign language and multicultural studies

elective (3)

PSYC 405 (3)

*Third year (upper division)*

NURS 370, 371, 372, 373; 380, 381, 382, 383, 384; 390, 391, 392, 393, 394

*Fourth year*

NURS 471, 472, 473, 474; 481, 484; 491, 492, 493, 494

Electives

The above is a suggested program that may be modified according to individual needs and capabilities. The School of Nursing recommends academic advisement as the student progresses.

## Degree program for the registered nurse

The School of Nursing also offers an opportunity for graduates of associate degree and diploma programs to earn a baccalaureate degree with a major in nursing. This alternate track for the RN student provides for flexibility and an individualized approach for the nurse who is already practicing.

Criteria for seeking admission to the major are:

1. minimum of 30 semester hours of college credit including prerequisite courses in chemistry and biology or equivalents with minimum GPA of 2.5
2. 50th percentile success on selected National League for Nursing Examinations.
3. current license to practice in the state of Ohio.
4. completion of general college requirements.
5. professional liability/malpractice insurance.
6. graduation from an NLN accredited school.

The NLN examinations earn the diploma graduate 30 semester hours of nursing credit and determine placement for both diploma and associate degree graduates into the RN sequence (upper-division nursing). The diploma RN is also granted 12 semester hours of technical credit.

Application to the major takes place spring semester preceding the fall semester in which the student plans to enter the major.

A lab fee will be assessed for all technology courses.

A minimum of 123 hours are required for graduation, of which 40 hours need to be in upper-division course work. In addition, the 30 hours earned immediately before graduation must be completed through Bowling Green State University.

RN students must take or transfer in equivalents to the following courses:

### **University Requirements**

Each student is required to complete ENG 112 or demonstrate a proficiency in written expression equivalent to that attained by students who have completed the course. A penalty is imposed if ENG 112 is not completed within the first 60 hours. See page 11.

Each student must take two PEG 100 courses.

### **Functional Understandings**

#### **Natural sciences**

CHEM 115 (4)

BIOL 205 (5)

Math as demonstrated by a competency examination score above MATH 095 level.

#### **Social sciences**

Each student is required to complete PSYC 201 and SOC 101.

#### **Arts and humanities**

Each student is required to complete one course in literature (American, English or foreign), PHIL 102 or 342, and one other course in one or more of the following areas: ART, literature, ETHN, music, PHIL, POPC, THEA or WS. A list of courses approved for the humanities requirements is available from the School of Nursing office, 114 Health Center.

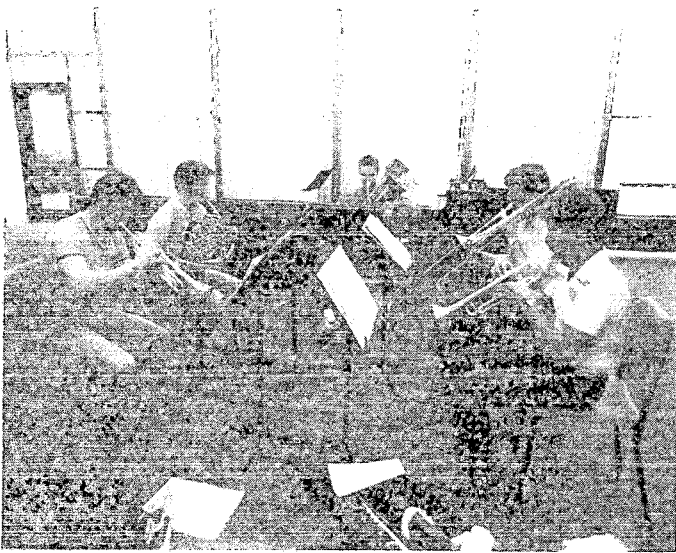
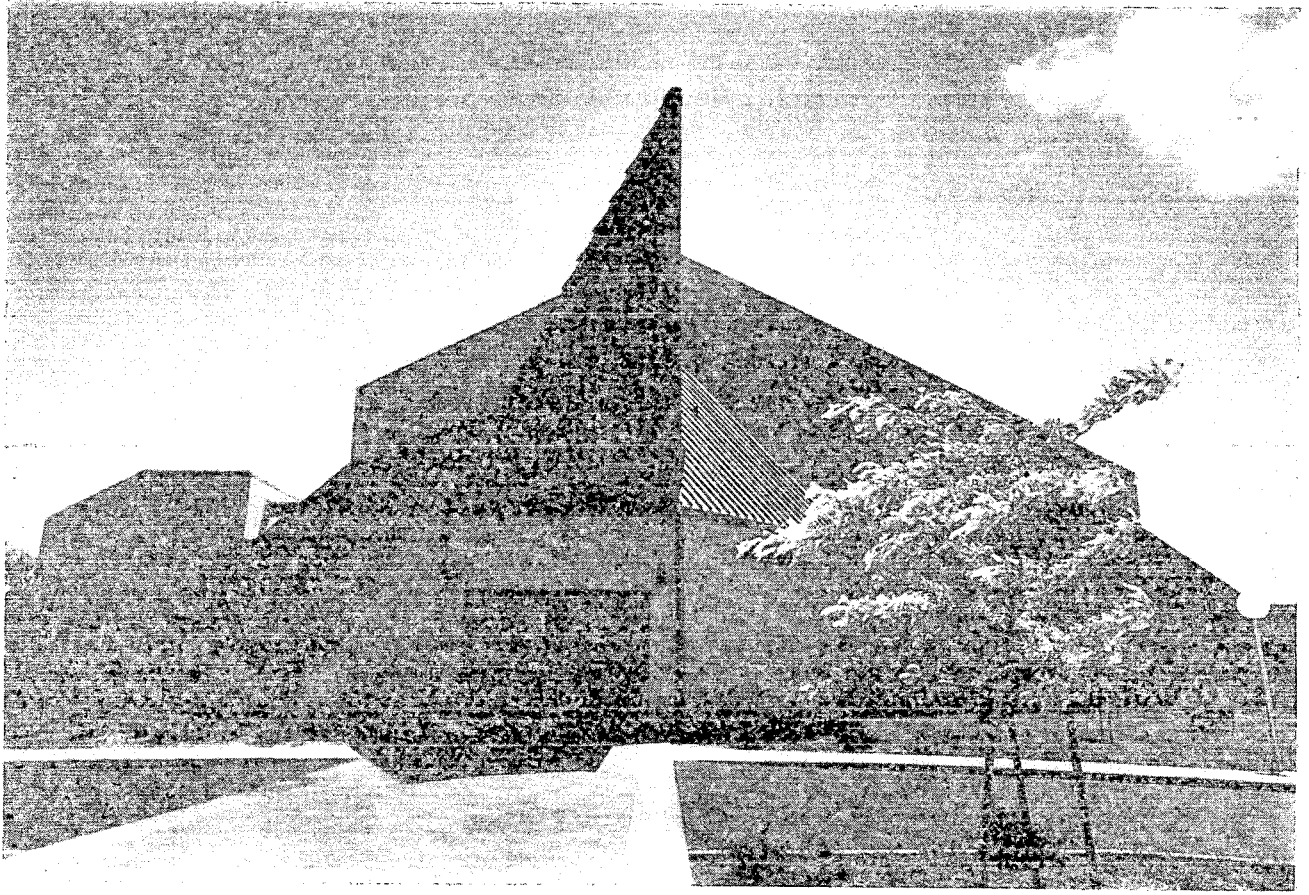
### **Foreign languages and multicultural studies**

Each student is required to complete one course from the approved list.

Additional required credit hours exclusive of major include EDFI 490 or PSYC 240; either PSYC 270, SOC 369 or MATH 115; PSYC 405 or any other upper division PSYC course; BIOL 433.

There are 27 hours in the nursing major. Typically students take the 27 hours part-time spread out over two years. An acceleration plan is possible; however, prior approval must be obtained from the associate dean for the RN program.

The nursing courses are offered through the Bowling Green main campus and the Firelands campus.



# College of Musical Arts

Robert W. Thayer, Ph.D., dean, 1031  
Moore Musical Arts Center, 372-2181  
Richard Kennell, M.M., assistant dean,  
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Department of Music Composition and  
History, Vincent Corrigan Ph. D., chair,  
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Department of Music Education, P.  
Thomas Tallarico Ph. D., chair, 1031  
Musical Arts Center, 372-2181

Department of Performance Studies, Rich-  
ard Cioffari, M.M., chair, 1031 Musical  
Arts Center, 372-2181

## Objectives

The primary objectives of the College of Musical Arts are to educate talented musicians for professional careers in teaching, performance, composition and musical scholarship; and to serve the University community by contributing to the general education program; The College also strives through its division of public mission to enhance the cultural climate of the entire campus and community and to serve as a cultural resource for northwest Ohio.

## Music for the Non-Major

The student interested in music but not planning to be a major will find a wide variety of courses and performing options from which to choose. Courses range from a basic music appreciation class that embraces both popular and classical styles to more specific courses in classical music, jazz, world musics, music theory and composition. Those interested in learning piano, voice or guitar will find group instruction offered in these areas. Private instruction and membership in the University performing ensembles is available on a limited basis by audition for people with previous performing experience.

## Accreditation

Since 1947, the College of Musical Arts has been an accredited institutional member of the National Association of Schools of Music.

## Entrance Examinations

Students wishing to major or minor in music are required to audition in their principal performance medium and to take a diagnostic examination in general musicianship, including music reading, elementary music theory and aural skills. A study guide is provided prior to the examination. In addition, a personal interview is strongly recommended. Applicants with performance skills in more than one medium are encouraged to audition in the second medium as well. Admission to a degree program in music is dependent upon satisfactory completion of these auditions and examinations. Students with majors in disciplines other than music who wish to register for applied music instruction (private lessons) are also required to audition in the principal performance medium. For information about other University entrance/place-ment examinations, see Academic Policies and Admissions.

## Music Performance Ensembles

Membership in music ensembles is open to all students in the University who qualify on the basis of auditions. These ensembles include the A Cappella Choir, Men's Chorus, Women's Chorus and Collegiate Chorale; Concert, University, Marching, and Symphonic Bands; Philharmonia Orchestra; and a variety of small vocal and instrumental ensembles, including Jazz Lab Band, Early Music Ensemble, Balinese Gamelan Ensemble and New Music Ensemble. See course descriptions for a full listing of ensembles.

## PROGRAMS OFFERED

### Bachelor of Music

The College of Musical Arts offers majors leading to the Bachelor of Music degree as follows:

- Music composition (MUCH)
- Music education (MUED)
- Choral option-keyboard emphasis
- Choral option-vocal emphasis
- Choral/musical theater option—key-  
board emphasis

- Choral/musical theater option—vocal  
emphasis
- Classroom option—keyboard  
emphasis
- Classroom option—vocal emphasis
- Instrumental option—brass, percus-  
sion, string or woodwind emphasis
- Instrumental option-keyboard  
emphasis
- Music history and literature (MUCH)
- Performance (MUSP)
- Church music option-organ or voice  
emphasis
- Guitar option-jazz emphasis
- Harpichord option
- Instrumental option (brass, harp, per-  
cussion, string, woodwind)
- Organ option
- Piano accompanying option
- Piano literature option
- Piano pedagogy option
- Voice option
- Voice/Musical theater option
- Woodwind specialist option

A minor in jazz is available to Bachelor of Music degree candidates majoring in any of the fields listed above.

The Bachelor of Music degree provides undergraduate preparation for a profes- sional career and a background for gradu- ate study. To ensure not only technical skills but a broad understanding of the social and cultural environment in which the art of music is practiced, breadth as well as depth are stressed in the curricu- lar programs for each of these majors. See the sections immediately following as well as the course descriptions for spe- cific details of each of these majors.

## Bachelor of Arts

The Bachelor of Arts degree with both majors and minors in music is also avail- able (see College of Arts and Sciences). Bachelor of Arts degree candidates who wish to pursue a major or minor in music should contact the assistant dean of the College of Musical Arts.

## Bachelor of Science in Education

A minor in music is available to students majoring in education (see College of Education and Allied Professions). The following options are offered:

Secondary instrumental music (meets high school certification requirements)

Secondary vocal music (meets high school certification requirements)

All prospective music minors must complete the music entrance examination including an audition in the major performance medium.

### Approval for Continuation as a Music Major or Minor

The progress toward a degree of each music major or minor is reviewed each semester by the faculty of the appropriate department(s). Only students whose musical and academic performance is satisfactory are permitted to continue in the program.

## BACHELOR OF MUSIC DEGREE

### General Requirements for the Degree

A candidate for a degree in the College of Musical Arts must fulfill the general University requirements for the baccalaureate degree (see Academic Policies) and meet the requirements for the degree listed in the following pages. To further assist students in academic program planning, curricular check sheets are available from each department.

### Academic Advising

A departmental adviser is available to assist students with career advisement, curricular planning, course selection and determining progress toward meeting graduation requirements. Ultimate responsibility for knowing and meeting requirements rests with the student, and students need to be thoroughly familiar with the Undergraduate Catalog and with appropriate curricular check sheets. Students admitted to the College of Musical Arts as a music major or minor are encouraged to meet with the chair of the appropriate department to discuss their academic programs.

### Choice of a Major

Upon successfully meeting entrance requirements, students wishing to pursue the Bachelor of Music degree should select a major within music.

Students planning to major in music composition or music history and literature usually declare their major at the end of the sophomore year. Such students should consult the chair of the Music Composition-History Department for academic advising during the first two years.

### Double Major

A student interested in a double major should consult the chairs of the departments involved for information pertaining to the requirements. Double majors must be approved by the chairs of the appropriate departments. Such programs ordinarily require more than eight semesters to complete.

### Recital Attendance

All freshman, sophomore and junior music majors (and minors during terms in which they are engaged in performance study) are required to attend 15 musical recitals or concerts on campus each term, exclusive of those in which the student is a participant. Attendance at the biweekly College Recitals may be counted toward the minimum of 15 recitals per term. To monitor recital attendance, students majoring in music must register for and successfully complete six semesters of MUS 099 (Recital Attendance). Students are also required to attend biweekly seminars according to medium of performance study.

### Minor in Another Discipline

A music major interested in concentrated study in another discipline should consult the chair of the department in which the major is being taken. With judicious course selection it is often possible to earn a minor or its equivalent in another field. This additional study may require more than eight semesters to complete.

### Jazz Minor

The jazz minor is a supplementary program of courses and performance experiences presenting the historical and stylistic features of jazz. The jazz minor may be added to existing undergraduate degree programs in music composition-theory, music education, music history and literature, or performance. Students interested in the jazz minor should consult their department chair for assistance in planning for the additional required course work.

#### Jazz minor program (31)

MUCH 211, 212-Jazz Improvisation and Repertoire (4)

MUCH 236-Intro Jazz and Commercial Music (2)

MUCH 237-Jazz Theory and History(3)

MUCH 311, 312-Jazz Arranging and Analysis (6)

MUCH 411-Jazz Pedagogy (2)

MUCH 436-Recording Techniques (2)

MUCH Jazz Lab or Jazz Ensemble (4)

MUCH Applied instruction (8)

Applied credits earned in any music major program count toward this requirement.

### S/U Grading

No required music courses may be taken for S/U grades. General education and professional requirements outside of music, however, may be taken for S/U credit. Elective hours within and outside of music may also be taken on an S/U basis provided that the general grading policies of the University are maintained.

### Ensemble Participation

All music majors are expected to participate in ensembles throughout their undergraduate program at Bowling Green State University. Ensemble choices should be appropriate to the student's major. Students who qualify may participate in ensembles in other media. See departmental guidelines for individual requirements and limitations.

### Aural Skills

In order to acquire those hearing and sight-singing skills which are basic to any career in music, all music majors are required to pass level IV of aural skills prior to graduation (see course descriptions). Since these courses are competency-based, students are encouraged to progress faster than the "normal" rate of one level per semester. See music composition-history chair for information regarding receipt of credit for levels skipped.

### Course Prerequisites

For all music majors, completion of MUCH 131 and 132 with passing grades plus completion of MUCH 142 with a grade of C or better are prerequisites to enrollment in MUCH 231 and 241. Certain upper-division courses have specific prerequisites (see course description for details).

## DEGREE PROGRAMS

### Music Composition

(courses coded MUCH)

1031 Musical Arts Center, 372-2181

### Admittance as a Composition Major

Music students who have developed a strong interest in music composition and have demonstrated a strong aptitude in these areas may apply to the chair of the Music Composition-History Department for acceptance as a major in music composition. It is also possible to add music composition to an existing major for a double major. Application for admission to the composition program is made prior to the end of the sophomore year and must be approved by the faculty of the department.

## Collegium Musicum

The department maintains a Collegium Musicum as a training ground for performance practice and showcase for music not usually performed by other music ensembles. Ensemble credit is available in New Music Ensemble, Early Music Ensemble and Balinese Gamelan Ensemble. Participation in the New Music Ensemble by music composition majors is strongly encouraged. All music majors are expected to participate in ensembles throughout their undergraduate program at Bowling Green State University.

## Keyboard Proficiency Requirement

Functional keyboard proficiency tests I and II are required. See Music Education: Functional Keyboard Requirements, below, and course descriptions.

## Approval for Senior Status

Each candidate for senior status as a music composition major must submit at least one score or tape of an original composition or arrangement, or one original paper on some aspect of music theory.

## Completion Requirement

Candidates for the bachelor's degree in music composition are required to present a half-recital of original compositions (or equivalent, such as music for a stage play or film of substantial length). Composition majors planning to give a degree recital must be registered for MUCH 316 during the semester in which the recital is given, or must give the recital within 4 weeks of the beginning of the semester immediately following the last semester of MUCH 316.

## DEGREE REQUIREMENTS

The Bachelor of Music degree in Music Composition requires 133-138 total credits distributed as follows:

1. 40-44 credits in General Education;
2. 50-51 credits in basic musicianship, including performance;
3. 38 credits in advanced courses in music theory, literature and composition;
4. 3 credits in ENG 112;
5. 2 credits in PEG 100.

For specific information, consult the Chair of the Department of Music Composition/History.

## General Requirements

All composition degree candidates are subject to the general requirements listed under Academic Policies in this catalog, as well as general requirements listed under Bachelor of Music degree, none of which are superseded by individual degree programs.

## Writing Proficiency

See Academic Policies, Writing Proficiency Requirement. Note that a penalty is imposed if ENG 112 is not completed by the junior year.

## Physical Education

See Academic Policies, General Requirements for the Baccalaureate Degree.

## General Education Requirements

### I. Humanities and Arts

Students must complete one course in fine arts or philosophy and one course in English literature. Total: 6 hours.

### II. Mathematics and Natural Sciences

Students must complete two courses in science or mathematics. PHYS 350 is recommended. Total: 6 hours.

### III. Social Sciences

Students must complete at least two courses selected from anthropology, economics, geography, history, political science, psychology or sociology. Total: 6 hours.

### IV. Foreign Languages and Multicultural Studies

Students must complete at least eight hours of one language; either French or German is recommended. If proficiency equivalent to 101-102 in either language can be established with the appropriate language departments, courses beyond this level may be taken. One or two semesters in computer science courses may be substituted for the same number of semesters of a foreign language beyond the first year of earned credits. Total: 16 hours.

In addition, each student must select a sufficient number of courses from any of the above areas, in consultation with the chair, to meet the total general education requirements of 40-44 hours.

## Music Requirements

All composition majors are required to complete the following music courses. Minimum total: 88 hours.

### Music core

MUCH 131, 132, 231, 232, 236 or 237, and 233, 234 or 235.

Aural skills 141, 142, 241, 242, and H341. Minimum total: 27-28 hours.

### Music Performance

Large ensembles 4 hours; small ensembles 3 hours; major instrument/voice 4 hours; MUSP 305 and 306 4 hours; performance electives 3 hours. Total: 18 hours.

### Piano

MUED 150, 151, 250, 251 (may be waived by proficiency exam). Keyboard proficiency test I and II are required. Total: 5 hours.

### Music literature electives

Total: 4 hours.

### Music Composition major courses

MUCH 308, 309, 315, 316 (12 hours), 320 or 325, 403, 404, 410 (4 hours), 424 and 425. Total: 34 hours.

Completion requirement (see above).

## Suggested program

**Note:** Exact order of courses is dependent upon semester of entry into program and time frequency of offerings which are subject to change. This is a general guide only.

*First year* (33 hours)

MUCH 131, 141, 142, 233 or 234 or 235, 236 (12)

PEG 100 (2)

Applied music (2)

Arts and humanities general education requirements (6)

MUCH 116 (4)

Ensembles (2)

MUED 150 and 151 (2)

ENG 112 (3)

*Second year* (34 hours)

MUCH 132, 231, 232, 241 and 242 (13)

Applied music (2)

Foreign language (8)

Ensembles (2)

MUED 250 and 251 (3)

Electives in and out of music (6)

*Third year* (35 hours)

MUCH H341 (2)

MUCH 308 and 309 (4)

MUCH 315 and 320 (4)

MUCH 410 (4)

MUCH 316 (6)

Ensembles (2)

Music literature electives (4)

Mathematics and natural sciences general education requirements (6)

Music performance electives (3)

*Fourth year* (35 hours)

MUCH 316 (6)

MUCH 424 and 425 (6)

MUSP 305 and 306 (4)

MUCH 403 and 404 (4)

Foreign language (8)

Social sciences general education requirements (6)

Ensembles (1)

The above is a sample program which may be modified with the approval of the chair of the music composition/history department according to the student's individual needs and capabilities.

## Music Education

(courses coded MUED)

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The music education curriculum is designed to prepare students to become elementary and secondary school music teachers. The department believes that this can be accomplished by providing for the student:

1. a program of general studies in the sciences and humanities;
2. advanced study in music performance and comprehensive musicianship; and
3. a program of professional training including field experiences, methods courses and laboratory training.

## Degree Programs in Music Education

All bachelor of music degree programs in music education lead to provisional special certification for teaching music in grades K-12. Four degree options are offered in music education: a choral, an instrumental, a classroom music and a choral/musical theater option. The choral option is intended for those who wish to teach junior and senior high school choral ensembles; the instrumental option for those who wish to work with bands and/or orchestras at elementary and secondary levels; the classroom option for those who are interested in teaching elementary and junior high school general music; and the choral/musical theater option for those who are interested in teaching choral music at the secondary level and in producing musical shows. For complete degree requirements for each option, refer to music education options below.

To graduate in four years, a student must take approximately 34 hours of required course work each year. Music education majors usually take between 16 and 18 credit hours per semester. The total number of hours required are distributed over the areas of general and professional study which appear below and vary slightly according to the specific options.

1. 42 hours of credit in general studies;
2. 9 hours of credit in professional education;
3. 58 hours of credit in music core courses including music theory, music history, performance, conducting, ensembles, methods courses and student teaching;
4. 18-22 hours of credit in the music education option;
5. 2-3 hours of credit in physical education (PEG).

### Selecting a Degree Option

All freshman music education majors are enrolled in a general course of study for the first academic year. Students are required to select a degree option during that year.

Approval of an option is initially determined on the basis of the student's academic standing and performance achievement.

1. Academic standing is determined on the basis of cumulative grade point hours and quality points, and standing in the basic music courses.

2. Performance proficiency is measured through applied juries which are scheduled at selected times and are posted for each academic year. These performance juries are used to determine a student's performance proficiency for choosing a specialty area, and to determine whether performance progress has been satisfactory. Only students whose performance status is satisfactory will be granted an area of specialty.

3. To remain in a degree option, students must exhibit teaching competency as judged by the music education faculty.

Students who decide to change from one option to another must first consult with the department chair. In addition, they may be required to meet additional professional and performance requirements. Any student changing an option must complete at least 10 credit hours in one performance area.

## DEGREE REQUIREMENTS

### General Requirements

All music education degree candidates are subject to the general requirements listed under Academic Policies in this catalog, as well as general requirements listed under Bachelor of Music degree, none of which are superceded by individual degree programs.

### Writing Proficiency

See Academic Policies: Writing Proficiency Requirement. Note that a penalty is imposed if ENG 112 is not completed by the junior year.

### Physical Education Requirement

See Academic Policies: General Requirements for the Baccalaureate Degree.

### General Education Requirements

To ensure a general education background in addition to the teaching major, a student is required to complete 42 hours of credit from the four areas of knowledge indicated below.

#### I: Humanities and arts

Students are required to complete one course in ENG literature (3 hours) and 6 hours of credit in one or more of the following: ART, speech (including RTVF and THEA), literature, modern dance, PHIL or foreign language. Group I requirements may not include music courses.

#### Requirements for the classroom music option

Students pursuing the classroom music option are required to take 9 hours in related art disciplines. These include: English literature (3 hours), ART 101 (3 hours) and a choice of one of the following: ART 145, 146, 147, IPCO 347 or 447 (3 hours). Fourteen hours may then be elected from one or more of the groups or from those disciplines listed above. Required courses in the music education option may not be used.

#### Requirements for the choral/musical theater option

Students pursuing the choral/musical theater option must complete the following courses in theater and related field: THEA 202, 241, 341 and 352 (12) and THEA 243 or 343 or 349 (3-4). Students are also required to take one course in ENG literature (3). Required courses in the music education major must not be used.

Choral/musical theater students must also complete 3 hours of recreation in dance from among ballet, ballroom dance, square dance, folk dance, jazz dance, modern dance and tap dance.

#### II: Mathematics and natural sciences

Students must complete at least 6 hours of credit in course work selected from BIOL, CHEM, PHYS, GEOL, MATH or MIS. MATH 241 and 242 are applicable only for an elementary education major. One mathematics and one natural science course are required. Minimum total: 6 hours.

#### III: Social sciences

Each student must complete PSYC 201 and at least 3 hours of credit from ECON, GEOG, HIST, POLS, PSYC, anthropology or SOC. Minimum total: 7 hours.

#### IV: Foreign languages and multicultural studies

Students are required to complete one non-western music course (MUCH 233, 234 or 235) and EDFI 408. Minimum total: 6 hours.

#### Communication

Students must complete ENG 112 and IPCO 102. A student is considered to have demonstrated acceptable performance in English skills if a grade of C or better is received in ENG 112. A student who receives a D in ENG 112 must repeat the course until a grade of C is earned. A penalty is imposed if ENG 112 is not passed before the junior year. See Writing Proficiency Requirement. Minimum total: 6 hours.

#### Total group requirements

1. Instrumental and choral options—Group I, II, III, IV and Communication; total 30 hours  
Classroom option—Group I, II, III, IV and Communication; total 33 hours.  
Choral/musical theater option—Group I, II, III, IV and Communication; total 42 hours.



2. Elective hours are distributed as follows:

Instrumental and Choral options—12 hours.

Classroom option—9 hours.

Choral/musical theater option—0 hours.

These hours may be elected from one or more of the 5 general studies categories or from any of the following disciplines: JOUR, MKT, MGMT, BUSS, international business, LEGS, FIN, INS, LEM, HOEC, POPE, technology; health, physical education and recreation; music, and education. Required courses in the music education option may not be used. Students required to take MUCH 110, however, may apply these hours to the elective category.

3. Students in all options except choral/musical theater are required to take a minimum of 2 hours of PEG courses. Students in the choral/musical theater option select 3 hours of dance courses.

### Professional Education Requirements

To ensure adequate professional preparation for a career in teaching, the following courses are required: EDFI 302 and 402 and EDAS 409. (The prerequisite for EDFI 302 is PSYC 201). EDFI 408 appears as a requirement in group IV, above.

### Music Core Requirements

All music education majors are required to complete the following core courses. Minimum total: 58 hours.

#### Music history, theory and aural skills

Music modules MUCH 131, 132, 231, 232 and 236. Music module MUCH 131, 132, 232 and 236. (Either MUCH 233, 234 or 235 required under the Group II category.) In addition, either 315, 320 or 325 taken according to specific option. Aural Skills I-IV (MUCH 141, 142, 241 and 242.) Minimum total: 25 hours.

#### Conducting

MUSP 305 and 306 required in the junior year before student teaching. Minimum total: 4 hours.

#### Performance

10 hours minimum in one performance medium (e.g., trumpet, violin, voice).

#### Ensembles

5 hours of large ensembles and one hour of small ensembles. Total: 6 hours.

#### Music methods

MUED 240. Total: 3 hours.

#### Student teaching

MUED 497. Eligibility requirements for student teaching are specified under "Student Teaching" in this section of the Undergraduate Catalog. Total: 10 hours.

### Music Education Options

In addition to the core requirements (58 hours) each major in music education must complete the requirements of one of the following options:

#### Choral option (keyboard emphasis)

MUED 340, MUED 341, MUED 359, MUSP 310, 3 hours of instrument classes (see additional requirements—instrument classes), 3 hours of class or studio voice, 2 hours of class piano and functional proficiencies I and II. Total minimum: 20 hours.

#### Choral option (vocal emphasis)

MUED 340, MUED 341, MUED 359, MUSP 310; 3 hours of instrument classes (see additional requirements—instrument classes), one hour of studio piano, 2-4 hours of class piano and functional proficiencies I, II and III. Total: 19-21 hours.

#### Classroom option (keyboard emphasis)

MUED 340, MUED 341, 451, 3 hours of instrument classes, 3 hours of class or studio voice, 2 hours of class piano and functional proficiencies I and IV. Total: 19 hours.

#### Classroom option (vocal emphasis)

MUED 340, MUED 341, 451, 3 hours of instrument classes, 1 hour of studio piano, 3-5 hours of class piano and functional proficiencies I, II and III. Total: 18-20 hours.

#### Instrumental option (keyboard emphasis)

MUED 340, MUED 341, 7 hours of instrument classes, 1 hour of class or studio voice, 2 hours of class piano and functional proficiencies I, II and III. Total: 19 hours.

#### Instrumental option (instrument emphasis in woodwind, brass, guitar, string or percussion)

MUED 340, MUED 341, 7 hours of instrument classes, 1 hour of class voice, 3-5 hours of class piano and functional proficiencies I, II and III. Total: 20-22 hours.

#### Choral-musical theater option (vocal emphasis)

MUED 340, 341, 359, MUSP 310, 3 hours of instrument classes, 1 hour of studio piano, 3-5 hours of class piano, and functional proficiencies I, II and III. Total: 19-21 hours.

#### Choral-musical theater option (keyboard emphasis)

MUED 340, 341, 359, MUSP 310, 3 hours of instrument classes, 3 hours of class or studio voice, 2 hours of class piano and functional proficiencies I, II and III. Total: 20 hours.

#### Performance requirements—musical theater option

Students must participate in one University musical (theater program and College of Musical Arts) and three theatrical productions well distributed over the following: opera, opera workshop, educational theater, community theater, professional theater, and dance theater. Each production must be approved by the chair of music education.

MUED 340/341 consists of four major methods components: elementary general music, junior high school general music, the student's major option area of emphasis, and a field component (MUED 341). *Specific option areas will be offered only during certain semesters.* Students should consult the department for details.

### Performance Requirements

In addition to specific course requirements, music education majors must meet the following performance-oriented requirements.

#### Performance jury examinations

Students in music education must have a major performance emphasis and must pass an examination in that area at jury examination times. Jury examinations are scheduled at selected times and are posted for each academic year. Students wishing to change their area of performance emphasis must do so with the approval of the chair of music education and the appropriate performance faculty.

#### Recital

A half recital (or its equivalent) is required of all music education majors. It may not be given while student teaching. Permission to perform a recital is given by the appropriate performance faculty and is based upon the student's performance at a recital jury examination. Students desiring to meet this requirement through equivalent means must receive approval from the chair of music education and the appropriate performance faculty. Students are encouraged to give a full recital; however, a full recital may only be given with the consent of the performance area faculty.

### Functional Keyboard Requirements

Music education majors are required to pass three of the functional proficiency examinations listed below. Instrumental majors must pass proficiencies I, II and III; choral majors, proficiencies I, II and III; and classroom majors, proficiencies I, III and IV. Piano requirements for all degree programs cannot be met simply by taking piano for a specified number of credit hours. The following skills are required for each proficiency examination:

Proficiency I: (freshman level) scales, basic chord progressions, chording melodies, and sight reading

Proficiency II: (sophomore level) harmonization and score reading

Proficiency III: (junior level) accompanying

Proficiency IV: (sophomore level) harmonization, improvisation and transposition

Proficiency I is a freshman-level requirement; proficiencies II and IV are sophomore requirements, and proficiency III a junior requirement.

All entering freshmen are auditioned on piano and placed according to their keyboard skills. Students with no keyboard background are placed in the introductory class piano sequence of MUED 150 and 151. Students with some keyboard experience are placed in either 151 or 154 depending upon their level of proficiency. Keyboard emphasis students are placed in MUED 154 in lieu of taking MUED 150-151 and take MUSP 264 in lieu of proficiency III.

All freshmen are expected to pass functional proficiency I by the end of the second semester. Sophomore and junior level piano course requirements are unique to each option in music education. They are specified in the music education handbook and are designed to prepare students for the second, third and fourth functional proficiency examinations.

Any of these proficiency examinations may be passed ahead of schedule. Freshman and sophomore proficiencies must be completed prior to student teaching. Students who have not passed functional proficiency I and III (or IV) will not be allowed to student teach. Because of the time required to place students in student teaching assignments, there must be at least one full semester between the time the final proficiency is passed and the semester of student teaching. Summer session is considered equivalent to one semester. Proficiency examinations are scheduled at the mid-term and end of each semester.

Certain piano classes must be passed with a grade of C or better. These are indicated in the course descriptions. Additional information on all functional piano requirements is available from the chair of music education. Students are responsible for knowing and meeting all proficiency requirements.

### **Additional Requirements**

#### **Academic minor or second major**

Ordinarily students pursuing a degree in music education do not carry an academic minor or second major; however, a minor or second major can be pursued provided the student is willing to take additional credits beyond the minimum required for graduation. Students with this interest should consult the chair of music education.

#### **Elements of Music**

All entering freshmen are required to take a diagnostic examination in general musicianship (see Entrance Examination above). On the basis of this examination, students may be required to enroll in MUCH 110, Elements of Music. Credit for MUCH 110 will be applied to the elective in/outside of music category.

### **Field experiences**

Field-based experiences are an essential part of professional teacher preparation. In compliance with state certification standards, students are required to participate in such experiences as a part of certain music education courses.

### **Instrument classes**

Music education majors pursuing the instrumental option are required to take the following six instrument classes: MUED 130, 136, 140, 145, 146 and 180. (It is strongly recommended that MUED 130, 140, 145 and 146 be taken initially, preferably during the freshman/sophomore years.) Students in the choral, classroom and theater options are required to take 3 hours of instrument classes including 1 woodwind, 1 brass and MUED 195 (guitar). The following instrument classes are available as highly recommended electives: MUED 190 (harp), MUED 125 (percussion), MUED 147 (bassoon reed class).

### **Conducting requirements**

All music education majors must pass second semester conducting with at least a grade of C. Those students receiving a grade of D or less will be required to repeat MUSP 306 (Conducting) and to achieve better than average work before being allowed to student teach.

### **Methods requirements**

Music education majors must pass all required methods courses (MUED 240, 340) with at least a grade of C. Those students receiving a grade of D or less will be required to repeat the course(s) in question.

### **Ensemble participation**

Music education majors are expected to participate in ensembles throughout their undergraduate program except the semester they student teach. Instrumental option must acquire five semester hours of large ensemble credit (exclusive of marching band credit which may apply toward elective hours) and one semester hour of small ensemble credit. Students in the choral, classroom and musical theater options must acquire five semester hours of large ensemble credit and one semester of small ensemble credit. A total of one semester hour of credit for men's or women's chorus may be applied toward the large ensemble requirement. Any remaining hours of credit accumulated through men's and women's chorus may apply toward elective credit hours.

### **Student teaching**

The requirements for student teaching in music are established by the State of Ohio, the College of Education and Allied Professions, and the Department of Music Education. To be eligible for an assignment in student teaching the student must meet the general requirements of the College of Education and Allied Professions and those prerequisites established by the Department of Music Education. An overall GPA of 2.5 is required.

#### *Departmental prerequisites*

Music requirements for student teaching include the successful completion of MUED 240 (C or better), MUED 340 (C or better), MUED 341 (with an S), MUSP 306 (C or better), and the required functional piano proficiency examinations. (Refer to course descriptions for additional details.) Instrumental option students should attempt to complete the seven semester hour instrument class component prior to student teaching. In addition, classroom option students should complete MUED 451.

#### *Registration*

Each student teacher must register in two places: (a) with the University Office of Student Teaching in the College of Education and Allied Professions; and (b) with the coordinator of student teaching in the College of Musical Arts.

#### *Speech and hearing test*

Prospective teachers must also take speech and hearing tests so that they may avail themselves of appropriate corrective services if necessary. These tests are administered through MUED 240.

#### *Transportation and housing*

Students must provide their own transportation to assigned schools. Students without transportation are expected to live in the assigned community. Requests for stations close to the campus because of apartment leases, etc., may not be honored.

#### *Station assignment*

Students will be assigned to teaching stations and supervisors at the discretion of the coordinator of student teaching. Requested stations or supervisors cannot be guaranteed.

#### *Preteaching interview*

Any school system has the right to interview a prospective student teacher. If the student is not accepted, the coordinator reserves the right to designate a reassignment. If necessary, the coordinator may request that the student seek an interview with school authorities.

#### *Radius*

The radius for student teacher placement is not more than 75 miles from campus.

**Withdrawal from student teaching**

Once an assignment has been accepted by a school system, a student teacher may not withdraw except in cases of emergency (e.g., ill health, a death in the family).

**Changing semester of teaching**

Students requesting to change their assigned semester of student teaching may have to wait one or more semesters if no opening in the semester requested exists.

**Extended student teaching**

If a student does not successfully meet the performance objectives and competencies outlined by the Office of Student Teaching and the Department of Music Education during the semester of student teaching, the student may be required to do extended student teaching. A student doing unusually ineffective teaching in any of the competency areas may be required to pursue further academic study in that area(s) before being allowed to do extended student teaching.

**Time requirement**

All students must complete the full-semester time requirement for student teaching.

**Written requirements**

Student teachers must complete all written requirements connected with their final evaluations or receive an incomplete for the semester.

**On-campus activities**

For a student to be effective, total commitment to teaching is necessary. Students may not take an academic course, present recitals, perform in ensembles or take private lessons during student teaching.

**Graduate students**

Graduate students seeking teaching certification must meet all undergraduate student teaching requirements.

**Summer student teaching**

Student teaching during summer session terms is not permitted.

**Suggested Programs**

**Note:** Exact order of courses is dependent upon semester of entry into program, and time frequency of offerings which is subject to change. This is a general guide only.

**Choral Option—  
Keyboard Emphasis****First year (33-35 hours)**

*Semester I*  
MUCH 141 (2)  
MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)  
Electives in/out of music (3)  
ENG 112 or IPCO 102 (3)  
Applied Study (10 sem. hrs. required) (4)  
Large Ensemble (A Capella or Collegiate Chorus) (5 sem. hrs. required) (1-2)  
MUED 154 (1)  
Woodwind or Brass or Guitar Class (2)  
PEG 100 (1)  
MUS 099 (0)

*Semester II*  
MUCH 131 (4)  
MUCH 142 (2)  
IPCO 102 or ENG 112 (3)  
Applied Study (2)  
Large Ensemble (1-2)  
Group V requirement (3)  
Woodwind or brass or guitar class (1)  
Voice class or studio voice (1)  
MUS 099 (0)

\*Students requiring remedial or review work in English (ENG 110/111) or Music Theory (MUCH 110) may need to attend summer term in order to complete all course work in four years.

**Second year (36-37 hours)**

*Semester III*  
MUCH 132 (4)  
MUCH 241 (2)  
MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)  
MUED 253 (offered fall only) (1)  
MUED 240 (3)  
Small ensemble (1)  
Applied study (2)  
MUED 359 (fall only) (2)  
MUSP 310 (fall only) (1)  
MUS 099 (0)

*Semester IV*  
MUCH 231 (3)  
MUCH 242 (2)  
Elective (in/out music) MUSP 264 (1)  
Group III requirement (3)  
Large ensemble (1-2)  
Voice class or studio voice (1)  
Applied study (2)  
PSYC 201 (4)  
Woodwind or brass or guitar class (1)  
MUS 099 (0)

**Third year (33-38 hours)**

*Semester V*  
Junior Methods Project in Music (fall only for choral option)  
MUED 340 (7)  
MUED 341 (2)  
MUSP 305 (2)  
Large Ensemble (1-2)  
Applied study (2)  
EDFI 302 (3) evening section  
MUS 099 (0)  
NO OTHER COURSES MAY BE TAKEN DURING THE PROJECT

*Semester VI*  
MUCH 232 (2)  
MUCH 325 (spring only) (2)  
Electives (in/out music) (2)  
EDAS 409 (3)  
Voice class or studio voice (1)  
MUSP 306 (2)  
Large ensemble (1-2)  
Group III requirement (3)  
MUS 099 (0)

**Fourth year (29 hours)**

*Semester VII*  
Student teaching (first 10 weeks) (10)  
EDFI 402 (last 5-6 weeks only) (3)  
Group II requirement: EDFI 408 (last 5-6 weeks only) (3)

*Semester VIII*  
Group IV requirement (3)  
Group V requirement (3)  
Elective (in/out music) (as required) (6)  
PEG 100 (1)

**Choral Option-Vocal Emphasis****First year (33-35 hours)**

*Semester I*  
MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)  
MUCH 141 (2)  
ENG 112 or IPCO 102 (3)  
Applied study (10 sem. hrs. required) (2)  
Large ensemble (A Capella or Collegiate Chorus) (5 sem. hrs. required) (1-2)  
MUED 150 (or 154) (1)  
Electives in/out of music (3)  
Woodwind or brass or guitar class (1)  
PEG 100 (1)  
MUS 099 (0)

*Semester II*  
MUCH 131 (4)  
MUCH 142 (2)  
IPCO 102 or ENG 112 (3)  
Applied study (2)  
Large ensemble (1-2)  
Group V requirement (3)  
Woodwind or brass or guitar class (1)  
MUED 151 (or 154) (1)  
MUS 099 (0)

\*Students requiring remedial or review work in English (ENG 110/111) or Music Theory (MUCH 110) may need to attend summer term in order to complete all course work in four years.

**Second year (35-36 hours)**

*Semester III*  
MUCH 132 (3)  
MUCH 241 (2)  
MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)  
MUED 252 or 253 (1-2)  
MUED 240 (3)  
Small ensemble (1)  
Applied study (2)  
MUED 359 (fall only) (2)  
MUSP 310 (fall only) (1)  
MUS 099 (0)

*Semester IV*  
MUCH 231 (3)  
MUCH 242 (2)  
MUED 256 or 257 (1)  
Group III requirement (3)  
Large ensemble (1)  
Applied study (2)  
PSYC 201 (4)  
Woodwind or brass or guitar class (1)  
MUS 099 (0)

**Third year (33-35 hours)**

*Semester V*  
Junior Methods Project in Music (fall only for choral option)  
MUED 340 (9)  
MUED 341 (2)  
MUSP 305 (2)  
Large ensemble (1-2)  
Applied study (2)  
EDFI 302 (3) evening section  
MUS 099 (0)  
NO OTHER COURSES MAY BE TAKEN DURING THE PROJECT

*Semester VI*

- MUCH 232 (2)
- Studio Piano (1)
- MUCH 324 (offered spring only) (2)
- Electives (in/out music) (2)
- EDAS 409 (3)
- MUSP 306 (2)
- Large ensemble (1-2)
- Group III requirement (3)
- MUS 099 (0)

**Fourth year (30 hours)**

*Semester VII*

- Student teaching (first 10 weeks) (10)
- EDFI 402 (last 5-6 weeks only) (3)
- Group II requirement:
- EDFI 408 (last 5-6 weeks only) (3)

*Semester VIII*

- Group IV requirement (3)
- Group V requirements (3)
- Elective (in/out music as required) (7)
- PEG 100 (1)

**Classroom Option-KeyBoard Emphasis**

**First year (33-35 hours)**

*Semester I*

- MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)
- MUCH 141 (2)
- ENG 112 or IPCO 102 (3)
- Applied study (10 sem. hrs. required) (2)
- Large ensemble (A Capella or Collegiate Chorale) (5 sem. hrs. required) (1-2)
- Woodwind or brass or guitar class (1)
- MUED 154 (1)
- Voice class/studio voice (1)
- Electives in/out of music (3)
- MUS 099 (0)

*Semester II*

- MUCH 131 (4)
- MUCH 142 (2)
- IPCO 102 or ENG 112 (3)
- Applied study (2)
- Large ensemble (1-2)
- Group V: ART 101 (3)
- Woodwind or brass or guitar class (1)
- Class voice or studio voice (1)
- MUS 099 (0)

\*Students requiring remedial or review work in English (ENG 110/111) or Music Theory (MUCH 110) may need to attend summer term in order to complete all course work in four years.

**Second year (35-36 hours)**

*Semester III*

- MUCH 132 (4)
- MUCH 241 (2)
- MUED 255 (offered fall only) (1)
- MUED 240 (3)
- Small ensemble (1)
- Applied study (2)
- Voice class or studio voice (1)
- Elective (in/out of music) (3)
- MUS 099 (0)

*Semester IV*

- MUCH 231 (3)
- MUCH 241 (2)
- Elective (in/out music) MUSP 264 (1)
- Group III requirement (3)
- MUCH 325 (offered spring only) (2)
- Large ensemble (1-2)
- Applied study (2)
- PSYC 201 (4)
- MUS 099 (0)

**Third year (32-34 hours)**

*Semester V*

- MUCH 232 (2)
- EDFI 302 (3)
- MUSP 305 (2)
- Applied study (2)
- Large ensemble (1-2)
- Group III requirement (3)
- PEG 100 (1)
- Woodwind/brass or guitar class (1)

*Semester VI*

- Junior Methods Project in Music (spring only for classroom option)
- MUED 340 (7)
- MUED 341 (2)
- MUSP 306 (2)
- Large ensemble (1-2)
- Electives (in/out music) (2)
- EDAS 409 (3) evening section only
- MUS 099 (0)
- NO OTHER COURSES MAY BE TAKEN DURING THE PROJECT.

**Fourth year (30 hours)**

*Semester VII*

- MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)
  - MUED 451 (offered fall only) (2)
  - Group IV requirement (3)
  - Group V: ART 145 or 146 or THEA 347 (3)
  - Group V Lit. requirement (3)
  - PEG 100 (1)
- Semester VIII*
- Student teaching (last 10 weeks) (10)
  - EDFI 402 (first 5-6 weeks only) (3)
  - Group II: EDFI 408 (first 5-6 weeks only) (3)

**Classroom Option-Vocal Emphasis**

**First year (33-35 hours)**

*Semester I*

- MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)
- MUCH 241 (2)
- ENG 112 or IPCO 102 (3)
- Applied study (10 sem. hrs. required) (2)
- Large ensemble (A Capella or Collegiate Chorale) (5 sem. hrs. required) (1-2)
- Woodwind or brass or guitar class (1)
- MUED 150 (or 154) (1)
- PEG 100 (1)
- Electives in/out of music (3)
- MUS 099 (0)

*Semester II*

- MUCH 131 (4)
- MUCH 142 (2)
- IPCO 102 or ENG 112 (3)
- Applied study (2)
- Large ensemble (1-2)
- Group V: ART 101 (3)
- Woodwind or brass or guitar class (1)
- MUED 151 (or 154) (1)
- MUS 099 (0)

\*Students requiring remedial or review work in English (ENG 110/111) or Music Theory (MUCH 110) may need to attend summer term to complete all course work in four years.

**Second year (35-36 hours)**

*Semester III*

- MUCH 132 (4)
- MUCH 241 (2)
- MUED 254 or 255 (1 or 2)
- MUED 240 (3)
- Small ensemble (1)
- Applied study (2)
- Woodwind or brass or guitar class (1)
- Elective (in/out music) (3)
- MUS 099 (0)

*Semester IV*

- MUCH 231 (3)
- MUCH 242 (2)
- MUED 256 or 257 (1)
- Group III requirement (3)
- MUCH 325 (offered spring only) (2)
- Large ensemble (1-2)
- Applied study (2)
- PSYC 201 (4)
- MUS 099 (0)

**Third year (33-35 hours)**

*Semester V*

- MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)
- Studio piano (1)
- EDFI 302 (3)
- MUCH 232 (2)
- MUSP 305 (2)
- Applied study (2)
- Large ensemble (1-2)
- Group III requirement (3)
- MUS 099 (0)

*Semester VI*

- Junior Methods Project in Music (spring only for classroom option)
- MUED 340 (7)
- MUED 341 (2)
- MUSP 306 (2)
- Large ensemble (1-2)
- Electives (in/out music) (2)
- EDAS 409 (3)
- MUS 099 (0)
- NO OTHER COURSES MAY BE TAKEN DURING THE PROJECT

**Fourth year (29 hours)**

*Semester VII*

- MUED 451 (offered fall only) (2)
- Group IV requirement (3)
- Group V: ART 145 or 146 or THEA 347 (3)
- Elective (in/out music as required) (1)
- Group V literature requirement (3)
- PEG 100 (1)

*Semester VIII*

- Student teaching (last 10 weeks) (10)
- EDFI 402 (first 5-6 weeks only) (3)
- Group II: EDFI 408 (first 5-6 weeks only) (3)

**Instrumental-KeyBoard Emphasis**

**First year (33-35 hours)**

*Semester I*

- MUCH 236 (offered fall only) or non-Western (Gp. II) MUCH 233/4/5 (2)
- MUCH 141 (2)
- ENG 112 or IPCO 102 (3)
- Applied study (10 sem. hrs. required) (2)
- Large ensemble (5 sem. hrs. required) (1-2)
- MUED 154 (1)
- Wind/percussion class (1)
- PEG 100 (1)
- Electives in/out of music (3)
- MUS 099 (0)

**Semester II**

MUCH 131 (4)  
 MUCH 142 (2)  
 IPCO 102 or ENG 112 (3)  
 Applied study (2)  
 Large ensemble (1-2)  
 Wind/percussion class (1)  
 Group V requirement (3)  
 Class voice (1)  
 MUS 099 (0)

\*Students requiring remedial or review work in English (ENG 110/111) or Music Theory (MUCH 110) may need to attend summer term to complete all course work in four years.

**Second year (34-35 hours)****Semester III**

MUCH 132 (4)  
 MUCH 241 (2)  
 MUCH 236 (offered fall only) or non-Western  
 (Gp. II) MUCH 233/4/5 (2)  
 Group III requirement (3)  
 MUED 251 (offered fall only) (2)  
 Small ensemble (1)  
 Applied study (2)  
 Wind/percussion class (1)  
 PEG 100 (1)  
 MUS 099 (0)

**Semester IV**

MUCH 231 (3)  
 MUCH 242 (2)  
 Elective (in/out music) MUSP 264 (1)  
 MUED 240 (3)  
 Large ensemble (1-2)  
 Applied study (2)  
 PSYC 201 (4)  
 Wind/percussion class (1)  
 MUS 099 (0)

**Third year (35-37 hours)****Semester V**

MUCH 232 (2)  
 MUCH 320 (band arranging) or MUCH 315  
 (orchestration) (2)  
 Elective (in/out music) (2)  
 Applied Study (2)  
 Wind/percussion class (1)  
 EDFI 302 (3)  
 Large ensemble (1-2)  
 Group III requirement (3)  
 MUSP 305 (2)  
 MUS 099 (0)

**Semester VI**

Junior Methods Project in Music  
 MUED 340 (7)  
 MUED 341 (2)  
 MUSP 306 (2)  
 EDAS 409 (3)  
 Large ensemble (1-2)  
 Elective (in/out music) (2)  
 MUS 099 (0)

NO OTHER COURSES MAY BE TAKEN DURING THE PROJECT

**Fourth year (28 hours)****Semester VII**

Student teaching (first 10 weeks) (10)  
 EDFI 402 (last 5-6 weeks only) (3)  
 Group II: EDFI 408 (last 5-6 weeks only) (3)

**Semester VIII**

String class (2)  
 Group V requirements (3)  
 Group IV requirement (3)  
 Electives (in/out music as required) (4)

**Instrumental-Wind/String/Guitar Percussion Emphasis****First year (32-34 hours)****Semester I**

MUCH 236 (offered fall only) or non-Western  
 (Gp. II) MUCH 233/4/5 (2)  
 MUCH 141 (2)  
 ENG 112 or IPCO 102 (3)  
 Applied study (10 sem. hrs. required) (2)  
 Large ensemble (5 sem. hrs. required) (1-2)  
 MUED 150 (or 154) (1)  
 Wind/percussion class\*\* (1)  
 Class voice (1)  
 Electives in/out of music (3)  
 MUS 099 (0)

**Semester II**

MUCH 131 (4)  
 MUCH 142 (2)  
 IPCO 102 or ENG 112 (3)  
 Applied study (2)  
 Large ensemble (1-2)  
 Wind/percussion class (1)  
 MUED 151 (or 154) (1)  
 Group V requirement (3)  
 MUS 099 (0)

\*Students requiring remedial or review work in English (ENG 110/111) or Music Theory (MUCH 110) may need to attend summer term to complete all course work in four years.

\*\*Initially, students should attempt to register for those instrument classes which are within the family of their major instrument.

**Second year (36-37 hours)****Semester III**

MUCH 132 (4)  
 MUCH 241 (2)  
 MUCH 236 (offered fall only) or non-Western  
 (Gp. II) MUCH 233/4/5 (2)  
 Group III requirement (MUED 240 for string  
 majors) (3)  
 MUED 240 (or 251) (1-2)  
 Small ensemble (1)  
 Applied study (2)  
 Wind/percussion class (1)  
 PEG 100 (1)  
 MUS 099 (0)

**Semester IV**

MUCH 231 (3)  
 MUCH 242 (2)  
 MUCH 320 (MUED 180 for string majors) (2)  
 MUED 256 (or 257) (1)  
 MUED 240 (Group II requirement for string  
 majors) (3)  
 Large ensemble (1-2)  
 Applied study (2)  
 PSYC 201 (4)  
 Wind/percussion class (1)  
 MUS 099 (0)

**Third year (32-34 hours)**

Instrumental majors will be placed in the junior methods project in music (340) as follows:

- 1)String emphasis-fall only
- 2)Wind/percussion emphasis-University lab schools-fall only
- 3)Wind/percussion-all others-spring only

String Emphasis and Wind/percussion Emphasis (Univ. lab schools only)

**Semester V**

MUED 340 (7)  
 MUED 341 (2)  
 MUSP 305 (2)  
 EDFI 302 (3)  
 Large ensemble (1-2)  
 Applied study (2)  
 MUS 099 (0)

NO OTHER COURSES MAY BE TAKEN DURING THE PROJECT

**Semester VI**

MUCH 232 (2)  
 Elective (in/out music) (2)  
 Wind/percussion class (1)  
 EDAS 409 (3)  
 MUSP 306 (2)  
 Large ensemble (1-2)  
 Group III requirement (3)  
 MUS 099 (0)  
 Wind/percussion/guitar emphasis (all other school assignments)

**Semester V**

Applied study (2)  
 Wind/percussion class (1)  
 PEG 100 (1)  
 EDFI 302 (3)  
 MUSP 305 (2)  
 Large ensemble (1-2)  
 Group III requirement (3)  
 Elective (in/out music) (3)  
 MUS 099 (0)

**Semester VI**

MUED 340 (7)  
 MUED 341 (2)  
 MUSP 306 (2)  
 EDAS 409 (3)  
 Large ensemble (1)  
 Elective (in/out music) (2)  
 MUS 099 (0)  
 NO OTHER COURSES MAY BE TAKEN DURING THE PROJECT

**Fourth year (31 hours)**

All Wind/percussion/guitar emphasis

**Semester VII**

Student teaching (last 10 weeks) (10)  
 EDFI 402 (first 5-6 weeks) (3)  
 Group II: EDFI 408 (first 5-6 weeks) (3)

**Semester VIII**

String class (2)  
 Group IV requirement (3)  
 Group V requirements (3)  
 Electives (in/out music as required) (7)

**String Majors****Semester VII**

Orchestration (offered fall only) (2)  
 Group IV requirement (3)  
 Group V requirements (3)  
 Elective (in/out music) (7)

**Semester VIII**

Student teaching (last 10 weeks) (10)  
 EDFI 402 (first 5-6 weeks only) (3)  
 Group II: EDFI 408 (first 5-6 weeks only) (3)

## Music History and Literature

(courses coded MUCH)

1031 Musical Arts Center, 372-2181

### Admittance as a History and Literature Major

Music students who have developed a strong interest in music history and literature and have demonstrated a high standard of academic achievement may apply to the Chair of the Music Composition/History Department for acceptance as a major in music history and literature. It is also possible to add music history and literature to an existing major for a double major. Application for admission to the music history and literature program is made prior to the end of the sophomore year, and must be approved by the faculty of the department.

A student wishing to apply for a major in music history and literature should submit sample papers to the departmental chair. For full acceptance into the program a student must have achieved a 3.0 average in each of the following groups of courses: MUCH 131 and 132; Non-Western Music and MUCH 236; MUCH 141, 142 and 241. Students with an average of 2.5 to 2.9 may be accepted as majors on probationary status. Students accepted on this status must achieve a 3.0 average in major area courses within one year.

### Collegium Musicum

The department maintains a Collegium Musicum as a training ground for performance practice and showcase for music not usually performed by other ensembles. Ensemble credit is available in: Early Music Ensemble, New Music Ensemble and Balinese Gamelan Ensemble. Participation in these ensembles by music history and literature majors beyond the required four hours is strongly encouraged. All music majors are expected to participate in ensembles throughout their undergraduate program at Bowling Green State University.

### Keyboard Proficiency Requirement

Functional keyboard proficiency tests I and II are required. See Music Education: Functional keyboard requirements, below, and course descriptions.

### Completion Requirements

Candidates for the bachelor's degree in music history and literature are required to submit scholarly papers which demonstrate an understanding of historical issues and basic research techniques. This is accomplished through MUCH 406, Problems in Music History.

## DEGREE REQUIREMENTS

The Bachelor of Music degree in music history and literature requires 132-137 total credits, distributed as follows:

1. 49-53 credits in general education;
2. 48-49 credits in basic musicianship, including performance;
3. 30 credits in advanced courses in music theory, history and literature;
4. 3 credits in ENG 112;
5. 2 credits in PEG 100.

For specific information consult the chair of the Department of Music Composition-History.

### General Requirements

All music history and literature degree candidates are subject to the general requirements listed under Academic Policies in this catalog, as well as general requirements listed under Bachelor of Music degree, none of which is superseded by individual degree programs.

### Writing Proficiency

See Academic Policies: Writing Proficiency Requirement. Note that a penalty is imposed if ENG 112 is not completed by the junior year.

### Physical Education

See Academic Policies: General Requirements for the Baccalaureate Degree.

### General Education Requirements

#### I: Humanities and arts

Students must complete one course in philosophy, one course in fine arts and two courses in English literature (or one course in English literature and one course in English composition). Total: 12 hours.

#### II: Mathematics and natural science

Students must complete at least two courses in science or mathematics. Computer science or acoustics is recommended. Total: 6 hours.

#### III: Social sciences

Students must complete at least two courses selected from: anthropology, ECON, GEOG, HIST, POLS, PSYC and SOC. Total: 6 hours.

#### IV: Foreign language and multicultural studies

Students must complete at least 8 hours in each of two foreign languages; French and German are recommended. If proficiency beyond 101-102 in either language can be established with the appropriate language department, courses beyond this level may be taken. Total: 16 hours.

In addition, students must select a sufficient number of courses from any of the above areas, in consultation with the chair, to meet the minimum total group requirements of 49-53 hours.

## Music Requirements

All history majors are required to complete the following music courses. Minimum total: 78 hours.

### Music Core

MUCH 131, 132, 231, 232, 236 or 237, and 233, 234 or 235. Aural skills 141, 142, 241, 242 and H341. Minimum total: 27-28 hours.

### Music Performance

Large ensembles 4 hours; small ensembles (Collegium Musicum) 4 hours; major instrument/voice 4 hours; MUSP 305 and 306 4 hours. Total: 16 hours.

### Piano

MUED 150, 151, 250, 251 (may be waived by exam). Keyboard proficiency exams I and II required. Total: 5 hours.

### Music Theory

MUCH 308, 309 and 315, 320 or 325. Total: 6 hours.

**Music History and Literature Courses**  
MUCH 318, 406 (6 hours), 407, 408, 412, electives. Total: 24 hours.

**Completion Requirement** (see above)

### Suggested Program

**Note:** Exact order of courses is dependent upon semester of entry into program, and time frequency of offerings which is subject to change. This is a general guide only.

*First year* (33 hours)

MUCH 131, 141, 142, 233 or 234 or 235, 236 (12)

MUED 150, 151 (2)

Applied music (2)

Large ensembles (2)

Humanities and arts general education requirements (9)

ENG 112 (3)

PEG 100 (2)

Early Music Ensemble (1)

*Second year* (35 hours)

MUCH 132, 231, 232, 241, 242 (13)

Applied music (2)

MUED 250 and 251 (3)

Large ensembles (2)

Foreign language (8)

Humanities and arts general education requirements (3)

Electives in/out of music (3)

Early Music Ensemble (1)

*Third year* (34 hours)

MUCH H341 (2)

MUCH 315, 320 or 325 (2)

MUCH 308 and 309 (4)

MUCH 318, 406 and 407 (6)

Music literature electives (4)

Mathematics and natural science general education requirements (6)

Electives in/out of music (9)

Early Music Ensemble (1)

*Fourth year* (33 hours)

MUCH 408 and 412 (4)

MUCH 406 (4)

MUSP 305 and 306 (4)

Music literature electives (6)

Foreign language (8)

Social science general education requirements (6)

Early Music Ensemble (1)

The above is a sample program to be modified with the approval of the chair of the music Composition/History department according to the student's individual needs.

## Performance Studies

(courses coded MUSP)

1031 Moore Musical Arts Center, 372-2181

The Department of Performance Studies provides applied instruction and course work in performance for music majors and minors, as well as for all qualified University students. The department also administers the Bachelor of Music degree program in performance with options as follows:

Church Music (organ or voice emphasis)

Guitar (jazz emphasis)

Harpsichord

Instrumental (brass, harp, percussion, string, woodwind)

Organ

Piano Accompanying

Piano Literature

Piano Pedagogy

Voice

Voice/Musical Theater

Woodwind Specialist

The woodwind specialist option is a limited enrollment program. Acceptance is based on an audition which is to be scheduled at the end of the student's first semester. Successful completion of the option requires high performance standards in the major woodwind instrument and a proficiency level in two other woodwind instruments equivalent to that of entering freshmen with these instruments as their major performing medium.

### Piano Proficiency

Applied piano instruction is required of all performance majors. A prerequisite to individual applied instruction is class piano, MUED 151, or equivalent. In addition, majors in brass, guitar, harp, percussion, strings, voice and woodwinds are required to demonstrate piano proficiency through examination. The examination, which is to be scheduled through the keyboard coordinator during the final semester of applied piano study, consists of satisfactory performance of one Baroque, one Classical and one Romantic or contemporary composition. One work is to be memorized.

## Admittance as a Performance Major

A student is accepted for the Bachelor of Music degree program in performance by audition before the appropriate area faculty. This audition may be held at the time of the initial College of Musical Arts audition or during the course of degree study. It is highly recommended that the acceptance audition take place during the freshman year. Acceptance later than the freshman year may necessitate studies beyond the fourth year to meet repertoire and performance standards.

Upon acceptance, the student, in counsel with an adviser, develops a course of study based on degree requirements and the student's needs and interests.

### Jury Examinations

Information on jury examinations can be found in the Course Descriptions section of this catalog under Applied Instruction.

### Recital Requirement

A full recital is required of all performance majors. This is usually given in the senior year. Permission to perform a recital is granted by the appropriate performance studies faculty and is based upon the successful completion of a recital jury.

A student must be registered for applied study during the semester when the recital is presented.

### Ensemble Participation

All performance majors are expected to participate in ensembles each semester of registration. Ensemble choice should be appropriate to the student's principal performance medium (e.g., strings: orchestra; woodwinds, brass, percussion and harp: band and/or orchestra; guitar: small ensembles; voice: choral ensembles and/or opera workshop; piano: accompanying and/or small ensembles). In cases subject to question, students should consult the department chair.

## DEGREE REQUIREMENTS

### General Requirements

All performance degree candidates are subject to the general requirements listed under Academic Policies in this catalog, as well as general requirements listed under Bachelor of Music degree, none of which is superceded by individual degree programs.

### Writing Proficiency

See Academic Policies.

### Physical Education

See Academic Policies.

## General Education Core Requirements

### I: Arts and humanities

Students must complete one course in ENG literature (any ENG course, 150 or above) AND at least one other course in this area, excluding music. Voice/musical theater students have special requirements in this area; see Specific Requirements for Performance Program Options.

### II: Mathematics and natural sciences

Students must complete at least one course.

### III: Social science

Students must complete at least one course.

### IV: Foreign language and multicultural studies

Students must complete at least one course. Non-Western music can be used to complete the minimum requirement. Students in the voice or church music option must take 8 credit hours of German and 8 credit hours of French (GERM 101, 102; FREN 101, 102 or equivalent). Vocal/Musical theater students must take 4 credit hours of German and 4 credit hours of French.

### Electives In or Out of Music

The required number of electives in or out of music will vary according to the student's program option; however, at least 25 percent of the total degree credit hours must be in general studies.

### Music Core Requirements

*Program options: church music, harpsichord, organ.*

MUCH 131, 132, 231, 232, 141, 142, 241 and 242 (21)

*Program options: all others*

Same as above with addition of MUCH 236 (2) or 237 (3) (guitar option requires both)

**Note:** Some students may be required to enroll in MUCH 110 prior to MUCH 131 and 141.

### Total Requirements

More than the 122-hour University minimum total is required for certain performance degree program options. Specific course requirements not listed above for the various options follow, along with a suggested order of courses over a four-year period.

## Specific Requirements for Performance Program Options

### Church Music Option (123 hours)

#### Voice or Organ Emphasis

- MUED 359 Choral Repertoire (2)
- MUCH 403 Counterpoint I (2)
- MUCH 404 Counterpoint II (2)
- MUCH 407 Performance Practice (2)
- MUSP 100/300, 277-79/477-79 Ensembles (8)
- MUSP 261/461 Applied Piano (2)
- MUSP 215-216 or 311-312 Repertoire (4)
- MUSP 272/472 or 263/463 Applied Principal Performance Medium (16)
- MUSP 272/472 or 263/463 Applied Secondary Performance Medium (4)
- MUSP 305 Conducting I (2)
- MUSP 306 Conducting II (2)
- MUSP 396 Service Playing I (2)
- MUSP 397 Service Playing II (2)
- MUSP 415 Organ Construction (2)
- MUSP 416 Church Music (2)
- MUSP 495 Senior Recital (2)

Each student in the church music option is expected to participate in the music program of a church of his or her choice.

### Guitar Option (127 hours)

#### Jazz Emphasis

- MUCH 211 Jazz Improvisation and Repertoire I (2)
- MUCH 212 Jazz Improvisation and Repertoire II (2)
- MUSP 305 Conducting I (2)
- MUCH 311 Jazz Arranging Analysis I (3)
- MUCH 312 Jazz Arranging Analysis II (3)
- MUCH 411 Jazz Pedagogy (2)
- MUCH 436 Recording Techniques (2)
- MUSP 458 String (guitar) Pedagogy (2)
- MUSP 100/300 Small Ensembles (16)
- MUSP 261/461 Applied Piano (2)
- MUSP 286/486 Applied Guitar (28)
- MUSP 495 Senior Recital (2)

### Harpichord Option (123 hours)

- MUCH 100/300 Baroque Ensemble (4)
- MUCH 308 Keyboard Harmony I (2)
- MUCH 309 Keyboard Harmony II (2)
- MUCH 315 Orchestration (2)
- MUCH 403 Counterpoint I (2)
- MUCH 404 Counterpoint II (2)
- MUCH 406 Problems in Music History (3)
- MUCH 407 Performance Practice (2)
- MUCH 408 Chamber Music Literature (2)
- MUSP 238-39/438-39, 277-79/477-79, 288-89/488-89 Large Ensembles (4)
- MUSP 305 Conducting I (2)
- MUSP 306 Conducting II (2)
- MUSP 410 Harpsichord Repertoire I (3)
- MUSP 411 Harpsichord Repertoire II (3)
- MUSP 262/462 Applied Harpsichord (30)
- MUSP 495 Senior Recital (2)

### Instrumental Option (124-125 hours)

- MUCH 320 Band Scoring or 315 Orchestration (2)
- MUCH 318 Symphonic Literature (2)
- MUCH 408 Chamber Music Literature (2)
- MUSP 305 Conducting I (2)
- MUSP 453, 454, or 458 Pedagogy (2)
- MUSP 238-39/438-39, 288-89/488-89 Large Ensemble (16)
- MUSP 100/300 Small Ensemble (4)
- MUSP 261/461 Applied Piano (2)
- MUSP 221/421, 231-35/431-35, 241-45/441-45, 281-85/481-85 Applied Major Instrument (32)
- MUSP 495 Senior Recital (2)

### Organ Option (122 hours)

- MUCH 315 Orchestration (2)
- MUCH 403 Counterpoint I (2)
- MUCH 404 Counterpoint II (2)
- MUCH 407 Performance Practice (2)
- MUSP 305 Conducting I (2)
- MUSP 306 Conducting II (2)
- MUSP 215 Organ Repertoire I (2)
- MUSP 216 Organ Repertoire II (2)
- MUSP 396 Service Playing I (2)
- MUSP 397 Service Playing II (2)
- MUSP 415 Organ Construction (2)
- MUSP 459 Organ Pedagogy (2)
- MUSP 100/300 Small Ensembles (4)
- MUSP 263/463 Applied Organ (32)
- MUSP 238-39/438-39, 277-79/477-79, 288-89/488-89 Large Ensembles (4)
- MUSP 495 Senior Recital (2)

### Piano Accompanying Option

(126-127 hours)

- MUCH 315 Orchestration (2)
- MUCH 403 Counterpoint I (2)
- MUCH 407 Performance Practice (2)
- MUCH 408 Chamber Music Literature (2)
- MUCH 410 Contemporary Music Pro-Seminar (2)
- MUCH 3-- or 4-- Literature (2)
- MUSP 160 Sightreading I (1)
- MUSP 210 Piano Repertoire I (3)
- MUSP 211 Piano Repertoire II (3)
- MUSP 264 Accompanying Techniques I (1)
- MUSP 265 Piano Four-Hand Class (1)
- MUSP 100/300R Accompanying Practicum (2)
- MUSP 100/300S Mixed Chamber Ensemble (2)
- MUSP 100/300R or 100/300S Accompanying Practicum or Mixed Chamber Ensemble (1)
- MUSP 360 Sightreading II (1)
- MUSP 361 Style and Interpretation I (1)
- MUSP 364 Accompanying Techniques II (1)
- MUSP 367 Piano Pedagogy I (3)
- MUSP 466 Piano Pedagogy Practicum (1)
- MUSP 467 Piano Technology (1)
- MUSP 261/461 Applied Piano (32)
- MUSP 495 Senior Recital (2)

### Piano Literature Option

(122-123 hours)

- MUCH 315 Orchestration (2)
- MUCH 403 Counterpoint I (2)
- MUCH 407 Performance Practice (2)
- MUCH 408 Chamber Music Literature (2)
- MUCH 410 Contemporary Music Pro-Seminar (2)
- MUCH 3-- or 4-- Literature (2)
- MUSP 160 Sightreading I (1)
- MUSP 210 Piano Repertoire I (3)
- MUSP 211 Piano Repertoire II (3)
- MUSP 264 Accompanying Techniques I (1)
- MUSP 100/300R Accompanying Practicum (1)
- MUSP 100/300S Mixed Chamber Ensemble (2)
- MUSP 361 Style and Interpretation I (1)
- MUSP 362 Style and Interpretation II (1)
- MUSP 367 Piano Pedagogy I (3)
- MUSP 466 Piano Pedagogy Practicum (1)
- MUSP 467 Piano Technology (1)
- MUSP 261/461 Applied Piano (32)
- MUSP 495 Senior Recital (2)

### Piano Pedagogy Option

(125-126 hours)

- MUCH 315 Orchestration (2)
- MUCH 403 Counterpoint I (2)
- MUCH 407 Performance Practice (2)
- MUCH 408 Chamber Music Literature (2)
- MUCH 410 Contemporary Music Pro-seminar (2)
- MUCH 3-- or 4-- Literature (2)
- MUSP 160 Sightreading I (1)
- MUSP 210 Piano Repertory I (3)
- MUSP 211 Piano Repertory II (3)
- MUSP 264 Accompanying Techniques I (1)
- MUSP 100/300R Accompanying Practicum (1)
- MUSP 100/300S Mixed Chamber Ensemble (1)
- MUSP 361 Style and Interpretation I (1)
- MUSP 367 Piano Pedagogy I (3)
- MUSP 368 Piano Pedagogy II (3)
- MUSP 466 Piano Pedagogy Practicum (3)
- MUSP 467 Piano Technology (1)
- MUSP 261/461 Applied Piano (32)
- MUSP 495 Senior Recital (2)

### Voice Option (124-125 hours)

- MUCH 412 Opera Literature (2)
- MUSP 214 Italian Diction (2)
- MUSP 261/461 Applied Piano (4)
- MUSP 272/472 Applied Voice (30)
- MUSP 275 Introduction to Opera Workshop (2)
- MUSP 305 Conducting I (2)
- MUSP 311 Vocal Repertoire I (2)
- MUSP 312 Vocal Repertoire II (2)
- MUSP 378 Opera Workshop (4)
- MUSP 100/300, 277-79/477-79 Ensembles (6)
- MUSP 495 Senior Recital (2)

### Voice/Musical Theater Option

(125-126 hours)

- MUCH 412 Opera Literature (2)
- MUSP 305 Conducting I (2)
- MUSP 311 Vocal Repertoire I (2)
- MUSP 312 Vocal Repertoire II (2)
- MUSP 214 Italian Diction (2)
- MUSP 272/472 Applied Voice (22)
- MUSP 261/461 Applied Piano (4)
- MUSP 378 Opera Workshop (4)
- MUSP 100/300, 277-79/477-79 Ensembles (6)
- MUSP 495 Senior Recital (2)
- THEA 202 Oral Interpretation (3)
- THEA 241 Principles of Acting (3)
- THEA 344 Intermediate Acting (3)
- THEA 345 Advanced Acting (3)
- THEA 352 Hist. of Mus. Thea. (3)
- PEG 117 Dance: Jazz (1)
- PEG 119 Dance: Modern (1)
- PEG 122 Dance: Tap (1)
- RED 120 Classical Ballet I (2)
- RED 220 Classical Ballet II (2)



**Woodwind Specialist Option**

- 29-130 hours)  
 MUED 140 Clarinet/Saxophone (1)  
 MUED 145 Flute/Percussion (1)  
 MUED 146 Oboe/Bassoon (1)  
 MUCH 320 Band Scoring or 315 Orchestration (2)  
 MUCH 318 Symphonic Literature (2)  
 MUCH 408 Chamber Music Literature (2)  
 MUSP 305 Conducting I (2)  
 MUSP 454 Pedagogy (4)  
 Major 2  
 First minor 1  
 Second minor 1  
 MUSP 238-39/438-39, 288-89/488-89 Large Ensemble (16)  
 MUSP 100/300 Small Ensemble (4)  
 MUSP 261/461 Applied Piano (2)  
 MUSP 241-45/441-45 Applied Instrument (32)  
 Major 16  
 First minor 8 & half recital or equivalent proficiency hearing  
 Second minor 8 & half recital or equivalent proficiency hearing  
 MUSP 495 Senior Recital (major instrument) (2)

**Suggested Programs**

**Note:** Exact order of courses is dependent upon semester of entry into program, and time and frequency of offerings which is subject to change. This is a general guide only.

**Church music option**

- Semester I*  
 Arts and humanities (3)  
 MUCH 141 (2)  
 MUSP 100, 277-79 (1)  
 MUSP 263 or 272 (2)  
 ENG 112 (3)  
 FREN 101 (4)  
 PEG 100 (1)  
 MUS 099 (0)  
*Semester II*  
 MUCH 131 (4)  
 MUCH 142 (2)  
 MUSP 100, 277-79 (1)  
 MUSP 263 or 272 (2)  
 English literature (3)  
 FREN 102 (4)  
 PEG 100 (1)  
 MUS 099 (0)  
*Semester III*  
 MUCH 132 (4)  
 MUCH 241 (2)  
 MUSP 100, 277-79 (1)  
 MUSP 263 and 272 (3)  
 GERM 101 (4)  
 MUSP 261 (1)  
 MUS 099 (0)  
*Semester IV*  
 MUCH 231 (3)  
 MUCH 242 (2)  
 MUSP 100, 277-79 (1)  
 MUSP 263 and 272 (3)  
 GERM 102 (4)  
 MUSP 261 and proficiency (1)  
 Social Science (3)  
 MUS 099 (0)

*Semester V*

- MUCH 232 (2)  
 MUSP 300, 477-79 (1)  
 MUSP 463 and 472 (3)  
 MUSP 215 or 311 (2)  
 MUSP 305 (2)  
 MUSP 396 (2)  
 Natural science (3)  
 Elective(s) (3)  
 MUS 099 (0)

*Semester VI*

- MUSP 463 and 472 (3)  
 MUSP 300, 477-79 (1)  
 MUSP 216 or 312 (2)  
 MUSP 306 (2)  
 MUSP 397 (2)  
 Elective(s) (3)  
 MUS 099 (0)

*Semester VII*

- MUED 359 (2)  
 MUCH 403 (2)  
 MUCH 407 (2)  
 MUSP 463 or 472 (2)  
 MUSP 415 (2)  
 MUSP 300, 477-79 (1)  
 Elective(s) (3)

*Semester VIII*

- MUSP 463 or 472 (2)  
 MUCH 404 (2)  
 MUSP 416 (2)  
 MUSP 495 (2)  
 MUSP 300, 477-79 (1)  
 Elective(s) (4)

**Guitar Option***Semester I*

- Arts and humanities (3)  
 MUCH 141 (2)  
 MUSP 100 (2)  
 MUSP 286 (4)  
 PEG 100 (1)  
 ENG 112 (3)  
 MUS 099 (0)

*Semester II*

- MUCH 131 (4)  
 MUCH 142 (2)  
 MUSP 100 (2)  
 MUSP 286 (4)  
 PEG 100 (1)  
 ENG literature (3)  
 MUS 099 (0)

*Semester III*

- MUCH 132 (4)  
 MUCH 241 (2)  
 MUSP 100 (2)  
 MUSP 286 (2)  
 Social science (3)  
 MUCH 236 (2)  
 MUCH 211 (2)  
 MUS 099 (0)

*Semester IV*

- MUCH 231 (3)  
 MUCH 232 (2)  
 MUCH 242 (2)  
 MUSP 100 (2)  
 MUSP 286 (2)  
 MUCH 237 (3)  
 MUCH 212 (2)  
 MUS 099 (0)

*Semester V*

- MUSP 461 (1)  
 MUSP 300 (2)  
 MUSP 486 (4)  
 MUCH 311 (3)  
 MUSP 305 (2)  
 Natural science (3)  
 Elective (1)  
 MUS 099 (0)

*Semester VI*

- MUSP 461 and proficiency (1)  
 MUSP 300 (2)  
 MUSP 486 (4)  
 MUCH 312 (3)  
 Foreign language/multicultural studies (3)  
 Elective(s) (3)  
 MUS 099 (0)

*Semester VII*

- MUSP 300 (2)  
 MUSP 486 (4)  
 MUCH 411 (2)  
 MUSP 458 (2)  
 Electives (6)

*Semester VIII*

- MUSP 300 (2)  
 MUSP 486 (4)  
 MUCH 436 (2)  
 MUSP 495 (2)  
 Electives (5)

**Harpichord Option***Semester I*

- Arts and humanities (3)  
 MUCH 141 (2)  
 MUCH 100 (Baroque Ens.) (1)  
 MUSP 262 (4)  
 ENG 112 (3)  
 MUSP 238-39, 277-79, 288-89 (1)  
 PEG 100 (1)  
 MUS 099 (0)

*Semester II*

- MUCH 131 (4)  
 MUCH 142 (2)  
 MUCH 100 (Baroque Ens.) (1)  
 MUSP 262 (4)  
 English literature (3)  
 MUSP 238-39, 277-79, 288-89 (1)  
 PEG 100 (1)  
 MUS 099 (0)

*Semester III*

- MUCH 132 (4)  
 MUCH 241 (2)  
 MUSP 262 (4)  
 MUSP 238-39, 277-79, 288-89 (1)  
 Natural science (3)  
 Social science (3)  
 MUS 099 (0)

*Semester IV*

- MUCH 231 (3)  
 MUCH 232 (2)  
 MUCH 242 (2)  
 MUSP 262 (4)  
 MUSP 238-39, 277-79, 288-89 (1)  
 Foreign language/multicultural studies (3)  
 MUS 099 (0)

*Semester V*

- MUCH 300 (Baroque Ens.) (1)  
 MUCH 308 (2)  
 MUCH 315 (2)  
 MUSP 305 (2)  
 MUSP 462 (4)  
 Elective(s) (4)  
 MUS 099 (0)

*Semester VI*

- MUCH 300 (Baroque Ens.) (1)  
 MUCH 309 (2)  
 MUSP 306 (2)  
 MUSP 462 (4)  
 Electives (6)  
 MUS 099 (0)

*Semester VII*

- MUCH 403 (2)  
 MUCH 406 (3)  
 MUSP 410 (3)  
 MUSP 462 (4)  
 MUCH 407 (2)  
 Elective(s) (2)

*Semester VIII*

MUCH 404 (2)  
 MUCH 408 (2)  
 MUSP 411 (3)  
 MUSP 462 (2)  
 MUSP 495 (2)  
 Elective(s) (3)

**Instrumental Option***Semester I*

Arts and humanities (3)  
 MUCH 141 (2)  
 MUSP 100 (1)  
 MUSP 221, 231-35, 241-45, 281-85 (4)  
 PEG 100 (1)  
 ENG 112 (3)  
 MUSP 238-39, 288-89 (2)  
 MUS 099 (0)

*Semester II*

MUCH 131 (4)  
 MUCH 142 (2)  
 MUSP 221, 231-35, 241-45, 281-85 (4)  
 PEG 100 (1)  
 English literature (3)  
 MUSP 238-39, 288-89 (2)  
 MUS 099 (0)

*Semester III*

MUCH 132 (4)  
 MUCH 241 (2)  
 MUSP 100 (1)  
 MUSP 221, 231-35, 241-45, 281-85 (4)  
 MUSP 238-39, 288-89 (2)  
 MUCH 236 or 237 (2-3)  
 MUS 099 (0)

*Semester IV*

MUCH 231 (3)  
 MUCH 232 (2)  
 MUCH 242 (2)  
 MUSP 221, 231-35, 241-45, 281-85 (4)  
 MUSP 238-39, 288-89 (2)  
 Social science (3)  
 MUSP 261 (1)  
 MUS 099 (0)

*Semester V*

MUSP 461 and proficiency (1)  
 MUSP 438-39, 488-89 (2)  
 MUSP 421, 431-35, 442-45, 481-85 (4)  
 MUCH 315 or 320 (2)  
 MUSP 305 (2)  
 Natural science (3)  
 Elective(s) (3)  
 MUS 099 (0)

*Semester VI*

MUSP 438-39, 488-89 (2)  
 MUSP 421, 431-35, 441-45, 481-85 (4)  
 MUCH 318 (2)  
 MUSP 300 (1)  
 Foreign language/multicultural studies (3)  
 Elective(s) (3)  
 MUS 099 (0)

*Semester VII*

MUSP 438-39, 488-89 (2)  
 MUSP 421, 431-35, 441-45, 481-85 (4)  
 MUSP 453, 454, 458 (2)  
 MUSP 300 (1)  
 Elective(s) (6)

*Semester VIII*

MUSP 438-39, 488-89 (2)  
 MUSP 421, 431-35, 441-45, 481-85 (4)  
 MUCH 408 (2)  
 MUSP 495 (2)  
 Elective(s) (3)

**Organ Option***Semester I*

Arts and humanities (3)  
 MUCH 141 (2)  
 MUSP 100 (1)  
 MUSP 263 (4)  
 MUSP 238-39, 277-79, 288-89 (1)  
 ENG 112 (3)  
 PEG 100 (1)  
 MUS 099 (0)

*Semester II*

MUCH 131 (4)  
 MUCH 142 (2)  
 MUSP 100 (1)  
 MUSP 263 (4)  
 MUSP 238-39, 277-79, 288-89 (1)  
 English literature (3)  
 PEG 100 (1)  
 MUS 099 (0)

*Semester III*

MUCH 132 (4)  
 MUCH 241 (2)  
 MUSP 100 (1)  
 MUSP 263 (4)  
 MUSP 238-39, 277-79, 288-89 (1)  
 MUSP 215 (2)  
 Social science (3)  
 MUS 099 (0)

*Semester IV*

MUCH 231 (3)  
 MUCH 232 (2)  
 MUCH 242 (2)  
 MUSP 100 (1)  
 MUSP 238-39, 277-79, 288-89 (1)  
 MUSP 263 (4)  
 MUSP 216 (2)  
 MUS 099 (0)

*Semester V*

MUCH 315 (2)  
 MUSP 305 (2)  
 MUSP 463 (4)  
 MUSP 396 (2)  
 Natural science (3)  
 Elective(s) (3)  
 MUS 099 (0)

*Semester VI*

MUSP 306 (2)  
 MUSP 397 (2)  
 MUSP 463 (4)  
 Foreign language/multicultural studies (3)  
 Elective(s) (3)  
 MUSP 459 (2)  
 MUS 099 (0)

*Semester VII*

MUCH 403 (2)  
 MUCH 407 (2)  
 MUSP 415 (2)  
 MUSP 463 (4)  
 Electives (5)

*Semester VIII*

MUCH 404 (2)  
 MUSP 463 (4)  
 MUSP 495 (2)  
 Elective(s) (4)

**Piano Accompanying Option***Semester I*

Arts and humanities (3)  
 MUCH 141 (2)  
 MUSP 160 (1)  
 MUSP 261 (4)  
 MUSP 100R (1)  
 PEG 100 (1)  
 ENG 112 (3)  
 MUS 099 (0)

*Semester II*

MUCH 131 (4)  
 MUCH 142 (2)  
 MUSP 261 (4)  
 PEG 100 (1)  
 English literature (3)  
 Social science (3)  
 MUS 099 (0)

*Semester III*

MUCH 132 (4)  
 MUCH 241 (2)  
 MUCH 236 or 237 (2-3)  
 MUSP 261 (4)  
 MUSP 210 (3)  
 MUSP 264 (1)  
 MUS 099 (0)

*Semester IV*

MUCH 231 (3)  
 MUCH 232 (2)  
 MUCH 242 (2)  
 MUSP 211 (3)  
 MUSP 265 (1)  
 MUSP 261 (4)  
 MUSP 360 (1)  
 MUS 099 (0)

*Semester V*

MUCH 315 (2)  
 MUSP 300R (1)  
 MUSP 300S (1)  
 MUSP 461 (4)  
 Natural science (3)  
 MUCH 3-- or 4-- literature (2)  
 Foreign language/multicultural studies (3)  
 MUS 099 (0)

*Semester VI*

MUSP 300S (1)  
 MUSP 300R (1)  
 MUSP 361 (1)  
 MUSP 364 (1)  
 MUSP 461 (4)  
 Electives (8)  
 MUS 099 (0)

*Semester VII*

MUCH 403 (2)  
 MUCH 407 (2)  
 MUSP 367 (3)  
 MUSP 461 (4)  
 MUSP 466 (1)  
 MUSP 467 (1)  
 Elective(s) (3)

*Semester VIII*

MUSP 461 (4)  
 MUCH 408 (2)  
 MUCH 410 (2)  
 MUSP 495 (2)  
 Elective(s) (4)

**Piano Literature Option***Semester I*

Arts and humanities (3)  
 MUCH 141 (2)  
 MUSP 261 (4)  
 ENG 112 (3)  
 MUSP 160 (1)  
 MUSP 100R (1)  
 PEG 100 (1)  
 MUS 099 (0)

*Semester II*

MUCH 131 (4)  
 MUCH 142 (2)  
 MUSP 261 (4)  
 English literature (3)  
 PEG 100 (1)  
 MUS 099 (0)

**Semester III**

MUCH 132 (4)  
 MUCH 241 (2)  
 MUCH 236 or 237 (2-3)  
 MUSP 261 (4)  
 MUSP 210 (3)  
 MUSP 264 (1)  
 MUS 099 (0)

**Semester IV**

MUCH 231 (3)  
 MUCH 232 (2)  
 MUCH 242 (2)  
 MUSP 211 (3)  
 MUSP 261 (4)  
 Natural science (3)  
 MUS 099 (0)

**Semester V**

MUCH 315 (2)  
 MUCH 3- or 4- literature (2)  
 MUSP 361 (1)  
 MUSP 300S (1)  
 MUSP 461 (4)  
 Elective(s) (3)  
 Foreign language/multicultural studies (3)  
 MUS 099 (0)

**Semester VI**

MUSP 300S (1)  
 MUSP 362 (1)  
 MUSP 461 (4)  
 Social science (3)  
 Electives (6)  
 MUS 099 (0)

**Semester VII**

MUCH 403 (2)  
 MUCH 407 (2)  
 MUSP 367 (3)  
 MUSP 467 (1)  
 MUSP 461 (4)  
 Elective(s) (3)

**Semester VIII**

MUCH 408 (2)  
 MUCH 410 (2)  
 MUSP 461 (4)  
 MUSP 466 (1)  
 MUSP 495 (2)  
 Elective(s) (3)

**Piano Pedagogy Option****Semester I**

Arts and humanities (3)  
 MUCH 141 (2)  
 MUSP 261 (4)  
 MUSP 160 (1)  
 PEG 100 (1)  
 ENG 112 (3)  
 MUS 099 (0)

**Semester II**

MUCH 131 (4)  
 MUCH 142 (2)  
 MUSP 261 (4)  
 PEG 100 (1)  
 English literature (3)  
 Social science (3)  
 MUS 099 (0)

**Semester III**

MUCH 132 (4)  
 MUCH 241 (2)  
 MUCH 236 or 237 (2-3)  
 MUSP 261 (4)  
 MUSP 210 (3)  
 MUSP 264 (1)  
 MUSP 100R (1)  
 MUS 099 (0)

**Semester IV**

MUCH 231 (3)  
 MUCH 232 (2)  
 MUCH 242 (2)  
 MUSP 261 (4)  
 MUSP 211 (3)  
 Elective(s) (3)  
 MUS 099 (0)

**Semester V**

MUCH 315 (2)  
 Natural science (3)  
 MUSP 361 (1)  
 MUSP 461 (4)  
 MUSP 367 (3)  
 Foreign language/multicultural studies (3)  
 MUS 099 (0)

**Semester VI**

MUSP 368 (3)  
 MUSP 461 (4)  
 MUSP 466 (1)  
 MUCH 3- or 4- literature (2)  
 Electives (6)  
 MUS 099 (0)

**Semester VII**

MUCH 403 (2)  
 MUCH 407 (2)  
 MUSP 461 (4)  
 MUSP 466 (1)  
 MUSP 467 (1)  
 Elective(s) (4)

**Semester VIII**

MUCH 408 (2)  
 MUCH 410 (2)  
 MUSP 300S (1)  
 MUSP 461 (4)  
 MUSP 466 (1)  
 MUSP 495 (2)  
 Elective(s) (2)

**Voice Option****Semester I**

Social science (3)  
 MUCH 141 (2)  
 ENG 112 (3)  
 MUSP 214 (2)  
 MUSP 272 (4)  
 PEG 100 (1)  
 MUS 099 (0)

**Semester II**

MUCH 131 (4)  
 MUCH 142 (2)  
 MUSP 100 (1)  
 MUSP 272 (4)  
 English literature (3)  
 PEG 100 (1)  
 MUS 099 (0)

**Semester III**

MUCH 132 (4)  
 MUCH 241 (2)  
 MUCH 236 or 237 (2-3)  
 MUSP 272 (4)  
 FREN 101 (4)  
 MUSP 261 (1)  
 MUS 099 (0)

**Semester IV**

MUCH 231 (3)  
 MUCH 232 (2)  
 MUCH 242 (2)  
 MUSP 272 (4)  
 MUSP 277 (1)  
 MUSP 261 (1)  
 FREN 102 (4)  
 MUS 099 (0)

**Semester V**

MUSP 472 (4)  
 MUSP 477 (1)  
 MUSP 275 (2)  
 MUSP 305 (2)  
 MUSP 311 (2)  
 GERM 101 (4)  
 MUSP 461 (1)  
 MUS 099 (0)

**Semester VI**

MUSP 472 (2)  
 MUSP 477 (1)  
 MUSP 461 and proficiency (1)  
 MUSP 312 (2)  
 MUSP 378 (2)  
 GERM 102 (4)  
 Natural science (3)  
 MUS 099 (0)

**Semester VII**

MUSP 472 (4)  
 MUSP 477 (1)  
 MUCH 412 (2)  
 MUSP 378 (2)  
 Arts and humanities (3)  
 Elective(s) (4)

**Semester VIII**

MUSP 472 (4)  
 MUSP 495 (2)  
 MUSP 477 (1)  
 Electives (6)

**Voice/Musical Theater Option****Semester I**

Social science (3)  
 MUCH 141 (2)  
 MUSP 272 (4)  
 MUSP 261 (1)  
 MUSP 277 (1)  
 MUSP 214 (2)  
 ENG 112 (3)  
 MUS 099 (0)

**Semester II**

MUCH 131 (4)  
 MUCH 142 (2)  
 PEG 117 (1)  
 English literature (3)  
 MUSP 272 (4)  
 MUSP 277 (1)  
 MUSP 261 (1)  
 MUS 099 (0)

**Semester III**

MUCH 132 (4)  
 MUCH 241 (2)  
 MUSP 272 (2)  
 MUSP 261 (1)  
 FREN 101 (4)  
 THEA 202 (3)  
 MUS 099 (0)

**Semester IV**

MUCH 231 (3)  
 MUCH 242 (2)  
 MUCH 236 or 237 (2-3)  
 MUSP 272 (2)  
 MUSP 261 and proficiency (1)  
 MUSP 277 (1)  
 PEG 119 (1)  
 THEA 241 (3)  
 MUS 099 (0)

**Semester V**

MUSP 472 (2)  
 MUCH 232 (2)  
 MUSP 305 (2)  
 MUSP 311 (2)  
 GERM 101 (4)  
 THEA 344 (3)  
 RED 120 (2)  
 MUS 099 (0)

*Semester VI*

MUSP 472 (2)  
MUSP 300 (1)  
MUSP 312 (2)  
MUSP 378 (2)  
MUSP 477 (1)  
THEA 345 (3)  
RED 220 (2)  
THEA 352 (3)  
MUS 099 (0)

*Semester VII*

MUSP 472 (2)  
MUSP 378 (2)  
MUCH 412 (2)  
Natural science (3)  
PEG 122 (1)  
Electives (6)

*Semester VIII*

MUSP 477 (1)  
MUSP 472 (4)  
MUSP 495 (2)  
Electives (6)

**Woodwind Specialist Option**

*Semester I*

Arts and humanities (3)  
MUCH 141 (2)  
MUSP 241-45 (major) (2)  
MUSP 238-39, 288-89 (2)  
MUED 140 (1)  
MUSP 100 (1)  
ENG 112 (3)  
PEG 100 (1)  
MUS 099 (0)

*Semester II*

MUCH 131 (4)  
MUCH 142 (2)  
MUSP 241-45 (major) (2)  
MUSP 241-45 (first minor) (2)  
MUSP 238-39, 288-89 (2)  
MUED 145 (1)  
English literature (3)  
PEG 100 (1)  
MUS 099 (0)

*Semester III*

MUCH 132 (4)  
MUCH 241 (2)  
MUSP 241-45 (major) (2)  
MUSP 241-45 (first minor) (2)  
MUSP 238-39, 288-89 (2)  
MUED 146 (1)  
MUSP 261 (1)  
Natural science (3)  
MUS 099 (0)

*Semester IV*

MUCH 231 (3)  
MUCH 232 (2)  
MUCH 242 (2)  
MUSP 241-45 (major) (2)  
MUSP 241-45 (first minor) (2)  
MUSP 241-45 (second minor) (2)  
MUSP 238-39, 288-89 (2)  
MUSP 100 (1)  
MUSP 261 and proficiency (1)  
MUS 099 (0)

*Semester V*

MUCH 236 or 237 (2-3)  
MUCH 318 (2)  
MUSP 441-45 (major) (2)  
MUSP 441-45 (first minor and half recital) (2)  
MUSP 441-45 (second minor) (2)  
MUSP 454 (first minor) (1)  
MUSP 300 (1)  
MUSP 305 (2)  
MUSP 438-39, 488-89 (2)  
MUS 099 (0)

*Semester VI*

MUCH 408 (2)  
MUSP 441-45 (major) (2)  
MUSP 441-45 (second minor) (2)  
MUSP 438-39, 488-89 (2)  
Foreign language/multicultural studies (3)  
Social science (3)  
Elective(s) (3)  
MUS 099 (0)

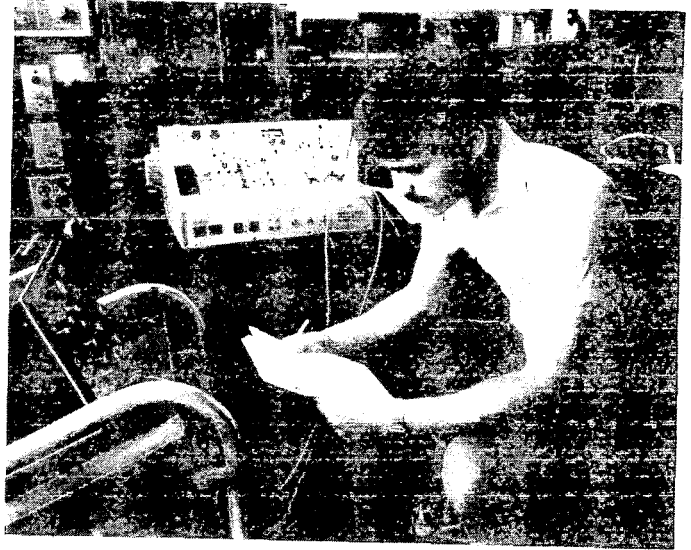
*Semester VII*

MUCH 315 or 320 (2)  
MUSP 441-45 (major) (2)  
MUSP 441-45 (second minor and half recital) (2)  
MUSP 454 (second minor) (1)  
MUSP 438-39, 488-89 (2)  
MUSP 300 (1)  
Electives (6)

*Semester VIII*

MUSP 441-45 (major) (2)  
MUSP 454 (major) (2)  
MUSP 495 (2)  
MUSP 438-39, 488-89 (2)  
Electives (6)





# College of Technology

## Office of the Dean

Jerry Streichler, Dean, 204 Technology Building, 372-2438

John W. Sinn, Associate Dean, 203 Technology Building, 372-7559

## Office of Cooperative Education

Barry D. Piersol, Director of Cooperative Education and Assistant to the Dean, Technology Building, 372-7580

## Program Services Office

Mary Helen Ritts, Director, Technology Building, 372-7581

## Office of Graduate Studies, Research and External Services

Career and Technology Education Graduate Program, Technology Building, 372-7570

Office of Interdisciplinary Studies, Technology Building, 372-7570

Office of Research and External Services, Technology Building, 372-7570

## Departments

Technology Systems,

Gerard (Rod) P. Colgan, Chair, 200 Technology Building, 372-2439

Visual Communications and Technology Education, Ronald E. Jones, Chair, 200 Technology Building, 372-2437

## Goals

The foremost consideration in the College of Technology is to provide students with a quality professional education including a strong general education component. Students acquire the competencies, attitudes and understandings to function as qualified professionals in business, industry, government and education. The programs are based on the exciting and evolving dimensions of several specialties in industrial technology. The college's faculty accept and conscientiously contribute to the achievement of excellence in the cultural, citizenship, communication and general education goals of the University.

The college and departmental goals and objectives augment the University's mission statement and academic program goals. They contribute to the accomplishment of University objectives of (1) quality in instructional programs for the preparation of technologists and teachers; (2) providing for better practical and theoretical understanding of current industrial technology; (3) emphasizing the development and application of competencies such as critical thinking, problem solving, communication skills, career decision making, computation and mathematics; and (4) fostering understanding of other cultures, humanities, and of the social, natural and behavioral sciences. The mission of the College of Technology is carried out by students and faculty in:

1. researching and testing ideas, methods and procedures to improve techniques of preparing personnel. This adds to the knowledge of industrial technology and of applied instructional and learning theory.
2. research and development in technical processes and materials to benefit the private sector, government and education.
3. undergraduate, graduate and continuing education programs which prepare, update and upgrade personnel for technical management positions in the private sector and government.
4. undergraduate, graduate and continuing education programs which prepare, update and upgrade personnel who serve at all levels in industrial and technology education and industrial training.
5. undergraduate and graduate general education experiences which develop basic insights into the broad aspects of the technologies of industry. These involve problem-solving and creative processes, consideration of technological effects, and the development of skills and understanding which will allow people to adapt to or control the technological environment.
6. responding to the needs of the enterprise system to enhance the college's own capabilities. Faculty and students share specialized knowledge and skills with appropriate individuals, organizations and agencies at the local, state and national levels.

## Special Opportunities

Special opportunities exist for students to become involved in a number of professional organizations. Each specialization in the College of Technology has a professional student organization. Student chapters of the following national or international organizations are operated by students who major in the college: Instrument Society of America, Society of Manufacturing Engineers, Associated General Contractors, National Home Builders Association, Alpha Eta Rho Aeronautical Student Organization.

The college is also the international headquarters for Epsilon Pi Tau, the International Honorary Professional Fraternity for Education in Technology. Its Alpha Gamma Chapter serves students and other professionals who may be invited to membership on the basis of scholarship and leadership performance. The purpose of Epsilon Pi Tau is to recognize high academic achievement.

All technology specializations in the College of Technology are fully accredited by the National Association of Industrial Technology. Students have the opportunity to become involved in the National Association of Industrial Technology as student members.

The technology (industrial) education programs are accredited by the National Council for the Accreditation of Teacher Education through the College of Education and Allied Professions.

## College Matriculation and Graduation Requirements

Students admitted to Bowling Green State University may register in the College of Technology when they have:

1. formally declared their intent to major in the college.
2. registered with the college's Program Services Office as a provisional member of a program or as an undecided major.
3. conferred with an adviser assigned by the College of Technology.

## Program Matriculation

Full membership in a College of Technology program will become effective when a student has:

1. attained an overall BGSU grade point average of at least 2.25, and a 2.5 within technology, for all courses taken prior to matriculation.

2. completed cooperative education experience (TECH 289) for all programs except industrial education.

3. completed any additional specific requirements and application procedures that have been established by the programs in which the student wishes to matriculate. Information on specific program matriculation requirements is available in the college's Program Services Office.

4. completed all required technology core courses.

5. completed with a passing grade, English 112, computer science, mathematics, and science requirements as specified on program checksheets.

6. completed all courses to satisfy matriculation requirements without incompletes or S/U grades. The exception to this is TECH 289.

The matriculation steps listed above must be completed before students will be permitted to register for 300/400 level courses in the College of Technology. In addition to meeting the matriculation requirements and all course and hour requirements for graduation, except for co-op all courses offered in the College of Technology must be taken for letter grades by majors in the College of Technology.

## Due Process for Academic Decisions

The College of Technology has established specific requirements for admission, program matriculation, graduation and cooperative education. Information pertaining to these requirements is available from the Program Services Office. Questions regarding these requirements, standards or appeals procedures may be directed to the assistant dean of the college through the Program Services Office.

Academic appeals may be initiated in the Program Services Office where appeals are considered. A rationale for the appeal is required and documentation or other evidence may be attached. The written materials constituting the appeal are then reviewed by an appeals board which serves in an advisory capacity to the dean. Examples of academic appeals include: appeals for reinstatement after being dropped for academic reasons, appeals regarding the denial of admission to either the college or a program, and appeals to drop and/or change classes to or from S/U beyond the specified deadline. The dean of the college reserves the right to final decision.

Appeals regarding the issuance of a grade are processed through the specific instructor(s) of the course(s). Grade appeals are not processed through the college's Program Services Office, but must be processed through appropriate departments. In cases related to academic honesty or other disciplinary action, students are referred to the Student Code.

## Advising

The College of Technology faculty and administration are committed to an excellent program to communicate and advise students on academic matters. Faculty advisers are readily available. However, students should make appointments in a timely manner and prepare for their conferences with such items as tentative class schedules and questions as appropriate to the purpose of the meeting.

Toward this end, a staff including a program counselor is located in the Program Services Office in the Technology Building. This staff is available to assist students with specific requirements, curriculum developments, career options, academic appeals procedures and general advisement.

After selecting a major within the college, the student is assigned to an adviser in the major area of study. Faculty advisers' teaching and advising schedules change every semester. At the beginning of each semester, faculty advisers post their advisement schedules. The responsibility of contacting an adviser rests with the student. The Program Services Office supplements advising performed at the department level. Program revision, assistance with registration, matriculation and shifts in the demands of the marketplace require a close adviser/student relationship.

## Intercollege Curricula and Dual Degrees

A candidate for a degree from the College of Technology who desires a second degree from a different school or college, or a second degree within the College of Technology, may take work after graduation to complete second degree requirements or qualify for the dual degree program prior to graduation. Students desiring a dual degree/major must:

1. secure permission of the dean of the College of Technology before the end of his/her junior year.

2. complete the requirements for both majors for the degrees sought.

3. complete at least 36 hours minimum of credit beyond the hours required for a single degree major (including 8 hours of co-op);

4. For dual majors in technology complete 4 cooperative education experiences amounting to a minimum of 16 credit hours, with 8 hours applicable to each major.

## General Education Requirements

All College of Technology programs are in compliance with the University general education guidelines, as stated elsewhere in this catalog. Furthermore, general education components as integral parts of each College of Technology program are listed on the following pages.

## Bachelor of Science Degrees

The College of Technology offers the bachelor of science in technology and the bachelor of science in education. The programs leading to the bachelor of science in technology are designed for those students planning to seek a position in business or industry. Those programs leading to the bachelor of science in education are appropriate for students interested in teaching at junior or senior high schools or at technical colleges.

## BACHELOR OF SCIENCE IN TECHNOLOGY

Bachelor of science in technology programs are designed for the student interested in the application of arts and sciences to the technologies of industry. Career opportunities exist in a growing area of service. Emphasis is placed on industrial control and supervision, technical processes and personnel leadership with such employment classifications as: construction supervision, production management, technical sales, product design, quality control, technical service training, graphic coordinator, customer service technician, cost and systems analysis. These classifications are used in all segments of our enterprise system including the automotive, construction, pollution control, communications, glass and plastics industries. The University's geographical location is such that excellent cooperation exists with companies and government agencies requiring well-prepared individuals in technology.

A unique strength of this curriculum is its flexibility. During the second year of study, the student, in cooperation with the adviser, selects courses from the appropriate technology concentration, management, marketing, the physical sciences, communications and the humanities. Industrial experience is gained through the college-sponsored cooperative education program which is required of all technology majors.



The Cooperative Education Program of College of Technology at Bowling Green State University is a required program that integrates classroom academics with practical work experience. Students alternate periods of attendance at college with periods of employment in industry, business or government. College of Technology majors are required to participate in three semester-long co-op work assignments which alternate with semesters spent on campus. The college requires that the last semester be spent at BGSU attending the student's final semester(s) of on-campus course work.

The Cooperative Education Program requires that each student's employment be directly related to his or her academic program. The program also requires that all work experiences increase in difficulty and responsibility as the students progress through their college curriculum.

A candidate for the degree of bachelor of science in technology must meet the following requirements for graduation in addition to those listed elsewhere in this catalog.

1. Complete 40 or more semester hours of credit in courses numbered 300 or above.
2. Complete all requirements for a major including prerequisites, laboratory experiences and other regulations.

## Aerotechnology

200 Technology Building, 372-2439

The aerotechnology concentration is designed to prepare students for responsible positions in aviation. The work is organized around the three sequences of airport operations, aircraft maintenance and flight technology. The student should choose two of these sequences for a program.

Also, the program requires course work in areas of science and mathematics, general education and business. Supervised cooperative education experiences with or related to the sequences selected are required.

Students who have obtained an associate degree in this or a closely related field may pursue a bachelor's degree in this technology by enrolling in the curriculum for 2+2 transfer students. Refer to 2+2 transfer statement following this section.

*First year (30-33 hours)*

ENG 112 (3)  
IPCO 102 (3)  
PEG 100 (2)  
SOC 101 (3)  
MATH (7-10)  
DESN 104, TECH 152, ET 191 (9)  
MFG 112 (3)

*Second year (30-32 hours)*

ENG 200 (3)  
PSYC 201 (4)  
TECH 289 (3-5)  
CS 101 (3)  
PHYS 201 or 202 (5)  
CONS 235 (3)  
AERT 342 (3)  
AERT 240 (3)  
VCT 203 (3)

*Third year (33-35 hours)*

MGMT 305 or 360 (3)  
TECH 389 (3-5)  
LEGS 301 (3)  
Aerotechnology sequences by advisement (15)  
Multicultural elective (3)  
Business elective (3)  
Humanities elective or A&S 200 (3)

*Fourth year (29-31 hours)*

TECH 489 (3-5)  
Business electives (3)  
Aerotechnology sequences by advisement (15)  
Electives (8)

## Construction Technology

200 Technology Building, 372-2439

This curriculum is designed to prepare personnel for technical positions on the construction site and in the office. The three options offered recognize the special requirements of residential, general (including commercial, industrial and civil) and mechanical/electrical construction. Each option requires course work in the areas of science and mathematics, general education, business, industrial technology, construction job control, design, and methods and materials. Supervised, cooperative education experiences with a construction-related employer are required.

Students who have obtained an associate degree in this or closely related field may pursue a bachelor's degree in this technology by enrolling in the curriculum for 2+2 transfer students. Refer to 2+2 transfer statement following this section.

### General construction option

*First year (33-34 hours)*

ENG 112 (3)  
IPCO 102 (3)  
SOC 101 (3)  
PEG 100 (2)  
Approved math sequence (7-8)  
MFG 112 (3)  
TECH 152 (3)  
DESN 104 (3)  
CONS 235 (3)  
VCT 203 (3)

*Second year (33-35 hours)*

ENG 200 (3)  
PSYC 201 (4)  
PHYS 201 (5)  
CS 101 (3)  
ET 191 (3)  
Humanities elective or A&S 200 (3)  
DESN 243, 301 (6)  
TECH 289 (3-5)  
CONS 307 (3)

*Third year (27-29 hours)*

MGMT 305 or 360 (3)  
LEGS 301 (3)  
TECH 389 (3-5)  
CONS 335 (3)  
CONS 318, 437 (6)  
Construction option (6)  
Multicultural elective (3)

*Fourth year (29-31 hours)*

Approved business electives (6)  
CONS 435, 439, 440 (9)  
TECH 489 (3-5)  
Construction option (6)  
Electives (5)

### Mechanical/electrical option

*First year (33-34 hours)*

ENG 112 (3)  
IPCO 102 (3)  
SOC 101 (3)  
PEG 100 (2)  
Approved math sequence (7-8)  
MFG 112 (3)  
TECH 152 (3)  
DESN 104 (3)  
CONS 235 (3)  
VCT 203 (3)

*Second year (30-32 hours)*

ENG 200 (3)  
Humanities elective or A&S 200 (3)  
PSYC 201 (4)  
PHYS 201 (5)  
CS 101 (3)  
ET 191 (3)  
DESN 243 and 301 (6)  
TECH 289 (3-5)

*Third year (27-29 hours)*

MGMT 305 or 360 (3)  
LEGS 301 (3)  
TECH 389 (3-5)  
CONS 335 (3)  
Construction option (9)  
CONS 318 (3)  
Multicultural elective (3)

*Fourth year (32-34 hours)*

Approved business electives (6)  
CONS 435, 439, 440 (9)  
TECH 489 (3-5)  
Electives (5)  
Construction option (9)

### Residential option

*First year (33-34 hours)*

ENG 112 (3)  
IPCO 102 (3)  
SOC 101 (3)  
PEG 100 (2)  
Approved math electives (7-8)  
MFG 112 (3)  
TECH 152 (3)  
DESN 104 (3)  
CONS 235 (3)  
VCT 203 (3)

*Second year (33-35 hours)*

ENG 200 (3)  
Humanities elective or A&S 200 (3)  
PSYC 201 (4)  
PHYS 201 (5)  
CS 101 (3)  
ET 191 (3)  
DESN 243 and 301 (6)  
TECH 289 (3-5)  
CONS 307 (3)

*Third year (30-32 hours)*

MGMT 305 or 360 (3)  
LEGS 301 (3)  
TECH 389 (3-5)  
Multicultural elective (3)  
CONS 335 (3)  
CONS 306 and 318 (6)  
Construction option (12)

*Fourth year (26-28 hours)*

Approved business electives (6)  
CONS 435, 439, 440 (9)  
TECH 489 (3-5)  
Electives (5)  
CONS 406 (3)

**Design Technology**

200 Technology Building, 372-2437

This program involves the efficient application of arts, sciences, technology and business to the process of design in industry. The arts involve the development of communicative working drawings, renderings and models. The scientific knowledge required includes a basic understanding of mathematics, physics and computer science. Computer-aided design principles and applications is an integral part of the program. The technology of manufacturing and construction and selected courses in business complement and complete the design program. An important component of this technology program and options is a cooperative education experience in a design or design-related position in industry which is supervised by College of Technology faculty.

Students who have obtained an associate degree in an area of design technology or a closely related field may pursue a bachelor's degree in this technology by enrolling in the curriculum for 2+2 transfer students. Refer to 2+2 transfer statement following this section.

**Architectural/environmental design option**

This technology prepares students to deal with the architectural designs associated with the exterior and interior of such buildings as residences, schools and municipal projects.

*First year (32 hours)*

ENG 112 (3)  
SOC 101 (3)  
TECH 152 (3)  
ART 102 and 103 (6)  
PEG 100 (2)  
IPCO 102 (3)  
DESN 104 or VCT 203 (3)  
MFG 112 (3)  
CS 101 (3)

*Second year (33-36 hours)*

PHYS 201 or science elective (5)  
ENG Literature or A&S 200 (3)  
PSYC 201 (4)  
DESN 204 (3)  
ET 191 and CONS 235 (6)  
TECH 289 (3-5)  
\*Arch./Env. concentration (6)  
TECH 121 or MATH 128 (3-5)  
Electives (3)

*Third year (32-34 hours)*

TECH 389 (3-5)  
PHYS 202 (5)  
\*Technical electives (5)  
ENG 388 (3)  
Approved business electives (6)  
\*Arch./Env. concentration (5)  
Electives (4)

*Fourth year (30-32 hours)*

TECH 489 (3-5)  
\*Arch./Env. concentration (10)  
\*Technical electives (6)  
Business electives (6)  
\*Courses for the architectural/environmental design concentration and technical electives are derived from the following offerings:

**Arch./Env. required courses**

CONS 235, 439  
DESN 301, 450, 404  
ART 213, 313

**Technical electives**

DESN 305 and 436  
GEOG 321  
VCT 204  
HOEC 319  
TECH 489  
ART 112 (3)  
Other TECH/ART courses by advisement.

**Mechanical design option**

This program prepares the student to design tools and machines for manufacturing processes, and to deal with the practical aspects of generation and transmission of heat and fluid power.

*First year (32 hours)*

ENG 112 (3)  
SOC 101 (3)  
ART 102 and 103 (6)  
MFG 112 (3)  
TECH 152 (3)  
PEG 100 (2)  
IPCO 102 (3)  
DESN 104 or VCT 203 (6)  
CS 101 (3)

*Second year (31-35 hours)*

ENG 200 or A&S 200 (3)  
PSYC 201 (4)  
ET 191 and CONS 235 (6)  
TECH 289 (3-5)  
\*\*Mechanical design concentration (3)  
PHYS 201 (5)  
Approved MATH sequence (7-9)

*Third year (28-32 hours)*

TECH 389 (3-5)  
PHYS 202 (5)  
\*\*Mechanical design concentration (8)  
ENG 388 (3)  
Approved MATH sequence (4-6)  
Elective (2)  
Multicultural elective (3)

*Fourth year (31-33 hours)*

TECH 489 (3-5)  
\*\*Mechanical design concentration (10)  
\*\*Approved technical electives (12)  
Approved business electives (6)  
\*\*Courses for the mechanical design concentration and technical electives are derived from the following offerings:

**Mechanical design required courses**

DESN 204, 243, 304, 455 and 404  
ET 240 and 441  
TECH 323 and 223  
MFG 338 and 426

**Technical electives by advisement**

MFG 214, 311, 424  
TECH 489 and 391, CONS 337 and DESN 305, 490

Other technical courses by advisement

**Product design specialization**

This program involves the design of products with the aid of technology and art. The program prepares the student to develop creative solutions to three dimensional problems involving aesthetic, materials, manufacturing processes and human factors. This is a cooperative program between the College of Technology and the School of Art.

*First year (32 hours)*

ENG 112 (3)  
PEG 100 (2)  
ART 102 and 103 (6)  
MFG 112 (3)  
TECH 152 (3)  
SOC 101 (3)  
IPCO 102 (3)  
CS 101 (3)  
DESN 104 and VCT 203 (6)

*Second year (30-33 hours)*

PHYS 201 or science elective (5)  
PHYS 202 (5)  
PSYC 201 (4)

TECH 121 or MATH 124 (3-4)

\*Product design specialization (3)

CONS 235 and ET 191 (6)

TECH 289 (3-5)

Multicultural elective (3)

*Third year (33-35 hours)*

TECH 389 (3-5)  
ENG 200 or A&S 200 (3)  
\*Product design specialization (10)  
\*Technical electives (6)  
ENG 388 (3)  
Approved business elective (6)

*Fourth year (27-29 hours)*

TECH 489 (3-5)  
\*Product design specialization (8)  
Technical electives (6)  
Business electives (6)  
Electives (6)

\*Courses for the product design specialization and technical electives are derived from the following offerings:

**Product design required courses**

ART 145, 146, 212, 313, 419  
DESN 304, 404, 243 and 204

**Technical electives**

ART 211 416, or 418  
DESN 301, 305  
MFG 424  
TECH and ART courses by advisement

**Other programs**

Three other design specializations are available: graphic design and environmental design in the School of Art and interior design in the Department of Home Economics.

## Electronic Technology

200 Technology Building, 372-2436

Electronic technology is a comprehensive study of the diverse areas of electronics such as circuits, electronic devices (including microprocessors), computer hardware and interfacing, electric motors, instrumentation, fiber optics and electronic communication systems. Emphasis is placed on the practical application of physics, mathematics and computer science to the study of electronics. An emphasis can be taken in digital electronics and computer systems, instrumentation and control or electronic communication. This knowledge is blended with a core study of manufacturing, design, construction, business and general education to develop the whole person as well as flexibility for career responsibilities and advancement. An important component of this technology curriculum is a cooperative education program in industry which is supervised by University faculty.

Students who have obtained an associate degree in this or a closely related field may pursue a bachelor's degree in this technology by enrolling in the curriculum for 2+2 transfer students. Refer to 2+2 transfer statement following this section.

- First year* (31-33 hours)
- ENG 112 (3)
  - Humanities elective or A&S 200 (3)
  - Approved math electives (8-10)
  - PEG 100 (2)
  - DESN 104 (3)
  - MFG 112 (3)
  - TECH 152 (3)
  - ET 191 (3)
  - Multicultural elective (3)
- Second year* (31-33 hours)
- CS 101 (3)
  - CONS 235 (3)
  - ENG 200 (3)
  - IPCO 102 (3)
  - VCT 203 (3)
  - TECH 289 (3-5)
  - PHYS 201 (5)
  - ET 240 and 241 (8)
- Third year* (29-31 hours)
- TECH 389 (3-5)
  - PSYC 201 (4)
  - Electronic concentration (3)
  - Approved business elective (6)
  - ET 300, 358, 441 (10)
  - ECON 200 or 202 (3)
  - TECH elective (3)
- Fourth year* (31-33 hours)
- TECH 489 (3-5)
  - Approved business electives (6)
  - ET 442, 443, 453 (9)
  - Other electives (7)
  - TECH electives (6)

## Industrial Training Technology

200 Technology Building, 372-2437

Industrial trainer preparation is an interdisciplinary program consisting of course work in industrial technology, instructional strategies, related social sciences and management. The combination of practical/laboratory studies, applied disciplines and actual work experience (cooperative education) will enable the graduate to function confidently and effectively in the training role.

Students who have obtained an associate degree in this or closely related field may pursue a bachelor's degree in this technology by enrolling in the curriculum for 2+2 transfer students. Refer to 2+2 transfer statement following this section.

- First year* (32-34 hours)
- ENG 112 (3)
  - PEG 100 (2)
  - ENG 200 or A&S 200 (3)
  - IPCO 102 (3)
  - DESN 104 (3)
  - MFG 112 (3)
  - TECH 152 (3)
  - MATH Requirement (3-5)
  - ET 191 (3)
  - VCT 203 (3)
  - CONS 235 (3)
- Second year* (32-35 hours)
- PSYC 201 (4)
  - PHYS 201 or CHEM 115 (4-5)
  - CS 101 or 103 (3)
  - ECON 200 or 202 (3)
  - VCT 208 (3)
  - DESN 204 (3)
  - TE 252 (3)
  - Concentration (6)
  - TECH 289 (3-5)
- Third year* (30-32 hours)
- EDFI 302 (3)
  - MGMT 305 (3)
  - TE 352 (3)
  - VCT 282 (3)
  - Social science electives (3)
  - TECH 389 (3-5)
  - Concentration (6)
  - SOC 101 (3)
  - Humanities and arts elective (3)
- Fourth year* (30 hours)
- Business Electives (6)
  - ENG 388 (3)
  - TE 428 (3)
  - LEM 455 (3)
  - EDFI 402 (3)
  - TECH 489 (5)
  - VCT 466 (3)
  - Multicultural elective (3)
  - Elective (1)

## Manufacturing Technology

200 Technology Building, 372-2439

This field of study draws upon the principles of mathematics and the physical sciences and applies them to industrial problems related to manufacturing systems. An understanding of the computer and its use in designing, monitoring and controlling manufacturing processes, which includes robots and automated work cells, is an important part of this program. In addition to these technical studies, the program offers excellent opportunities for studies in management and industrial psychology. Three options are offered under this specialization: manufacturing, industrial environment technology, and physical plant and energy utilization technology. An important component of this technology program and its options is the required cooperative education experiences in industry which is University supervised.

Students who have obtained an associate degree in this or a closely related area may pursue a bachelor's degree in this technology by enrolling in the curriculum for 2+2 transfer students. Refer to 2+2 transfer statement following this section.

### Manufacturing option

- First year* (33 hours)
- ENG 112 (3)
  - SOC 101 (3)
  - IPCO 102 (3)
  - DESN 104 (3)
  - MFG 112 or 114 (3)
  - TECH 152 and ET 191 (6)
  - ENG 200 or A&S 200 (3)
  - VCT 203 (3)
  - CS 101 (3)
- Second year* (33-37 hours)
- CONS 235 (3)
  - PHYS 201 (5)
  - DESN 204 (6)
  - STAT 200 (3)
  - MATH requirement (7-10)
  - TECH 289 (3-5)
  - Multicultural elective (3)
  - ECON 200 (3)
  - PEG 100 (2)
  - Elective (3)
- Third year* (30-32 hours)
- IPCO 306 or 307 (3)
  - TECH 389 (3-5)
  - ECON 200 (3)
  - MFG 338 (3)
  - MFG 329 (3)
  - MFG 311 (3)
  - MGMT 300, 305 (6)
  - TECH electives (6)
- Fourth year* (27-29 hours)
- ENG 388 (3)
  - MFG 424, 426, 427, 428 (12)
  - Business electives (6)
  - TECH electives (5)
  - Manufacturing electives (3)
  - TECH 489 (3-5)

### Industrial environment technology option

This program consists of studies in industrial technology, business and the sciences. Technical problem solving in manufacturing, instrumentation, and process control gives students an appreciation of industrial production practices, while studies in business emphasize consideration of the organizational, legal and financial principles involved. The sciences, primarily chemistry and biology, offer students the opportunity to develop an understanding of the chemical nature of pollutants and their effect on the ecological system.

*First year* (31-33 hours)

ENG 112 (3)  
BIOL 204 (5)  
CHEM 125 (5)  
DESN 104 (3)  
TECH 152 (3)  
IPCO 102 (3)  
MFG 112 (3)  
MATH requirement (3-5)  
SOC 101 (3)

*Second year* (29-33 hours)

CS 101 (3)  
CONS 235 (3)  
MFG 114 (3)  
ET 191 (3)  
CHEM 126 (5)  
VCT 203 (3)  
MATH requirement (4-5)  
PEG 100 (2)  
TECH 289 (3-5)

*Third year* (33-35 hours)

MGMT 305 (3)  
Humanities elective or A&S 200 (3)  
CHEM 306 (4)  
BIOL 205 (5)  
ECON 200 (3)  
TECH 389 (3-5)  
TECH 391 (3)  
TECH concentration elective (3)  
STAT 200 (3)  
MFG 424 (3)

*Fourth year* (29-31 hours)

LEGS 301 (3)  
TECH 489 (3-5)  
ENVT 421 (3)  
MFG 428 (3)  
TECH concentration electives (12)  
Multicultural elective (3)  
Elective (2)  
LEGS 431 (3)

### Physical plant and energy utilization option

The energy utilization technologist may be employed in commercial or industrial areas and be responsible for efficient, proper and economical use of mechanical, electrical, thermal, nuclear, chemical and radiant sources of energy. These are applied to the production, processing and transportation of goods and materials; and the heating, cooling and ventilating of physical plants.

*First year* (29-31 hours)

ENG 112 (3)  
PEG 100 (2)  
MATH requirement (3-5)  
MFG 112 (3)

IPCO 102 (3)  
ET 191 (3)  
DESN 104 (3)  
TECH 152 (3)  
ENG 200 or A&S 200 (3)  
BIOL 101 (3)

*Second year* (32-35 hours)

VCT 203 (3)  
CS 101 or 103 (3)  
PHYS 201 (5)  
CONS 235 (3)  
CHEM 125 or 135 (5)  
MATH requirement (4-5)  
TECH 289 (3-5)  
STAT 200 (3)  
Multicultural elective (3)

*Third year* (31-33 hours)

MGMT 300 (3)  
DESN 301 (3)  
CONS 337 (3)  
ECON 200 or 202 (3)  
Physical plant or energy utilization option (12)  
TECH 389 (3-5)  
PSYC 201 (4)

*Fourth year* (30-32 hours)

Business electives (6)  
ENG 388 (3)  
DESN 436 (3)  
MGMT 305 (3)  
ET 357 (3)  
Physical plant or energy utilization option (9)  
TECH 489 (3-5)

### Technical College Teaching

200 Technology Building, 372-2437

This major prepares students for teaching positions at post-secondary technical institutions. These positions require a blend of technical proficiency and an ability and desire to work with adult learners. This major combines teaching methods courses with a technical concentration.

Students who have obtained an associate degree in this or a closely related field may pursue a bachelor's degree in this major by enrolling in the curriculum for 2+2 transfer students. Refer to 2+2 statement following this section.

*First year* (32 hours)

ENG 112 (3)  
IPCO 102 (3)  
PHYS 201 (5)  
PHYS 202 (5)  
PEG 100 (2)  
EDCI 202 or EDFI 202 (2)  
MFG 112 (3)  
DESN 104 (3)  
TECH 152 and ET 191 (6)

*Second year* (33-38 hours)

PSYC 201 (4)  
VCT 203 (3)  
DESN 243 (3)  
CONS 235 (2)  
TE 252 (3)  
TECH 289 (3-5)  
Humanities elective or A&S 200 (3)  
CS 101 (3)  
Math elective (3-5)  
Humanities and arts elective (2-3)  
Technology concentration (3)

*Third year* (30-32 hours)

ECON 200 or 202 (3)  
Technology concentration by advisement (12)  
EDFI 302 (3)

TE 352 (3)  
Social science elective (3)  
EDFI 402 (3)  
TECH 389 (3-5)

*Fourth year* (33-35 hours)

EDFI 408 (2)  
TE 489 Teaching internship (10)  
EDAS 409 (3)  
TECH 489 (3-5)  
TE 449 (3)  
TECH concentration by advisement (9)  
Multicultural elective (3)

### Visual Communication Technology

200 Technology Building, 372-2437

The visual communication technology program prepares students for media production, training, sales and technical management positions with the communication industry. These careers require technical competencies in design, printing, television, film display and photography. With help from an adviser, each student selects an occupational option for specialization from numerous career options. The program proceeds through a framework of analyzing and applying the many methods of creating, reproducing and distributing visual communication materials. Students ultimately combine concepts, theories and principles with critical and creative-technical problem solving abilities to generate solutions for visual communication problems.

By developing the ability to solve communication problems, students will be prepared for such technological production and management positions as advertising production, graphic design, commercial and industrial photography, motion picture and television graphics, multimedia production, printing, publishing plant control, and similar occupations.

The occupational options are chosen individually by each student with the assistance of an adviser. The occupational options are display production, display marketing/sales, display management, photographic production, photographic marketing/sales, photographic management, photographic training, print production, print marketing/sales, print management, print training, film production, film marketing/sales, film management, film training, television production, television marketing/sales, television management, television training, industrial media specialist, visual communications generalist.

Students who have obtained an associate degree in an allied area may pursue a bachelor's degree in technology by enrolling in the curriculum for 2+2 transfer students. Refer to 2+2 transfer statement following this section.

*First year* (33-36 hours)

TECH 152 (3)  
VCT 203 (3)  
ENG 112 (3)  
IPCO 102 (3)  
SOC 101 (3)

MATH requirement (3-5)  
 PHYS 201 or CHEM 115 (4-5)  
 PEG (2 activities) (2)  
 MFG 112 (3)  
 ART 101 or 102 (3)  
 DESN 104 (3)

*Second year* (34-37 hours)

PSYC 201 (4)  
 CS 100 (3)  
 CONS 235 (3)  
 ET 191 (3)  
 RTVF 263 (4)  
 RTVF 255 (3)  
 ART 211 (3)  
 VCT 208 (3)  
 VCT 282 (3)  
 Science elective (2-5)  
 TECH 289 (3-5)

*Third year* (33-35 hours)

VCT 399 (3)  
 MKT 300 (3)  
 VCT cluster (15)  
 Humanities Elective or A&S 200 (3)  
 ECON 200 or 202 (3)  
 ET 191 (3)  
 TECH 389 (3-5)

*Fourth year* (25-27 hours)

VCT cluster (12)  
 VCT 467 (3)  
 MGMT 305 (3)  
 Multicultural elective (3)  
 TECH 489 (3-5)  
 Electives (1)

## Curriculum for 2+2 Transfer Students in Technology Programs

208 Technology Building, 372-2436

For students who have earned an associate degree in an engineering or related technology from a regionally or Ohio Board of Regents accredited post-secondary institution, the upper-division program (junior and senior years) is designed by the student and an adviser in one of the technology programs offered. At least 65 hours must be earned at Bowling Green. After analysis of the student's credentials, appropriate courses are selected by the student and major adviser to best fulfill the degree requirements and meet career objectives.

## BACHELOR OF SCIENCE IN EDUCATION

The College of Technology offers several programs in technology education which lead to the bachelor of science in education. These programs include several options and minors.

Professional education and general education requirements are specified elsewhere in this catalog. For admittance to the Bachelor of Science in Education program the student must meet all program matriculation requirements as indicated elsewhere.

## Technology Education

200 Technology Building, 372-2436

### Major-Industrial Technology Education

(meets special certification, kindergarten-twelfth grade)

*First year* (31 hours)

ET 191 (3)  
 ENG 112 (3)  
 IPCO 102 (3)  
 DESN 104 (3)  
 MFG 112 (3)  
 EDFI 202 or EDCI 202 (2)  
 TECH 121, 152 (6)  
 PEG 100 (2)  
 ENG 200 or A&S 200 (3)  
 CONS 235 (3)

*Second year* (31-33 hours)

PHYS 201 or CHEM 115 by advisement (4-5)  
 CS 101 or 103 (3)  
 PSYC 201 (4)  
 VCT 203 (3)  
 MFG 323 (3)  
 DESN 204 (3)  
 MFG 114 (3)  
 TE 252 (3)  
 TECH 391 (3)  
 Humanities and arts elective (2-3)

*Third year* (33 hours)

ECON 200 or 202 (3)  
 TE 352 and 462 (6)  
 TECH electives (6)  
 EDFI 302, 402 (6)  
 MFG 311 (3)  
 ET 357 (3)  
 CONS 306 (3)  
 Multicultural elective (3)

*Fourth year* (32 hours)

EDFI 408 (2)  
 EDAS 409 (3)  
 TE 497 - Student teaching (10)  
 TE 447 and 449 (6)  
 TECH electives (5) (Sugg. MFG 424)  
 Social science elective (3)  
 Elective (2-3)

### Minor-Industrial Technology Education

(meets high school certification)  
 (36-38 hours)\*\*

One methods course by advisement (3-5)  
 DESN 104 and 204 (6)  
 MFG 112, 114, 424, and 323 (12)  
 ET 191 (3)  
 VCT 203 (3)  
 CONS 235 and 306 (6)  
 TECH 152 (3)

### Major-Vocational-Industrial Education

(meets high school certification)

*First year* (34 hours)

ENG 112 (3)  
 IPCO 102 (3)  
 DESN 104 (3)  
 MFG 112 (3)  
 TECH 152 (3)  
 EDCI 202 or EDFI 202 (2)  
 PEG 100 (2)  
 TECH concentration (6)  
 CONS 235 (3)  
 ENG 200 or A&S 200 (3)  
 ET 191 (3)

*Second year* (31-35 hours)

PHYS 201 or CHEM 115 (4-5) by advisement  
 VCT 203 (3)  
 TECH concentration (3)  
 TE 252 (3)  
 TECH 289 (3-5)  
 TECH 121 (3)  
 PSYC 201 (4)  
 CS 101 (3)  
 Social Science elective (3)

*Third year* (32-33 hours)

ECON 200 or 202 (3)  
 EDFI 302 (3)  
 TE 352 (3)  
 TE 470 (3)  
 TE 447 (3)  
 Technology concentration by advisement (9)  
 TECH 389 (3-5)  
 Humanities and arts elective (2-3)  
 Multicultural elective (3)

*Fourth year* (32-35 hours)

EDFI 402 and 408 (5)  
 TE 497 - Student teaching (10)  
 TECH 489 (3-5)  
 TE 449 (3)  
 EDAS 409 (3)  
 Elective (2-3)  
 TECH concentration (6)

\*\*Upper-division students may arrange a minor program with 300- and 400-level courses.

### Major-Industrial Technology Education

(meets high school certification in industrial arts and OWE/OWA certification)

*First year* (34 hours)

ENG 112 (3)  
 PEG 100 (2)  
 IPCO 102 (3)  
 ENG 200 or A&S 200 (3)  
 EDFI 202 or EDCI 202 (2)  
 DESN 104 (3)  
 MFG 112 (3)  
 TECH 121, 152, and ET 191 (9)  
 CONS 235 (3)

*Second year* (34-36 hours)

PHYS 201 or CHEM 115 (4-5) by advisement  
 VCT 203 (3)  
 DESN 204 (3)  
 MFG 414 (3)  
 TE 252 (3)  
 Technology Elective (3)  
 PSYC 201 (4)  
 CS 101 (3)  
 Social science elective (3)  
 ECON 200 or 202 (3)  
 Humanities elective or A&S 200 (3)

*Third year* (33 hours)

EDFI 302 (3)  
 EDSE 431 and 433 (5)  
 ET 357 and CONS 306 (6)  
 EDCI 360 and EDFI 412 and EDFI 402 (7)  
 BUSE 370 and 470 (6)  
 TE 352 (3)  
 MFG 311 (3)

*Fourth year* (34-35 hours)

EDFI 408 (2)  
 TE 497 - Student teaching (10)  
 BUSE 462 (2)  
 TE 447 and 449 (6)  
 TECH 391 and MFG 323 (6)  
 EDAS 409 (3)  
 Elective (2-3)  
 Multicultural elective (3)

## Major-Junior and Senior Transfer

Students wishing to Teach Industrial-Technical Subjects

The student who presents an associate degree with technical specialization may receive full credit for the degree if it is technically compatible with one or more of the three options and was awarded by an institution approved by the Board of Regents or regionally accredited. These program options exist for persons who want to teach the subject matter of their associate degree specialization.

### Option A-Industrial Arts Teaching

A student who completes the work in the following outline is qualified to teach industrial arts in elementary, middle, and junior and senior high schools and receives an Ohio Provisional Special Certificate (kindergarten-twelfth grade) in the field.

*Third year* (36 hours)  
EDCI 202 or EDFI 202 (2)  
EDFI 302 (3)  
TECH 152 (3)

TE 252 and 352 (6)  
VCT 203 or LEM 301 (3)  
PSYC 201 (4)  
Technology upper-division core by advisement (15)

*Fourth year* (31 hours)  
EDFI 402 and 408 (5)  
Student teaching (10)  
EDAS 409 (3)  
TE 449 and 447 (6)  
Technology electives (4)  
TE 462 (3)

### Option B-Vocational-Industrial Teaching

Depending upon the technical specialty and the nature of cooperative internships, students may be eligible to receive Ohio Provisional Certificates, i.e., a provisional certificate as a trade and industrial education teacher, or provisional certificates in other specific vocational areas.

*Third year* (32 hours)  
EDFI 302 (3)  
TECH 152, 289, and 389 (9)  
TE 252 and 352 (6)  
VCT 203 or LEM 301 (3)  
EDCI 202 or EDFI 202 (2)  
MGMT 305 (2)

Technology electives by advisement (6)  
*Fourth year* (38 hours)  
EDFI 402 and 408 (5)  
Student teaching (10)  
TE 447 and 470 (6)  
EDAS 409 (3)  
TECH 389 and IE 449 (6)  
Technology electives by advisement (8)

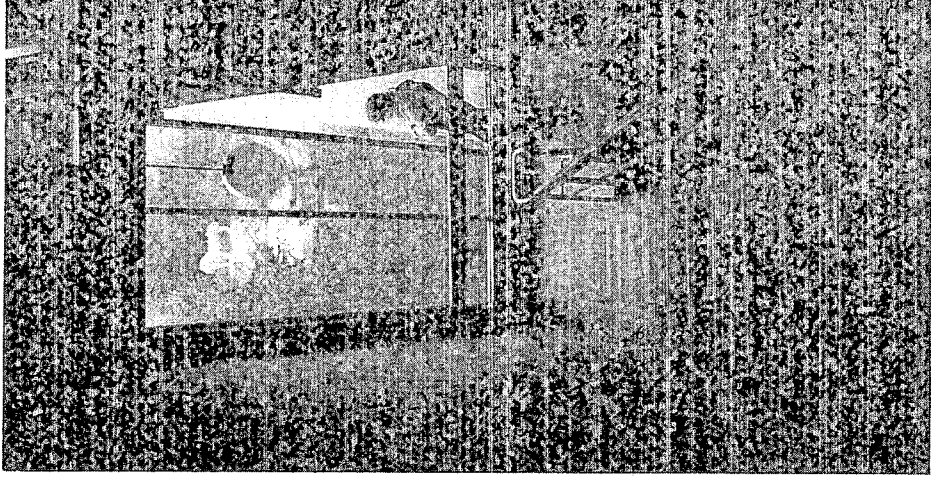
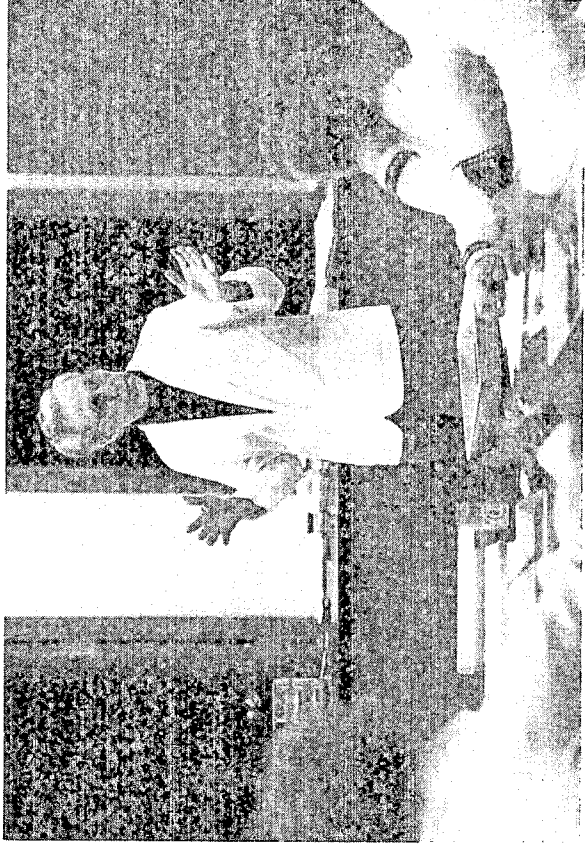
### Option C- Advanced Technical Teaching

No certificates are required for teachers of technical subjects on the post-high school level. However, those interested in this professional work must complete, with some options, the course work listed in option B and upon completion of the bachelor's degree requirements are urged to immediately enroll in a master of education program that combines post-high school level teaching, cooperative internships and formal course work. (See Bachelor of Science in Technology)

### Vocational work experience

See work experience, College of Education and Allied Professions.







# Firelands College

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William R. McGraw, dean, 122 East Building

Paul R. Shilling, assistant dean, 112 East Building

Catherine Dyer, director of student services, 139 North Building

John P. Hartung, director of admissions and registration, 114 East Building

Dennis S. Horan, instructional media coordinator, instructional media center, 324-328 West Building

Joseph J. Nayduciak, director of community services, 401 East Building

Holly R. Hilborn, coordinator of public relations, 110 East Building

Charles C. Stocker, business manager, 106 East Building

Penny Nemitz, director of program advisement, 136 North Building

H. Kreig Elicker, assistant director of admissions, 114 East Building

Joseph J. O'Loughlin III, director of computer services, 233 North Building

Margie A. Brodrick, director of learning achievement center, 230 North Building

## The College

Firelands College is a state-assisted regional campus and college of Bowling Green State University. It is located at the Rye Beach Road intersection of State Route 2 and U.S. Route 6 in Huron, Ohio.

Firelands College offers a variety of pre-baccalaureate as well as two-year associate degree programs, and extension and lifelong learning courses. A major emphasis at Firelands is the offering of university instruction by a university faculty. High quality instruction is combined with an academic climate and size conducive to close contact and interaction among students, faculty and the community.

The college strives to orient itself to the student as an individual and endeavors to provide the academic atmosphere, the human association and the discipline vital to his or her total development.

Firelands College carries out its mission in activities related to its students, to the community it serves and to its faculty and staff. It recognizes, through its activities, the need for open interaction among all facets of the college community.

## Firelands Library

The Firelands College Library functions as an integral part of the educational process. The collection of more than 29,000 volumes, 253 current periodical and newspaper titles and a wide variety of audio-visual materials enhances the instructional program and provides additional resources for use by members of the community. The collections of the University Libraries in Bowling Green are also made available to Firelands College students through a regular shuttle service.

The library handbook, revised annually, contains specific information on the services of the library as well as a general introduction to the use of library research tools. Instruction in library usage is offered throughout the academic year.

## Instructional Media Center

The Firelands College Instructional Media Center provides faculty and students with state-of-the-art audio-visual and telecommunications support. Services are available during regular class hours throughout the academic year.

Services provided include provision of equipment and software necessary for in-class presentation of films, slide shows, video tapes and a variety of other audio-visual materials.

The Instructional Media Center staff assists students and faculty in the production of simple audio-visual materials and maintains a comprehensive index to suppliers of prepared software. The staff is available to help in the location of appropriate programming.

In addition to traditional audio-visual support, the Instructional Media Center operates a sophisticated internal television network. The seven channels of the network may be viewed on receivers in each of the college's classrooms and laboratories and in study carrels in the Firelands Library. Programming from a wide array of sources can be transmitted on the system at anytime during regular class hours. Students and faculty can request this programming by contacting the Instructional Media Center clerk. Special arrangements may be made to utilize these services during other hours.

## Admissions

The procedures for admission to Bowling Green State University are described on page 25 of this catalog. Students seeking admission to Firelands College should follow the same procedures.

For specific information, tours or an admissions interview, contact the Firelands Admissions Office, 901 Rye Beach Road, Huron, Ohio 44839.

## Housing

A wide variety of reasonably priced housing options is available throughout the Firelands area. The Firelands Admissions Office maintains a list of available housing which includes rooms, apartments, houses and motels.

Because the population in the area increases in the summer, many housing options in the local community are available at very reasonable rates during the academic year. Students should, however, plan to provide their own transportation to and from Firelands College. For further information or a complete housing list, contact the Firelands Admissions Office.

## Registration

The Office of Registration at Firelands is responsible for the coordination of all registration and bursar-related functions for Firelands students. Student concerns relative to academic policies, registration for classes, payment of fees and academic records should be addressed to this office, 114 East Building.

## Computer services

Firelands College's access to large-scale computers on the main campus as well as local on-site microcomputers provides students, faculty and staff with diverse computing capabilities. Via a remote job entry facility and interactive terminals, Firelands has access to software on the IBM 4381 and the VAX 8500 on the main campus. Locally, various microcomputers located in the computer science and word processing laboratories, are available for instructional use and/or program preparation.

## Student Services

Firelands College provides a variety of student services which include career development and placement, counseling, program advisement, and developmental education opportunities. The Student Services Office maintains day and evening hours to accommodate all students.

**Career Development and Counseling Services** provides educational, career and personal counseling services to students. Information on academic majors, career options and other colleges is available and a variety of printed materials can be found in the Student Services Office Career Library. The Strong Campbell Interest Inventory assists students in making career decisions. It is computer-administered and offers immediate feedback.

A course entitled Career Planning and Decision Making, CAO 131, is offered each semester. Career-related interest and values inventories are also available to students as an aid for career planning.

The College Level Examination Program (CLEP) and the Career Planning Profile (CPP) are administered monthly by the office.

The National League of Nursing Examination (NLN) is administered each semester.

**The Placement Service**, located in the West Building in room 129, is responsible for providing employment counseling, assistance in resume writing and information on interviewing procedures to all graduates and alumni.

Students should develop a placement file at the beginning of the final semester before graduation so that individual assistance can be given in establishing a placement file and planning the job search.

**Handicapped Services** are provided to enable disabled persons to attend classes and to participate in a broad range of activities.

The Student Services Office acts as a liaison between rehabilitation agencies and the college. All handicapped students should be in close contact with the Student Services Offices.

## Program Advisement

Program advisement at Firelands College provides the opportunity to gather information about various fields of study available through Bowling Green State University. While all students are encouraged to make regular contact with their adviser, all freshmen and sophomores must meet with their advisers every semester to plan course schedules.

Students who are undecided as to their career goals and those returning to school after a lengthy absence, have the opportunity to discuss their interests and objectives with a career counselor in the Program Advisement Office.

Advisers from the University's main campus are available at specific times each semester to provide information on four-year baccalaureate degree programs.

## Learning Achievement Center

The Learning Achievement Center is located on the second floor in room 230 North. Students who want to improve their learning skills and become more effective and efficient in college use the center.

Support services include:

1. Free tutoring in numerous subject areas. Study groups led by a tutor are also developed for certain classes.

2. Computer-assisted instruction and videotapes in many subject areas provide reinforcement and alternate methods of instruction.

3. Word processing for writing and printing papers in widely used.

4. Computer instructional programs to improve students' learning skills, speed-reading and typing are also available. Appointments can also be arranged to assist individual students in improving their learning skills (i.e., notetaking, textbook, study, test-taking). Handouts are available.

## Cooperative Education

Cooperative education integrates classroom theory with on-the-job training, either in business, government, industry or the nonprofit sector.

Every effort is made to place students in assignments compatible with their academic programs and career goals. Employers are responsible for assigning, supervising and evaluating work assignments and for paying students fair wages. Assignments are monitored by the College.

Cooperative education is open to students in all programs. Application should be made at least one semester prior to the anticipated assignment. Interested students should contact the Student Services Office in the West Building.

## Student Life and Activities

Firelands College offers students cocurricular opportunities for personal growth and development. Social, cultural and athletic programs are sponsored by the Student Activities Office, various student organizations and academic departments of the University. An opportunity for self-government is afforded students through elected representatives or by election to office. Many academic departments and student groups provide additional opportunities for learning through lectures, seminars and activity programs. A committee composed of students and faculty advisers develops a calendar of activities and events each year. Chartered clubs and organizations include:

Firelands College Theater  
Firelands Writing Center  
International Club

Intramurals  
More Mature Element  
Ski Club

Social Science Club  
Society of Manufacturing Engineers  
Speech Activities Organization  
Student Advisory Committee  
Weight Club

## Financial Aid and Scholarships

The Financial Aid Office, 114 East Building, coordinates all Pell Grants, Ohio Instructional Grants (OIG), National Direct Student Loans (NDSL), and the campus-based scholarship programs.

## Scholarships

Numerous annual scholarships are administered by Firelands College. Applications for these scholarships are available from the Admissions Office and must be filed by April 1 to be considered for the next academic year. Special need analysis forms are not required for scholarships administered directly by the Firelands College, which include:

BGSU Alumni Association  
James E. Cole Memorial  
Sally DeForest  
Erie County Board of Realtors  
John F. and Doris H. Ernsthansen Memorial  
Erie County Student  
Firelands Area Chapter BGSU Alumni Association  
Firelands Faculty and Staff  
Firelands Herb Study Unit  
Firelands Osteopathic Medical Assistant's Society  
Patricia Fisher Scholarship  
Thomas J. Hanlon Memorial  
Harlequins Founders  
William Randolph Hearst Foundation Scholarship  
Huron Junior Women's League  
Huron Rotary Club  
Third and Fourth Degrees of Sandusky Knights of Columbus  
Firelands Shrine Club and Singara Grotto  
Milan Chamber of Commerce  
Milan Mothers Club  
William J. Parker Memorial  
Pilgrims Opportunities, Inc.  
Sandusky Exchange Club  
Sandusky Register  
Social Sciences Club  
Society Bank of the Firelands: Vermilion, Huron, Milan, and Wakeman  
Lyle L. Speer Memorial  
SAB  
Dr. Carl R. Swanbeck Memorial  
Robert W. Traver Memorial  
Pauline L. Wallace Memorial  
Zonta Club of Sandusky, Ohio

## Emergency Loan Funds

The objective of the Firelands College Emergency Loan Fund Program is to assist students who, for one reason or another, find it extremely difficult or impossible to make payment for University instructional and general fees by the payment date.

### Amount of Loan

The maximum loan that may be granted is \$350. The amount of the loan is contingent upon the time of application and is determined by the person administering the loan fund. All loans of \$250 or more may require a cosignature.

## Student Qualifications

The emergency loan program is available to continuing Firelands College students who have at least a 2.0 (C) accumulative grade point average. Exceptions to these criteria may be considered on an individual basis. Transient students are not eligible for a loan under any circumstances.

### Repayment Deadline

All loans during any semester become due as specified in the loan agreement. Students may request an extension from the business office.

### Finance Charge

The finance charge for all loans is at the annual rate of 9.875 percent.

### Late Payment

Students who fail to repay emergency loans by the date due are charged a late payment fine. Fines are assessed at a rate of \$.50 per day (including Saturdays and Sundays); but will not exceed \$25. Students are granted a three-day grace period. If payment is not made during the grace period, the fine on the fourth day is \$2.

### Non-payment

Students not repaying loans by the end of the grace period (three days after the due date) will have their class registration for that semester cancelled and all records in the Office of the Registrar frozen. Also, they will be denied registration for any future semesters until the loan and penalty are repaid.

## Other Loans

### Harry G. Beare Memorial Loan Fund

This loan is available to Firelands College students who are graduates, or candidates for graduation, from Edison High School in Milan. The loan is based on proven financial needs and is interest free. However, it is suggested that the student make a gift to the loan fund after repayment of the loan.

### Kiwanis Club of Sandusky Loan Program

The Kiwanis Club of Sandusky has a loan program available to any student in the Firelands College area. A student may negotiate a loan up to \$250 per year which is interest-free while the student is in school. An interest rate of six percent per annum is charged once the student is no longer enrolled at the University. Early repayment of the loan is encouraged after the student's graduation or termination of enrollment in order to allow financial assistance to other students.

## V.F.W. Post No. 2743 Loan Fund

The Norwalk Post No. 2743 of the Veterans of Foreign Wars has established a loan fund for Firelands College students. Loans are individually negotiated and no interest is charged when terms of the loan are met. The loan is administered by an agent of the veteran's organization; however, information is available at the Firelands College Financial Aid Office.

## Third and Fourth Degrees of Sandusky Knights of Columbus, Firelands Shrine Club, and Singara Grotto Loan Fund

Loan funds have been provided by these organizations since Firelands College was opened. Typically, the loans are for up to \$250 and are issued for short periods of time—emergency types of loans. Early repayment is encouraged and a small service charge is assessed.

## Academic Objectives and Organizations

Firelands is organized as a college of Bowling Green State University. The college has three academic departments: applied sciences, humanities, and natural and social sciences. The departments are structured by academic discipline as follows:

### Applied Sciences

Accounting  
Applied Statistics  
Business Administration  
Business Education  
Business Management Technology  
Computer Science  
Computer Programming Technology  
Design and Engineering Graphics  
Economics  
Electronic Technology  
Environmental Health Technology  
Finance  
Health Information Technology  
Legal Studies  
Management  
Management Information Systems  
Manufacturing Technology  
Marketing  
Respiratory Care Technology

### Humanities

Art  
Creative writing  
Education  
English  
French  
Health  
Journalism  
Librarianship  
Music  
Philosophy  
Physical education  
Spanish  
Speech communication  
Theater arts

### **Natural and Social Sciences**

Biology  
Chemistry  
Geography  
Geology  
History  
Human services  
Mathematics  
Physics  
Political science  
Psychology  
Sociology

### **Pre-baccalaureate Courses**

Firelands College offers a wide variety of courses that can be applied to most baccalaureate majors available at the Bowling Green campus.

Students who are interested in completing a baccalaureate degree at Bowling Green should consult the appropriate section of this catalog for a complete program description. These students should work closely with their academic advisers at Firelands and the main campus to ensure completion of appropriate group requirements for the degree sought.

### **General Education Requirements**

A university education is more than the learning of skills appropriate to a career or job. The acquisition of knowledge from such areas as the humanities and the natural and social sciences contribute to the foundation of the well-educated person. Through the courses of the general education requirements, students discover their values and gain insight into the challenges of the future.

Designed to contribute to the foundation of the baccalaureate degree programs, these requirements add breadth to the major field selected by the student. The requirements are grouped into four areas: language, humanities, social science and mathematics-physical sciences.

A wide variety of general education courses is available at Firelands. These courses can be used to meet the appropriate group requirements in baccalaureate and associate degree programs.

### **Upper-division Courses**

Firelands College primarily serves the educational needs of a student in the freshman and sophomore years of college. However, the college does provide opportunities for some study at the junior, senior and graduate levels.

### **Lifelong Learning (noncredit) Courses**

The Office for Community Services offers a wide variety of lifelong learning (noncredit) courses, workshops and seminars. The chief purpose of the offerings is to provide area residents with opportunities to develop new skills or to stimulate new interests. Special workshops and seminars are also offered in many topical areas, such as management, education, computers, industrial education and technology and environmental quality control.

Lifelong learning courses, workshops, seminars and in-service training programs may be organized for a particular firm, school, organization or interest group. Inquiries relative to the offering of such specific programs should be directed to the Office for Community Services at Firelands College.

### **Associate Degree Programs**

Four associate degrees are offered by Firelands College: associate of arts; associate of applied science; associate of applied business; and associate of science. A candidate for an associate degree must earn a minimum of 62 semester hours; some degrees require more than 62 credit hours. The associate of arts and associate of science programs are designed to fulfill the first two years of a baccalaureate degree, but may also serve as terminal programs for students who do not plan to complete a four-year degree. The associate of applied business and associate of applied science degrees are primarily intended to prepare students for employment upon graduation. Although termed career education, they are articulated with similarly oriented four-year programs, thus permitting a student to continue toward a baccalaureate degree in related disciplines.

Students who seek an associate degree must complete both general and specific requirements for the degree sought.

### **General Requirements**

A candidate for an associate degree at Firelands College must satisfy the general requirements listed on page 12 of this catalog.

No more than six credit hours of basic writing from ENG 110, 111 and 112 may be applied toward graduation.

### **Associate of Arts**

Firelands College offers two years of general education courses leading to the associate of arts degree. Students who complete the associate of arts degree have reached the half-way point in the progression toward a baccalaureate degree.

The associate of arts degree program is designed to provide pre-baccalaureate students with a sound academic background in a number of academic disciplines. Credits earned may be transferred to four-year programs. The intent is to provide a liberal background within a two-year program. General education programs have been developed in the following areas:

Elementary education  
Humanities  
Human services  
Liberal studies  
Pre-business administration  
Secondary education  
Social science

### **Associate of Arts Requirements**

This degree is awarded to a student who completes one of the prescribed curricula, including the general education requirements listed below and complies with general degree requirements cited previously.

#### **Communication**

Each student is required to acquire proficiency in written expression and oral communication. ENG 112 and IPCO 102 are required.

#### **Mathematics and science**

Each student must complete a minimum of nine credit hours in mathematics and science.

#### **Social sciences**

Each student must complete a minimum of 10 credit hours in courses designated social science.

#### **Fine and applied arts**

Each student must complete a minimum of 10 credit hours in courses designated fine and applied arts including at least one course in ENG literature.

#### **Physical education**

Two academic semesters of physical education (PEG 100) are required, for a minimum of two credits. This requirement may be waived if a student has attained the age of 25 at the time of initial registration, has a written statement from a personal physician or is a veteran of the military service. Exemption from physical education does not excuse a student from meeting the 62 semester hours required for graduation.

#### **Electives**

Each student must select a sufficient number of electives to earn a minimum of 62 hours. A student planning to pursue a baccalaureate degree in arts and sciences is encouraged to take a foreign language.

## Elementary Education

This curriculum provides courses prescribed by colleges of education to students seeking certification in elementary education. These courses are those in the first two years of the program and ensure a broad background of study. In addition to the associate of arts general requirements, students must complete the following:

### Communication

See general education requirements for associate of arts programs. Six hours minimum.

### Mathematics and science

MATH 241 and 242 and BIOL 101; CHEM 104; GEOL 101; PHYS 104. Total requirement of 17 hours.

### Social and behavioral sciences

All courses listed below plus one additional social science course, except from geography or history. Twenty hours minimum.

GEOG 121 and 122 (4)

HIST 205 and 206 (6)

HIST 151 or 152 (3)

PSYC 201 (4)

Total of 17 credits

### Fine and applied arts

ART 101, MUED 239 and an ENG literature course (ENG 342 recommended).

No additional courses must be selected from art, business education, English, French, home economics, technical courses, philosophy, Spanish and speech. Nine hours minimum. THEA 202 and PHIL 103 are recommended.

### Other requirements

PEG 100 (2).

## Humanities

This degree program provides the foundation for a bachelor of arts program with concentrations in humanities. In addition to the associate of arts general requirements, students must complete the following:

### Communication

See general education requirements for associate of arts programs. Six hours minimum.

### Mathematics and science

Each student must complete both (A) and (B) below. Nine hours minimum.

A. One of the following:

1. Three and one-half years of high school mathematics or equivalent proficiency as demonstrated on a placement test.

2. MATH 121, and one of the following: PHIL 103, or CS 100 or 101.

3. Three years of high school mathematics and CS 100 or 101.

4. MATH 115, 124 or 130.

B. At least two courses elected from biological sciences, chemistry, geology, physical geography (GEOG 125, 126, 127, 213). At least one course must be for laboratory credit.

Students who plan to pursue bachelor of fine arts or bachelor of arts in communication degree programs at Bowling Green State University may elect to follow the Group III mathematics and science requirements for those degrees.

### Social and Behavioral Science

Each student must complete a minimum of 10 hours from at least two disciplines including a minimum of six hours in one discipline. Eligible disciplines include: economics, geography, history, political science, psychology, social geography and sociology.

### Fine and applied arts

Each student must complete HUM 101 and a minimum of 16 hours from at least three of the following disciplines: art, humanities, literature, philosophy (except PHIL 103, when used to apply to mathematics/science requirements), theatre, film, music, popular culture and American studies. One course in literature and one course in the fine arts (art, music, theatre, film) must be included. See the College of Arts and Sciences Group V listing of approved courses.

## Human Services

This program prepares students for employment as paraprofessionals in social and human service agencies. It also provides a means for those currently employed in these organizations to improve their proficiencies and move toward promotion. The two-year degree program combines academic courses and supervised field experiences, and may be applied toward several baccalaureate programs offered by the College of Health and Human Services.

The regular human services program trains the student to deal with a broad range of human service issues, populations and agencies. However, the student may opt for a special gerontology emphasis which focuses on the needs and programs of the elderly. In addition to the associate of arts general requirements, students must complete the following:

### Communication

See general education requirements for associate of arts programs. Nine credit hours minimum.

### Mathematics and science

A minimum of nine credit hours in mathematics and science. MATH 115 is required. (Gerontology emphasis requires 10 credit hours, including BIOL 104 and 332.)

### Social and behavioral sciences

A minimum of 22 credit hours in social and behavioral sciences. Required courses are: PSYC 201; 240 or 303; SOC 101; 202 or 316; or 361; SOWK 110 and 220; SOSC 289. Gerontology emphasis requires 25 credits, including PSYC 240 and GERO 101.

### Fine and applied arts

Ten credit hours minimum. PHIL 102, 103 or 319; and ENG literature are required. PHIL 319 is recommended for gerontology emphasis.

### Multicultural studies

Three credits among those which are acceptable to the College of Health and Human Services are required.

### Other requirements

PEG 100 (2)

Core electives

Six credit hours of the following (PSYC 405 is recommended): BUSE 335; CAO 121; IPCO 203, 306; PHIL 319; POLS 201 or 332, POLS 221; PSYC 311, 405; SOC 301, 316, 361, 441. Three credit hours required for gerontology emphasis, with BIOL 220 as an option.

### Field experience

Thirty hours as a volunteer in a supervised field experience is one of the requirements for SOWK 220. During the second academic year, a 120-hour supervised field experience at a college-approved agency is required as a part of SOSC 289. SOSC 289 also includes a weekly seminar.

## Liberal Studies

This curriculum allows the undecided student to sample a variety of disciplines while ensuring a well-rounded background. In addition to the associate of arts general requirements, students must complete the following:

### Communication

See general education requirements for Associate of Arts programs. Six hours minimum.

### Mathematics and science

A minimum of 10 hours in at least two sciences or a science and a mathematics combination.

### Social and behavioral sciences

A minimum of 10 hours chosen from: economics, geography, history, political science, psychology and sociology.

### Fine and applied arts

Each student must complete both (A) and (B):

A. *Fine Arts and Humanities*: HUM 101 and a minimum of 7 hours from at least two of the following: art, film, humanities, English, music, philosophy (except PHIL 103 when used to apply to math and science requirements), popular culture, theatre and American studies. One course in ENG literature must be included.

B. *Applied Arts*: a minimum of two hours from business education, environmental health, health education, home economics, technical education or journalism.

**Other requirements**

In addition, each student must complete 16 hours at the 200 level.

**Pre-business**

Donald Wilch, program adviser  
305 West Building

This program of study includes the general education requirements and offers business foundations in mathematics, accounting, economics and statistics. In addition to the associate of arts general requirements, students must complete the following:

**Communication**

See general education requirements for associate of arts programs. IPCO 102 and one additional course in speech communication are required. Nine hours minimum.

**Mathematics and science**

A minimum of 17 hours including STAT 211 and 212, MIS 200 and one of the following:

- A. MATH 124 and 125 (8 hours); or
- B. MATH 131 and a science elective (8 hours).

**Social and behavioral sciences**

A minimum of 10 hours including PSYC 201 or SOC 101, and ECON 202 and 203. The remainder may be chosen from geography, history, political science, psychology and sociology.

**Fine and applied arts**

A minimum of 10 hours from at least two of the following departments: art, foreign language, English, philosophy and speech. One course in ENG literature must be included.

**Other requirements**

Each student must complete ACCT 221 and 222, LEGS 301, MKT 300, FIN 300 and MGMT 300

**Secondary Education**

Students in this program have the opportunity to complete the general education requirements of colleges of education and to meet major and minor requirements in courses offered at Firelands College. In addition to the associate of arts general requirement, students must complete the following:

**Communication**

See general education requirements for Associate of Arts programs. Six hours minimum.

**Mathematics and science**

A minimum of nine hours in at least two sciences or a science and a mathematics combination.

**Social and behavioral sciences**

A minimum of 13 hours, including PSYC 201, chosen from the following disciplines: economics, geography, history, political science, psychology and sociology.

**Fine and applied arts**

A minimum of 10 hours from at least two of the following disciplines: art, business education, English, French, home economics, technology courses, philosophy, Spanish and speech. One course in English literature must be included.

**Other requirements**

Each student should consult an adviser for information concerning courses required in various secondary teaching fields.

**Social Science**

This curriculum offers the foundation of a bachelor of arts degree program in geography, history, political science, psychology, sociology or liberal studies. In addition to the associate of arts general requirements, students must complete the following:

**Communication**

See general education requirements for associate of arts program. Six hours minimum.

**Mathematics and science**

Both (A) and (B) below. Nine hours minimum.

- A. One of the following:
  - 1. Three and one half years of high school mathematics or equivalent proficiency as demonstrated on a placement test.
  - 2. MATH 115, 124 or 130.
  - 3. MATH 121, and one of the following: PHIL 103, CS 100 or 101.
  - 4. Three years of high school mathematics and CS 100 or 101.
- B. At least two courses elected from biological sciences, chemistry, geology, physics or physical geography (GEOG 125, 126, 127, 213). One course must be approved for laboratory credit.

**Social and behavioral sciences**

A minimum of 20 hours from at least three of the following disciplines: anthropology, economics, history, social geography, psychology and sociology. Students should also have an area of concentration from one of these disciplines.

**Fine and applied arts**

A minimum of 10 hours from at least two of the following: art, film, literature, music, philosophy (except PHIL 103 when used to apply to mathematics/science requirements), popular culture, speech and theatre. One course in literature must be included; a course in the fine arts (art, film, music, or theatre) is highly recommended. (See College of Arts and Sciences listings for Group V courses.)

**Associate of Applied Business**

Two-year, career-oriented curricula are available leading to the associate of applied business degree. These programs prepare students for immediate employment in area communities and elsewhere, and also may be transferred to similarly oriented baccalaureate degree programs.

Usually, general education requirements are not part of the curriculum. Those general education courses that are taken are in some related general education field (such as English, speech, psychology), in appropriately related disciplines (such as mathematics and science, physical science) and in specific major areas (such as business management, secretarial technologies).

Applied business programs offered at Firelands include:

- Business management technology
- Computer programming technology
- Secretarial administrative sciences

**Associate of Applied Business Requirements**

This degree is awarded to a student who successfully completes the career-oriented programs listed below and the general associate degree requirements listed on page 12.

**Business Management Technology**

David Zuercher, program director  
311-A West Building

Majors within this program are accounting, banking and finance, business management and real estate/property management.

**Accounting**

**Planned program**

This program prepares students for paraprofessional positions in industrial, public or governmental accounting. It is designed to provide the graduate with theoretical and practical accounting knowledge and skills required of business personnel in today's economy. Many of the courses in the two-year accounting program are applicable to the four-year baccalaureate degree in business.

**First year**

*General education*

ENG 110, 111 and/or 112 (3-8)  
IPCO 102 (3)

*Basic courses*

MIS 200 (3)  
MATH 124 and 125 (8)

*Core courses*

ACCT 221 and 222 (6)  
ACT 231\* (3)  
BAT 102 (3)

**Second year**

*General education*

SOC 101 or PSYC 201 (3-4)  
 ECON 202 and 203 (6)  
 BA 203 (3)

*Basic courses*

STAT 211 (3)

*Core courses*

ACT 241\* and 251\* (6)  
 BAT 201 and 291, MKT 300 and FIN 300 (13)

\*Designed only for the associate degree in accounting

**Banking and Finance**

**Planned program**

This program is designed to prepare students for careers in the banking and financial industries. The program is planned to fit the needs of students whose work necessitates a part-time schedule. The program emphasizes management, finance, accounting and banking skills dealing with operations, loans, trusts and consumer services. Many of the courses in the two-year banking and finance program are applicable to the four-year baccalaureate degree in business.

**First year**

*General education*

ENG 110, 111 and/or 112 (3-8)  
 ECON 200 (3)  
 IPCO 102 (3)  
 Social science elective (3)

*Basic courses*

MATH 120 (4)  
 MATH elective (3)  
 MIS 200 (3)

*Core courses*

BAT 201, 205, 210\*, 211\* and 291 (16)

**Second year**

*Basic courses*

LEGS 301 (3)  
 Computer elective (3-4)  
 Technical elective (3)  
 ACCT 221 and 222 (6)

*Core courses*

BAT 212\*, 213\*, 214\* and 291, MKT 300 and FIN 300 (16)

\*Offered in consortium with the American Institute of Banking

**General Business Management**

**Planned program**

Persons completing the general business management technology program are involved in the management of both human and capital resources. Their work may include personnel administration, operations and production supervision, marketing, business research, financial management, accounting or the small business environment. Career opportunities exist in the industrial sector, private service firms, governmental agencies and nonprofit organizations.

**First year**

*General education*

ENG 110, 111 and/or 112 (3-8)  
 IPCO 102 (3)  
 Electives (3-4)

*Basic courses*

MATH 127 (3)\*  
 MIS 200 (3)  
 STAT 200 (3)\*  
 Quantitative elective (3-4)

*Core courses*

BAT 102, 201, 205 and 291 (15)

**Second year**

*General education*

BA 203 (3)  
 ECON 200 and elective (6)\*

*Basic courses*

LEGS 301 (3); CST 260 (4)

*Core courses*

ACCT 221 and 222 (6)  
 BAT 203 and 291; MKT 300 and FIN 300 (13)

\*Baccalaureate sequence also available.

**Real Estate**

**Property Management**

**Planned program**

This program is designed to prepare students for careers in real estate sales and property management. The program is planned to fit the needs of students whose work necessitates a part-time schedule. It is designed to provide the graduate with theoretical and practical skills in real estate appraisal, financial analysis, sales brokerage activities and property management functions for private and commercial investments.

**First year**

*General education*

ENG 110, 111 and/or 112 (3-8)  
 IPCO 102 (3)  
 ECON 200 (3)  
 Communication electives (3)

*Basic courses*

MATH 120 (4)  
 MIS 200 (3)

*Core courses*

ACCT 221 (3)  
 BAT 100, 101, 205, 215 (12)

**Second year**

*General education*

PHIL 320 (3)  
 Choose 1 of the following: (6-7)  
 SOC 101, PSYC 201 or GEOG 225

*Basic courses*

CST 260 (4)

*Core courses*

BAT 208, 216, 217, 218, 290, 291, MKT 300 (17)  
 Technical elective (3)

**Computer Programming Technology**

Ronald Willard, program director  
 233 North Building

**Planned program**

Computer science technicians are two-year college graduates with an associate of applied business degree. This program will prepare students to seek employment as application programmers, maintenance programmers or programmer/analysts. Graduates will have learned principles of computer logic and decision making, computer languages (BASIC, Pascal, RPGII, COBOL, DBASE III Assembler), advanced programming skills such as structured design, system implementation, basic system architecture and techniques of system analysis. Students will have experience programming on microcomputers, minicomputers and mainframe computers, which are state-of-the-art in the present business world. Career opportunities exist in business, industry, education, government or public service.

**First year**

*General education*

ENG 110, 111 and/or 112 (3-8)

*Basic courses*

MATH 128 OR 124 and 125 OR 131 and 222 (5-8)

*Computer core*

CS 101, 205, CST 231 (10)

*Business*

BAT 201 and/or BAT 102 and/or MIS 200 (7-8)

*College Core*

Social sciences (3-4)  
 Humanities and arts (3)

**Second year**

*General education*

IPCO 102 (3)

*Basic courses*

MATH 115 or STAT 200 or STAT 211 (3)

*Computer core*

CS 360, 260; CST 101, 171, 221, 232, 260, 261 (21)

*Business*

ACCT 221 (3)

*College Core*

Foreign language and multicultural studies OR natural sciences (3-5)

**Secretarial Administrative Sciences**

Teresa A. Marano, program director  
 311-B West Building

The two-year program prepares students for secretarial responsibilities in business and industrial firms, professional offices and governmental agencies. Upon successful completion of the two-year program, students receive an associate of applied business degree.

The program is designed to provide students with training in secretarial and word processing skills and with knowledge of business and communication theory to enhance their opportunities for career advancement. The program can meet the needs of both beginning and advanced secretarial students, and credits received may be applied toward a four-year baccalaureate degree in a related field.

In addition to the two-year program, one-year certificate programs are offered in medical secretary and information/word processing.

**First year**

*General education*  
 ENG 110, 111 and/or 112 (3-8)  
 IPCO 102 (3)

*Basic courses*  
 BAT 102 (3)  
 MIS 200 (3)

*Core courses*  
 BUSE 101, 111, 210, 213 and 215 (15)

**Second year**

*General education*  
 PSYC 201 (4)  
 ECON 200 (3)

*Basic courses*  
 ACCT 220 (3)  
 BA 203 (3)  
 LEGS 301 (3)

*Core courses*  
 BUSE 202, 240, 302, 311, 335 and 401 (18)  
 BUSE 314 (2)

**Information/Word Processing Option**

The one-year information/word processing option prepares students for clerk/word processor positions. The program is arranged so that credits received in a one-year program may be transferred if a student decides to pursue a two- or four-year degree in a related field. To receive the information/word processing certificate, the student must have at least a 2.0 grade point average for all work attempted.

**One-year certificate**

*General education*  
 ENG 110, 111 and/or 112 (3-8)  
 IPCO 102 (3)

*Basic course*  
 BAT 102 (3)  
 BA 203 (3)

*Core courses*  
 BUSE 101, 111, 202, 210, 302, 335 and 401 (21)

**Medical Secretary Option**

The medical transcriptionist/secretary is responsible for transcribing medical information and reports from dictating equipment onto paper in a complete and accurate manner. Career opportunities exist in the medical record departments of hospitals, physicians' offices, private clinics and other settings. The program consists of selected courses from both the secretarial administrative sciences program and the health information technology program, and students may continue in either program for an associate degree.

**One-year certificate**

*General education*  
 ENG 110, 111 and/or 112 (3-8)  
 IPCO 102 (3)

*Basic courses*  
 BUSE 101 (3)

*Core courses*  
 BUSE 111, 202, 210 and 302 (12)  
 MRT 101, 102, 290 (8)  
 BAT 113 (3)

**Associate of Applied Science**

Two-year, career-oriented curricula also exist leading to the associate of applied science degree. These programs prepare students for immediate employment in area communities and elsewhere, and also may be transferred to similarly oriented baccalaureate degree programs.

Usually, general education requirements are not part of the curriculum. Those general education courses that are taken are in some related general education field (such as English, speech, psychology), in appropriately related disciplines (such as mathematics and science, physical science) and in specific major areas.

Applied science programs offered at Firelands include:

- Electrical/electronics engineering technology
- Health information technology
- Manufacturing/industrial technology
- Respiratory care technology

**Associate of Applied Science Requirements**

This degree is awarded to a student who successfully completes one of the career-oriented programs listed below and the general associate degree requirements listed on page 12 of this catalog.

**Electrical/Electronics Engineering Technology**

Dr. Jan Adams, program director  
 152 North Building

**Planned program**

Academic preparation for this program emphasizes digital electronics and microcomputer electronics with robotics applications. Also covered are communication systems and circuits, instrumentation and measurements, power and energy, materials processing and computer-assisted design. The program prepares students for positions as engineering assistants, engineering technologists, production technicians, instrument calibration and repair technicians, field service technicians, customer service representatives and other entry-level positions in electronic engineering technology. Also, students who complete the associate degree have reached the halfway point in progress toward a baccalaureate degree.

**First year**

ENG 110, 111 and/or 112 (3-8)

*Basic courses*  
 MATH 128 or 131 (5)  
 PHYS 201 (5)

*Core courses*  
 ET 191, 240, 241 and 249 (15)  
 DESN 104 and 204 (6)

**Second year**

*General education*  
 IPCO 102 (3)  
 ECON 200 (3)  
 PSYC 201 (4)

*Basic courses*  
 CS 101 (3)  
 ENVT 270 or PHYS 202 (4-5)

*Core courses*  
 ET 244, 250, 442 (11)  
 MFG 112 and 114 (8)

**Manufacturing/Industrial Technology**

Majors in this program are computer-assisted manufacturing and computer-assisted machine design. Both of these majors can be applied towards a baccalaureate degree in technology.



## Computer-Assisted Manufacturing

Richard K. Kepple, program director  
150 North Building

### Planned program

Industrial manufacturing technicians are employed in business and in industry. The program is planned to fit the needs of students whose work necessitates a part-time schedule. It is designed to provide the graduate with theoretical and practical skills for assignments in planning, organizing and controlling the manufacturing operation, including supervisory and management techniques and systems used in production.

### First year

#### General education

ENG 110, 111 and/or 112 (3-8)  
IPCO 102 (3)

#### Basic courses

MATH 128 (5)  
PHYS 201 (5)  
CS 101 (3)

#### Core courses

MFG 112 and 114 (6)  
DESN 104 and 204 (6)

### Second year

#### General education

Electives (6)

#### Basic courses

STAT 200 (3)

#### Core courses

BAT 203 (3)  
ENVT 270 (4)  
MFG 143 and 213 (6)  
BAT 205 (4)  
ET 191 and 249 (7)

## Computer-Assisted Machine Design

Richard K. Kepple, program director  
150 North Building

Machine design technicians are employed in business and in industry. The program is planned to fit the needs of students whose work necessitates a part-time schedule. It is designed to provide the graduate with theoretical and practical skills for employment as a machine design technician, draftsman or other specialist who requires knowledge of basic machine design principles and machine components. Additional emphasis includes design of jigs, fixtures, dies and tools.

### First year

#### General education

ENG 110, 111 and/or 112 (3-8)  
IPCO 102 (3)

#### Basic courses

MATH 128 (5)  
PHYS 201 (5)  
CS 101 (3)

#### Core courses

DESN 104 and 204 (6)  
MFG 112 and 114 (6)

### Second year

#### General education

Electives (6)  
ECON 200 (3)

#### Core courses

DESN 202, 205 and 243 (12)  
ENVT 270 (4)  
MFG 213 (3)  
ET 191 and 249 (7)

## Health Information Technology

151 North Building

### Planned program

Health information is found in many places in a variety of formats. As a health information practitioner, an Accredited Record Technician (ART) specializes in evaluating, controlling and maintaining the information contained in all types of health records. Career opportunities include positions in group practices, long-term care facilities, hospital medical record departments, attorneys' offices, health maintenance organizations, professional review organizations, ambulatory care facilities, public health agencies, mental health facilities and many others. The positions include all aspects of medical record technical level tasks: filing and retrieval, analyzing, coding, indexing, compiling statistics, answering subpoenas, utilization review, quality assurance, medical research, medical-legal correspondence, abstracting, transcribing, and compiling and presenting medical data through the use of computerized systems.

Directed practices allow the student to apply theory learned in the classroom and technical level skills developed in the laboratory to be applied to a medical record department setting. This clinical direction takes place during the second year of study. Students may not take the responsibility or the place of "qualified" staff. However, after demonstrating proficiency, students may be permitted to perform procedures with careful supervision. Students may be employed in the clinical facility outside regular education hours provided the work is limited so it does not interfere with regular or academic responsibilities. The work must be non-compulsory, paid and subject to employee regulations. The program has been granted accreditation status through CAHEA, AMA in collaboration with COE, AMRA. This accreditation allows graduates to sit for a national examination sponsored by the American Medical Record Association. Upon successful completion of the accreditation examination, the student receives Accredited Record Technician (ART) credentials.

### First year

#### General education

ENG 110, 111 and/or 112 (3-8)

### Basic courses

BUSE 111 (3)  
BIOL 104, 331 and 332 (10)

### Core courses

MRT 100, 101, 102 and 112 (13)  
MRT 290\* and 291\* (1-4)

### Second year

#### General education

IPCO 102 (3)

SOC 101 (3)

PSYC 201 (4)

#### Basic courses

MIS 200 (3)  
MATH 115 or STAT 200 (3)  
ENVT 110 (3)

#### Core courses

MRT 201, 202, 204, 211 and 212 (11)

\*Optional elective

## Respiratory Care Technology

Robert K. Greenham, RRT, program director

153 North Building

### Planned program

Respiratory care is an allied health specialty concerned with the treatment, management, control, diagnostic evaluation and care of patients of all ages with deficiencies and abnormalities associated with the cardiopulmonary system. Most respiratory care practitioners work in hospitals, although employment opportunities are expanding in areas such as home care, skilled nursing facilities and medical clinics.

The respiratory therapist delivers medical gases, maintains environmental control systems and provides many therapeutic modalities to improve ventilation and promote bronchial hygiene, such as humidity, aerosols, breathing exercises, postural drainage and chest percussion, and IPPB.

The respiratory therapist also has primary responsibility for management of artificial airways and sophisticated life support systems, and is an integral part of the resuscitation team. Respiratory therapists also perform various tests to evaluate cardiorespiratory function, such as arterial blood gases and ventilatory volumes, pressures and flows.

Program graduates are eligible to sit for the credentialing examination for certification through the National Board for Respiratory Care (NBRC) to become a Certified Respiratory Therapy Technician (C.R.T.T.). After one year of clinical experience, the Firelands graduate/C.R.T.T. would be eligible to take the registry examinations to earn the Registered Respiratory Therapist (R.R.T.) credential. Program graduates would also be eligible to take the examination for the Certified Pulmonary Function Technologist (C.P.F.T.) credential. There are several special requirements associated with the program.

### Prerequisite courses

The student must complete certain prerequisite support courses during the first semester to continue on in the respiratory care technical course sequence. A student who is inadequately prepared in mathematics will be required to remedy this deficiency, which may lengthen the time required to complete the program.

### Matriculation standards

The student must meet certain matriculation standards for entrance into the clinical phase of the program and must continue to meet these standards throughout the program:

1. achieve and maintain an overall GPA of 2.0 for all college work attempted.
2. achieve and maintain an average GPA of 2.5 for all CHEM, MRT, ENVT and RT courses attempted.
3. the student must repeat any RT course in which a grade of D, F or WF is received.

### Hospital visit/tour

The prospective student must visit/tour the respiratory care department of a local hospital and submit to the program director a 500- to 750-word typed account of high scholastic quality describing the visit and his/her choice of respiratory care as a career goal (requirement may be waived for those with experience in the field of respiratory care).

### Interview

The prospective student must participate in a personal interview with the program faculty.

### Liability Insurance

The student is required to carry professional liability insurance, which may be obtained through the University for a nominal fee, prior to entering into clinical training.

### Expenses

The student is responsible for expenses incurred for transportation to and from clinical training sites, for meals while at clinical sites and for lab coats and/or uniforms and stethoscopes.

### First year

#### General education

ENG 110 or 111 (3-5)  
PHIL 342 or PSYC 201 (3-4)

#### Basic courses

MATH 120 (4)

MRT 101 (3)  
RT 101 (5)  
CHEM 115 (4)  
ENVT 110 (3)

#### Core courses

RT 102 (3)  
RT 120 (3)  
RT 200 (3)

#### Summer session

##### Core courses

RT 150 (4)  
RT 151 (2)

#### Second year

##### General education

ENG 112 (3)  
PHIL 342 OR PSYC 201 (3-4)  
IPCO 102 (3)  
Elective (3)

##### Basic courses

RT 204 (4)

##### Core courses

RT 152 (4)  
RT 250 (4)  
RT 251 (4)

## ASSOCIATE OF SCIENCE

Firelands College offers two years of general education courses leading to the Associate of Science degree. Students who complete the associate of science degree have reached the halfway point in the progression toward a B.S. degree.

The associate of science degree program is designed to provide pre-baccalaureate students with a sound academic background in a number of academic disciplines such as the biological sciences, computer science, chemistry, geology, physical geography, mathematics and physics/electronics.

In addition, the associate of science degree offers the foundation to many career opportunities, such as:

Pre-professional  
medicine  
nursing  
optometry  
veterinary medicine  
dentistry  
hygienists  
pharmacy  
occupational therapy

Microbiologist  
Agriculturist  
Wildlife management  
Applied mathematician  
Chemist

inorganic-organic  
physical-nuclear  
structural-polymer

Computer scientist  
Secondary school teacher  
Pre-engineering

General requirements for the associate of science degree are:

### Communication (6 hrs. minimum)

Each student is required to acquire proficiency in written expression and oral communication. ENG 112 and IPCO 102 are required.

### Math/science (20 hrs. minimum)

To include a concentration of two courses in a major field and two courses in a cognate field. Eligible disciplines include: biology, chemistry, computer science, geology, physical geography, physics and mathematics. MATH 130 or 131 required.

### Social and behavioral sciences (14 hrs. minimum)

To include courses from at least two of the following disciplines: economics, geography, history, political science and sociology. PSYC 201 is required.

### Fine and applied arts (10 hrs. minimum)

To include courses from at least two of the following: art, film, literature, music, popular culture, philosophy, speech and theatre. One course in literature must be included.

### Physical education and electives

To include foreign language (depending on student's background).

# Course Descriptions

A ♦ preceding a course number indicates that the course is offered both at Firelands and on the main campus.

A † preceding a course number indicates that the course is offered only at Firelands.

A ¶ preceding a course number indicates that the course may be used to fulfill a general education requirement.

The Arabic number in parentheses immediately following the title of the course indicates the number of hours of credit.

The Roman numerals indicate the term the course is usually offered on the main campus with I indicating fall semester, II, spring semester, and III, summer term.

Courses numbered from 100 to 199 are ordinarily for freshmen or sophomores.

Courses numbered from 200 to 299 are for sophomores, juniors and seniors and are not ordinarily open to freshmen.

Courses numbered from 300 to 499 are ordinarily open to juniors and seniors but under exceptional circumstances may be taken by a student upon the recommendation of his or her adviser and with the written approval of the instructor of the course or the chair of the department concerned.

Courses which may be taken for graduate credit are listed following the undergraduate courses in this handbook.

## Accounting (ACCT)

♦ **ACCT 220. Administrative Accounting (3) II** Practice and procedures of accounting for office personnel. No credit allowed toward baccalaureate degree programs.

♦ **ACCT 221. Introduction to Accounting I (3) I, II, III.** Financial accounting concepts and methodology for accumulating data on the results of economics activities of a business concern and reporting such results to various user groups. Underlying theory of the reporting model as it relates to user decisions about the business. Prerequisite: sophomore standing or consent of department.

♦ **ACCT 222. Introduction to Accounting II (3) I, II, III.** ACCT 221 continued with emphasis on usage of accounting information in the managerial process. Problems of cost determination, cost flows, cost behavior, budgeting, standard costing, relevant costing, and capital expenditure evaluation are introduced. Prerequisite: ACCT 221.

**ACCT 321. Intermediate Financial Accounting I (3) I, II, III.** Development and application of financial accounting concepts and generally accepted accounting principles. Preparation of financial statements and accounting for changes in accounting principles. Emphasis on valuation and cost allocation methods for assets and related effects on income statements. Prerequisite: admission to the specialization in accounting or consent of department.

**ACCT 322. Intermediate Financial Accounting II (3) I, II, III.** ACCT 321 continued with emphasis on long-term liabilities, pensions, leases, stockholder's equity, income tax allocation, accounting for inflation and the statement of changes in financial position. Prerequisite: grade of C or better in ACCT 321.

**ACCT 325. Accounting Concepts for Non-business Students (3) I, II, III.** Accounting concepts and procedures and their contribution to administrative processes. Enterprise analysis, relevant data, its uses and limitations. No credit allowed toward BSBA degree. Prerequisite: junior standing.

**ACCT 327. Financial Accounting for Non-majors (3) I.** Structure and theory of financial accounting. Evaluation of existing conventions and procedures pertaining to external reporting. No credit towards accounting specialization. Prerequisite: ACCT 222.

**ACCT 331. Cost Accounting (3) I, II, III.** Cost determination and cost accounting systems. Cost analysis using regression methods. Job order, process, standards and variable cost systems. Accounting for spoilage, service department and joint products. Prerequisite: admission to specialization in accounting and STAT 212, or consent of department.

**ACCT 332. Intermediate Managerial Accounting (3) I, II, III.** Accounting's relationship to planning and control function. Budgeting, corporate planning models, cost-volume-profit analysis, relevant data, capital budgeting, data for operations research models, behavioral considerations, enriched variance systems, evaluation of performance and transfer pricing. Prerequisite: grade of C or better in ACCT 331.

**ACCT 337. Management Accounting for Non-majors (3) II.** Accounting concepts as tools for administrative evaluation and control of business operations. Nature, usage and reliability of accounting data in the decision making process. Cost analysis and profit planning. No credit toward accounting specialization. Prerequisite: ACCT 222.

**ACCT 360. Accounting Information Systems (3) I, II, III.** General systems concepts and theory. The collection and processing of accounting information. Internal control aspects of accounting systems. Systems life cycle in an accounting framework. The interface of accounting systems and computer technology. Prerequisite: Grade of C or better in ACCT 221, 222, and MIS 200.

**ACCT 421. Advanced Financial Accounting (3) I.** Theory and practice for business combinations and consolidations, partnerships, branch and home office accounting, financial reporting for multinationals including foreign currency translation. Prerequisite: grade of C or better in ACCT 322.

**ACCT 422. Contemporary Financial Accounting Topics (3) II, alternate years.** Theory and implications for accounting practice of selected contemporary financial accounting topics. Topics vary with governmental and professional bodies' pronouncements impacting on financial accounting. Prerequisite: grade of C or better in ACCT 322.

**ACCT 423. Accounting for Non-profits (3) II, alternate years.** Methods and problems of controlling and reporting on resources (funds) segregated for conducting specific activities of non-profit-seeking entities; budgetary control. Prerequisite: grade of C or better in ACCT 322 or consent of department.

**ACCT 424. Financial Reporting for Multinationals (3) II**, alternate years. Case study of worldwide accounting control and reporting problems, impact of cultural and legal constraints, and objective appraisal of various accounting principles and pronouncements. Prerequisite: grade of C or better in ACCT 322 or consent of the department.

**ACCT 429. Problems in Accounting Practice (3) II**, alternate years. Comprehensive review and integration of accounting theory and practice using problem method. Prerequisite: 15 hours of accounting and grade of C or better in ACCT 322.

**ACCT 439. Role of the Financial Executive (3) II**. Capstone case study of accountant's role in management planning and control; profit centers, discretionary costs, budgeting, strategy and evaluation of enterprise performance. Prerequisite: grade of C or better in ACCT 332 or in ACCT 337, or consent of instructor.

**ACCT 441. Introduction to Federal Taxation (3) I, II, III**. History, assumptions, objectives of federal tax system. Determination of an entity's taxable and nontaxable incomes, capital gains and losses, deductions and exemptions, and special provisions. Reporting requirements and determination of tax liability. Introduction to federal tax research methodology. Prerequisite: grade of C or better in ACCT 322, or grade of C or better in ACCT 321 if concurrently registered for ACCT 322.

**ACCT 442. Advanced Federal Taxation (3) II**. Determination of taxable income and reporting requirements unique to corporations, partnerships and Subchapter S corporations. Application of federal tax laws to special problems of corporations including stock redemptions, capital structure, liquidation and corporate accumulation. Overview of federal taxation of gifts, estates and trusts. Prerequisite: grade of C or better in ACCT 441.

**ACCT 451. Auditing I (3) I, II, III**. Auditing procedures and practices of independent verification of financial records and reviews of operations as used by internal auditors and public accountants. Nature of audit evidence, evaluation of internal controls, statistical sampling, computer auditing. Prerequisite: grade of C or better in ACCT 322 or grade of C or better in ACCT 321 if concurrently enrolled in ACCT 322.

**ACCT 452. Auditing II (3) II**. Auditor's role in society; auditing standards, professional ethics, accountants' legal liability, the auditor's report. Case studies in applied auditing. Prerequisite: grade of C or better in ACCT 451, or consent of instructor.

**ACCT 489. Internship Seminar (1-3) I**. To be completed at first opportunity following suitable internship experience. Work experience to be preceded by at least 70 hours of academic credit and advance approval by program coordinator. No credit for students with other internship credit in College of Business Administration. Graded S/U.

**ACCT 491. Studies in Accounting (1-3) On demand**. Investigation in depth of selected areas or contemporary problems. May be offered individually as well as in classes depending on student needs and nature of material. Prerequisite: approval of department.

## Accounting Technology (ACT)

†**ACT 231. Financial Accounting (3) I or II**. Theory and application of generally accepted accounting principles as pronounced by the Financial Accounting Standards Board (FASB) and the Securities Exchange Commission (SEC). Designed for the associate of applied business accounting program at Firelands. Prerequisite: ACCT 221.

†**ACT 241. Cost Accounting (3) I or II**. Theory and application of job-order-cost systems, process cost systems and standard cost systems. Designed for the associate of applied business accounting program at Firelands. Prerequisite: ACCT 222.

†**ACT 251. Federal Income Tax (3) I or II**. Theory and application of federal income taxes as applied to the individual, sole proprietorship, partnership and corporation. Designed for the associate of applied business accounting program at Firelands.

## Aerospace Studies (AERO)

These courses are for Air Force ROTC. Successful completion of these courses can lead to a commission as an officer in the United States Air Force.

**AERO 111. Air Force Organization (1) I**. Organization of the United States Air Force, mission function and employment of strategic forces, capabilities of Army in limited war and counterinsurgency, Naval forces structure and employment, enemy threat assessment. Leadership laboratory activities.

**AERO 112. Air Force Organization (1) II**. U.S. general purpose force capabilities, mission, resources, operation of tactical air forces defensive forces, airlift forces, structure and function of logistics support weapons systems development. Leadership laboratory activities.

**AERO 211. Air Force History (1) I**. Development of air power from the first lighter-than-air vehicles through to the establishment of the Department of the Air Force as an independent military force. Various concepts of employment of air power and factors which have prompted research and technological change. Examples of impact of air power on strategic thought. Leadership laboratory activities.

**AERO 212. Air Force History (1) II**. Development of air power since the establishment of the independent Air Force to the present. Various concepts of employment of air power and factors which have prompted research and technological change. Examples of impact of air power on strategic thought. Leadership laboratory activities.

**AERO 311. Air Force Management (3) I**. Integrated management course emphasizing individual as a leader in the Air Force. Human behavior, individual and in groups, historical development of management thought, discussion of classical leadership theory; oral and written communication, military writing, and briefing formats. Leadership laboratory activities. Prerequisite: departmental approval.

**AERO 312. Air Force Management (3) II**. AERO 311 continued. Air Force leadership planning, organizing, coordinating, directing, and controlling functions of management with emphasis on Air Force application, concept of command and staff, junior officer as administrative leader, Air Force personnel system, management of change, managerial strategy in changing environment. Leadership laboratory activities. Prerequisite: departmental approval.

**AERO 411. American National Security (3) I**. The Air Force officer as part of national security forces in contemporary American society, armed forces as integral element of society, American civil military relations and environmental context in which defense policy is formulated. Formulation and implementation of U.S. defense policy; framework of defense policy including domestic and international system. Leadership laboratory activities. Prerequisite: departmental approval.

**AERO 412. American National Security (3) II**. The Air Force officer and his part in the evolution of defense strategy since World War II. Strategy and management of conflict, arms interaction and control, limited war, insurgency, counter-insurgency, international terrorism, military law. Initial Active Duty Orientation. Leadership laboratory activities. Prerequisite: departmental approval.

## Aerotechnology (AERT)

**AERT 240. Air Transportation (3) I, II, III**. History, regulation and administration of air transportation system. Emphasis on air carrier, air taxi, corporate and general aviation.

**AERT 342. Flight Instruction I & II (3) I, II, III**. Aerodynamics, aircraft systems, charts, airports, communication procedures, meteorology, regulations, aviation publication, flight computer, medical facts, radio navigation and cross country flight planning. Upon completion of course, students qualified to take FAA Private Pilot-Airplane written exam.

**AERT 343. Flight Instruction III (1) I, II, III**. Includes 15 hours of solo and 20 hours of dual instruction specified as a minimum for FAR Part 141 private pilot training. License must be obtained to receive credit for course. Additional fees arranged with chief flight instructor. Prerequisite: AERT 342 or permission.

**AERT 344. Commercial Ground School. (3) I, II**, on demand. Advanced aerodynamics and aircraft systems, commercial pilot operations, weight and balance, complex operation. Upon completion of course, students qualified to take FAA Commercial Pilot-Airplane written exam. Prerequisite: AERT 342.

**AERT 345. Commercial Flight Instruction I (1) I, II, III**. Advanced flight maneuvers, night flight instruction, cross country flight training. First of two flight sequences leading to the Commercial Pilot-Airplane rating. Flight fees arranged with chief flight instructor. Prerequisite: AERT 343.

**AERT 346. Commercial Flight Instruction II** (2) I, II, III. AERT 345 continued to include commercial pilot flight maneuvers and complex aircraft flight training. Commercial Pilot-Airplane license must be obtained to receive credit for course. Prerequisite: AERT 345. Additional fees arranged with chief flight instructor.

**AERT 348. Airport Operation** (3) II. General aviation airport operations planning including airport environment, airport security, legal aspects, deregulation, airport finance and airport master plans. Junior status.

**AERT 401. Aviation Instructor Ground School** (2) II, on demand. Learning theory in an aviation setting, instructor responsibility, lesson planning, and advance aviation problems. Upon completion student is qualified for FAA written exam Fundamentals of Instructing and either Basic Ground Instructor or Flight Instructor-Airplane. Prerequisite: AERT 344.

**AERT 402. Instrument Ground School** (3) I, on demand. Instrument flight planning, meteorology, approach procedures, approach chart interpretations and instrument flight communication. Upon completion students are qualified for the Instrument-Airplane written exam. Prerequisite: AERT 342.

**AERT 403. Instrument Flight Instruction** (1) I, II, III. Dual flight instruction required for the FAR Part 141 Instrument rating. Flight fees arranged with chief flight instructor. Prerequisite: AERT 345 or permission.

**AERT 490. Problems in Aerotechnology** (1-3) On demand. For advanced students wanting to conduct intensive study of selected problems in aerotechnology. Prerequisite: consent of college.

## American Studies (AMST)

¶♦**AMST 200. Introduction to American Studies** (3) I. Regional, ethnic and economic aspects of American national experience as reflected in verbal, visual and material artifacts. Culture theory and models used to examine selected topics and problems. Required of all American studies majors.

¶♦**AMST 230. Issues in American Civilization** (3) I, II. Characteristically American themes, issues or problems reflecting relationships among ideas, values, traditions, events and personalities. Subject matter designated in time schedule; may be repeated once if topics differ.

**AMST 240. Historical Perspectives on American Culture** (3) I, II. Interdisciplinary study of a theme, issue or problem as it relates to historical development of American culture. Designed for non-majors; meets requirement for Group IV.

**AMST 300. Interpretations of American Culture** (3) I, II. Such theories as frontier thesis, melting pot, cultural pluralism, regionalism, and technocracy and their imaginative expression. Prerequisite: junior standing or consent of instructor. May be repeated if subject differs.

**AMST 400. The Literature of American Studies** (3) II. Interdisciplinary approach to study of American culture. Required of American studies majors, but of interest to students who focus on American culture, society, institutions or economics in their particular disciplines. May be repeated once if topics differ. Prerequisite: senior or permission of instructor.

**AMST 490. Tutorial in American Studies** (1-3) I, II. Independent study in special interdisciplinary subject not covered by existing courses. Prerequisite: junior standing; proposal, signed by proposed tutor, must be submitted for approval by undergraduate adviser in American studies prior to semester in which tutorial begins.

## Applied Mathematics and Statistics (AMS)

†**AMS 100. Developmental Mathematics** (3) I, II, III. Review of basic mathematics such as equations, inequalities, exponents and radicals, logarithms, polynomial functions, graphs and applications. Graded S/U.

## Applied Statistics (STAT)\*\*

♦**STAT 200. Using Statistics** (3) I, II. Descriptive statistics, probability distributions, estimation, hypothesis testing, regression, contingency tables. Interpretation and misinterpretation of statistical techniques. Does not count toward graduation credit for students receiving B.S. B.A.

♦**STAT 211. Elementary Statistical Methods I** (3) I, II. Elementary probability, random variables, probability distributions, sampling, descriptive statistics, sampling distributions, estimation. Prerequisite: MATH 125 or MATH 131 or concurrent registration in MATH 125.

♦**STAT 212. Elementary Statistical Methods II** (3) I, II. Estimation, hypothesis testing, regression, correlation, analysis of variance and contingency tables. Prerequisite: STAT 211.

\***STAT 311. Introduction to Regression and Design** (3) I, II. Regression analysis, analysis of variance, topics in design of experiments. Prerequisite: STAT 212 or consent of instructor.

\***STAT 312. Topics in Applied Statistics** (3). Selected topics from time series, sample design, decision theory, nonparametrics or factor analysis. Prerequisite: STAT 212.

**STAT 315. Introduction to Statistical Inference** (3) I. N-dimensional random variables and distributions; methods of estimation; hypothesis testing. Prerequisites: STAT 212 and MATH 232. No credit for students with MATH 442.

**STAT 402. Regression Analysis** (3) I. Linear, nonlinear and multiple regression and correlation analysis. Prerequisite: STAT 315 or MATH 442 or consent of instructor.

**STAT 404. Time Series Analysis** (3) Stochastic stationary and nonstationary models; use in forecasting seasonal and nonseasonal discrete time series; fitting models to time series data. Prerequisite: STAT 315 or MATH 442 or consent of instructor.

**STAT 406. Sample Design** (3) II. Sampling as a tool of scientific inference in research and management. Planning surveys; sample size, stratified, systematic and cluster sampling; sources of error in surveys. Prerequisite: STAT 315 or MATH 442 or consent of instructor.

**STAT 410. Experimental Design** (3) II. Constructing statistical designs and analyzing resulting data; basic experimental design and analysis of variance. Prerequisite: STAT 315 or MATH 442 or consent of instructor.

**STAT 412. Applied Nonparametric Statistics** (3). Nonparametric approach to testing hypotheses; contingency tables, goodness of fit, procedures based on ranks. Prerequisites: STAT 315 or MATH 442 or consent of instructor.

**STAT 414. Statistical Quality Control** (3). Statistical process control; Shewhart control charts (variables and attributes); acceptance sampling (single, double, and sequential); Dodge-Romig Tables. Prerequisite: STAT 212 or MATH 442 and one additional STAT course or consent of instructor.

**STAT 491. Studies in Statistics.** (1-3). On demand. Investigation of selected areas or contemporary problems. May be offered individually and in classes depending on student needs and nature of material.

\*Cannot be counted toward specialization in STAT.

\*\*See also mathematics and statistics (MATH)

## Arabic (ARAB)

The following courses employ the self-instructional approach, utilizing tapes, text, native tutor and outside examiner.

**ARAB 101. Beginning Arabic I** (4) I. Introduction to modern standard Arabic. Four class periods and practice with tapes each week.

**ARAB 102. Beginning Arabic II** (4) II. ARAB 101 continued. Four class periods and practice with tapes each week. Prerequisite: ARAB 101 or equivalent.

**ARAB 201. Intermediate Arabic I** (4) I. ARAB 101-102 continued. Conversation, writing, reading, grammar. Four class periods and practice with tapes each week. Prerequisite: ARAB 102 or equivalent.

**ARAB 202. Intermediate Arabic II** (4) II. ARAB 201 continued. Four class periods and practice with tapes each week. Prerequisite: ARAB 201 or equivalent.

## Art (ART)

¶♦**ART 101. Introduction to Art** (3) I, II, III. Historical and aesthetic components of art with laboratory experiences with basic elements of creative expression. Non-majors only. Two hours studio, two hours lecture.

¶♦**ART 102. Two-Dimensional Foundations** (3) I, II, III. Introduction to principles of art through a variety of concepts and media used in creative two-dimensional form organization. Required of art majors and minors. Can be taken with ART 103.

- ♦**ART 103. Drawing Foundations** (3) I, II. Development of drawing skills through observation of natural objects to aid expressive draftsmanship and pictorial accuracy. Required of art majors and minors. Can be taken with ART 102 or ART 112.
- ♦**ART 112. Three-Dimensional Foundations** (3) I, II, III. Creative principles of art in three-dimensional form emphasizing aesthetics, utilitarian concepts and tools in experimental studio experiences. Required of art majors and minors. Can be taken with ART 102 or 103.
- ♦**ART 205. Figure Drawing** (3) I, II. Principles and practices of creative and structural figure drawing; development of concepts and techniques for competent graphic expression related to drawing human forms. Six studio hours. Prerequisite: ART 103. Lab fee.
- ♦**ART 206. Figure Drawing II** (3) I, II. Further work on visual comprehension in figure drawing to improve perceptual judgment; move to a more personal and selective level of stylistic interpretation. Six studio hours. Prerequisite: ART 205. Lab fee.
- ART 261. Sculpture I** (3) I, II. Creative concepts, arrangements and techniques of three-dimensional sculptural forms. Six studio contact hours. Prerequisites: ART 101 or ART 102. Lab fee.
- ART 263. Ceramics I** (3) I, II. Clay as creative medium for functional forms. Handbuilding and wheel techniques; simple sculpture; glazing and firing; survey of clays, pottery types, kilns, pyrometry. Six studio hours. Prerequisite: ART 102, ART 112. Lab fee.
- ART 267. Stained Glass Compositions** (3) I. Techniques involved with creative two- and three-dimensional arrangements; emphasis on individual studio development. Six studio hours. Lab fee.
- ART 277. Printmaking I** (3) I, II. Basic techniques for woodcuts, silk screen, intaglio or lithography. Six studio hours. Prerequisite: ART 103. Lab fee.
- ART 305. Figure Drawing III** (3) I, II. Advanced experimentation using the figure in drawing composition with a graphic medium. Six studio hours. May be repeated to six hours. Prerequisite: ART 206. Lab fee.
- ART 315. Glassworking** (3) I, II. Free hand-blown glass formation; personal creative use of glass as an artistic medium for expression. Six studio hours. Lab fee.
- ♦**ART 320. Enameling on Metal** (3) I, II. Enameling techniques on copper; after initial 6 hours credit earned, choice of copper or jewelry techniques. Six studio hours. May be repeated to 9 credit hours. Prerequisite: ART 101 or ART 102, or consent of instructor. Lab fee.
- ART 321. Beginning Jewelry Design** (3) I, II. Design and fabrication techniques of metal jewelry—piercing, chasing, repousse, soldering and stone setting. Six studio hours. Prerequisite: ART 101 or ART 102, or consent of instructor. Lab fee.
- ART 322. Jewelry Design** (3) I, II. Centrifugal casting of silver, gold, tombac, brass and bronze jewelry and related objects, using wax and plastic models. Six studio hours. Prerequisite: ART 321. Lab fee.
- ART 325. Creative Photography I** (3) I, II. Photography as a fine art. Use of camera for creative expression: introduction to history and critical awareness. Black and white lab work. Prerequisites: ART 102 or consent of instructor.
- ART 326. Creative Photography II** (3) I, II. Introduction to view camera techniques, development of critical awareness of contemporary creative photography, personal imagery and perception. Six studio hours. Prerequisite: ART 325.
- ART 361. Sculpture II** (3) I, II. Three-dimensional development in techniques such as: casting, assembling, fabricating, manipulating and forming metal; plastic, plaster, etc.; welding with oxygen/acetylene, arc and MIG; and carving wood and stone. Six studio hours. May be repeated to six hours. Lab fee.
- Art 363. Ceramics II** (3) I, II. Development of throwing techniques, design concepts, surface decoration and sculptural forms. Laboratory development of simple glazes. Kiln stacking and firing. Six studio hours. Prerequisite: ART 263. Lab fee.
- ART 365. Weaving** (3) I, II. Techniques of weaving on a 4-harness loom. Emphasis on materials and creative interpretation of fiber forms. Six studio hours. Lab fee.
- ART 366. Fiber/Fabric Techniques** (3) I, II. Introduction to the use of fiber and fabric dyeing, construction techniques and materials used to develop personal creative expression. Feltmaking, plaiting, machine quilting, painting with dyes, coiling. Six studio hours. Lab fee.
- ♦**ART 371. Watercolor Painting I** (3) I, II. Introductory experimentation with painting techniques on paper; employment of the figure, still life and landscape as initial references. Six studio hours. Prerequisite: ART 103.
- ♦**ART 372. Watercolor Painting II** (3) I, II. Choice of specific compositional problems exploring the possibilities of design and expression in watercolor techniques; creation of foundational surfaces, mixed media and works in series. Six studio hours. May be repeated to 6 hours. Prerequisite: ART 371.
- ART 373. Oil/Acrylic Painting I** (3) I, II. Exploration of painting techniques from traditional and contemporary using oil and acrylic paint as a medium emphasizing individual artistic response. Six studio hours. Prerequisite: ART 103.
- ART 374. Oil/Acrylic Painting II** (3) I, II. Opportunity to experiment with varying media and techniques and to use fundamentals learned in introductory course. Six studio hours. May be repeated to six hours to provide more individual instruction. Prerequisite: ART 373.
- ART 377. Printmaking II** (3) I, II. Development of additional techniques as related to woodcut, silk screen, intaglio or lithography. Six studio hours. May be repeated to six hours. Prerequisite: ART 277. Lab Fee.
- ART 378. Surface Design/Silkscreen Techniques** (3) II. Approaches to surface design leading to development of understanding of motifs, repeats, expanded pattern. Experiments with silkscreen printing, registration techniques, fiber reactive dyes. Variation registration techniques explored which allow set-up and yardage to develop.
- ART 390. Introduction to Computer Art** (3) I, II. Methods of producing original computer art, software and appropriate hardware. Prerequisites: ART 102, 109, 112, or consent of instructor. Lab fee.
- ART 391. Computer Art II** (3) II. Intermediate animation using computers, video equipment, software and languages in creation of original works of art. May be repeated to 6 hours. Prerequisite: ART 390 or consent of instructor. Lab fee.
- ART 392. Applications of Computer Art** (3) I, II. Computer art in specific disciplines such as design, painting, sculpture, etc. Topic to be announced. May be repeated to 9 hours. Prerequisites: ART 391 or consent of instructor. Lab fee.
- ART 395. Workshop on Current Topics in Art** (1-4). Select semesters. Short-term workshop in studio or art education with content and emphasis as directed by needs and interests. One or two clock hours per credit depending on type. Prerequisite: as announced for each workshop.
- ART 405. Advanced Drawing** (3) I, II. Conceptual imagery in drawings as completed visual statements; not exclusively concerned with the human figure. Six studio hours. May be repeated to six hours. Prerequisite: ART 305. Lab fee.
- ART 415. Advanced Glassworking** (3) I, II. Continuation of free handblown glass formation. Cutting, grinding/polishing and cast glass techniques. Studio equipment construction. Six studio hours. May be repeated to six hours. Prerequisite: ART 315. Lab fee.
- ART 421. Advanced Jewelry Design** (3) I, II. Advanced problems in jewelry design, smithing and forging. Six studio hours. May be repeated to 9 credit hours. Prerequisite: ART 321 and 322. Lab fee.
- ART 423. Jewelry Enameling** (3) I, II, III. Specialized course for students wishing to combine champleve, cloisonne and plique-a-jour enameling techniques with jewelry. Six studio hours. Prerequisite: ART 320 and 421. Lab fee.
- ART 425. Advanced Problems in Creative Photography** (3) I, II. Advanced level assignments in creative photography; development of personal direction; emphasis on communicative potential of resulting images. Six studio hours. May be repeated to six hours. Prerequisite: ART 325.
- ART 426. BFA Thesis Project in Creative Photography** (3) I, II. Semester-long project emphasizing personal development of philosophy and style in creative photography. Six studio hours. Prerequisite: ART 425.
- ART 461. Sculpture III** (3) I, II. Advanced sculptural techniques and introduction to environmental and architectural scaling. Six studio contact hours. May be repeated to six credit hours. Prerequisite: ART 361. Lab fee.

**ART 463. Ceramics III (3) I, II.** Throwing of duplicate forms and functional ware. Glaze development through unity molecular formula. Individual projects determined upon consultation with instructor. Six studio hours. Prerequisite: ART 363. Lab fee.

**ART 465. Advanced Weaving (3) I, II.** Conceptual and functional work leading to development of personal direction in tapestry, multiple harness, ikat, rug or pattern weaving. Six studio hours. May be repeated to six hours. Prerequisite: ART 365 or consent of instructor. Lab fee.

**ART 466. Surface Design/Silkscreen Techniques (3) II.** Approaches to surface design leading to development of understanding of motifs, repeats and expanding pattern. Experiments with silkscreen printing, registration techniques and fiber reactive dyes to produce printed yardage. Six studio hours. Prerequisite: ART 277 or consent of instructor. Lab fee.

**ART 470. Independent Studies in Studio (1-3).** Supervised individual problems in selected studio research for students who have shown proficiency and marked degree of independence in other studio coursework. May be repeated. Prerequisite: consent of instructor.

**ART 471. Watercolor Painting III (3) I, II.** Individual development in watercolor medium emphasizing personal style and presentation. Students are encouraged to find self-directions and motivation in consultation with instructor. Six studio hours. May be repeated to 6 hours. Prerequisite: ART 372.

**ART 473. Oil/Acrylic Painting III (3) I, II.** For advanced student to pursue personal style and to concentrate on elements most important to them. Emphasis placed on individuality and arranged critiques. Six studio hours. May be repeated to 6 hours. Prerequisite: ART 374.

**ART 477. Printmaking II (3) I, II.** Specialized advanced techniques in woodcuts, silk screen, intaglio or lithography. Six studio hours. May be repeated to six hours. Prerequisite: ART 377. Lab fee.

**ART 490. Problems Computer Art (3) I, II.** The computer and contemporary technology (i.e., video, robotics, light, etc.) in the creation of art forms. May be repeated to 9 hours. Prerequisites: ART 391 or consent of instructor.

**ART 491. Advanced Computer Art (3) II.** The creation of art through computer simulation. May be repeated to 9 hours. Prerequisites: ART 490, advanced math, languages (BASIC and one structured language) or consent of the instructor. Lab fee.

**ART 495. Special Topics in Art (1-3).** Innovative and intensive group studies in selected studio research. Prerequisites announced for each offering. May be repeated.

## ART DESIGN (DESN)

**ARTD 211. Introduction to Graphic Design (3) I, II.** Exploration and application of design principles, layout and typography; tools, techniques and terminology of the discipline. Six studio hours. Prerequisite: ART 102 or consent of instructor. Lab fee.

**ARTD 212. Introduction to Product Design (3) I, II.** Problem-solving as related to product design; terminology, drafting, modelmaking and prototypes. Six studio hours. Prerequisites: ART 103 or ART 112 or DESN 104 or consent of instructor. Lab fee.

**ARTD 213. Introduction to Environmental Design (3) I, II.** Fundamentals, terminology, methods of communication for the environmental profession. Use of illustration and three-dimensional models as means of exploring design and presentation. Six studio hours. Prerequisite: ART 112 or consent of instructor. Lab fee.

**ARTD 311. Intermediate Graphic Design (3) I, II.** Continued exploration in graphic design with an emphasis on typography and editorial and publication design. Prerequisite: ARTD 211 or consent of instructor.

**ARTD 312. Advertising Design (3) I, II.** Translating words and ideas into visual realities of mass communication; magazines, newspapers, billboards, direct-mail and TV. Use of felt markers, storyboards and videotape. Six studio hours. Prerequisite: ART 311 or consent of instructor. Lab fee.

**ARTD 313. Rendering (3) I, II.** Studio practice with professional techniques for presenting three-dimensional design on a two-dimensional surface. Six studio hours. Prerequisite: ART 212 or ART 213 or consent of instructor. Lab fee.

**ARTD 319. History of Design (3) I, II.** Slide survey of architectural, graphic and industrial design movements influencing western culture from 1850 to present.

**ARTD 411. Advanced Graphic Design (3) I, II.** Concentrated study and advanced level problems that allow senior level students to expand and refine their abilities in graphic design. Prerequisite: ARTD 311.

**ARTD 412. Packaging and Promotion Design (3) I, II.** The package as attractive, informative product vehicle, and its relationship to consumer purchase. Promotional and collateral advertising of product and package. Six studio hours. Prerequisite: ART 312 or consent of instructor. Lab fee.

**ARTD 413. Corporate Identity Design (3) I, II.** Professional presentation of corporate identity program for existing or fictitious company. Development and application of trademark and/or logotype based on compiled in-depth research. Six studio hours. Prerequisite: ART 412 or consent of instructor. Lab fee.

**ARTD 414. Senior Design Seminar (3) I, II.** Preparation for entrance into the profession. Emphasizes job related skills and practices. Each student prepares a portfolio and designs and prints a personal resume. Prerequisite: ARTD 412 or ARTD 417 or consent of instructor.

**ARTD 416. Product Design and Development (3) I, II.** Research, design and development of objects for manufacture. In-depth projects include drawings, renderings, and models or prototypes. May be repeated to six hours. Prerequisites: ART 212 and ART 213 or consent of instructor. Lab fee.

**ARTD 417. Environmental Design (3) I, II.** Contemporary environmental planning; includes projects dealing with a variety of spaces and functions; use of renderings and models. May be repeated to six hours. Prerequisite: ART 213 or consent of instructor. Lab fee.

**ARTD 418. Senior Design Problems (3) I, II.** Specific design problems chosen from actual product or environmental situations. Research, design, and presentation handled as final portfolio project. Six studio hours. Prerequisite: senior standing. Lab fee.

**ARTD 420. Graphic Design Synthesis (3) I or II.** Must be taken in conjunction with VCT 467. A cooperative venture between graphic design and VCT offering valuable work experience in offset lithography that results in a printed portfolio piece. Prerequisites: ARTD 411, VCT 308 and submission of portfolio.

**ARTD 470. Independent Studies in Design (1-3).** Supervised individual problems in selected design research for students who have shown proficiency and marked degree of independence in other design course work. May be repeated. Prerequisite: consent of instructor.

**ARTD 489. Design Internship (3-10) I, II, III.** Studio experience in chosen area design firm. Credit approved upon submission of portfolio and written description of experience in consultation with firm; elective hours only. Prerequisites: 15 hours of design, consent of design staff.

**ARTD 495. Special Topics in Design (1-3).** Innovative and intensive group studies in selected design research. Prerequisites announced for each offering. May be repeated.

## ART EDUCATION (ARTE)

**ART 252. Foundations for Teaching Visual Arts (3) I.** Lecture, laboratory and field-based experiences for teaching art. Clinical analysis of art education settings. Prerequisite: sophomore standing.

◆**ARTE 343. Art in the Elementary Schools (3) I, II, III.** Professional methods lecture, clinical studio laboratory exploration of art media and planning approaches for teaching art to children in relation to their creative and artistic development. Not for arts and sciences credit. Not open to art majors. Prerequisite: ART 101 or 102. Lab fee.

**ARTE 352. Approaches to Public School Art (3) I.** Theories of creative development in lecture/laboratory and field experiences. Lesson content selection, planning and presentation for visual arts teaching. Not for arts and sciences credit. Prerequisites: ARTE 252 and EDFI 302. C/F hrs.: 40. Lab fee.

**ARTE 353. Approaches to Art Curriculum and Supervision (3) II.** Planning and management of art programs; clinical experiences related to development of instructional units for art curricula. Not for arts and sciences credit. Prerequisites: ARTE 252 and 352. C/F hrs.: 20.

**ARTE 470. Independent Studies in Art Education (1-3).** Supervised individual problems in selected art education research for students who have shown proficiency and marked degree of independence in other art education course work. May be repeated. Prerequisite: consent of instructor.

**ARTE 482. Art for Special Needs Children (3) I, II.** Art strategies and media adaptations for exceptional populations in both regular and alternative educational settings. Uses of art for exceptional children in regular classroom. Not for arts and sciences credit. C/F hrs.: 40. Lab fee.

**ARTE 483. Teaching for Art Appreciation (3)** On demand. Role of art in society; development of instructional units on art history, art criticism, aesthetic responding. Prerequisite: senior standing. C/F hrs.: 29.

**ARTE 487. Studio Teaching Practicum (3) I, II.** Clinical teaching experience in School of Art Children's Program. Prerequisite: permission of program director.

**ARTE 492. Student Teaching (1-10) I, II.** Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

**ARTE 495. Special Topics in Art Education (1-3).** Workshop topics and intensive group studies relative to special needs of visual arts teachers.

**ARTE 497. Student Teaching (1-10) I, II.** Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

## ART HISTORY (ARTH)

†♦**ARTH 145. Western Art I (3) I, II.** Ancient, Medieval and early Renaissance art.

†♦**ARTH 146. Western Art II (3) I, II.** Art from High Renaissance to present. May be taken before ART 145.

**ARTH 440. Modern Architecture (3)** Alternate years. Architecture of 19th and 20th centuries in Europe and America.

**ARTH 441. American Art to the Civil War (3) I.** Painting, sculpture and architecture of colonial era and United States to 1860; interrelationship between visual arts and significant issues in American culture.

**ARTH 442. American Art Since the Civil War (3) I.** Painting, sculpture, architecture and photography of United States from 1860 to present. Special attention to artists and developments prior to W.W. II frequently overlooked in surveys of modern art.

**ARTH 445. Ancient Art I (3)** Alternate years. Art and archaeology of prehistoric Aegean and of Greece to Persian Wars.

**ARTH 446. Ancient Art II (3)** Alternate years. Art of Greece from Persian Wars and of Rome from Late Republic to Constantine.

**ARTH 449. Medieval Art (3) I.** Alternate years. Art and architecture from Medievalization of Roman Empire through High Gothic period.

**ARTH 451. Art of the Italian Renaissance (3)** Alternate years. Painting, sculpture and architecture of Italy during the Renaissance, from the late 13th century through the 16th century and Mannerism.

**ARTH 453. Northern Renaissance Art (3)** Alternate years. Painting, sculpture and graphic arts of Flanders, France, Germany, England and Spain during the 15th and 16th centuries.

**ARTH 454. Baroque and Rococo Art (3)** Alternate years. The painting, sculpture and architecture of Italy, Spain, France and the Low Countries in the 17th and 18th centuries.

**ARTH 455. Art of the 19th Century (3) I.** Painting and sculpture in 19th century, from neoclassicism through post-impressionism.

**ARTH 456. Art of the 20th Century (3) II.** Painting and sculpture in 20th century Europe and America, from Fauvism to the present.

**ARTH 458. Art of India and S.E. Asia (3) I.** Art and architecture in India and S.E. Asia from the earliest times to present.

**ARTH 459. Art of China and Japan (3) II.** Art and architecture of China and Japan from earliest cultures to present.

**ARTH 470. Independent Studies in Art History (1-3).** Supervised individual problems in selected art history research for students who have shown proficiency and marked degree of independence in other art history course work. May be repeated. Prerequisite: consent of instructor.

**ARTH 495. Special Topics in Art History (1-3).** Innovative and intensive group studies in selected art historical research. Prerequisites announced for each offering. May be repeated. ART THERAPY (ARTT)

## ART THERAPY (ARTT)

**ARTT 230. Introduction to Art Therapy (2)** I, II. Theories, practices and literature of the profession. Prerequisite: ART 102 or ART 103 or consent of instructor. Lab fee.

**ARTT 330. Art Therapy Methods and Theories I (3) I.** Psychological, creative and educational models which provide foundation philosophy for art therapy practice; methods of using art experience for art therapy. Laboratory and required field work. Prerequisite: ARTT 230. Lab fee.

**ARTT 331. Art Therapy Methods and Theories II (3) II.** Involved investigation of art therapy theory and practice emphasizing the role of the art therapist, the process of art therapy and work with diverse populations. Laboratory and required field work. Prerequisite: ARTT 330. Lab fee.

**ARTT 470. Independent Studies in Art Therapy (1-3).** Supervised individual problems in art therapy research for students who have shown proficiency and marked degree of independence in other art therapy course work. May be repeated. Prerequisite: consent of instructor.

**ARTT 488. Art Therapy: Practicum. (10) I, II.** Supervised art therapy practicum therapeutic art experience in selected mental health, medical or educational facility. Weekly seminar. Prerequisite: ARTT 331 or consent of instructor.

**ARTT 495. Special Topics in Art Therapy (1-3).** Innovative and intensive group studies in selected art therapy research. Prerequisites announced for each offering. May be repeated.

## Arts and Sciences (A&S)

†**A&S 100. Seminar in Arts and Sciences (1-5)** On demand. Interdisciplinary studies in arts and sciences or area of study meeting new trends in arts and sciences. May be repeated by consent of dean of college. Prerequisite: consent of instructor.

**A&S 200. Seminar in Arts and Sciences (1-5)** On demand. Interdisciplinary studies in arts and sciences or area of study meeting new trends in arts and sciences. May be repeated by consent of dean of college. Prerequisite: consent of instructor.

**A&S 300. Seminar in Arts and Sciences (1-5)** On demand. Interdisciplinary studies in arts and sciences or area of study meeting new trends in arts and sciences. May be repeated by consent of dean of college. Prerequisite: consent of instructor.

**A&S 489. Internship (1-12)** On demand. Applied experience for students in arts and sciences programs. Specific proposal and permission of undergraduate adviser as well as College of Arts and Sciences required prior to enrollment. Maximum internship credit is 12 hours. Guidelines available in College of Arts and Sciences office. Graded S/U.

## Astronomy (ASTR)

♦**ASTR 201. Modern Astronomy (3) I, II, III.** Recent astronomical discoveries, space travel among planets, birth and death of stars, supernovas, pulsars, black holes, x-ray stars, radio galaxies, quasars, extra-galactic phenomena, and origin of universe; some observational work.

♦**ASTR 212. The Solar System (3) I, III.** Planetary, solar and space science. The moon, solar interior and atmosphere, solar/terrestrial relations, planetary structure and atmospheres, comets, asteroids, meteoroids, space exploration, origin of solar system.

**ASTR 305. Life in the Universe (3) II.** Alternate years. Possibilities for life on other planets and other star systems, methods for communicating with other intelligent life, movement of human life into space.

♦**ASTR 307. Understanding the Cosmos (3) II.** Alternate years. The universe as a whole, gravity, black holes, structure of space; other galaxies and the universal redshift, clusters of galaxies and other large-scale structure; big bang and steady state models; the three degree background radiation; first moments of creation.

**ASTR 309. Astrophotography Laboratory (1) I.** Alternate years. Practice in the techniques of astronomical observation and photography using small (8 inch) telescopes and 35 mm cameras. One three-hour laboratory. Open only to majors or minors in physics or astronomy. Lab fee.



**ASTR 321. Recent Progress in Astronomy** (2) I. Alternate years. Pulsar dynamics, gravitational collapse and black holes, galaxies, large-scale structure in the universe, active galaxies and quasars, cosmology. Two lecture-recitations. Prerequisite: PHYS 212; or PHYS 202 and 1 year of calculus. Not open to students with credit for PHYS 321.

**ASTR 403. Stellar Structure and Evolution** (3) II. Alternate years. Basic data, stellar interiors, theoretical models; advanced evolutionary states; red giants, white dwarfs, neutron stars, supernovas, black holes. Prerequisites: PHYS 301 and consent of instructor. Not open to student with credit for PHYS 403.

**ASTR 470. Independent Study in Astronomy** (1-2). On demand. Introduction to research in astronomy; projects chosen in consultation with adviser, may include library and laboratory work. Prerequisite: consent of instructor.

### Biological Sciences (BIOL)

†◆**BIOL 101. Environment of Life** (3) I, II, III. Basic ecology and current environmental problems of air, water and land pollution; human reproduction and population dynamics. Two one-hour lectures and one two-hour laboratory. Not accepted toward biology major or minor. Lab fee.

†◆**BIOL 104. Introduction to Biology** (4) I, II, III. Basic concepts: the cell, metabolism, genetics, production, development, evolution, ecology. Three one-hour lectures, one two-hour laboratory. Not accepted toward biology major or minor. Lab fee.

**BIOL 106. Genetics and Society** (3) II. Fundamental concepts of human genetics, with emphasis on hereditary disease, family planning and the social and ethical aspects of genetic engineering, gene therapy and environmental effects on heredity. Three one-hour lectures. Not accepted towards a biology major or minor.

**BIOL 108. Life in the Sea** (3) I. Shore and ocean environments, variety and adaptations of marine life. Observations of marine organisms in marine laboratory. Three one-hour lectures. High school biology recommended. Not accepted toward biology major or minor.

**BIOL H109. Life in the Sea—Honors** (4) I. Offered in conjunction with BIOL 108 (see above description). Emphasis on interdisciplinary aspects and lab credit for marine laboratory study. Three one-hour lectures, one one-hour discussion and three hours lab arranged. Prerequisites: University honors standing and consent of instructor. Not accepted toward a biology major or minor.

◆**BIOL 110. Human Biology** (2) I. Basic human anatomy and physiology; how human organs function, in health and disease; and organ architecture as it relates to function. Two one-hour lectures. Not accepted toward a biology major or minor.

†◆**BIOL 204. Concepts in Biology I** (5) I, II, III (on demand). Introduction to ecological and evolutionary biology, Mendelian and population genetics, and the major groups of plants, animals and microbes. Three one-hour lectures, one three-hour lab and one two-hour lab. Field trips required. Lab fee.

†◆**BIOL 205. Concepts in Biology II** (5) I, II, III (on demand). Introduction to molecular and cellular biology, physiology and organ systems. Three one-hour lectures, one three-hour lab and one one-hour recitation. Lab fee.

◆**BIOL 220. Introduction to Horticulture** (4) I. The care of cultivated plants including growth, development, propagation, pest control, pruning, grafting and basic landscape design. Two one-hour lectures, two two-hour labs. Prerequisite: BIOL 104, or BIOL 204 and 205, or consent of instructor. Lab fee.

**BIOL 270. Marine Closed Systems** (2) I. Theories and techniques of maintaining and studying living marine animals in closed salt water systems, chemical and nutritional studies. One one-hour lecture-discussion and three hours of laboratory arranged. Prerequisites: BIOL 204 and CHEM 125 or equivalent and consent of instructor. Lab fee.

**BIOL 295. Oceanus** (3) II. Telecourse emphasizing oceanographic and biological aspects of the ocean environment and human impact on the oceans. Thirty televised programs, 8 2-hour biweekly campus meetings with instructor. High school biology recommended. Not accepted toward biology major or minor.

◆**BIOL 301. Field Biology of the Vertebrates** (3) I. Evolution, systematics, physiology, ecology and identification of vertebrates. Required field trips emphasize collection techniques and quantitative sampling. Two one-hour lectures and one three-hour laboratory. Prerequisite: BIOL 204 or 205. Lab fee.

**BIOL 310. Biology of Aging** (2) I. Biological aspects of normal aging at the cellular, tissue and organismal levels. Two one-hour lectures. Prerequisites: BIOL 104 or BIOL 204 and 332 or BIOL 411, or consent of instructor.

**BIOL 311. Anatomy and Physiology for Health Professionals I** (4) I. Anatomical and physiological aspects of integumentary, muscular, nervous and skeletal systems. Three one-hour lectures and one three-hour laboratory. Prerequisites: BIOL 205 and CHEM 116 or equivalents or consent of instructor. Credit not available to students with BIOL 331 or 332.

**BIOL 312. Anatomy and Physiology for Health Professionals II** (4) II. Anatomical and physiological aspects of circulation, respiration, digestion, excretion, endocrinology and reproduction. Three one-hour lectures and one three-hour laboratory. Prerequisite: BIOL 311 or consent of instructor. Credit not available to students with BIOL 331 or 332. Lab fee.

**BIOL 313. Microbiology** (4) I, II, III (on demand). Methods of isolation, culture and identification; physiological, genetic and applied aspects of microorganisms. Two one-hour lectures, two two-hour laboratories. Prerequisites: BIOL 204 and 205 and one year of chemistry. Lab fee.

**BIOL 314. Microbiology for Health Professionals** (3) I. Microbiologic and epidemiologic principles as the basis of practice for nursing, dietetics, physical therapy and other health professions. Three one-hour lectures. No credit for medical technology, microbiology or biology majors or minors. Prerequisites: BIOL 104 or 205 and CHEM 116 or 126 or 136; or consent of instructor.

**BIOL 315. Microbiology Laboratory for Health Professions** (1) I. Methods for detection, growth and identification of microorganisms. One three-hour laboratory. No credit for medical technology, microbiology or biology majors or minors. Prerequisite: Concurrent or previous registration in BIOL 314.

**BIOL 321. Economic Biology I—Insect Pests** (3) I. Biology, ecology and control of urban and other pest insects and related arthropods; environmental effects and physiological actions of insecticides; methodology and equipment used in pest management. Two one-hour lectures and one two-hour lab/discussion. Prerequisite: seven hours of biology. Lab fee.

**BIOL 322. Economic Biology II—Vertebrate Pests** (3) II. Biology, ecology and control of vertebrate pest animals; types and physiological action of avicides and rodenticides; epidemiology of zoonoses. Two one-hour lectures and one two-hour lab/discussion period. Prerequisite: seven hours of biology. Lab fee.

◆**BIOL 331. Human Anatomy and Physiology I** (3) I, II. Integumentary, skeletal, muscular and nervous systems. Two one-hour lectures and one two-hour laboratory. Prerequisite: BIOL 104 or 205. Lab fee.

◆**BIOL 332. Human Anatomy and Physiology II** (3) I, II. Circulatory, respiratory, digestive, excretory, endocrine and reproductive systems. Two one-hour lectures and one two-hour laboratory. Prerequisite: BIOL 104 or BIOL 205 or consent of instructor. Lab fee.

**BIOL 343. General Botany** (3) I. Survey of plant kingdom; morphology, evolution and economic importance of major plant groups. Two one-hour lectures and one two-hour lab. Prerequisite: four hours of biology. Lab fee.

◆**BIOL 350. General Genetics** (3) I, II. Theoretical and applied aspects of inheritance. Molecular, chromosomal and population levels of heredity in both prokaryotes and eukaryotes. Three one-hour lectures. Prerequisites: BIOL 204 and 205 or consent of instructor.

**BIOL 352. Laboratory in Genetics** (1) I, II. Materials, methods and terminology of genetics through experiments, problems and demonstrations. One three-hour laboratory. Prerequisite or corequisite: BIOL 350. Lab fee.

**BIOL 354. Population and Community Ecology** (2) I. Concepts of modern ecology. Fundamental ecological principles, life history patterns, structure and growth of populations, competition, niche theory, predation, succession, community structure and diversity. One one-hour lecture, one two-hour discussion. Prerequisites: BIOL 204 and 205 and MATH 131 or equivalent.

**BIOL 400. Special Topics in Biology** (1-5) I, II, III. Selected topics or subject areas in life sciences. Prerequisite: consent of instructor; maximum of two enrollments, each with different topic but only six hours may be applied toward major in biology. Lab fee may be required.

**BIOL 401. Introduction to Biological Research** (1-4) I, II, III. For advanced student who has shown proficiency and marked degree of independence in work. Individual registration. Prerequisite: four semesters of biology and consent of instructor. May be repeated once, but only four hours may be applied toward major in biology. Lab fee. May be taken S/U for major credit.

**BIOL 402. Honors Thesis** (3) I, II, III. For students in the departmental honors program only. The thesis describes the student's independent research, previously conducted as BIOL 401H. An approved public presentation of the research is required.

**BIOL 404. Human Genetics** (3) II. Alternate years. Essential principles of modern genetics with special emphasis on humans. Methods of human genetic analysis; screening and counseling; genetic aspects of public health; genetics and cancer. Two one-hour lectures and one two-hour laboratory. Prerequisites: BIOL 204, or permission of instructor.

**BIOL 405. General Parasitology** (4) I, II. Morphologic, taxonomic, economic and other biological aspects of parasites. Three one-hour lectures and one two-hour laboratory. Prerequisites: BIOL 204 and 205 or consent of instructor. Lab fee.

**BIOL 406. Arthropod Vectors and Parasites** (3) II. Biology and identification of disease-carrying, toxic and parasitic arthropods. Two one-hour lectures and one two-hour laboratory. Prerequisites: BIOL 204 and 205 or consent of instructor. Lab fee.

**BIOL 407. Cell Biology** (4) I. Structure and physiology of cells, integrating the dynamics of cellular structures with metabolic functions and control. Two one-hour lectures and one four-hour laboratory. Prerequisites: BIOL 204 and 205 or consent of instructor. Lab fee.

**BIOL 409. Invertebrate Zoology I** (3) I. Classification, biology and physiology of lower invertebrates. Two one-hour lectures and one two-hour laboratory. Prerequisite: one course in biology or consent of instructor. Lab fee.

**BIOL 410. Invertebrate Zoology II** (3) II. Classification, biology and physiology of invertebrates through lower chordates. Two one-hour lectures and one two-hour laboratory. Prerequisite: one course in biology or consent of instructor. Lab fee.

**BIOL 411. Animal Physiology** (4) II. General and comparative animal physiology with emphasis on vertebrate systems. Two one-hour lectures, one three-hour laboratory and one one-hour recitation. Prerequisites: BIOL 204 and 205; organic chemistry and BIOL 407 recommended; or consent of instructor. Lab fee.

**BIOL 412. Field Experience** (2-6) II and on demand. Intensive field study involving quantitative population and community sampling and analysis. Independent projects expected. Requires off-campus travel. Field conditions may be rigorous and/or primitive. May be repeated, but only 4 hours count toward biology major.

**BIOL 414. Plant Systematics** (3) II. Elementary principles of plant identification, construction and use of keys and manuals, including winter plants, mosses, ferns and spring flora. Two two-hour lecture-laboratories, one one-hour discussion. Prerequisite: BIOL 204 or consent of instructor. Lab fee.

**BIOL 415. Plant Anatomy** (3) II alternate years. Development and mature structure of principal tissues of vascular plants; basic patterns and modifications of root, stem, leaf and flower. Two one-hour lectures, one three-hour laboratory. Prerequisite: BIOL 204 or 343 or consent of instructor. Lab fee.

**BIOL 416. Morphology of Vascular Plants** (3) I alternate years. Comparative structure and evolutionary trends in vascular plants. Two one-hour lectures, one three-hour laboratory. Prerequisite: BIOL 204 or 343 or consent of instructor. Lab fee.

**BIOL 417. Plant Physiology** (4) II. Plant growth and development, transport, photosynthesis, mineral nutrition, plant hormones and photoperiodism. Three one-hour lectures, one two-hour laboratory and additional laboratory by arrangement. Prerequisites: ten hours of biology; one year of chemistry and BIOL 407 strongly recommended. Lab fee.

**BIOL 419. Animal Histology** (3) II. Microscopical anatomy of the vertebrates, origins of tissues and organs, relation of structure to function. Two one-hour lectures and one three-hour laboratory. Prerequisites: BIOL 204 and 205 or consent of instructor. Lab fee.

**BIOL 420. Animal Behavior** (3) II. Genetics, physiology, development and evolution of behavior from an ecological perspective. Two one-hour lectures and one three-hour laboratory. Prerequisites: BIOL 204 and 205. Lab fee.

**BIOL 421. Advanced Microbiology** (4) II. Biochemistry, genetics and molecular biology of cellular structures and processes in selected procaryotes. Three one-hour lectures and one three-hour laboratory. Prerequisite: BIOL 313 or consent of instructor. Lab fee.

**BIOL 422. Plant Population Biology** (3) I. Ecology of the growth, regulation and distributions of vascular plant populations. Two one-hour lecture/discussions and one three-hour laboratory. One weekend field trip required. Prerequisites: BIOL 204 and 205. Strongly recommended: BIOL 343, 354 or 451.

**BIOL 424. Algology** (4) I. Taxonomy, ecology and morphology of the algae; emphasis on fresh-water algae. One two-hour lecture and two two-hour laboratories. Prerequisites: BIOL 204 and 205. Lab fee.

**BIOL 425. Limnology** (3) I. Physical, chemical and biological aspects of aquatic habitats. One two-hour lecture and one three-hour lab, and one weekend field trip to upper Great Lakes. Prerequisites: BIOL 204 and 205. Lab fee and field trip fee.

**BIOL 426. Pathogenic Microbiology** (4) II. Morphologic, physiologic, serologic characteristics of pathogenic microorganisms; their epidemiology; and the host-parasite interrelations resulting in infectious disease. Two one-hour lectures and two two-hour laboratories. Prerequisites: BIOL 313; BIOL 439 recommended. Lab fee.

**BIOL 431. Developmental Biology** (4) II. Overview of animal development (primarily embryogenesis) integrating classical morphological studies and current cellular and molecular findings. Two one-hour lectures and one four-hour laboratory. Prerequisites: BIOL 204 and 205 or consent of instructor. Lab fee.

**BIOL 432. Comparative Anatomy of Chordates** (5) I. Comparative anatomy of representative chordates; evolutionary significance of structural and developmental changes and relationships of all organ systems. Three one-hour lectures and two two-hour laboratories. Prerequisites: BIOL 204, 205 or consent of instructor. Lab fee.

**BIOL 433. Human Cells and Systems Physiology** (4) I, III (on demand). Physiological principles underlying cellular, organ and organ system function in the human. Limited to registered nurses and other health professionals. Not accepted toward a biology major or minor. Two two-hour lectures. Prerequisites: organic chemistry and BIOL 331 and 332 or equivalent.

**BIOL 434. Paleobotany** (3) I. Alternate years. Morphology, evolution, geological distribution of fossil plants. Two one-hour lectures and one two-hour laboratory. Prerequisites: BIOL 416 and historical geology or consent of instructor. Lab fee.

**BIOL 435. Entomology** (4) I. Biology of insects: structure, physiology, ecology, systematics, evolution and importance to man. Two one-hour lectures and two two-hour laboratories or equivalent in field trips. Prerequisites: BIOL 204 and 205. Lab fee.

**BIOL 438. Endocrinology** (4) II. Physiological, metabolic actions of selected endocrine secretions with emphasis on mammals. Three one-hour lectures and one three-hour laboratory. Prerequisites: BIOL 411 and organic chemistry or consent of instructor; biochemistry recommended. Lab fee.

**BIOL 439. Immunobiology** (4) I. Immune state in animals; laboratory work on detection and quantitation of antigens and antibodies. Two one-hour lectures, one three-hour laboratory and one one-hour laboratory recitation. Prerequisites: BIOL 204 and 205. BIOL 350 and biochemistry recommended. Lab fee.

**BIOL 440. Aquatic Vascular Plants (3) I.** Alternate years. Techniques and methods of collecting, identifying, preserving aquatic vascular plants; biology, ecology and geography of the flora with respect to the history since glaciation are included. Two one-hour lectures and one two-hour laboratory and some Saturday field trips. Prerequisites: BIOL 204, 205 and 414 or consent of instructor. Lab fee.

**BIOL 443. Microbial Physiology (3) II.** Chemical composition, nutrition, growth, metabolism and regulation in microbial cells. Three hours of lecture. Prerequisites: BIOL 313 and CHEM 308 or consent of instructor.

**BIOL 444. Microbial Physiology Laboratory (2) II.** Growth, nutrition, biochemical, metabolic and regulatory activities of microorganisms. Prerequisite: Previous or concurrent enrollment in BIOL 443 or consent of instructor.

**BIOL 446. Scanning Electron Microscopy (4) II.** Theory and practice of scanning electron microscopy applicable to biological research. Critical point drying, sample coating techniques, transmitted electron detection, energy-dispersive x-ray microanalysis and computational analysis of data. Two one-hour lectures and two three-hour laboratories. Prerequisite: consent of instructor. BIOL 407 strongly recommended. Lab fee.

**BIOL 447. Microbial Genetics (3) I.** Molecular biology and genetic phenomena of bacteria and bacteriophage; mutagenesis and recombination. Three one-hour lectures. Prerequisite: four semesters of biology and consent of instructor. BIOL 350 and biochemistry recommended.

**BIOL 451. Evolution (3) II.** Historical evidence for evolution. Modern evolutionary theory; modes of selection, speciation, complex adaptations, micro-evolutionary trends. One one-hour lecture and one two-hour discussion. Prerequisite: BIOL 350.

**BIOL 470. Readings in Biological Sciences (1) I, II, III.** Independent readings on topics of current or specialized interest in biology. Not more than two hours may be applied to major or minor requirements. Prerequisite: consent of instructor. May be taken S/U for major credit.

**BIOL 472. Ichthyology (3) I.** Alternate years. Life histories, systematics, physiology, ecology, evolution and biogeography of major groups of freshwater and marine fishes. Two one-hour lectures and one three-hour laboratory. Saturday and/or weekend field trips required. Prerequisites: BIOL 204 and 205. Lab fee.

**BIOL 473. Mammalogy (3) I.** Alternate years. Identification, natural history, evolution, zoogeography, ecology, physiology, behavior, with emphasis on Ohio mammals. Two one-hour lectures and one three-hour laboratory. Prerequisites: BIOL 204 and 205. Lab fee.

**BIOL 474. Marine Biology (4) II.** Biological and oceanographic analysis of marine environment: ecology, populations, laboratory techniques. Three hours of lecture and three hours of laboratory arranged. Prerequisites: one year of chemistry, invertebrate zoology, and consent of instructor. Lab fee.

**BIOL 475. Marine Biology Field Trip (1) II.** Field trip to marine environment and research station with collection and study of living marine fauna and flora, oceanographic analysis of environments, study on seagoing vessel using trawl and dredge; discussions of marine research by laboratory staff; tour of fishery station. Prerequisite: BIOL 474. Consent of instructor and transportation fee required.

**BIOL 476. Herpetology (3) I.** Alternate years. Amphibian and reptile identification, habits, distribution, behavior. Two one-hour lectures and one three-hour laboratory or equivalent field work, all day and/or weekend field trip. Prerequisites: BIOL 204 and 205. Lab fee.

**BIOL 477. Ornithology (3) II.** Structure, physiology, behavior, ecology and evolution of birds; identification in field and laboratory. Two one-hour lectures and one three-hour laboratory or equivalent field work, all day or weekend field trip. Prerequisite: seven hours of biology. Lab fee.

**BIOL 478. Parasites of Marine Animals (6) III.** Study of parasites of marine animals. Prerequisite: sixteen hours of biology including parasitology. Taught at Gulf Coast Research Laboratory.

**BIOL 479. Marine Microbiology (5) III.** Role of microorganisms in the ecology of oceans and estuaries. Prerequisites: general microbiology or bacteriology and consent of instructor. Taught at Gulf Coast Research Laboratory.

**BIOL 480. Problems in Comparative Histology of Marine Organisms (1-6) III.** Histological preparation for light and electron microscopy studies of marine organisms including structural changes during life cycles and histopathology of diseased tissues. Prerequisites and credits to be set by instructor and Registrar at Gulf Coast Research Laboratory.

**BIOL 481. Marine Botany (4) III.** Survey based upon local examples of principal groups of marine algae and maritime flowering plants, treating structure, reproduction, distribution, identification and ecology. Prerequisites: BIOL 204 and 205 or consent of instructor. Taught at Gulf Coast Research Laboratory.

**BIOL 482. Introduction to Marine Zoology (4) III.** Introduction to marine environment with emphasis on local fauna. Weekly boat trips are made to collect specimens for laboratory study. Prerequisites: BIOL 204 and 205. Taught at Gulf Coast Research Laboratory.

**BIOL 484. Marine Invertebrate Zoology (6) III.** Anatomy, life history, distribution and phylogenetic relationships of free-living marine invertebrates with emphasis on fauna of the Carolinian Region. Laboratory and field work included. Prerequisites: sixteen semester hours of biology and junior standing. Taught at Gulf Coast Research Laboratory.

**BIOL 485. Marine Vertebrate Zoology and Ichthyology (6) III.** Marine Chordata, including lower groups and mammals and birds with emphasis on fishes. Prerequisites: sixteen semester hours of biology and junior standing. Taught at Gulf Coast Research Laboratory.

**BIOL 487. Special Problems in Marine Science (1-6) III.** Supervised research on specific problems in all areas of marine science. Prerequisites and credits to be set by problem director and registrar at Gulf Coast Research Laboratory.

**BIOL 488. Topics in Marine Science (3-6) III.** Various marine courses such as marine ecology, salt marsh ecology, marine fisheries management, aquaculture and others offered when taught by the Gulf Coast Research Laboratory staff. May be repeated for different titled topics as approved by the departmental marine science coordinator.

**BIOL 489. Biology Internship (1-3) I, II, III.** For biological sciences majors in cooperative education program. Written report required. May be repeated with permission. Only three hours can apply toward biology major or minor. Prerequisite: consent of the departmental CEP representative. Graded S/U.

**BIOL 490. Seminar (1) I, II, III.** Review of literature to acquaint student with research techniques and important work in various fields of biology. May be repeated, but only two hours may be applied toward a biology major. Prerequisite: ten hours of biology.

## Business Administration (BA)

**BA 102. Introduction to Business (3) I, II, III.** Market competition and change, nature and central role of management, our business environment. No credit allowed toward BSBA degree.

◆ **BA 203. Business Communications (3) I, II, III.** Principles of effective communication in writing business messages such as letters, memos, resumes and reports. Emphasis on written communication skills and word processing applications on the personal computer for use in business and public organizations. Prerequisite: ENG 112.

**BA 300. Executive Seminar (2).** Exposure to current issues in business administration via guest lecturers who are visiting executives-in-residence. Students have opportunity to examine a variety of career choices in business and current issues in business management. May not be repeated for credit.

**BA 305. Integrating Career and Family.** For description, see HOEC 305.

**BA 310. Introduction to Hospitality Management (3) I, III.** First course in hospitality management curriculum. Scope, structure and economic principles of service management. Operations management considerations for hotels, restaurants and institutional food service. Uniform system of accounts and key operating ratios. Prerequisite: ACCT 221.

**BA 325. Organization and Structure of Health Care Services Industry (3) I.** Broad dimensions and areas of health care services organizations, internal administrative processes; perspectives on comprehensive health planning and policy administration; environmental linkages to community health services agencies.

**BA 390. Introduction to Multinational Business (3).** Environment encountered by U.S. enterprises engaged in business abroad; business practices and policies for foreign operations; international organizations.

**BA 403. Government and Business (3).** Relations of all echelons of government to businessman; instances where government controls, regulates or otherwise exercises influence on actions of businessman.

**BA 405. Business Policy and Strategy (3) I, II, III.** Strategic management of organizations; including resource allocation, administrative processes and integration of functional areas and disciplines under conditions of uncertainty at the overall or general management level of the enterprise or profit center. Cases and simulations. Prerequisites: senior standing and prior satisfactory completion of MGMT 300, MKT 300, FIN 300, OR 380 and MGMT 360.

**BA 406. New Enterprise Formation (3).** Entrepreneurship; systematic decision making in small companies.

**BA 429. Health Care Internship (6) I, II, III.** Specific Internship in one of following areas of administration: hospital, nursing home, governmental health agency, voluntary health agency, health research project administration; and mental hospital administration; minimum of 20 credits of elective studies aimed at preparing for internship selected with advice and consent of adviser. No credit for students with other internship credit in College of Business Administration. Prerequisite: Completion of at least two courses in management specialization. Graded S/U.

**BA 440. Management of International Operations (2).** Accounting, finance, marketing, management and operational policies; practices and strategies appropriate for foreign operations. Selected case studies for special problems. Prerequisite: BA 390.

**BA 480. Hospitality Management Seminar (3) II.** Integration of previous course work in business administration with hospitality management. Unit operating concerns, corporate policy and strategy. Prerequisites: FIN 427 and 800 hours of approved practicum.

**BA 489. Business Internship (1-3).** No credit for students with other internship credit in the College of Business Administration. Program must be approved in advance by college internship director. Work experience must be completed within last year prior to graduation. Graded S/U.

**BA 491. Studies in Business Administration (1-3)** On demand. In-depth study of selected areas. Offered to individual student on lecture basis or in seminar depending on student needs and nature of material. May be repeated to eight hours.

**BA 492. Studies in International Business Administration (1-3)** On demand. Independent study on subjects related to international business not otherwise offered in curriculum. Reading, report and research assignments. May be repeated to eight hours.

**BA 495. Reading for Honors in Business Administration (1-3) I, II, III.** Supervised, independent program of reading and study. Prerequisites: 3.0 accumulative GPA and consent of department.

## Business Education (BUSE)

◆ **BUSE 101. Business Mathematics (3) I, II.** Mathematics of finance, merchandising and business ownership. Consumer application of business mathematics to banking, credit, interest, insurance, home ownership, wages, social security and income taxes.

◆ **BUSE 111. Keyboarding (3) I, II.** Touch operation of alpha-numeric and symbol keys with emphasis on keyboarding accuracy for microcomputers, word processors and computer terminals. Four class periods. Lab fee. The student with two semesters of high school typewriting or keyboarding should enroll in BUSE 210. Those who choose to enroll in BUSE 111 will not receive credit toward graduation.

◆ **BUSE 202. Principles of Word/Information Processing (3) I, II.** Organization and operation of word/information processing installations with emphasis on language arts skills, electronic typewriters, machine transcription, personal computers utilizing software packages and human aspects of word/information processing. Prerequisite: BUSE 111 or its equivalent. Lab fee.

◆ **BUSE 210. Advanced Typewriting (3) I, II.** Typewriting problems and projects; office production standards. Three class periods. Prerequisite: two semesters of high school typewriting or BUSE 111. Lab fee.

◆ **BUSE 213. Beginning Shorthand (3) I, II.** Gregg Series 90 shorthand. Introduction to theory; transcription and speed development from 60 to 80 wpm. Four class periods. Prerequisite: BUSE 111 or concurrent registration in BUSE 111. Lab fee. The student with two semesters of high school shorthand should enroll in BUSE 215. Those who choose to enroll in BUSE 213 will not receive credit toward graduation.

◆ **BUSE 215. Advanced Shorthand (3) I, II.** Development of speed in recording dictation from 80 to 100 wpm and transcription skills. Open to students with shorthand background in either Gregg or Century 21. Three class periods and one hour lab. Prerequisite: two semesters of high school shorthand or BUSE 213. Lab fee.

◆ **BUSE 240. Business Problems of the Consumer (3) I, II.** Relationship of business practices to consumer activities. Developing consumer competencies in insurance, credit, savings, investments, housing and estate planning. Basic economic principles underlying consumer decision-making.

◆ **BUSE 302. Word/Information Processing Applications (3) I, II.** Application techniques in using the IBM PC, word processing, database and spreadsheet. Prerequisites: BUSE 111 or its equivalent and BUSE 202. Lab fee.

◆ **BUSE 311. Dictation and Transcription (3) I, II.** Dictation at speeds of 90 to 120 wpm; emphasis on rapid, accurate transcription. Dictation from specialized fields—medical, legal, business and industry. Open to students with shorthand background in either Gregg or Century 21. Three class periods and one hour lab. Prerequisite: BUSE 215 or consent of instructor. Lab fee.

◆ **BUSE 314. Internship in Business Education (1-2) I, II.** Supervised experience in local offices or businesses. Sixty clock hours of work required for each hour of college credit. May be repeated up to three hours. No more than one hour of credit may be granted for work in any one office or business. No credit for students with other internship credit in the College of Business Administration. Graded S/U.

◆ **BUSE 321. Computer Data Processing (3) I, II.** Computer concepts, programming, personal computer and mainframe hands-on experiences; software applications.

◆ **BUSE 335. Office and Records Management Systems (3) I, II.** Procedures for control of information and business records. Analysis of office systems, work activities and automation for improvement of office operations.

**BUSE 352. Basic Business in Secondary Schools (2) I, II.** Principles, objectives and methods of teaching basic business subjects; resource unit development. C/F hrs: 32.

**BUSE 354. Accounting and Data Processing in Secondary Schools (2) I, II.** Principles, objectives and methods of teaching accounting and data processing; review of the accounting cycle. C/F hrs: 26.

**BUSE 356. Shorthand and Secretarial Practice in Secondary Schools (1) I, II.** Principles, objectives and methods of teaching shorthand, transcription and secretarial practice. C/F hrs: 30.

**BUSE 358. Typewriting and Clerical Practice in Secondary Schools (1) I, II.** Principles, objectives and methods of teaching typewriting, and clerical practice. C/F hrs: 30.

**BUSE 364. Marketing Education in Secondary Schools (3) I, II.** Principles, objectives and methods of teaching vocational and relative subject matter in marketing education.

**BUSE 370. OWA Organization and Program Coordination (3) I.** Principles, objectives and methods of teaching Occupational Work Adjustment; program philosophy, organization, coordination, student selection and youth activities.

**BUSE 395. Workshop in Business and Marketing Education (1-3) III.** Areas of current interest to teachers in business and marketing education. Possible areas include youth with special needs, cooperative education, vocational education for adults, intensive programs, post-secondary programs and technical programs.

◆ **BUSE 401. Secretarial Administration (3) I, II.** Intensive study of procedures, skills and knowledges basic to secretarial administrative positions; refinement of secretarial-management operations, office simulations and advanced word processing applications using the IBM PC. Prerequisites: BUSE 210, 215 and 302. Lab fee.

**BUSE 441. Consumer Economics in the Schools (3) Alternate II, alternate III.** Need for consumer economics. Organization and integration of consumer economics in school programs. Consumer and business background information.

**BUSE 455. Administrative Management (3)** I, II. Principles and practices of managing office personnel and operations. Selecting, developing, motivating and appraising office employees. Office layout and design, work measurement and work standards.

**BUSE 461. Development of Instructional Materials in Marketing Education (2)** I. Methods of developing teaching materials in marketing education.

**BUSE 462. Coordination in Cooperative Marketing Education (2)** II. Coordination in high school, post-high school and adult education programs for marketing education. Not open to students taking BUSE 468. C/F hrs: 14.

**BUSE 463. Community Planning in Adult Vocational Education (3)** I. Identification of adult needs, procedures for organizing and promoting adult programs in vocational education, selecting and training adult leaders and financing adult programs.

**BUSE 465. Development and Administration of Vocational Education (3)** II. Vocational education as sponsored by federal, state and local legislation.

**BUSE 468. Vocational Business and Office Education (4)** I, II. Program construction, organization, improvement, implementation, evaluation and development of program guides for both intensive and cooperative vocational business and office education. C/F hrs: 28.

**BUSE 469. OWA Curriculum and Instructional Procedures (3)** II. Curriculum development for vocational work experience programs including instructional learning packets, course of study, teaching methodology and techniques.

**BUSE 470. Studies in Business and Marketing Education (1-2)** I, II. Offered on individual, seminar or lecture basis. Treatment of selected areas in depth depending on student needs and nature of material. May be repeated up to four hours. Prerequisite: consent of instructor. Graded S/U.

**BUSE 497. Student Teaching (1-10)** I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs: 300. May be repeated. Graded S/U.

\*\*The student with two semesters of high school typewriting and/or shorthand should enroll in BUSE 210 and/or BUSE 215. Those who choose to enroll in lower level courses will not receive credit toward graduation.

## Business Management Technology (BAT)

†**BAT 100. Introduction to Real Estate (2)** II, III. Foundation for further study and partial preparation for securing a salesperson's license. Contracts, financing, deed, title, escrow, closing estates, civil rights ethics, license law, leases, brokerage, total investment decision, appraisal fundamentals and commercial-investment properties.

†**BAT 101. Real Estate Law (2)** I, II, III. Basic legal framework for subject of real estate. The legal system, estates in land, contracts for the sale of land, deeds, agency relationship, regulations covering brokers and salespersons, evidence of title, mortgages and other liens, civil rights, landlord-tenant, public control of land use, organized forms of multiple ownership, wills and estates.

†**BAT 102. Introduction to Business Technology (4)** I, II. Business technical process including structure of business and functions of marketing, production, finance, personnel, technical processes of control, and responsibilities of business. Three hours lecture, two hours field study.

†**BAT 113. Medical Office Procedures (3)** II. Emphasis on medical assistant, administrative functions. Includes handling patient contact, medical record procedures, financial and medicolegal responsibilities in relation to clinical settings.

†**BAT 201. Human Resources Management (4)** I. Basic concepts, principles and functions of management and personnel administration. Acquisition, development, utilization and maintenance of an effective work force; recruitment and selection, testing, interviewing, counseling, developing and compensating employees. Three hours of lecture, two hours field study.

†**BAT 203. Production Management (4)** II. Analyze operations of the firm. Fundamentals of production, design of production systems, operations, coordination and control of production activity, major analytical tools for management. Three hours lecture, two hours field study. Prerequisite or corequisite: STAT 200 or 211.

†**BAT 205. Human Relations in Business (3)** I, II. Principles of effective management of human resources. Analysis of reactions, interactions, attitudes and activities of persons within goal-seeking organizations; leadership, morale, goal-oriented behavior, relationships between supervisors and subordinates. Two hours lecture, three hours field study.

†**BAT 208. Advertising (3)** II. Design, layout, production and placement of advertising, historical and cultural precedents of modern advertising. Prerequisite: MKT 300 or permission of instructor.

†**BAT 210. Principles of Banking (2)** I, II. Fundamentals of banking functions, language and documents of banking, check processing, teller functions, deposit function, trust services, bank bookkeeping and bank loans and investments.

†**BAT 211. Money and Banking (3)** I. Basic monetary theory and policy, emphasis on function of the banking system in the economy; structure of commercial banking system, creation of bank deposits, Federal Reserve policy and operations. Treasury money market operations, the pricing of money and international financing problems.

†**BAT 212. Installment Credit (2)** I, II. Basic knowledge of installment credit and its administration; emphasis on establishing credit, obtaining credit information, and loan servicing and administration; inventory loans, rate structure and advertising.

†**BAT 213. Real Estate Finance (3)** I, II. Home mortgage investment by savings and commercial banks; channeling of money into mortgages, home mortgage lendings, special purpose mortgages and the administration of mortgage accounts.

†**BAT 214. Banking Law (2)** I, II. Consumer protection, real property, personal property and sales, the uniform commercial code, negotiable instruments and bank collections, and secured financing.

†**BAT 215. Real Estate Appraisal (2)** I, II, III. Three basic techniques of appraising--market comparison, cost of replacement and income capitalization. The appraising process, understanding value, basic valuation principles, general market analysis, sites and improvements analysis, market data approach, income approach, and reconciliation and the final value estimate. Prerequisites: BAT 100 and BAT 101 or permission of instructor.

†**BAT 216. Real Estate Finance (2)** I, II, III. Instruments of real estate finance such as mortgages, lien and title theories, leases and land contracts. Other topics including mortgage payment patterns, single family properties, mortgage market, major lenders, government and real estate, and special topics. Prerequisites: BAT 100 and BAT 102 or permission of instructor.

†**BAT 217. Real Estate Brokerage (2)** II alternate years. Operation of a brokerage business. Includes the opportunity to expand knowledge of broker-client relationship, office management, selection of sales personnel, training salespersons, and a policy and procedure manual for the brokerage office. Prerequisites: BAT 100 and BAT 101 or permission of instructor.

†**BAT 218. Special Topics in Real Estate (2)** II alternate years. A sample property case study is covered. Other subjects include single family housing design and construction, residential land development, condominiums and cooperatives, farm, rural, commercial and industrial real estate, federal taxation of real estate, and federal, state and local regulatory controls. Prerequisite: BAT 100, 101, 215, 216 or permission of instructor.

†**BAT 250. Marketing Research (2)** III. Secondary information sources and technique alternatives, sampling, response and interpretive problems. Computer analysis introduced. Prerequisite: BAT 204 or consent of instructor.

†**BAT 290. Studies in Business (1-3)** I, II, III. Business study projects, seminars and other forums in the fields of marketing, personnel, management, human relations, production, finance, computer science, law or economics. Prerequisites: sophomore standing and appropriate prior course work.

†**BAT 291. Field Experience (1-3)** I, II, III. Ten weeks of work in an appropriate business field to be decided in consultation with student's adviser. Prerequisite: permission of work supervisor and adviser.

## Center for Academic Options (CAO)

**CAO 124. State Government (1) III.** Issues of government, governmental processes at local and state levels, societal and governmental influences on electoral process. For Boys State students.

♦ **CAO 131. Career Planning and Decision Making (2) I, II, III.** Strategies developed for career and life planning decisions. Assessment of values, interests, needs and skills helpful in selecting an academic major and relating that major to a career. Investigation of occupations and issues affecting career choice. Development of interview skills and resume preparation.

♦ **CAO 201. Independent Studies (1-15) I, II, III.** Research or project designed by student under general supervision of faculty member. Open to any sophomore, junior or senior with a 2.5 GPA. Contact Center for Academic Options prior to registration. Graded S/U.

**CAO 401. Independent Studies (1-15) I, II, III.** Research or project designed by student under general supervision of faculty member. Open to any sophomore, junior or senior with a 2.5 GPA. Contact Center for Academic Options prior to registration. Graded S/U.

## Chemistry (CHEM)

No credit for two courses in any one of the following groups: CHEM 100, 104, 115, 125, 135; CHEM 126, 136; CHEM 116, 306, 341; CHEM 116, 308, 445; CHEM 321, 454; CHEM 352, 405.

†♦ **CHEM 100. Introduction to Chemistry (3) I, II, III.** Non-laboratory examination of basic chemical concepts and role of chemistry in modern society. For students not majoring in sciences. Not counted toward chemistry major or minor.

**CHEM 104. Chemistry for Elementary Teachers (2) I, II.** Non-laboratory examination of basic chemical concepts, vocabulary and history as well as role of chemistry in modern society. Not counted toward chemistry major or minor. Prerequisites: PHYS 101 or PHYS 104.

♦ **CHEM 115. Elementary Chemistry (4) I, II, III.** General chemistry and introduction to organic chemistry. Not accepted toward chemistry major or minor. Three lectures, one three-hour laboratory. Prerequisites: two years of high school science; high school algebra or its equivalent. Lab fee.

♦ **CHEM 116. Elementary Organic and Biochemistry (4) II, III.** CHEM 115 continued. Not accepted toward chemistry major or minor. Three lectures, one three-hour laboratory. Prerequisite: CHEM 115. Lab fee.

†♦ **CHEM 125. General Chemistry (5) I, II, III.** Chemistry sequence for students majoring in sciences, the liberal arts or in premedical programs. Three lectures, one recitation, one three-hour laboratory. Prerequisite: high school chemistry, algebra, and geometry, or CHEM 115. (Credit for graduation for CHEM 115 or CHEM 125, but not both.) Lab fee.

†♦ **CHEM 126. General Chemistry (5) II, III.** CHEM 125 continued, including qualitative analysis. Three lectures, one recitation, one three-hour of laboratory. Prerequisite: C or better in CHEM 125 or CHEM 135. Lab fee.

†♦ **CHEM 135. General Chemistry (5) I.** General chemistry sequence for well-prepared students. Three lectures, one recitation, one three-hour of laboratory. Prerequisites: high school chemistry and consent of instructor. Corequisite: MATH 130 or MATH 131. Lab fee.

†♦ **CHEM 136. General Chemistry (5) II.** CHEM 135 continued. Emphasis on quantitative procedures in laboratory. Three lectures, two three-hour laboratories. Prerequisite: C or better in CHEM 135. Lab fee.

**CHEM 199. Introduction to Elementary Organic Chemistry (1) I, II.** Not accepted toward chemistry major or minor. Provides a link between the CHEM 125-126 sequence and CHEM 116; concurrent with the last one-third of CHEM 115. Three lectures, one three-hour laboratory. Prerequisite or corequisite: CHEM 125 and consent of department.

**CHEM 200. Bio-Organic Chemistry and You (2) I, II.** Non-mathematical course for non-scientist in topics of contemporary concern. Effect of chemistry on society, chemistry for the consumer, regulatory agencies, chemistry in the news, and other topics in organic biochemistry. Not open to freshmen; not accepted toward chemistry major or minor. No prerequisites.

♦ **CHEM 201. Quantitative Chemical Analysis (3) I, II, III.** Theory and practice of quantitative analytical procedures, volumetric and gravimetric methods. Two lectures, one three-hour laboratory. Prerequisite: CHEM 126. Lab fee.

♦ **CHEM 306. Organic Chemistry (4) I, II, III.** For students whose program does not require full-year course. Not accepted toward a chemistry major. Three lectures, one three-hour laboratory. Prerequisite: CHEM 126 or CHEM 136. Lab fee.

♦ **CHEM 308. Basic Biochemistry (3) I, II.** Structure, chemical, physical and metabolic properties of bioorganic molecules. For students whose program does not require full-year course. Prerequisite: C or better in CHEM 306; BIOL 104 and CHEM 201 recommended.

♦ **CHEM 309. Elementary Biochemistry Laboratory (1) I, II.** Basic biochemical techniques. One three-hour laboratory. Prerequisite or corequisite: CHEM 308 or CHEM 445. Lab fee.

**CHEM 313. Special Topics in Chemistry (1-3) I, II, III.** Specific topics of current interest in chemistry. Not applicable toward minimum 32-hour major or 20-hour minor. May be repeated with different topics.

**CHEM 321. Survey of Instrumental Analysis (3) II.** Elementary instrumental methods of analysis. Primarily for biology and med-tech majors. Two lectures, three hours of laboratory. Prerequisites: CHEM 201 and either PHYS 212 or PHYS 202. Lab fee.

**CHEM 341. Organic Chemistry (5) I, III.** Structure and reactivity of organic substances. Four lectures, one three-hour laboratory. Prerequisite: CHEM 126 or CHEM 136. Lab fee.

**CHEM 342. Organic Chemistry (5) II, III.** CHEM 341 continued. Three lectures, two three-hour laboratories. Prerequisite: C or better in CHEM 341. Lab fee.

**CHEM 352. Physical Chemistry (3) I.** For students whose program does not require full-year course. Prerequisites: CHEM 201 (or CHEM 136) and MATH 130. MATH 131 recommended. Prerequisite or corequisite: PHYS 202 or PHYS 212.

**CHEM 395. Workshop on Current Topics (1-3)** Intensive course on selected topics. May be repeated if topics differ. Does not apply toward first 20 hours of minor or first 32 hours of major.

**CHEM 402. Numerical Methods in Chemistry (1) II.** Use of computers and numerical methods in chemistry; survey of computer graphics and microcomputer-based instrumentation in chemical research. Prerequisite or corequisite: CHEM 405.

**CHEM 405. Physical Chemistry (4) I, III.** Thermodynamics and quantum chemistry. Prerequisite: CHEM 201 (or CHEM 136) and MATH 232, and either PHYS 212 or PHYS 202.

**CHEM 406. Physical Chemistry (4) II, III.** CHEM 405 continued. Electrochemistry, kinetics, spectroscopy and molecular structure. Prerequisite: CHEM 405.

**CHEM 407. Integrated Analytical and Physical Laboratory (2) I.** Principles of measurement; spectral, chromatographic and electroanalytical techniques; thermodynamic and kinetic measurements; computerized data acquisition. Two three-hour laboratories. Prerequisite or corequisite: CHEM 405. Lab fee.

**CHEM 408. Integrated Analytical and Physical Laboratory (2) II.** CHEM 407 continued. Prerequisite: CHEM 407; prerequisite or corequisite: CHEM 406. Lab fee.

**CHEM 413. Special Problems (1-3) I, II, III.** Independent study and research. Three to nine hours of laboratory, one half-hour conference each week. Not applicable toward minimum requirements of major or minor. Prerequisite: consent of instructor, 20 hours of CHEM or consent of department, 2.5 minimum overall GPA. May be repeated, but no more than six hour credit may be applied toward degree.

**CHEM 442. Organic Reaction Mechanisms (3) II.** Fundamentals of organic reaction mechanisms and methods for their elucidation. Prerequisite: CHEM 342. Prerequisite or corequisite: CHEM 405.

**CHEM 445. General Biochemistry (3) I.** Structure, function, chemical and physical properties of biological molecules and assemblies. Prerequisites: CHEM 342 and either CHEM 352 or CHEM 406, or permission of instructor.

**CHEM 446. Biochemistry Laboratory (1) I.** Experimental techniques in biochemistry. Three-hour laboratory. Prerequisite or corequisite: CHEM 445. Lab fee.

**CHEM 447. General Biochemistry (3) II.** Metabolism, energetics, and regulation of biological molecules and assemblies. Prerequisite: CHEM 445.

**CHEM 449. Advanced Biochemistry Laboratory (2) II.** Research techniques in biochemistry. Two three-hour laboratories. Prerequisite: CHEM 446 or permission of instructor. Lab fee.

**CHEM 453. Environmental Chemistry (2) I.** Alternate years. Sources, reactions, transport and fates of chemical species in water, soil and air environments. Prerequisites: CHEM 136 (or CHEM 201), CHEM 306 (or CHEM 342), and (CHEM 352) or (PHYS 202).

**CHEM 454. Instrumental Methods of Analysis (3) II.** Theory of instrumental methods of analysis including electroanalytical, spectroscopic and chromatographic methods. Prerequisite: CHEM 408 or consent of instructor.

**CHEM 463. Advanced Inorganic Chemistry (4) I.** Chemical bonding, stereochemistry, acid-base chemistry, periodicity, nonmetal and transition metal chemistry, organometallic and bioinorganic chemistry. Prerequisite: CHEM 342, CHEM 406.

**CHEM 466. Spectroscopic Methods in Organic Chemistry (2) I.** Organic structure determination by spectroscopic techniques, with emphasis on infrared, ultraviolet and nuclear magnetic resonance spectroscopy, and mass spectrometry. Also includes a brief introduction to related spectroscopic methods. Prerequisite: CHEM 342. Prerequisite or corequisite: CHEM 405.

**CHEM 467. Environmental Toxicology (4) I.** Limited to students in environmental toxicology planned program or by permission of instructor. Three lectures, one three-hour laboratory.

**CHEM 468. Environmental Toxicology (4) II.** CHEM 467 continued. Three lectures, one three-hour laboratory. Prerequisite: CHEM 467.

**CHEM 483. Advanced Topics in Chemistry (1-3) I, II, III.** Rigorous study of specific topics of current interest. Not applicable toward minimum 32-hour major or 20-hour minor. May be repeated with different topics. Prerequisite: CHEM 342 or consent of instructor.

**CHEM 499. Physical Chemistry (1 or 3) III.** Special structure to permit non-BGSU students who have completed one or two quarters of physical chemistry to take selected parts of CHEM 405-406. Prerequisites: same as CHEM 405, and 406, plus consent of department.

## Chinese (CHIN)

**CHIN 101. Beginning Chinese I (4) I.** Introduction to Mandarin Chinese, the official standard language of China and Taiwan. Development of the four skills: listening, speaking, reading and writing. Three class periods weekly and intensive work with tapes and text.

**CHIN 102. Beginning Chinese II (4) II.** CHIN 101 continued. Three class periods weekly and intensive work with tapes and text. Prerequisite: CHIN 101 or equivalent.

**CHIN 201. Intermediate Chinese I (4) I.** CHIN 102 continued. Grammar and character writing review; continued development of the four skills. Three class periods weekly and intensive work with tapes and text. Prerequisite: CHIN 102 or equivalent.

**CHIN 202. Intermediate Chinese II (4) II.** CHIN 201 continued. Three class periods weekly and intensive work with tapes and text. Prerequisite: CHIN 201 or equivalent.

**CHIN 480. Selected Topics in Chinese (1-3)** On demand. Topics chosen from Chinese literature, culture or thought to meet curriculum needs and student requests. May be repeated to six hours with different topics.

**CHIN 491. Studies in Chinese (1-3)** On demand. Independent reading for the advanced student. Prerequisite: arrangement with the instructor and consent of department chair prior to registration.

## College Student Personnel (CSP)

**CSP 480. Seminar in College Student Personnel (1-3) II.** Analysis of issues, practices, and trends in post-secondary student personnel work.

**CSP 481. Introduction to Residence Life for the Paraprofessional (1) II.** Philosophy, skills, competencies of program development and management of university residence units.

**CSP 482. Peer Advising Skills (1) I, II.** Development of fundamental human relations skills used by peer advisers; listening, interviewing, information sharing, decision making and problem solving.

**CSP 485. Peer Advising Practicum (1-2) I, II.** Supervised peer advising experience in appropriate pre-designated setting. May be repeated with approval of department. Prerequisite: CSP 482 or consent of instructor. Graded S/U.

## Communication Disorders (CDIS)

**CDIS 121. Personal Remediation (1) I, II, III.** Students having speech, language, or hearing problems requiring remedial treatment urged to take advantage of services offered by speech and hearing clinic. No credit toward graduation. Additional fee: \$25. Graded S/U.

◆ **CDIS 223. Introduction to Communication Disorders (3) I, II, III.** Normal speech and language development, description and etiology of various communication disorders, e.g., articulation, voice, stuttering, etc.

**CDIS 224. Phonetics (2) I, II.** Sounds of spoken English, their production and recognition. Applications to techniques in speech pathology and habilitations of the hearing handicapped. Prerequisite: CDIS 223 or 471 or concurrent with CDIS 223.

**CDIS 301. Speech and Hearing Science (4) I, II.** Anatomical and physiological principles of the speech and hearing mechanisms including acoustics and the acoustic theory of speech production and perception. Prerequisites: CDIS 223 and 224.

**CDIS 311. Articulation Development and Disorders (3) I, II.** Development, diagnosis, and therapeutic techniques for problems of articulation. Clinical observations required. Prerequisite: CDIS 223 and 224.

**CDIS 321. Voice Disorders and Cleft Palate (2) I, II.** Definition and description of normal and disordered voice. Techniques for evaluation and therapy. An introduction to the disorders of cleft palate. Prerequisite: CDIS 301.

**CDIS 331. Neurogenic Disorders of Communication (3) I.** Etiology, diagnosis and treatment of developmental and acquired neurogenic speech disorders. Prerequisite: CDIS 301 and 311; non-majors must obtain consent of instructor.

**CDIS 341. Stuttering (2) II.** Definition, description, development and maintenance of stuttering; approaches to assessment and treatment in children and adults. Prerequisite: CDIS 301.

**CDIS 351. Language Acquisition, Assessment and Remediation (4) I, II.** Normal acquisition patterns and stages, mechanisms of acquisition, techniques for effective evaluation and survey of therapy programs and techniques. Practicum experience with pre-school language group. Prerequisite: CDIS 301.

**CDIS 361. Introduction to Diagnostic Audiology (3) I, II.** Audiometric pure-tone testing methods, immittance testing procedures, otologic pathologies, and associated hearing problems. Prerequisite: CDIS 301.

**CDIS 401. Prepracticum in Communication Disorders (3) I, II.** Introduction to clinical setting; student will be involved in planning, observing, and assisting in therapy. Two lectures, two observation periods per week. Prerequisites: CDIS 311, 351, or CDIS 351 concurrent with CDIS 401, and 2.25 GPA. C/F hrs.: 20.

**CDIS 411. Diagnosis and Assessment of Communication Disorders (4) I, II.** Clinical techniques and theory relating to the appraisal and diagnosis of communication disorders in children and adults. Practical experience in evaluation and report writing. Prerequisites: CDIS 361 and 401. C/F hrs.: 15.

**CDIS 421. First Practicum in Communication Disorders (3) I, II, III.** Supervised clinical experience with children and adults. Two lectures and two clinical periods per week. Prerequisites: CDIS 401 and 411, 2.5 GPA in CDIS courses, 40 approved observation hours, and consent of instructor. C/F hrs.: 45.

**CDIS 431. Second Practicum in Communication Disorders (3) I, II, III.** Supervised clinical experience with children and adults. Two lectures and two or more clinical periods per week. Prerequisites: CDIS 421, 2.5 GPA in CDIS courses, and consent of instructor. C/F hrs.: 45.

**CDIS 451. Language Principles and Practices for the Special Education Professional (4) II.** Introduction to language patterns of normal children related to the acquisition of pragmatics, syntax and semantics. Relationship of these patterns to assessment and remediation procedures and strategies in atypical populations.

**CDIS 461. Introduction to Rehabilitative Audiology (4) II.** Rehabilitation of the hearing impaired. Amplification systems, speech reading, auditory training, speech perception--language problems of the hearing impaired. Prerequisite: CDIS 361.

**CDIS 471. Introduction to Communication Disorders for the Classroom Teacher (3) I, II, III.** Identification, etiologies, and characteristics of communication disorders. Suggestions for classroom management of communication disorders. Not open to student with credit for CDIS 223.

**CDIS 481. Organization and Management of School Speech-Language-Hearing Programs (3) I, II.** Planning and implementing programs in schools for speech-language and hearing-handicapped pupils. Clinician's roles and responsibilities. Grade of C or better in this course to qualify for student teaching. Prerequisites: all CDIS courses.

**CDIS 490. Independent Study in Communication Disorders (1-3) I, II, III.** For students who wish to do intensive study in communication disorders independently, or in conjunction with courses regularly offered. May be repeated. Prerequisite: consent of instructor and department chair.

**CDIS 497. Student Teaching (1-10) I, II.** Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5.00 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

## Computer Science (CS)

†♦**CS 100. Computer Basics (3) I, II, III.** Computer technology and related social issues. Students do programming using BASIC language. Hardware, software, applications in diverse areas. Problems concerning computerized services, data banks, governmental controls. Credit allowed for at most one of the following courses: CS 100, CS 130, MIS 200. Not recommended for students with prior programming experience. Credit not applicable toward major or minor in computer science. Prerequisite: one year of high school algebra or MATH 095.

†♦**CS 101. Introduction to Programming (3) I, II, III.** Algorithms; programming in Pascal; Introduction to computer organization; structured programming techniques. Several programming assignments required. Prerequisite: two years of high school algebra or MATH 095.

**CS 130. Computer Concepts (3).** Computer technology and related social issues. Students use microcomputer software for various applications (text editing, statistical analysis, etc.). Hardware, software, applications in diverse areas. Problems concerning computerized services, databanks, governmental controls. Credit allowed for at most one of the following courses: CS 100, CS 130, MIS 200.

**CS 180. Introductory Topics (1-3).** Introduction to the use of a programming language or other computer software. Can be repeated to three hours if topics differ. Credit not applicable to major or minor in computer science.

**CS 201. Assembler Language Programming (3) I, III.** Basic computer organization; data representations; addressing techniques. IBM 370 assembler language. Prerequisite: Grade of C or better in CS 101.

**CS 202. Systems Programming (3) I, II.** Principles of systems programming, including reentrancy and I/O concepts. Subroutines and macros. Techniques for developing loaders, assemblers and macro processors. Large implementation project required. Prerequisite: Grade of C or better in CS 201.

♦**CS 205. Advanced Programming Techniques (3) I, II, III.** Additional Pascal features. File processing, including sequential and random files. Recursion. Large program development. Introduction to data structures. Interactive debugging. Prerequisite: Grade of C or better in CS 101.

♦**CS 260. Business Programming Principles (3) I, II.** Assembler language programming; hardware/software technology. Does not apply to major or minor in computer science. Not open to students with credit for CS 201. Prerequisite: MIS 200 or CS 100.

**CS 280. Intermediate Topics (1-3).** Introduction to use of a programming language or other computer software. For students who already know how to program in Pascal. Can be repeated to three hours if topics differ. Credit not applicable to major or minor in computer science. Prerequisite: CS 101.

**CS 305. Data Structures (3) I, II.** Implementation and applications of commonly used data structures, including stacks, queues, trees and linked lists. Storage management; hashing techniques; searching and sorting. Use of Pascal language, including pointer variables. Prerequisites: Grades of C or better in CS 201 and CS 205.

**CS 306. Programming Languages (3) I, II.** BNF description of programming languages. Significant features of existing programming languages. Structure and comparison of languages for numeric and nonnumeric computation. Languages studied typically include SNOBOL and APL. Prerequisite: CS 205.

**CS 307. Computer Organization (3) II.** Components of digital computer hardware: flip-flops, registers, adders, memory devices. Computer system organization: control structure, addressing, interrupts, I/O. Prerequisite: CS 201.

**CS 313. Elementary Mathematical Logic (3).** Propositional and predicate logic; nature of mathematical proof; applications to mathematics and computer science. Not open to students with credit for MATH 313. Prerequisite: MATH 222 or consent of instructor.

♦**CS 360. COBOL Programming (3) I, II, III.** COBOL programming language and techniques for use; report generation; table handling; sorting; sequential and random-access data files; debugging techniques; COBOL standards. Prerequisite: Grade of C or better in CS 101 or CS 260.

**CS 380. Special Topics in Computer Science (1-3).** Detailed study of a particular computer system or programming language which is not covered elsewhere in the curriculum. May be repeated if topics differ. Prerequisite: CS 205. (Additional prerequisites, if any, will be announced.)

♦**CS 390. Practicum in Computer Sciences (1-6).** For students working in internship or co-op programs. Written report required. Does not apply to major or minor in computer science. May be repeated to three hours. Students working through the co-op office may earn up to six hours of credit. Prerequisite: consent of department. Graded S/U.

**CS 407. Advanced Computer Organization (3).** Evolution of computer systems. Detailed studies of several selected computer organizations; comparison of functional components and overall designs. Prerequisite: CS 307.

**CS 408. Operating Systems (3) I.** Structure of operating systems. Physical input-output, buffering, interrupt processing. Memory, processor, device, information management; resource management interdependencies. Job and processor scheduling. Prerequisites: CS 202 and 205.

**CS 409. Language Design and Implementation (3) I.** Fundamental concepts of languages. Processors, data, operations, sequence control, data control, storage management, syntax, translation. Prerequisites: CS 202 and CS 306.

**CS 410. Formal Language Theory (3) I** odd-numbered years. Various types of languages (context-sensitive, context-free, regular). Discussion of recognition devices such as pushdown automata, linear bounded automata and Turing Machines. Some topics of current interest. Prerequisite: MATH 222 or consent of instructor.

**CS 425. Computer Graphics (3) I, II.** Graphic I-O devices; 2-dimensional and 3-dimensional display techniques; display processors; clipping and windowing; hidden line removal; data structures for graphics. Prerequisites: CS 201 and 205 and MATH 222.

**CS 428. Microcomputer Systems (3)** Architecture of microcomputers; programming techniques for small computers; operating systems; I/O techniques. Detailed study of a specific microcomputer system. Prerequisite: CS 202.

**CS 429. Data Communication and Networks (3) II.** Communication equipment; device protocols; network configurations; encryption; data compression and security. Private, public, local and satellite networks. Prerequisite: CS 202. Prerequisite or corequisite: CS 307.

**CS 440. Optimization Techniques (3) I** even-numbered years. Linear programming, game theory, PERT, network analysis; duality theory and sensitivity analysis; applications. Computer programs written to implement several techniques. Prerequisites: CS 101 and MATH 222.

**CS 442. Techniques of Simulation (3) II.** Principles of simulation and application of several simulation languages to both continuous and discrete systems. Prerequisites: CS 205 and MATH 247.



**CS 451. Numerical Analysis (3) I, III.** Development of numerical methods that are efficient, accurate and suitable for high-speed digital computation; zeros of polynomial and transcendental functions; numerical differentiation and integration; solution of linear systems by direct and iterative methods. Selected algorithms programmed for solution on computer. Prerequisites: CS 101, MATH 233 and MATH 332. Not open to students with credit for MATH 451.

**CS 452. Numerical Analysis (3) II.** Matrix inversion, computation of eigenvalues and eigenvectors of matrices; least squares, trigonometric and Chebyshev approximation; numerical solution of initial value and boundary value problems in ordinary differential equations, numerical solution of partial differential equations. Prerequisites: CS 101 and MATH 337. Not open to students with credit for MATH 452.

**CS 462. Database Management Systems (3) I, II, III.** Logical aspects of database processing. Concepts of organizing data into integrated database. Hierarchical, network and relational approaches studied. Prerequisite: CS 360.

**CS 464. Software Development (3) I, II.** In-depth study of all aspects of software development process: user requirements, specifications, design, coding, testing, maintenance, documentation, management. Team development of large software project. Prerequisite: C or better in CS 305.

**CS 480. Seminar in Computer Applications (1-3).** Prerequisite: consent of instructor. May be repeated up to six hours.

**CS 490. Independent Project (1-3).** Readings and/or computer implementations in area of interest to individual student. Does not apply to major or minor in computer science. May be repeated up to six hours. Graded S/U.

### Computer Science Technology (CST)

†**CST 101. Computer Software Selection (1) I, II.** Basic course in computer literacy that explores the use of computers, general terminology, investigation of several application packages including a spread sheet, word processing and at least one specific industry application.

†**CST 171. Terminal Operations (1) I, II, III.** Remote entry terminals, operating systems, commanding line, operation of local terminal interpreter related to operation of RJE; visits to operation site. Three hours of laboratory. Hours arranged. Prerequisites: enrollment in CST program and permission of instructor.

†**CST 221. Systems and Procedures (1) I.** Analysis of business information systems; designing a business system; file design, audit controls. Techniques for implementing basic systems documentation, and business forms control. One hour lecture, two hours laboratory. Must be taken concurrently with CS 360. Lab fee.

†**CST 231. Techniques of RPG Programming (3) II, III.** Basic elements in programming techniques using the RPG II Language. Further work on file organization, table lookup, JCL, chaining, records and error analysis. A problem-oriented language to maximize time spent on solutions rather than machine characteristics. Two hours lecture, seven hours laboratory. Lab fee.

†**CST 232. Systems and Procedures II (4) II.** Continued study of principles in the design and application of data processing systems in business. Analysis of cost controls, operations research and the integrated management information system. Two hours lecture, seven hours laboratory. Prerequisites: CST 221 and CS 360, or consent of instructor. Lab fee.

†**CST 260. Advanced Electronic Data Processing (4) I, II, III.** Extended programming techniques using the BASIC language and word processing; accessing files, arrays, systems analysis, system design, string operations, layout forms and structured programming. Two hours lecture, seven hours laboratory. Prerequisite: MIS 200 or CS 104. Lab fee.

†**CS 261. Microcomputer Database Systems (3) I, II.** Examination of database principles through the use of a package currently in general use on microcomputers. Focus on actual application of software capabilities in realistic situations.

†**CST 290. Experimental Studies in Computer Science (1-3) I, II.** Contemporary computer topics, particularly software, as it applies to microcomputer applications. Classroom and CAI materials used for instruction.

†**CST 291. Student Intern Program (2) I, II, III.** Ten weeks of paid field work in data processing applications under the supervision of a governmental, industrial or private business concern. Prerequisite: permission of instructor.

### Construction Technology (CONS)

(Additional costs for materials in all laboratory courses)

**CONS 235. Introduction to Construction (3) I, II, III.** Basic concepts of construction techniques used today, including office organization, building construction techniques, surveying, building materials, plan reading and estimating. Four hours of lecture and laboratory. Prerequisite: High school math.

**CONS 306. Light Building Construction I (3) I, II.** Methods and materials involved in framing and enclosing residential and light commercial buildings. Manufactured and prefab components and structures; codes, plans and specifications; estimating and types of contracts and subcontract work for the small builder. Four hours of lecture and laboratory. Prerequisite: CONS 235, DESN 104.

**CONS 307. Land Planning and Development (3) I, II.** Site planning, zoning, and community and sub-division design; sub-surface utility systems, transportation systems, and other environmental considerations. Four hours of lecture and laboratory. Prerequisite: CONS 235, TECH 121 or equivalent, and DESN 104.

**CONS 318. Construction Surveying (3) I, II, III.** Classroom-field study of surveying equipment such as surveyors steel tape, transit and level. Emphasis on measuring distances, horizontal angles and vertical angles, determining elevations, calculating areas, layout of curves, cut and fill, building foundations; and mapping. Four hours of lecture and laboratory. Prerequisite: CONS 235 and good math background in algebra and trigonometry or TECH 121.

**CONS 320. Computer Application in Construction (3) I, II.** Computer applications of construction programs in the areas of materials, methods and management. Prerequisites: admission to construction program, CS 101 or equivalent. Junior standing.

**CONS 335. Commercial and Industrial Construction (3) I, II.** Materials used in construction of commercial and civil complexes. Foundations and sitework; soils and concrete. Four hours of lecture and laboratory. Prerequisite: CONS 235 and DESN 301.

**CONS 337. Heating, Ventilating and Air Conditioning Systems (3) II.** Mechanical systems for heating, ventilating, air conditioning cooling of buildings and in production processes. Experience with conventional and solar mechanical systems; determining losses, make-up, system sizing, control. Methods, materials and problems encountered in installing mechanical systems are stressed. Four hours of lecture and laboratory. Prerequisite: ET 191 or CONS 235 or permission of instructor.

**CONS 406. Light Building Construction II (3) II.** Advanced course in building construction; necessary materials, methods and devices used in interior finishing of both residential and commercial facilities. Four hours of lecture and laboratory. Prerequisite: CONS 306 and 335 or consent of instructor.

**CONS 425. Introduction to Construction (3) I, II, III.** Basic concepts of construction techniques used today including office organization, building construction techniques, surveying, building materials, plan reading and estimating. Four hours of lecture and laboratory. For transfer students only.

**CONS 435. Commercial, Industrial and Civil Construction (3) II and on demand.** Advanced course in design considerations of methods and materials used in construction of reinforced concrete and steel frame buildings, pavements, sewers and airfields. Four hours of lecture and laboratory. Prerequisite: CONS 335 and 337, DESN 243, and TECH 489.

**CONS 437. Construction Equipment (3) I and on demand.** Equipment factors related to construction operations. Ownership and operating costs and productivity of major construction equipment; frequent down-time items. Four hours of lecture and laboratory. Prerequisite: ET 191 and CONS 235.

**CONS 439. Estimating and Cost Control (3) I and on demand.** Take off and costing and pricing for typical construction project. Preparation of final bid document including all materials, labor, equipment and overhead costs, and profit margin. Four hours of lecture and laboratory. Prerequisite: CONS 235.

**CONS 440. Construction Contracting (3) I** and on demand. Project scheduling and control, bidding theories, safety in construction industry, construction contracts. Four hours of lecture and laboratory. Prerequisite: CONS 439.

**CONS 490. Problems in Construction Technology (1-3)** On demand. For advanced students wanting to conduct intensive study of selected problems in construction technology. Prerequisite: consent of college.

### Creative Writing

**ENG 205. Craft of Poetry (2) I.** Traditional and contemporary poetry; emphasis on way poetry is made. Required for majors and minors in B.F.A. creative writing program. Prerequisite: ENG 112.

**ENG 206. Craft of Fiction (2) II.** The way fiction works, impulses creating it, how it turns out. Emphasis on style and form in traditional and contemporary fiction as way of understanding meaning. Required for majors and minors in B.F.A. creative writing program. Prerequisite: ENG 112.

**ENG 208. Imaginative Writing (3) I, II.** Explorations of the creative process through the writing of poetry and fiction. Emphasis is on the means whereby private fantasy is transformed into artistic expression. Open to all students.

**ENG 209. Creative Writing Workshop (3) I, II.** Principles of poetic composition and fiction writing; analysis of contemporary models and group discussion of student's work. May be repeated once.

**ENG 308. Creative Writing (3) I, II.** Imaginative writing, fiction and poetry. Class discussion and individual conferences. Prerequisite: B or better in ENG 208.

**ENG 407. Writer's Workshop (3) I, II.** Analysis of contemporary creative writing models, and original composition, emphasis on fiction and poetry. Creative writing majors repeating course required to do special project. Prerequisite: B or better in ENG 308 or approval of instructor. May be repeated once.

### Criminal Justice (CRJU)

**CRJU 210. Introduction to Criminal Justice (3) I, III.** Philosophical, historical, operational aspects of criminal justice agencies and processes in a framework of social control in a democracy. Crime and corrections problems and response of criminal justice agencies to them.

**CRJU 220. Criminal Justice Organization and Administration (3) I.** Organization and management applied to criminal justice agencies, law enforcement, corrections and courts. Theoretical and practical aspects of management factors such as organization, decision making, values, human relations, power. Prerequisite: CRJU major.

**CRJU 230. Investigations: Theory and Practice (3) II.** Investigator's role in various types of investigations--criminal, civil, personal history and liability. Techniques of evaluation and preservation of data, sources of information; processes of specialized investigations. Prerequisite: CRJU major.

**CRJU 320. Security Administration (3) II.** Security systems found in retail, industrial and governmental agencies; legal framework for security operations; detailed presentations of specific security programs. Prerequisite: CRJU major.

**CRJU 395. Workshop-Current Topics (1-3).** May be repeated. Any semester. Special topics or issues in criminal justice, primarily of a current or unique interest to students/practitioners. Prerequisites: CRJU 210, junior standing or permission of instructor.

**CRJU 470. Independent Study in Criminal Justice (1-3) I, II, III.** Student designs and carries out study or special project in area of interest. Prerequisite: consent of instructor. May be repeated.

**CRJU 480. Senior Seminar in Criminal Justice (3) I, II, III.** Consideration and evaluation of selected policies and practices in criminal justice field, both law enforcement and corrections; attempt to integrate criminal justice field and to focus on common problems and concerns. Problems of theoretical and practical nonconvergence. Individual research interests explored, formalized, reported. Required of all CRJU majors. Prerequisites: senior standing and completion of 25 hours of CRJU core courses.

**CRJU 491. Practicum (1-12) I, II, III.** Experience working in a criminal justice agency under both practitioner and academic supervision. Emphasis on practice rather than observation. May be repeated. Prerequisites: permission of program director and completion of ENG 112 or equivalent. Lab fee. Concurrent enrollment in other courses not permitted. Graded S/U.

### Design Technology (DESN)

(Additional costs for materials in all laboratory courses)

◆ **DESN 104. Design and Engineering Graphics I (3) I, II, III.** Design as process and engineering graphics as vehicle to communicate problem solutions. Documented design analysis, free hand sketching, orthographic projection; shape, size and position dimensioning; isometric and oblique drawing, and auxiliary and section views as applied to technical design problems. Four hours of lecture and laboratory.

† **DESN 202. Mechanical Design (5) II** Alternate years. Design and selection of mechanical elements, fasteners, power transmission devices, hydraulics systems, manuals, catalogs and publications utilized. Consideration of economy, loading conditions, stresses, deformation, fits and finishes in design. Three hours lecture, six hours laboratory. Prerequisites: DESN 104 and PHYS 201.

◆ **DESN 204. Design and Engineering Graphics II (3) I, II, III.** Application of design analysis and engineering graphics for design solutions in a variety of technical disciplines. Analysis of point, line and plane problems using auxiliary views, revolution methods and true length diagrams. Use of working drawings and graphic standards to communicate design solutions. Four hours of lecture and laboratory. Prerequisite: DESN 104.

† **DESN 205. Tool, Die, Jig and Fixture Design (4) II** Alternate years. Importance and economics of tooling designed for mass production; topics include jigs, dies, design and construction, emphasis placed on die design problems and solutions. Field visits to die stamping plants. Two hours lecture, six hours laboratory. Prerequisite: DESN 104. Lab fee.

◆ **DESN 243. Statics and Strength of Materials (3) I, II.** Fundamentals of statics including vectors, centroids, moment of inertia, free body diagrams and structural systems. Strength of materials including simple and combined stress, bending, shear and torsional stress. Four hours lecture and laboratory. Prerequisite: Good math background in algebra and trigonometry or TECH 121 or MATH 128.

**DESN 301. Architectural Graphics I (3) I, II, III.** Architectural design and residential construction; development and use of schematics, sketches, elevations, plan, detail and perspective drawings in planning and designing residential, business and industrial structures. Four hours of lecture and laboratory. Prerequisite: DESN 104 or permission of instructor.

**DESN 304. Mechanical Design (3) I** and on demand. Engineering graphics principles applied in design of structures, machines, production systems. Selection and application of standard mechanical components. Four hours of lecture and laboratory. Prerequisite: DESN 204 and 243.

**DESN 305. Technical Illustration (3) II.** Technical illustration for design presentation, assembly, repair and advertising. Variety of equipment, materials and techniques to accomplish various pictorial representations and design illustrations. Four hours of lecture and laboratory. Prerequisite: DESN 104.

**DESN 314. Design and Engineering Graphics I (3) I, II, III.** Design as process and engineering graphics as vehicle to communicate problem solutions. Documented design analysis, sketching and instrument drawing applied to design problems involving industry and technology. Four hours of lecture and laboratory. For transfer students only. Obtain permission of department.

**DESN 336. Structural Design (3) II** and on demand. Standard methods utilizing shear and bending stresses to size structural members. Emphasis on floor framing systems, columns, connections in steel, concrete and wood according to design codes. Four hours of lecture and laboratory. Prerequisite: DESN 243.

**DESN 404. Computer Aided Design (3) I, II, III.** Study and application of computer graphics systems to the design process. Use of interactive methods using computers and commercial CAD software for design purposes. Development of two and three dimensional views and complex surface generation. Emphasis on learning to draw with the computer and applying computer graphics technology to engineering graphics and design. Prerequisites: DESN 104, CS 101.

**DESN 436. Planning and Design of Industrial Facilities** (3) II even numbered years, III. Planning, estimating, design and modeling of industrial facilities with consideration of management, personnel, production, aesthetics and environment. Four hours lecture and laboratory. Prerequisite: DESN 301.

**DESN 450. Architectural Graphics II** (3) II. Architectural design, commercial and industrial construction; man-made environment considered through the study of advanced problems in the planning and designing of commercial structures. Development and use of schematics, sketches, elevations, plans, details and construction documents. Four hours of lecture and laboratory. Prerequisite: DESN 301.

**DESN 452. Design in Industry** (3) I even numbered years. Systems approach applied to solution of one and two dimensional product design problems; emphasis of feasibility in production and use. Prerequisite: ART 212, DESN 104, DESN 204 and 404.

**DESN 455. Engineering Design** (3) I. Problems in design requiring advanced engineering graphics and computation for solution. Emphasis on kinematics of mechanism, human factors, strength of materials and the design process. Four hours of lecture and laboratory. Prerequisite: DESN 104.

**DESN 490. Problems in Design Technology** (1-3) On demand. For advanced students wanting to conduct intensive study of selected problems in design technology. Prerequisite: junior standing and consent of adviser. Graded S/U.

## Economics (ECON)

**ECON 100. Development of the American Economy** (3) I, II. Study from colonial times to present to provide perspective for understanding current economic problems. How Americans lived, changes in population and income distribution, agriculture, industry, technological change, labor, transportation, money and banking, foreign trade, role of government.

♦ **ECON 200. Introduction to Economics** (3) I, II. Alternative economic goals; economic growth, full employment, price stability, fair income distribution, economic security, economic freedom, consumer sovereignty, efficiency. Recommended for students taking only one ECON course. Does not count toward graduation credit for students receiving a BSBA, BS in Economics or BA in Economics.

♦ **ECON 202. Principles of Economics** (3) I, II. Demand and supply; price theory; product and factor markets; income distribution; comparative systems; current problems and public policy. Recommended before ECON 203. Prerequisite: sophomore standing.

♦ **ECON 203. Principles of Economics** (3) I, II. American economy, national income and employment, banking system, monetary and fiscal policy; economic growth and development; international economics. Prerequisite: sophomore standing. ECON 202 recommended.

**ECON 302. Intermediate Microeconomic Theory** (3) I, II. Theory of demand, of the firm, of production and distribution; economics of pure competition. Factor price determination. Prerequisites: ECON 202 and ECON 203. Normally students should not take both ECON 302 and ECON 304.

**ECON 303. Intermediate Macroeconomic Theory** (3) I, II. Concepts and measurement of national income. Analysis of forces determining level of national income and employment, price level and rate of economic growth. Prerequisites: ECON 202 and ECON 203.

**ECON 304. Managerial Economics** (3) I, II. Application of economic theory to decision-making problems of the firm; demand analysis and sales forecasting; theory of production and cost analysis; pricing practices and policies; capital budgeting. Prerequisites: ECON 202 and ECON 203 and STAT 212. Normally students should not take both ECON 302 and ECON 304.

**ECON 311. Money, Banking and Public Policy** (3) I, II. Nature and functions of money and commercial banking system. Means of monetary regulation and control. Role of money and monetary policy in affecting total economic activity. Prerequisites: ECON 202 and ECON 203.

**ECON 321. Labor Economics** (3) I, II. Economics of manpower employment and labor market; labor organizations, collective bargaining, regulation of labor by government, wage determination, unemployment and social security. Prerequisites: ECON 202 and ECON 203.

**ECON 323. Poverty and Unemployment** (3) II. Structural and cyclical unemployment, alternative responses to poverty, evaluation of training programs and welfare schemes. Prerequisites: ECON 202 and ECON 203.

**ECON 331. Public Finance** (3) I, II. Survey of government finance. Public expenditures, taxation, and debt; emphasis on federal level. Prerequisites: ECON 202 and ECON 203 or consent of instructor.

**ECON 332. State and Local Government Finance** (3) I or II. Economic functions of state and local governments; revenue sources, expenditures, debt and intergovernmental fiscal relations. Prerequisites: ECON 202 and ECON 203 or consent of instructor.

**ECON 351. International Trade and Finance** (3) I. Structure and regulation of foreign trade, mechanics of international finance, new elements in U.S. foreign trade. Prerequisites: ECON 202 and ECON 203.

**ECON 400. Mathematics for Economists** (3) I. Elementary mathematical methods and basic applications to economic theory. Not recommended for students who have had MATH 231 or above.

**ECON 401. Mathematical Economics** (3) II. Economic theory in mathematical context; microeconomic and macroeconomic models, their structure and analysis. Constrained optimization. Prerequisites: ECON 400 or equivalent of calculus, and ECON 302 or ECON 303.

**ECON 402. Econometrics** (3) II. Statistical techniques used to measure economic data and to test validity of theoretical models. Prerequisites: STAT 212 and ECON 400, or equivalent; or consent of instructor.

**ECON 404. Business Conditions** (3) II. Components of gross national product, statistical measurement of business fluctuations. Determinants of the level of economic activity. Keynesian, monetarist and other theories of business cycles. Methods of macroeconomic forecasting. Prerequisites: ECON 303 or ECON 311, and STAT 212.

**ECON 414. Monetary and Fiscal Policy** (3) II. Objectives, means and analysis of monetary and fiscal control; effect on total economic activity. Prerequisite: ECON 303 or ECON 311.

**ECON 422. Labor Relations Policy** (3) I. Economic effects of government policy towards organized labor. Collective bargaining implications of pertinent federal and state legislation. Prerequisite: ECON 203.

**ECON 423. Labor-Management Relations** (3) II. Employer-employee relations; collective bargaining process; conciliation, mediation, arbitration procedures. Prerequisite: ECON 203.

**ECON 424. Income, Wages and Welfare: Analysis and Policy** (3) On demand. Theories of income and wage determination. Effect of employers and labor organizations and economic effects of various income policies. Prerequisites: ECON 202 and ECON 203.

**ECON 425. Health Care Economics** (3) On demand. Economic analysis of health care delivery system in U.S. Consumer's demand for health care, supply of health care by physicians and hospitals, evaluation of policy issues relating to health care. Prerequisites: ECON 202 and ECON 203.

**ECON 435. Economics of Energy and the Environment** (3) On demand. Methods and research techniques applicable to energy and environmental problems; evaluation of alternative public economic policies for energy and environmental control. Prerequisites: ECON 202 and ECON 203.

**ECON 436. Economics of Public Expenditures** (3) I. Purposes and economic effects of governmental expenditures; budgeting techniques and their effect on resource allocation. Prerequisites: ECON 202 and ECON 203.

**ECON 441. Real Estate Finance and Capital Markets** (3) II. Market factors affecting residential property values, private sources of funds, role of governmental agencies in residential markets. Prerequisites: ECON 202 and ECON 203. Not for arts and sciences credit.

**ECON 447. Economics of Regulated Industries** (3) II. Historical development of public regulation of certain industries, including transportation; methods of regulation and evaluation of public policy towards regulated industries. Prerequisites: ECON 202 and ECON 203.

**ECON 451. International Economics (3) I.** Theory of international economics; international trade as factor in national income; significance of international investment, public policies to promote trade, international economic cooperation. Prerequisite: ECON 351 or consent of instructor.

**ECON 452. International Monetary Economics (3) II.** Alternative international monetary systems; emphasis on present system. Prerequisites: ECON 311 and ECON 351, or consent of instructor.

**ECON 454. Economic Development (3) I.** Obstacles to and current efforts for promotion of economic growth in emerging nations. Prerequisite: ECON 202 or consent of instructor.

**ECON 460. Regional Economics (3) I.** Location and land use theories, central place theory, tools of regional analysis, regional growth theory, and regional public policy issues. Prerequisites: ECON 202 and ECON 203.

**ECON 462. Urban Economics (3) II.** Urban spatial theory and analysis, economic analysis of urban problems including poverty, housing, transportation, the environment and public finance. Prerequisites: ECON 202 and ECON 203.

**ECON 471. Industrial Organization: Study of Business Size and Competition (3) II.** Forces that lead to bigness and resulting impact of bigness on competition; public policy, including regulation, designed to cope with business size. Prerequisite: ECON 202 or consent of instructor.

**ECON 472. Comparative Economic Systems (3) II.** Economic structures, conditions, problems and policies in a selection of countries. Prerequisites: ECON 202 and ECON 203 or consent of instructor.

**ECON 473. History of Economic Thought (3) I.** Development of economics and economic analysis from Adam Smith to J.M. Keynes. Prerequisites: ECON 202 and ECON 203.

**ECON 475. Economics of Public Education (1-3).** Education as investment in human capital; financing of education and relationship to federal monetary and fiscal policies and to state and local government finance. Prerequisites: ECON 202 and ECON 203 or consent of instructor.

**ECON 476. Seminar in Contemporary Economic Problems (3)** On demand. Interested students should consult with chair of department.

**ECON 491. Studies in Economics (1-3)** On demand. Treatment of selected areas in depth. Offered to individual on lecture basis or in seminar depending on student needs and material. May be repeated to six hours.

**ECON 495. Readings for Honors in Economics (3-6) I, II.** For economics major with accumulative GPA of 3.0; normally culminates in treatise or comprehensive examination which must receive approval of department. Consult department chair. Prerequisite: consent of department.

## Education Curriculum and Instruction (EDCI)

◆**EDCI 100. Developmental Reading: Comprehension, Vocabulary and Study Skills (2) I, II, III.** Designed to improve study habits and basic skills of vocabulary and comprehension; efficient notetaking, time management, test-taking and critical thinking. Must score at 40th percentile or above on standardized reading test to pass course. Clinic/lab required: 15 hrs. Lab fee: \$10.

◆**EDCI 101. Speed Reading. (2) II, III.** Designed to improve study-type reading speed; leisure reading speed; adjusting reading speeds to purposes, material difficulty and background experience of reader. (Minimum score of 260 words per minute with 60th percentile comprehension on reading speed test is necessary to receive C in course.) Prerequisite: departmental testing or successful completion of EDCI 100. Clinic/lab required: 15 hrs. Lab fee: \$15.

**EDCI 202. Exploring the Profession (2) I, II.** One and one-half hour on-campus class each week with supervised experience in schools one day per week for ten weeks. On campus classes require students to demonstrate acquisition of body of professional knowledge. Field experiences require students to apply this body of professional knowledge through working as teachers' aides, observing and analyzing school practices and completing structured field activities. Students are assigned to an elementary school for five weeks and a secondary school for five weeks. One of these settings will be culturally, racially and socioeconomically diverse in terms of pupil enrollment. Cross-listed in EDFI. C/F hours: 50.

**EDCI 348. Literacy and the Young Child (3) I, II, III.** Young child's acquisition of oral and written language, special emphasis on roles of child development, social interaction, culture and environment. Prerequisites: EDFI 302 or consent of instructor. C/F hours: 30.

**EDCI 349. Fundamentals of Reading (3) I, II, III.** Basic understandings and instructional implications of reading acquisition and development from linguistic, social, psychological, cognitive, historical and curricular perspectives. Prerequisites: EDFI 302 or consent of instructor.

**EDCI 350. Planning and Implementing Instruction in the Classroom (3) I, II.** Course demonstrates interdisciplinary nature of media, methodology and classroom management in curriculum. Practicum experience in a selected classroom allows student to demonstrate his/her ability to apply this knowledge in a structured, supervised learning environment. MEP and Project AIM students only. Prerequisite: Admission to elementary education program. C/F hours: 30.

**EDCI 351. Social Studies in the Elementary School (3) I, II, III.** The teaching of social studies in K-8. Objectives, content learning experiences, instructional resources, evaluation of teaching, learning in the classroom. Must obtain a minimum grade of C prior to student teaching. Prerequisite: admission to elementary education program. C/F hrs.: 30.

**EDCI 352. Mathematics Methods for the Elementary School (3) I, II, III.** Teaching contemporary mathematics in grades K-8. Objectives, curriculum, materials of instruction, methods of teaching and evaluation. Minimum grade of C required prior to student teaching. Prerequisite: admission to elementary education program. C/F hours: 30.

**EDCI 353. Science in Elementary Schools (3) I, II, III.** Teaching of science in grades K-8. Objectives, curriculum, materials of instruction, methods of teaching and evaluation. Must obtain a minimum grade of C prior to student teaching. Prerequisite: admission to elementary education program. C/F hrs.: 30.

**EDCI 355. The Teaching of Reading in the Elementary School (3) I, II, III.** The basic theory of developmental reading including teaching procedures, setting objectives, designing curriculum, utilizing instructional materials and evaluation. Prerequisite: admission to elementary education program and EDCI 349. Must obtain a minimum grade of C prior to student teaching. C/F hrs.: 30.

**EDCI 356. Language Arts in the Elementary School (3) I, II, III.** Teaching the language arts, emphasis on language acquisition, developmental procedures in guiding growth in oral and written expression, listening, literature and handwriting. Minimum grade of C required prior to student teaching. Prerequisite: admission to elementary education program. C/F hrs.: 30.

**EDCI 357. Kindergarten-Primary Curriculum and Methods (3) I, II, III.** Objectives, curriculum, instructional and resource materials, methods. Laboratory experience in kindergarten-primary education. Should precede semester of student teaching. Prerequisite: EDFI 302 or EDFI 342 and EDCI 348. C/F hrs: 30.

**EDCI 359. Individualization of Reading Instruction in Classroom (3) I, II, III.** Use of diagnostic measures and materials to aid teacher in developing student's learning and reading capabilities. Behavioral objectives, organization of classroom, sequencing skills, developing own materials and diagnostic teaching. Prerequisite: EDCI 355. C/F hrs: 25.

**EDCI 360. Content Reading for Specialized Subject Areas (2) I, II, III.** Designed for preservice teachers seeking certification in specific subject areas at elementary and/or secondary levels. Participants become acquainted with reading needs of students in content area class. Prerequisites: early field experience and EDFI 302. C/F hrs: 30.

**EDCI 365. Computer Utilization in the Classroom (3) I, II, III.** Impact of the microcomputer on educational methods and applications in the classroom. Evaluation and modification of software. Introduction to instructional programming through tracing and hands-on experience.

**EDCI 370. General Teaching Methods in Secondary Schools** (2) I, II, III. General processes and issues that form the basis of instruction in all content areas; development of strategies and teacher behaviors associated with effective instruction; critical elements of planning, implementing, evaluating instruction, application of those elements in clinical/field setting. Grade of C or better required. Prerequisites: EDCI 202 or EDFI 202 and EDFI 302. C/F hrs: 35.

**EDCI 371. English in Secondary Schools** (3) I, II. Philosophies of, experiences in and methods of teaching English in secondary schools. Prerequisites: ENG 380, ENG 381, ECI 370, EDFI 302 and senior standing. Grade of C or better required. C/F hrs: 40.

**EDCI 372. Speech in Secondary Schools** (3) I, II. Principles, objectives, instructional and resource materials, and methods for teaching of speech in secondary schools. Prerequisites: EDFI 302, EDCI 370 and senior standing. Grade of C or better required. C/F hrs: 40.

**EDCI 373. Teaching Foreign Language in the Schools I** (3) I, II. Principles of second language learning; theory and practice of K-12 curriculum, development of fundamental skills and abilities in teaching listening; speaking, reading, writing in foreign language; techniques of instruction planning; concepts of teaching culture. Prerequisites: EDCI/FI 202, EDFI 302 and junior standing. C/F hrs: 30.

**EDCI 374. Mathematics in Secondary Schools** (3) I, II. Principles, objectives, curriculum, materials and methods of teaching mathematics in secondary schools. Prerequisites: EDCI 370, EDFI 302 and senior standing. Grade of C or better required. C/F hrs: 40.

**EDCI 375. Science in Secondary Schools** (3) I, II. Principles, objectives, curriculum, instructional and resource materials, and methods of teaching science in secondary schools. Prerequisites: EDCI 370, EDFI 302 and senior standing. Grade of C or better required. C/F hrs: 40.

**EDCI 376. Social Studies in Secondary Schools** (3) I, II. Principles, objectives, curriculum, instructional and resource materials, and methods of teaching social studies in secondary schools. Prerequisites: EDCI 370, EDFI 302 and senior standing. Grade of C or better required. C/F hrs: 40.

**EDCI 378. Journalism Methods for High School Teachers** (3) I, II. Principles, objectives, curriculum, materials, methods of teaching mass media in secondary schools. Prerequisites: EDCI 370, EDFI 302 and senior standing. Grade of C or better required. C/F hrs: 40.

**EDCI 395. Workshop on Current Topics** (1-3) On demand. Intensive education experience on selected topics related to skill development, content update or materials development. Typically, an all-day or similar concentrated time format. Requirements usually completed within time format. May be repeated on approval of adviser.

**EDCI G420. Developmental Reading in the Content Area** (3) I, II, III. Orients the teacher to the developmental reading process as it applies to the various subject matter areas, including diagnosis and prescription, vocabulary, word analysis, comprehension and study skills. Prerequisite: EDFI 302, content methods course or consent of instructor.

**EDCI 423. Investigations in the Teaching of Mathematics** (3) I, II, III. Research in mathematics education as it affects elementary schools. Curricular trends reflecting basic mathematical skills appropriate for elementary schools. Examination and analysis of materials for teaching mathematics. Prerequisite: EDCI 352. C/F hrs: 30.

**EDCI 424. Investigation in Teaching of Elementary Social Studies** (3) On demand. Seminars in the teaching of social studies. In-depth study of values education, the interdisciplinary approach, problem solving techniques, and the role of social studies in controversial issues. Each can be taken alone but recommended that 3 of the 4 be completed. Prerequisite: EDCI 351.

**EDCI 425. Investigations in the Teaching of Language Arts** (3) On demand. Investigation of language arts in the elementary school, the nature and interrelationships of the various components, objectives for teaching, and development and evaluation of language learnings, materials and methodology. Prerequisite: EDCI 356.

**EDCI 426. Investigations in the Teaching of Elementary Science** (3) On demand. Analysis of the science concepts and principles which are developed; nature of materials and methodology and designs of evaluation procedures. Prerequisite: EDCI 353 recommended.

**EDCI 429. Teaching Foreign Language Skills in the Schools II** (3) II. Advanced-level skills and abilities in teaching listening, speaking, reading and writing in foreign languages as applied to the K-12 curriculum, classroom management, testing and evaluation, individualized instruction and culture. If taken for graduate credit, a research paper is required. Prerequisite: EDCI 373. C/F hrs: 30.

**EDCI G471. Directing Speech Activities in High School** (3) III. Administration of secondary cocurricular speech programs in forensic events, mass media and theatre. Prerequisite: B.S. in speech education or EDCI 372, IPCO 204, THEA 241, 243 and 341.

**EDCI 490. Problems in Education** (1-3). On demand. For advanced student wanting to conduct intensive study of selected problems in education. May be repeated to six hours; undergraduate credit only. Prerequisite: consent of department. C/F hrs: 20.

**EDCI 492. Student Teaching** (1-10) I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs: 300. May be repeated. Graded S/U.

**EDCI 497. Student Teaching** (1-10) I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs: 300. May be repeated. Graded S/U.

## Educational Administration and Supervision (EDAS)

**EDAS 395. Workshop on Current Topics in EDAS** (1-3) On demand. Study, readings, activities, projects, development of materials related to needs of EDAS undergraduate. Topics vary semester to semester. May be considered for professional growth. Graded S/U.

**EDAS 409. Organization and Administration of Education in American Society** (3) I, II, III. Local, state and federal involvement in American education as related to society. Teacher interrelationships; classroom management, school finance, legal issues, job placement and professional relations, teacher evaluation, school-community relations, current educational issues and politics of education as related to societal control. Prerequisites: EDFI 302 and junior status. C/F hrs: 20.

**EDAS 413. Administration of School Discipline and Student Behavior Problems** (3) On demand. Student behavior problems and school discipline in educational setting; methods for analyzing problem behavior, comprehensive positive process approach to dealing with student behavior problems and school discipline.

**EDAS 460. Workshop in Teacher's Role in Staff Problems** (1) On demand. Acquaints teachers in preparation and beginning teachers with staff problems in public schools; teacher's role related to other teachers, supervisors and administrators.

**EDAS 490. Problems in Education** (1-3). On demand. For advanced student wanting to conduct intensive study of selected problems in education. May be repeated to six hours; undergraduate credit only. Prerequisite: consent of department.

**EDAS 492. Student Teaching** (1-10) I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs: 300. May be repeated. Graded S/U.

**EDAS 497. Student Teaching** (1-10) I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs: 300. May be repeated. Graded S/U.

**EDAS 498. Workshop in Community Relations** (3) On demand. Available teaching resources in the community and how they can be utilized efficiently in teaching; production of teaching units, resource files, other materials which effectively implement use of community resources.

## Educational Foundations and Inquiry (EDFI)

**EDFI 202. Exploring the Profession (2) I, II.** One and one-half hour on-campus class each week with supervised experience in schools one day per week for ten weeks. On campus classes require students to demonstrate acquisition of body of professional knowledge. Field experiences require students to apply this body of professional knowledge through working as teachers' aides, observing and analyzing school practices and completing structured field activities. Students are assigned to an elementary school for five weeks and a secondary school for five weeks. One of these settings will be culturally, racially and socioeconomically diverse in terms of pupil enrollment. Cross-listed in EDCI. C/F hours: 50.

**EDFI 302. Educational Psychology (3) I, II, III.** Theory and research on learning, development, personality and motivation applied to educational processes in various learning environments. Some field or clinical work. Prerequisites: PSYC 201 and sophomore status. C/F hrs: 20.

**EDFI 342. Psychology of Childhood (3) I, II, III.** Behavior and development of children through elementary school age. Prerequisite: PSYC 201. EDFI 302 recommended.

**EDFI 395. Workshop on Current Topics (1-3)** On demand. Intensive educational experience on selected topics related to skill development, content update or materials development. Typically, an all-day or similar concentrated time format used. Requirements usually met within time format. May be repeated on approval of adviser.

**EDFI 402. Assessment and Evaluation in Education (3) I, II, III.** Assessment and evaluation applied to instructional procedures; construction of assessment tools; interpretations of assessment results. Prerequisites: EDFI 302. C/F hrs: 20.

**EDFI 408. Education in a Pluralistic Society (3) I, II, III.** Critical interdisciplinary examination of selected policies and assumptions about education. Development of a dynamic, personal philosophy of education in the context of a multicultural world. Prerequisites: EDFI 302 and junior standing. C/F hrs: 10.

**EDFI 411. Teachers' Role in Guidance (3)** On demand. Human relations and classroom management practices which teachers may use to meet affective and cognitive learning needs of students; practical application counseling and guidance techniques and strategies which encourage positive classroom climate. Prerequisite: senior standing.

**EDFI 412. Education of Disadvantaged (2)** On demand. Effects of socioeconomic deprivation on educational performance; teaching techniques appropriate to needs and characteristics of disadvantaged student. Prerequisites: education methods and EDFI 302.

**EDFI 415. Spaceship Earth Seminar (3)** On demand. Integrating, synthesizing, environmental education seminar for upperclass and graduate students. Using inquiry approach, participants consider relationships of humankind with total environment.

**EDFI 416. Philosophy of Environmental Education (3)** On demand. Concepts and processes of environmental education including theories such as Toledo model, Strand approach, Environmental Studies Project, Boulder and other representative model.

**EDFI 417. Urban Education (2)** On demand. Research, methods and concepts from sociology and psychology discussed as basis for critically analyzing current educational practices, program and policies of urban schools. Resource people used. Library and field research required. Prerequisite: commitment to, or at least serious interest in, urban education.

**EDFI 429. Assessment of Young and Atypical Children (3) I, II, III.** Concepts and principles of measurement and instruments used in assessing young and atypical children; integration of measurement and instruction. Prerequisite: EDFI 302. C/F hrs: 20.

**EDFI 460. Sex Role Stereotyping and Sex Discrimination in Education (2)** On demand. Education as influential institution and process in society in terms of sexism in educational materials, curriculum, structure, federal, state, local policy responses to this concern; consideration and development of other policies for action regarding sex equity in education.

**EDFI 481. Leadership Training in Behavior Analysis Program (1-5)** On demand. Prepares individuals to function as group leaders in academic, year-long, inservice behavior analysis program. Prerequisite: permission of instructor and enrollment in behavior analysis program.

**EDFI 482. Direct Study of the Child (1-5)** On demand. Part of behavior analysis program. A child studied using predetermined framework.

**EDFI 490. Problems in Education (1-3)** On demand. For advanced student wanting to conduct intensive study of selected problems in education. May be repeated to 6 hours; undergraduate credit only. Prerequisite: permission of instructor.

**EDFI 492. Student Teaching (1-10) I, II.** Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs: 300. may be repeated. Graded S/U.

**EDFI 497. Student Teaching (1-10) I, II.** Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs: 300. May be repeated. Graded S/U.

## Electronic Technology

(Additional costs for materials in all laboratory courses)

**ET 191. Energy, Power, Instrumentation and Control (3) I, II, III** on demand. Principles of automated systems, how machines work and emphasizing energy, power, measurement and controlling devices. Four hours lecture and laboratory.

**◆ET 240. Electricity (4) I, III** on demand. Electron theory; DC and AC units and theory; circuit component; circuit analysis techniques; RLC circuits; power concepts; use of test instruments. Two and one half hours of lecture and three hours of laboratory. Prerequisite: TECH 121 or MATH 120 or equivalent.

**◆ET 241. Electronics (4) II, III** on demand. Analog and digital, electronic circuits and semiconductors. Design and application of power supplies, amplifiers, oscillators and digital gates to communication, instrumentation and process control. Two and one half hours of lecture and three hours of laboratory. (Three hours of lecture at Firelands.) Prerequisite: ET 240 or permission of instructor.

**◆ET 244. Communication Circuits (3)** II odd numbered years. Communication circuits including telecommunications and amplifiers; amplifier design, components and applications, oscillators, communication components and principles of receivers and transmitters. Four hours of lecture and laboratory. (Six hours of lecture and laboratory at Firelands.) Prerequisite: ET 241 or permission of instructor.

**◆ET 245. Communications Systems (3)** I even numbered years. Applications of principles of communications circuits to large and complex systems including telecommunications. Techniques of transmission and radiation of electromagnetic energy applied to pulse, television and micro-wave systems. Four hours of lecture and laboratory. (Six hours of lecture and laboratory at Firelands.) Prerequisite: ET 241.

**†ET 247. Electrical Measurement (3) II.** Electrical measurement and instrumentation devices, transducers and elements; principles underlying their design and use. Two hours of lecture, four hours of laboratory. Prerequisite: ET 241. Lab fee.

**†ET 248. Industrial Equipment and Controls (3) I.** Automation and industrial control principles. Study and application of typical devices such as time control switches, motor controls, servo-mechanisms, photo-electric switches. Two hours of lecture and one hour of laboratory. Prerequisite: ET 241. Lab Fee.

**†ET 249. Digital Electronic Components and Systems (3) I.** Basic digital system logic analysis and synthesis techniques; number systems and codes; Boolean algebra and circuit minimization techniques. Characteristics of modern digital integrated circuit components. Three hours of lecture and three hours of laboratory. Prerequisite: ET 191. Lab fee.

**†ET 250. Real Time Microcomputer Systems for Industrial Control (4) I.** Principles and practices of interfacing microcomputers in the real time environment of industrial process control. Organization and operation of computers, various process control modules (A/D and D/A), signal conditioning and converting, and design of process control systems. Two hours of lecture and four hours of laboratory. Prerequisite: ET 442 and CS 101 or equivalent.

**ET 300. Electric Machinery and Controls**

(3) I or II, III on demand, even numbered years. Electric motors, generators, assorted controls; operating characteristics, selection, testing of direct current single and three-phase machinery. Four hours of lecture and laboratory. Prerequisite: ET 191.

**ET 357. Electrical Power Transmission**

(3) II. Power converters, polyphase distribution systems including conductors, transformers, voltage regulation, protection, control, phasing and metering. Electrical codes, methods and materials used in electric installation. Problems in electrical construction work. Four hours of lecture and laboratory. Prerequisite: ET 191.

**ET 358. Digital Electronics**

(4) I, III on demand. Digital integrated circuit devices with medium and large scale applications. Digital families, their functions, use of specification sheets, discussion of digital system. Five hours of lecture and laboratory. Prerequisite: ET 241 or PHYS 201.

**ET 392. Energy, Power, Instrumentation and Control**

(3) I, II, III on demand. Principles of automated systems, how machines work and emphasizing energy, power, measurement and controlling devices. Four hours lecture and laboratory.

**ET 441. Instrumentation**

(3) II, III on demand. Industrial instrumentation, measuring mechanical, fluid and electric phenomenon, transducers, recorders, indicators and controllers. Principles underlying their design and applications. Four hours of lecture and laboratory. Prerequisite: ET 241 or consent of instructor.

**◆ET 442. Digital Computer Analysis**

(3) II, III on demand. Organization and construction of mini-micro computers, machine language programming, interfacing, including developing logic design, selection of integrated circuits, assembly, testing, and system diagnostic testing procedures. Four hours of lecture and laboratory. Prerequisite: ET 358 or consent of instructor.

**ET 443. Solid State Devices**

(3) I, III on demand. Semiconductor devices, operational amplifiers, SCR, unijunction and FET transistors. Theory of operations, manufacturing procedures, parameter specifications, performance, testing and applications. Four hours of lecture and laboratory. Prerequisite: ET 241 or consent of instructor.

**ET 453. Digital Computer for Process Control**

(3) II, III on demand. Basic concepts, terminology, evaluation and types of control systems as they apply to industrial process control and positioning systems. These systems will be subdivided into measurement, controllers and final control elements. Four hours of lecture and laboratory. Prerequisite: ET 358 or CS 307, CS 101, MATH 125.

**ET 490. Problems in Electronic Technology**

(1-3) on demand. For advanced students wanting to conduct intensive study of selected problems in electronic technology. Prerequisite: consent of College.

**English (ENG)****ENG 100. English as Foreign Language**

(4) I, II. For student whose native language is not English. Development of skills in listening, speaking, reading and writing standard American English. Placement on basis of proficiency tests. Though it may be necessary for student to repeat course, only four hours of credit counted toward graduation. Graded S/U.

**ENG 110S. Developmental Writing**

(2) III only. Development of skills in sentence structure, edited American English usage, mechanics, paragraph and short essay construction. Placement through departmental pretesting. Students must complete course and departmental proficiency examination successfully to receive S and to be eligible to enroll in ENG 111; students who receive No Record must enroll in ENG 110. No more than 6 hours from ENG 110S, ENG 111, ENG 111 and ENG 112 may be applied toward graduation. Graded S/No Record.

**◆ENG 110. Developmental Writing**

(5) I. Development of skills in sentence structure, edited American English usage, mechanics, paragraph construction; basic expository writing; emphasis on organizing and developing coherent essay of approximately 500 words for college-educated audience. Placement through departmental pretesting. Student must complete course and departmental proficiency examination successfully to receive S and to be eligible to enroll in ENG 112; students who receive No Record must enroll in ENG 111. No more than 6 hours from ENG 110, ENG 111 and ENG 112 may be applied toward graduation. Graded S/No Record.

**◆ENG 111. Introductory Writing**

(3) I, II. Basic expository writing; emphasis on organizing and developing coherent essay of approximately 500 words for college-educated audience. Placement through departmental pretesting or unsuccessful completion of ENG 110. Students must complete course and departmental proficiency examination successfully to receive S. No more than 6 hours from ENG 110, ENG 111 and ENG 112 may be applied toward graduation. Graded S/No Record.

**◆ENG 112. Varieties of Writing**

(3) I, II. Expository writing including research paper, emphasis on analytical writing based on critical reading. Placement through departmental pretesting or successful completion of ENG 110 or ENG 111. Student must complete course and departmental proficiency examination successfully to receive passing grade. Graded A, B, C/No Record.

**¶ENG 150. Response to Literature**

(3) I, II. A general education course emphasizing discussion of humanistic themes based on student responses to readings in fiction, drama, poetry and nonfiction. Not accepted toward English major or minor. Prerequisite: enrollment in or completion of ENG 111.

**ENG 190. Introduction to English Study**

(1) II. Explanation of options for study and careers in English, introduction to faculty, planned cultural activities. Required for English majors, recommended for minors. Graded S/U.

**¶◆ENG 200. Introduction to Literature: various topics, Short Story, Literature and Film, Science Fiction, Fantasy, Women in Literature, Black Literature**

(2,3) I, II. A general education course with emphasis on humanistic themes and basic literary concepts. Some topics for 2 hours, most for 3. Can be repeated once if topics differ. Not accepted for English major or minor. Prerequisite: enrollment in or completion of ENG 112.

**◆ENG 201. Literature and Writing**

(4) I, II. Literary interpretation and criticism of poems, short stories, novels and plays. Study of the literary elements and forms of composition about literature. Extensive expository writing. Required for all English majors/minors before third-year courses. Prerequisite: ENG 112.

**◆ENG 205. Craft of Poetry**

(2) I. Traditional and contemporary poetry; emphasis on way poetry is made. Required for majors and minors in B.F.A. creative writing program. Prerequisite: ENG 112.

**◆ENG 206. Craft of Fiction**

(2) II. The way fiction works, impulses creating it, how it turns out. Emphasis on style and form in traditional and contemporary fiction as way of understanding meaning. Required for majors and minors in B.F.A. creative writing program. Prerequisite: ENG 112.

**◆ENG 207. Intermediate Writing**

(3) I, II. Work on developing mastery of the rhetorical principles of planning, executing and revising prose. Emphasis on strengthening analytical writing, both expository and argumentative; valuable for writing on the job. Prerequisite: ENG 112.

**◆ENG 208. Imaginative Writing**

(3) I, II. Explorations of the creative process through the writing of poetry and fiction. Emphasis on the means whereby private fantasy is transformed into artistic expression. Open to all students.

**◆ENG 209. Creative Writing Workshop**

(3) I, II. Principles of poetic composition and fiction writing; analysis of contemporary models and group discussion of students' work. May be repeated once.

**◆ENG 251. Writing About Films**

(3) II. Same amount of writing as in ENG 207; deals entirely with film theory, films, film scripts, novels on which films are based and film reviews. Equivalent of ENG 207. Prerequisite: ENG 112.

**¶◆ENG 261. Masterpieces of World Literature**

(3) I. Major works of world literature since 1400, including such authors as Homer, Confucius, Aeschylus, Sophocles, Plato, Aristophanes, Virgil and Dante. Prerequisites: any ENG literature course or ENG 112.

**¶◆ENG 262. Masterpieces of World Literature**

(3) I, II. Major works of world literature since 1400, including such authors as Montaigne, Cervantes, Goethe, Hugo, Balzac, Dostoevski and Kafka. Prerequisite: any ENG literature course or ENG 112.

**¶ENG 264. English Literature Survey to 1700**

(3) I. Major authors in the context of major literary traditions from Anglo Saxon times through the Restoration; introduces historical approach to the study of literature. Prerequisites: any ENG literature course or ENG 112.

- ¶ **ENG 265. English Literature Survey, 1700-1900** (3) II. Major authors in the context of major literary traditions from the eighteenth century through the Victorian Age; introduces historical approach to the study of literature. Prerequisite: any ENG literature course or ENG 112.
- ◆ ¶ **ENG 266. American Literature Survey to the Civil War** (3) I. Roots of American literary traditions and growth of national independence of expression: religious, political, philosophical sources of American imagination based on texts of representative writers including Edwards, Paine, Irving, Cooper, Poe, Bryant, Emerson, Thoreau, Hawthorne, Whitman, Melville. Prerequisite: any ENG literature course of ENG 112.
- ¶ **ENG 267. American Literature Survey, Civil War to World War I** (3) I, II. Literary patterns of idealism, skepticism and emergent materialism based on texts of representative writers such as Dickinson, Twain, James, Howells, Wharton and Norris; literary movements such as local-colorism, realism and naturalism. Prerequisite: any ENG literature course or ENG 112.
- ENG 268. 20th Century Masterpieces of American and British Literature** (3) I, II. Seminal works of modern and contemporary literature, seen in relation to the social and human problems of the age. Prerequisite: any ENG literature course or ENG 112. Not accepted toward English major or minor.
- ENG 269. Canadian Fiction** (3) II. Short stories and novels by leading Canadian authors from English-speaking areas, with major emphasis on recent writers. Titles are chosen to represent the diversity of expression from various regions, with some attention to women's concerns as well as Indian, Eskimo and ethnic views. Prerequisite: any ENG literature course or ENG 112.
- ENG 272. Literature of Minorities** (3) I. Minority literary expression: aims, methods and accomplishments. Prerequisite: any ENG literature course of ENG 112.
- ENG 290. Language Study** (3) II. Aspects of form and style in language: structure, usage, semantics; language change and cultural convention; social and regional dialects. Prerequisite: sophomore standing. Not applicable for state certification requirements. Not a substitute for ENG 380 requirement for English education.
- ENG 291. Language Study for Elementary Teachers** (3) On demand. Structure of English; emphasis on linguistic basis of reading, spelling, and other language arts concerns. Prerequisite: ENG 112.
- ◆ **ENG 295. Telecourse on Current Topics in English** (1-3) On demand. Selected topics within the discipline. Includes departmentally supervised presentations via television complemented by seminars and/or other student-instructor means of interaction on a group or individual basis.
- ◆ **ENG 300. Themes in Literature** (3) On demand. Literary treatment of single theme, such as hero and heroine in literature, youth and age, love and death, innocence and experience, war and peace, wealth and poverty, etc. Prerequisite: any ENG literature course and ENG 112. May be repeated once if themes differ.
- ◆ **ENG 301. Shakespeare** (3) I, II. Representative comedies, history plays, tragedies and tragicomedies, and sonnets. Designed for student with no previous Shakespeare courses. Prerequisite: any ENG literature course and ENG 112. Lab fee.
- ENG 306. Bible** (3) I. English Bible as literary classic; its development and influence on literary culture. Prerequisite: any ENG literature and ENG 112.
- ◆ **ENG 307. Great Books** (3) On demand. Books not usually studied in other courses; organized according to topic such as love, war, or death, or according to genre such as fantasy, science fiction, or romance, or according to Tolkien. Prerequisite: any ENG literature course and ENG 112.
- ◆ **ENG 308. Creative Writing** (3) I, II. Imaginative writing, fiction and poetry. Class discussion and individual conferences. Required for creative writing major. Prerequisite: B or better in ENG 309 or permission of instructor. May be repeated once.
- ◆ **ENG 320. Modern Poetry** (3) I. English and American poetry and European poetry in translation from 1900 to 1945; writers and works significantly influencing development of poetic forms. Required for creative writing major. Prerequisite: any ENG literature course and ENG 112.
- ◆ **ENG 322. 19th Century American Fiction** (3) I. Short stories and novels. Includes Poe, Hawthorne, Melville, Twain, James and Crane; minor writers including regional humorists. Prerequisite: any ENG literature course and ENG 112.
- ◆ **ENG 323. Modern Fiction** (3) I, II. Emphasis on the novel; American and English works as well as works in translation from 1900 to 1945; works which represent development of forms of fiction. Required for creative writing major. Prerequisite: any ENG literature course and ENG 112.
- ◆ **ENG 325. Modern Drama** (3) I. Great plays by Ibsen, Chekhov, Shaw, O'Neill, and others; dramatist's insight into human condition. Prerequisite: any ENG literature course and ENG 112.
- ◆ **ENG 330. Contemporary Poetry** (3) II. Cross section of English and American poetry and European poetry in translation, mostly written since 1945; writers and works representing major trends in development of poetry. Required for creative writing major. Prerequisite: any ENG literature course and ENG 112.
- ◆ **ENG 333. Contemporary Fiction** (3) II. Cross section of American and English fiction and European fiction in translation, mostly written since 1945; works representing major trends in development of fiction. Required for creative writing major. Prerequisite: any ENG literature course and ENG 112.
- ENG 335. Contemporary Drama** (3) II. Plays since 1945 by American, British and European dramatists (in translation); new techniques, thematic trends, and aspect of human condition revealed through plays. Prerequisite: any ENG literature course and ENG 112.
- ◆ **ENG 342. Children's Literature** (3) I, II. Reading and evaluation of books for children from nursery school through junior high school; novels, folklore, informational literature, poetry and bibliographical sources. Not open to student with credit for LEM 342. Prerequisite: any ENG literature course and ENG 112.
- ENG 343. Literature for Adolescent** (3) I, II. Reading and evaluation of books for junior and senior high school students; emphasis on fiction; also biography and other nonfiction, folklore, myth, poetry. Prerequisite: any ENG literature course and ENG 112.
- ENG 380. Introductory English Linguistics** (4) I, II. Structure of English through recent linguistic theories and related topics such as dialects, usage, dictionaries. ENG 290 will not satisfy this requirement for English education. Prerequisite: sophomore standing.
- ENG 381. Grammar and Writing** (3) I, II. Application of grammatical models (traditional, structural and transformational) to the teaching of writing. Prerequisite: ENG 380.
- ENG 385. Studies in Literature-Film** (3) On demand. Problems in film's relationship to literature; definitions and theory; specific films and literary works. May focus on author, genre or historical period. May be repeated once if topics differ. Prerequisite: any ENG literature course and ENG 112.
- ENG 388. Introductory Technical Writing** (3). Application of basic forms of writing for business, industry and government. Requires writing instructions, definitions, descriptions and reports. Prerequisites: junior standing and permission of instructor.
- ENG 389. Professional Editing** (3) I. Editing technical, scientific and other professional writing, such as proposals, reports, journal articles, conference proceedings and books. Includes introduction to managing editorial services. Prerequisites: junior standing and permission of instructor.
- ENG 400. Chaucer** (3) I. The Canterbury Tales, Troilus and Criseyde, and such dreamvision poems as The Book of the Duchess and lyrics, in Middle English. Prerequisite: any ENG literature course and ENG 112.
- ENG 401. Shakespeare II** (3) Alternate years. Shakespeare's dramatic technique in tragedy, comedy or history play. Prerequisite: ENG 301.
- ENG 402. English Medieval Literature** (3) Alternate years. Poetry, prose and drama including such works as Beowulf (selection), Pearl, The Wakefield Plays and The Prick of Conscience read in Old and Middle English or in translation. Prerequisite: any ENG literature course and ENG 112.
- ENG 403. 16th Century English Poetry and Prose** (3) Alternate years. Renaissance literature, including great sonnets, early novels, Spenser's Arthurian epic, Skelton's satires and Marlowe's erotic love poetry. Prerequisite: any ENG literature course and ENG 112.



**ENG 404. 17th Century Writers (3)** Alternate years. Poetry and prose from 1600 to 1660; Donne, Jonson, Herrick, Herbert, Vaughan and Marvell, Bacon, Browne, Hobbes and Bunyan. Prerequisite: any ENG literature course and ENG 112.

**ENG 406. English Renaissance Drama (3)** Alternate years. English drama (except Shakespeare) before 1642; including Marlowe, Jonson and Webster; reading in antecedent forms and traditions. Prerequisite: any ENG literature course and ENG 112.

**ENG 407. Writer's Workshop (3)** I, II. Analysis of contemporary creative writing models, and original composition, emphasis on fiction and poetry. Creative writing majors repeating course required to do special project. Prerequisite: B or better in ENG 308 or approval of instructor. May be repeated once.

**ENG 408. Milton (3)** Alternate years. Paradise Lost, Paradise Regained and Samson Agonistes and selected minor poems and prose. Prerequisite: any ENG literature course and ENG 112.

**ENG 410. English Restoration and 18th Century Drama (3)** Alternate years. Restoration features heroic drama, pathetic tragedy and libertine comedy; 18th century sentimentality and laughing comedy. Stage and theatre design, historical and social background. Prerequisite: any ENG literature course and ENG 112.

**ENG 411. 18th Century Writers (3)** Alternate years. Prose and poetry from Restoration, Augustan and Johnsonian periods; neoclassical and preromantic writers; Dryden, Swift, Pope, Johnson, Boswell. Prerequisite: any ENG literature course and ENG 112.

**ENG 415. English Novel: Defoe to Austen (3)** Alternate years. Defoe, Richardson, Fielding, Smollett, Sterne, Austen and contemporaries. Prerequisite: any ENG literature course and ENG 112.

**ENG 416. English Novel of 19th Century (3)** Alternate years. Bronte, Dickens, Hardy and other novelists of Victorian England. Beginnings of modern society, its problems and possibilities, and development of novel as a unique modern form. Prerequisite: any ENG literature course and ENG 112.

**ENG 417. Romantic Writers (3)** Alternate years. English poetry and prose from 1789-1832; Blake, Wordsworth, Coleridge, Byron, Shelley, Keats. Prerequisite: any ENG literature course and ENG 112.

**ENG 418. Victorian Writers (3)** Alternate years. Prose and poetry of Carlyle, Mill, Tennyson, Browning, Arnold, the Pre-Raphaelite poets and successors. Prerequisite: any ENG literature course and ENG 112.

**ENG 419. Modern British Writers (3)** Alternate years. British writers from 1900 to 1945: Joyce, Lawrence, Conrad, Forster, Woolf, Yeats, O'Casey, Shaw, Auden. Prerequisite: any ENG literature course and ENG 112.

**ENG 420. Modern American Writers (3)** II. Major American writers from 1900 to 1945: Eliot, Pound, Stein, Frost, Stevens, O'Neill, Hemingway, Fitzgerald, Faulkner. Prerequisite: any ENG literature course and ENG 112.

**ENG 423. Women's Studies in Literature (3)** I. Topics such as women poets or women novelists, depiction of women in works by men, feminist criticism; primarily British and American writers. May be repeated once if topics differ. Prerequisite: any ENG literature course and ENG 112.

**ENG 430. American Transcendentalism (3)** Alternate years. Major writers of Transcendentalist movement and social and philosophical background of their time; Emerson and Thoreau. Prerequisite: any ENG literature course and ENG 112.

**ENG 435. Hawthorne and Melville (3)** Alternate years. Major works of Hawthorne and Melville and background of the age. Prerequisite: any ENG literature course and ENG 112.

**ENG 442. Studies in Children's Literature (3)** Alternate years. Problems in children's literature; history, criticism, trends, individual authors, types. Not open to student with credit for LEM 442. Prerequisite: ENG 342 or permission of instructor.

**ENG 456. Critical Writing (3)** Alternate years. Writing from various critical perspectives such as biographical, textual, psychological, mythical, analytical. Prerequisite: any ENG literature course and ENG 112.

**ENG 470. Directed Readings in Language and Literature (1-4)** I, II. For advanced student or small group of students to work independently in specialized subject not covered by existing courses. Prerequisite: junior standing; six hours of ENG beyond ENG 112; written description of the proposal, prepared by student and signed by proposed instructor, to be submitted to undergraduate curriculum committee in English prior to end of preceding semester.

**ENG 480. Studies in English or American Literature (3)** intensive study of author, literary school, genre or theme. May be repeated once if topics differ. Prerequisite: any ENG literature course and ENG 112.

**ENG 481. Advanced English Linguistics (3)** Alternate years. Intensive study of topic in English linguistics. Topics announced in advance and vary from section to section and semester to semester. May be repeated if topics clearly differ. Prerequisite: ENG 380 or permission of instructor.

**ENG 482. History of English Language (3)** Alternate years. Changes in sounds, grammar, usage and meaning from Old English to present. Prerequisite or corequisite: ENG 290 or 380.

**ENG 483. Advanced Writing (3)** I. Expressive, expository and argumentative writing. For anyone interested in developing rhetorical skills such as invention, arrangement and style in discourse. Especially recommended for students who plan to write as part of their careers. Prerequisite: junior standing.

**ENG 484. The Writing Process (3)** I, II. Traditional and modern theory and practice of rhetoric and composition; examination of the ways writers gather and organize knowledge, assess their audience, control style and revise.

**ENG 485. Writing Film Criticism (3)** On demand. Principles and assumptions underlying approaches to film criticism as revealed in commentaries and critiques; application of these principles to writing film criticism. Prerequisite: ENG 201 or ENG 207 or ENG 208 or ENG 251, or permission of instructor.

**ENG 488. Technical Writing (3)** I, II. Professional course designed for practical application in business, industry and sciences. Prerequisite: senior standing or approval of instructor.

**ENG 489. Internship in Technical Writing (1-9)** I, II, III. Full-time technical writing internship for 15 weeks in industrial publications office under supervision of professional publications director. Available only for students with exceptional skill in technical writing, with approval and recommendation of technical writing staff. Prerequisites: ENG 488 and approval of technical writing staff. Graded S/U.

**ENG 495. Honors Reading (3)**. For superior major or minor who wants to pursue common studies determined by interests of group looking toward granting of honors in English. Prerequisite: consent of instructor.

**ENG 498. Senior Project Tutorial (1 and 3)** I, II. Student selects faculty member to guide work on topics such as major author, theme, period, genre or linguistics. Student works over the first semester of his/her senior year on research module and topic selection (1 hour credit); research and writing done during the second semester (3 hours credit). One to three students may work with one faculty member. Prerequisites: senior standing and 20 hours of English.

## Environmental Health (ENVH)

**ENVH 301. Public Health and Sanitation (3)** II. Assessment of public health in the community. Institutional inspection techniques, communicable disease control, solid waste disposal and prevention of food-borne disease. Three hours lecture. Prerequisite: BIOL 204.

**ENVH 302. Industrial Hygiene (4)** I. Basic concepts in ergonomics, noise, vibration, temperature and radiation. Protection from chemical and biological agents. Three hours lecture, three hours lab. Prerequisites: CHEM 126, PHYS 201 or instructor's consent.

**ENVH 303. Principles of Water Quality (4)** I. Properties of water and biological, chemical and physical pollutants. Relationship between use and quality. Management strategies. Three hours lecture, three hours lab. Prerequisites: CHEM 126 or 136, BIOL 205 or instructor's consent.

**ENVH 304. Air Quality Pollution, Measurement and Control (4)** I. Principles of air quality control. Sampling and analysis methods; pollution sources and control strategies. Three hours lecture, three hours lab. Prerequisites: CHEM 126, PHYS 201 or instructor's consent.

**ENVH 305. Water Supply and Pollution Control (4)** II. Water sources, requirements and treatment for potable use, and wastewater treatment and disposal. Three hours lecture, three hours lab. Prerequisites: CHEM 126 or 136 or instructor's consent.

**ENVH 306. Environmental Regulation, Organization and Administration (3) II.** Foundations of environmental law; structure and function of federal, state, regional and local environmental agencies.

**ENVH 307. Occupational Safety (4) II.** Recognition of occupational hazards, including safety practices, fire prevention, material handling, machine guarding and personal protective equipment.

**ENVH 308. Industrial Ventilation (2) I.** Principles of ventilation; design and evaluation of general dilution and local exhaust systems. One hour lecture, three hours lab. Prerequisites: PHYS 201, MATH 124, 128 or 130.

**ENVH 405. Hazardous Material Management (3) I.** Managing hazardous waste and material, disposal, treatment, emergency response and clean-up. Consideration of environmental toxicology and risk assessment. Prerequisite: CHEM 126 or 136.

**ENVH 406. Epidemiology and Biostatistics (3) II.** Principles and methods of epidemiological investigation. Statistical methods for population evaluation. Epidemiological investigation techniques and design. Prerequisite: SOC 369 or equivalent.

**ENVH 470. Special Problems in Environmental Health (1-2) I, II, III.** Student designs and carries out study or special project in area of interest. Prerequisite: program director's permission. May be repeated.

**ENVH 491. Practicum (1-12) I, II, III.** Experience working under supervision in selected environmental, public health or health planning agencies or industries with environmental health units; emphasis on practice rather than observation. Prerequisites: instructor's permission, at least junior status. Graded S/U. *only one REPEATED*

## Environmental Studies (ENVS)

**ENVS 101. Approaches to Environmental Studies (2) I, II, III.** Overview of environmental principles and concepts. Students consider contemporary environmental issues as they relate to the quality of life. Topics of environmental concern are used to develop skills in evaluation, analysis and values clarification.

**ENVS 301. Environmental Problems (3) I.** In-depth study of specific environmental problems. Current and historic responses are examined through research and review of source materials. Emphasizes a synthesizing, multidisciplinary team approach to problem solving.

**ENVS 401. Environmental Strategies (2) II.** Investigation of the strategies used by various organizations, institutions and government agencies relating to current environmental issues. Models, games and simulation exercises are developed to illustrate different strategies which may be used to address such concerns as toxic substances, water resources, pesticides, land and energy use.

**ENVS 402. Environmental Impact Statements (3) II.** History, philosophy and legal authority for environmental impact statements and assessments. Specific documents are analyzed and the development of evidential information and techniques for environmental arbitration are included. Practice in writing an environmental impact statement is given using one or more current issues as a focus.

## Environmental Health Technology (ENVT)

†**ENVT 110. Basic Microbiology (3) II.** Fundamentals of microbiology; emphasis on morphology, growth, genetics and pathogenic microorganisms and their control.

†**ENVT 121. Environmental Regulation (2) II.** Basic foundations of environmental law; historic precedents, current legislation, environmental impact statements and how to testify in a court of law.

†**ENVT 160. Environmental Sanitation (2) I.** Communicable disease control, individual water and sewage treatment, and solid and liquid waste disposal. One hour of lecture and three hours of laboratory and field study.

†**ENVT 211. Biological and Chemical Examination of Water (6) II.** Quantitative and qualitative analysis of bacteria, algae, common aquatic organisms and chemical composition of water, wastewater and bottom materials. Four hours of lecture and six hours of laboratory. Prerequisite: one semester of laboratory CHEM or consent of instructor. Lab fee.

†**ENVT 222. Water and Wastewater Treatment (4) I.** Introduction to water supply and treatment and wastewater treatment and disposal. Three hours of lecture and four hours of laboratory and field study. Prerequisites: one semester of laboratory CHEM, PHYS 201 and MATH 120, or consent of instructor. Lab fee.

†**ENVT 223. Wastewater Package Treatment (1) II.** Operator personnel and inspectors of package type extended aeration plants the basic concepts of routine operations, maintenance, process control and safety. Twenty-eight hours of lecture.

†**ENVT 225. Environmental Health and Protection (4) II.** Basic concepts in noise, vibration, illumination effects of temperature and radiation uses and protection. Three hours of lecture and three hours of laboratory and field study. Prerequisites: one semester of laboratory CHEM, PHYS 201 and MATH 120, or consent of instructor.

†**ENVT 226. Institutional Health and Sanitation (2) II.** Elementary inspection techniques of marinas, housing, schools, temporary residences, trailer parks, migrant labor facilities, and food and milk protection. One hour of lecture and three hours of field study. Prerequisites: ENVT 160 and 280, or consent of instructor.

†**ENVT 260. Air Pollution Surveillance and Control (4) I.** Introduction to the fundamentals of industrial toxicology, air pollution and industrial hygiene surveillance, monitoring, analysis and control. Three hours of lecture and three hours of laboratory and field study. Prerequisites: One semester of laboratory CHEM, PHYS 201 and MATH 120, or consent of instructor. Lab fee.

†**ENVT 261. Industrial Ventilation (2) II.** Principles of ventilation; includes design and evaluation of general, dilution and local exhaust ventilation systems. One hour of lecture and three hours of laboratory. Prerequisite: ENVT 260 or consent of instructor.

†**ENVT 270. Occupational Safety and Hygiene (4) I.** Accident prevention and investigation, fire, electrical and laboratory safety, personal protective equipment, biohazard control, and occupational health inspection techniques. Three hours of lecture, three hours of field study.

†**ENVT 272. Hazard Recognition (2) II.** Hazard recognition in the work environment with special emphasis on construction and factory operations. One hour of lecture and three hours of field study.

†**ENVT 280. Food Manager Certification (1) I.** Microbiology, inspection techniques, safety analysis, prevention of food-borne diseases, Ohio food service laws and planning and equipment review. Twenty-eight hours of lecture.

†**ENVT 290. Experimental Studies in the Environment (1) I, II, III.** Environmental study projects, workshops, seminars and computer simulation classes dealing with air, water or land resource utilization and planning.

†**ENVT 291. Student Field Experience (3) I, II, III.** Eleven weeks of field work in environmental health under the supervision of a regulatory agency or a private industrial concern and the director of environmental health at Firelands College. Prerequisite: permission of supervisor.

## Environmental Technology (ENVR)

**ENVR 421. Industrial Pollution Control (3) II.** Air and water pollution control regulations as they apply to industry. Functioning and selection of parameters of industrial pollution control equipment and selected case studies.

**ENVR 490. Problems in Industrial Environment Technology (1-3) On demand.** For advanced students wanting to conduct intensive study of selected problems in industrial environment technology. Prerequisite: consent of college.

## Ethnic Studies (ETHN)

†**ETHN 101. Introduction to Ethnic Studies (3) I, II, III.** Introduction to important views about ethnic groups and ethnic relations in America. Included are ethnic group reviews needed to understand the effect of ethnicity upon the individual, family, church, education and employment.

**ETHN 110. Introduction to Latinos in the United States (3) I, II.** Latino experience in the United States; cultures, life experiences and the limited political, education, socio-economical opportunities of this minority.

**ETHN 120. Introduction to Black Studies** (3) I, II, III. Introduction to the black experience with special emphasis upon but not limited to the cultural experience of the United States.

**ETHN 205. European Ethnic Americans** (2) I, III. Immigration experience of several European groups in the U.S. and their cultural adaptation thereafter. Specific groups to be studied might include Irish, Polish, Italian, Jewish and German Americans.

**ETHN 210. Chicanos in American Society** (3) II, III. The Mexican-American culture and its place in American society. Topics include family, migration, religion and others.

**ETHN 215. History of the Mexican Americans** (3) I. History of Mexican Americans from the Texas Revolution, Mexican American War to the present.

¶**ETHN 220. African Literature** (3) I. Creative and critical writing in the English language by writers of African descent. Also writers from the Caribbean.

**ETHN 300. Topics in Ethnic Studies** (3) I, II, III. On demand. Special ethnic topics of interest to students provided as a part of regular offering.

**ETHN 304. Ethnic Groups in America** (3) I, II, III. Anthropological survey of some of the ethnic and regional groups in America. Discussion of both their traditional and contemporary cultures. Prerequisite: SOC 101 or SOC 231, or lower-level ETHN course.

•**ETHN 308. Origins of Latino Culture** (3) I, II. Origins of Latino culture and its contributions to art and folklore.

**ETHN 310. Mexican Culture** (3) II. The culture of Mexico in the 20th century with emphasis on economics and the national experience as reflected in the family, religion, arts and other select facets of the culture.

**ETHN 312. West African Literature and Nationalism** (3) II. Contributions made by West African writers to the rise of national consciousness in West Africa.

**ETHN 395. Workshop on Current Topics** (1-3) I, II, III. Comprehensive study of America's ethnicity with special emphasis upon the three ethnic groups in northwest Ohio: Afro-Americans, Mexican Americans and Polish Americans. Particular emphasis will be placed upon development of relevant curriculum pertaining to the ethnic groups studied.

**ETHN 410. Mexican-American Social Thought** (3) II. The study of ideas that have guided the Mexican people and how they affect the quality of life of Mexican-Americans today.

**ETHN 415. Novels of Chinua Achebe** (2) II. Study of Chinua Achebe, one of the foremost writers from English-speaking West Africa.

**ETHN 470. Readings in Ethnic Studies** (1-2) I, II, III. Individual extensive readings in consultation with instructor in fields of special interest. May be repeated. Prerequisite: consent of instructor. May or may not partially fulfill group requirements.

**ETHN 480. Seminar in Ethnic Studies** (3) I, II, III. Specific content areas offered depends on demand and interest of staff. May be repeated three times. Prerequisite: consent of instructor. May or may not partially fulfill group requirements.

**ETHN 489. Field Study in Ethnic Studies** (2-8) I, II, III. Placement of students in a variety of agencies or businesses, which are relevant to the study of ethnicity or research/study outside of Bowling Green. Prerequisites: junior standing; 6 hours of upper division ETHN courses relevant to the study; and permission of instructor. Graded S/U.

## Finance (FIN)

♦**FIN 200. Personal Finance** (3) I, II. For non-business majors. Personal financial management; borrowing sources and costs; auto, property and life insurance; home-ownership financing; personal investment strategy, and long-range personal financial planning. No credit allowed toward BSBA degree.

♦**FIN 300. Business Finance** (3) I, II, III. Acquisition and allocation of funds in business enterprise. Fundamentals of financial analysis, working capital management, capital budgeting, financing sources: debt, equity and term financing, valuation. International financial management. Prerequisites: ECON 202, ACCT 222 and STAT 211.

**FIN 330. Principles of Investment** (3) I, II. Investment process related to commitment of funds in securities. Risks and rewards of different investment media. Investment analysis and timing, types of securities, basic portfolio construction and evaluation. Prerequisite: FIN 300 or permission of instructor.

**FIN 342. Real Estate Administration** (3) II, III. Investment decision making in land resource use, appraisal and investment analysis. Real estate location and markets. Real estate property rights, financing taxation and valuation. Accepted by Ohio Real Estate Commission as one of two required courses for the licensing exam. Prerequisite: FIN 300 or permission of instructor.

**FIN 360. Financial Institutions** (3) I, II. Institutions which participate in money and capital markets; markets for corporate securities, real estate finance, federal government and agency obligations, and state and local government obligations. Prerequisite: FIN 300.

**FIN 425. Financial Management in Health Care Services** (3) I. Application of financial management principles; funds flow analysis; forecasting and budgeting; benefit/cost considerations and financial analysis; government subsidy implications for capital budgeting; sources of capital, planning capital structure. Prerequisite: FIN 300.

**FIN 427. Financial Management for Hospitality/Service Industries** (3) I. Application of financial management principles to the field of hospitality management. Emphasis on case approach in analyses of funds flow, working capital management, capital budgeting, sources of capital and capital structure. Prerequisites: BA 310 and FIN 300.

**FIN 433. Security Analysis** (3) I. Selecting securities for investment objectives. Appraisal of investment risks for specific securities; valuation and suitability for purchase, retention or sale; appropriateness for stated portfolio objectives. Prerequisite: FIN 330.

**FIN 436. Portfolio Management** (3) II. Additional topics in security analysis. Theory and practice of portfolio construction and review; practical applications in portfolio management. Prerequisite: FIN 433.

**FIN 450. Problems in Financial Administration** (3) I, II. Theory and application to problems in procurement, administration, allocation and control of funds where case method may be emphasized. Prerequisite: FIN 300 (ACCT 322, ACCT 332 or ACCT 337 recommended).

**FIN 461. Bank Management** (3) I, III. Management principles in banking. Management of funds, sources, and their allocation among reserves, loans, and investments and its impact on bank liquidity and profitability. Depositors' services and credit and lending analysis practices. International banking. Prerequisites: FIN 300 and ECON 311.

**FIN 491. Studies in Finance** (1-3). On demand. In-depth study of selected areas. Offered to individual students on lecture, seminar, or independent study basis depending on student needs and nature of material. May be repeated to six hours. Graded S/U.

## French (FREN)

Students who had French in high school should take the placement test during summer preregistration or prior to enrollment in a course. Credit will not be given for course work more than two levels lower than the highest level completed in high school, unless authorized by the chair of the department.

¶♦**FREN 101. Elementary French I** (4) I, II. Beginning oral-aural study; attention to grammar. Four class periods and scheduled oral practice each week.

¶♦**FREN 102. Elementary French II** (4) I, II. FREN 101 continued. Four class periods and scheduled oral practice each week. Prerequisites: FREN 101 or one year of French in high school.

¶**FREN 111. French Cultural Series I** (4) I, II. French culture; development of language awareness for reading comprehension. Discussion in English. No laboratory. Cannot be taken for credit if 101 credit has been received.

¶**FREN 112. French Cultural Series II** (4) I, II. FREN 111 continued. Prerequisite: FREN 101 or FREN 111 or one year of French in high school. No laboratory. Cannot be taken for credit if 102 credit has been received.

¶♦**FREN 201. Intermediate French I** (3) I, II. Grammar review; development of the four skills. Three class periods and laboratory practice each week. Prerequisite: FREN 102 or two years of French in high school.

¶♦FREN 202. **Intermediate French II** (3) I, II. FREN 201 continued. Three class periods and scheduled laboratory each week. Prerequisite: FREN 201 or three years of French in high school.

¶FREN 211. **French Cultural Series III** (3) I, II. Development of reading comprehension in French using cultural materials concerning France and Francophone areas. Conducted in English. Prerequisite: FREN 102 or FREN 112, or two years of French in high school. Cannot be taken for credit if 201 credit has been received.

¶FREN 212. **French Cultural Series IV** (3) I, II. FREN 211 continued. Prerequisite: FREN 201 or FREN 211 or three years of French in high school. Cannot be taken for credit if 202 credit has been received.

**FREN 284. French Canadian Life Through Literature** (3). Selected authors studied in translation. Use of a socio-critical approach enables students to discover the particularity in the French Canadian expression of the American experience.

**FREN 350. Problems in Translation** (3). Practical work in translational rendering of expository texts, stressing vocabulary building and critical reading. Prerequisite: FREN 202 or 212.

**FREN 351. French Composition and Conversation I** (3) I. Intensive grammar review for development of oral and written skills. Prerequisite: FREN 202.

**FREN 352. French Composition and Conversation II** (3). Continued development in oral and written expression. Prerequisite: FREN 202.

**FREN 353. French Dictation** (2). French pronunciation; syllabification, stress, linking, intonation. Prerequisite: FREN 202.

**FREN 355. French Linguistics** (3) I. Sound system and grammatical structures of modern French; practical application. Prerequisite: FREN 202.

**FREN 361. Introduction to French Literature I** (3). Development of major trends in French literature from Middle Ages to 1850. Introduction to techniques of literary analysis. Prerequisite: FREN 202; FREN 351 or 352 strongly recommended.

**FREN 362. Introduction to French Literature II** (3). Development of major trends in French and Francophone literature since 1850. Introduction to techniques of literary analysis. Prerequisite: FREN 202; FREN 351 or 352 strongly recommended.

**FREN 371. French Civilization I** (3). Political, social, intellectual, artistic life of French people from prehistoric times to Industrial Revolution; study of geographic and ethnic divisions. Prerequisite: FREN 202.

**FREN 372. French Civilization II** (3). FREN 371 continued; political, social, intellectual, artistic life of modern France and Francophone areas. Prerequisite: FREN 202.

**FREN 389. Contemporary Touraine** (3) III. Individual research projects culminating in term paper dealing with some aspect of region of Touraine. Prerequisite: FREN 202. Offered only abroad.

**FREN 451. Advanced Composition and Conversation** (3). Development of fluency and accuracy in written and oral skills at an advanced level. Prerequisite: FREN 351 or 352.

**FREN 453. Advanced French Dictation** (3). Continued study of pronunciation, stress and intonation. Prerequisite: FREN 353.

**FREN 454. Translation Workshop** (3). Intensive practice in translating technical and literary texts. Emphasis on French to English translation. Intended to prepare student for certification by a professional translators organization. Prerequisite: FREN 350.

**FREN 458. Career French I** (3). Terminology used in commercial operations, economics, international trade; emphasis on business correspondence; some translation. Prerequisite: FREN 351 or FREN 352.

**FREN 459. Career French II** (3). Advanced study of the economic and administrative structures in France and in Francophone areas, with intensive concentration on related technical language. Prerequisite: FREN 458.

**FREN 464. Seventeenth Century French Literature** (4). Baroque and classical French literature. Prerequisite: FREN 361.

**FREN 470. Independent Readings in French** (1-3). Readings for the advanced student who wishes to study a particular author or period, or problem in language or civilization. Prerequisite: consent of department chair and instructor.

**FREN 474. Eighteenth Century French Literature** (4). Literature of the Enlightenment. Prerequisite: FREN 361.

**FREN 484. Nineteenth Century French Literature** (4). Literature of France of the nineteenth century, including Romanticism, Realism and Naturalism. Prerequisite: FREN 361.

**FREN 488. French Literature: Advanced Studies** (3). Intensive study of author, literary school, genre or a selected theme. May be repeated if topics clearly differ. Prerequisite: FREN 361.

**FREN 494. Twentieth Century French Literature** (4). Contemporary French and Francophone novel, theatre and poetry. Prerequisite: FREN 361.

## Geography (GEOG)

¶♦GEOG 121. **World Geography: Eurasia and Africa** (3) I, II. Geographical analysis of selected topics in Asia, Africa and Europe. Ecological aspects of cultural, political and economic problems. Open only to freshmen and sophomores.

¶♦GEOG 122. **World Geography: Americas and Pacific** (3) I, II. Geographical analysis of selected topics in Americas and Pacific world. Ecological aspects of cultural, political and economic problems. Open only to freshmen and sophomores.

♦GEOG 125. **Weather and Climate** (3) I, II. Atmospheric elements and controls; earth-sun relationships, weather components, weather prediction, and climatic types and distribution. Two one-hour lectures, one-hour demonstration-discussion.

♦GEOG 126. **Vegetation and Soils** (3) I. Physical geography; distribution and classification of vegetation and soil representation of earth on maps. Two one-hour lectures, one-hour discussion-demonstration.

♦GEOG 127. **Land Form Development and Distribution** (3) II. Physical geography; processes of land form development, worldwide distribution of land forms, and U.S. physiographic features and regions. Two one-hour lectures, one-hour demonstration-discussion.

♦GEOG 213. **Meteorology** (3) I, II. Physical processes of atmosphere and relationship to daily weather pattern. Two one-hour lectures, one two-hour laboratory.

♦GEOG 225. **Resource Distribution and Economic Activity** (3) I, II. Ways in which man has developed natural and human resources to meet economic needs; resulting patterns in economic landscape.

¶♦GEOG 230. **Cultural Geography** (3) I, II. Geographic influences upon population distribution, religion, dietary patterns, economics, others.

**GEOG 300. Topics in Geography** (3) On demand. Experimental courses considered part of regular offering.

**GEOG 303. Severe Weather** (3) II. Occurrence, cause and hazards of blizzards, surface cyclones, hurricanes, severe thunderstorms, tornadoes, lightning, hail, floods, droughts and unusual weather patterns.

**GEOG 321. Introduction to Map Communication** (3) I. Practical map planning and construction; basic cartographic theory and use of drafting materials and equipment.

**GEOG 322. Thematic Cartography** (3) II. Thematic mapping of quantitative data and map reproduction; with emphasis on isarithmic and choropleth maps. Two hours of lecture and two hours of lab.

**GEOG 323. Research Methods** (3) On demand. Geographic research techniques; quantitative methods of describing and analyzing spatial distributions.

**GEOG 325. Population Geography** (3) II. Spatial analysis of size, distribution, density, migration, age-sex composition, and dynamic factors of change in major world population regions and sub-regions.

**GEOG 326. Planning Services for the Elderly** (3) II. Planning and development of services and programs to meet the needs of an aging society; particular emphasis on housing and transportation problems and services.

**GEOG 327. Delivery of Social Services: Geographic Perspectives** (3) Alternate years. Delivery of social services to subnational geographic areas; design and monitoring of delivery systems by examining specific social programs and problems, as those related to poverty, crime, health and elderly.

**GEOG 331. Principles of Conservation Ecology** (3) I, II. Principles necessary in considering environmental problems and application to various aspects of conservation; interdisciplinary approach combining social, biological and physical sciences.

**GEOG 333. Geography of Recreation and Tourism** (3) I. Spatial aspects of outdoor recreation; assessment of present and future recreational resources; space for urban and rural areas, accessibility of these resources, governmental policies and tourism.

**GEOG 334. Geography of Diseases** (3) On demand. Past and present spatial distribution of diseases; cultural and environmental impacts in distribution, transmission and causes of diseases in different regions of world.

**GEOG 335. Geography of Human Migrations** (3) I. Causes and consequences of selected historical and contemporary human migrations, both international and internal; spatial analysis of characteristics of migration streams and places of origin and destination.

**GEOG 337. American Indian** (3) II. Past and present spatial aspects of native American population in United States and Canada; distributions, migrations, economies, land tenure, cultures, art, rural-urban settlement, impact upon cultural and physical landscapes.

**GEOG 341. Soviet Union** (3) II. Description and interpretation of geographic factors related to present development.

**GEOG 342. Eastern Europe** (2) On demand. Nations of eastern Europe; description and interpretation of geographic factors related to present development.

**GEOG 343. Western Europe** (3) I, II. Geographic aspects in understanding present-day status of countries of Western Europe.

**GEOG 344. Eastern Asia** (3) I. Problems and factors influencing development of countries of eastern Asia; emphasis on China and Japan.

**GEOG 345. Southern and Southeast Asia** (2) On demand. Countries extending from Philippine Islands to Pakistan; different cultures; utilization of resources, future opportunities and problems of development.

**GEOG 346. Middle East** (3) I. Contemporary problems of Middle East; petroleum development and impact on society, food needs, population problems, and spatial characteristics of religious and linguistic groups.

**GEOG 347. Africa** (2) On demand. Geographic factors influencing development of African countries.

**GEOG 349. Latin America** (3) I. Problems related to contemporary development of societies of Latin America.

◆ **GEOG 350. Anglo-America** (3) II. Problems and factors influencing development of U.S. and Canada.

**GEOG 351. Ohio** (3) I, II. Historical, physical, economic and social problems related to development of Ohio.

**GEOG 400. Special Topics in Geography** (3) On demand. Experimental courses considered part of regular offering.

**GEOG 402. Regional Economic Geography** (3) I or II. Problems of subnational area units in county and regional planning, poverty pockets, delivery of services; emphasis on individual projects.

**GEOG 404. Climatology** (3) I or II. Fundamentals and applications; drought, water resources, human comfort, health, architecture; short- and long-term climatic changes.

**GEOG 405. Meteorology and Man** (3) On demand. Sociological, political, planning and legal aspects of atmosphere as natural resource. Prerequisite: GEOG 125 or GEOG 213.

**GEOG 410. Field Techniques** (3) On demand. Instruction and practice in techniques of field data collection and interpretation. Physical and cultural elements of landscape investigated; emphasis on rural land use systems.

**GEOG 411. Theoretical Cartography** (3) Alternate years. Analysis of cartographic research. Four hours per week; two hours lecture or discussion and two hours of laboratory. May be repeated once upon consent of instructor. Prerequisite: GEOG 322 or consent of instructor.

**GEOG 412. Use and Interpretation of Aerial Photographs** (3) I. Sources, types, characteristics, uses and limitations of aerial photographs. Training in use of standard equipment for stereoscopic viewing and height measurement.

**GEOG 413. Introduction to Remote Sensing** (3) II. Principles and procedures used to obtain information about natural and cultural features through imagery derived from photographic, multispectral and side-looking airborne radar sensor systems. Prerequisite: GEOG 412 or consent of instructor.

**GEOG 422. Computer Mapping** (3) II. Map construction and display of geographical data using the computer. Prerequisite: CS 101 or consent of instructor.

**GEOG 425. Food Resources and Rural Development** (3) On demand. Changes and trends in availability, production and consumption of food resources; related rural problems such as pollution, zoning, recreation and future expectations of rural areas by urban populations.

**GEOG 426. The American City** (3) I. Internal organization of cities. Ecological and land use problems, ghetto development, urban-economic base, urban sprawl and intra-urban delivery of services.

**GEOG 427. Genetic and Regional Analysis of Physical Landscapes** (3) On demand. Selected aspects of physical geography (excluding meteorology and climatology); in-depth analysis of man's natural environment. Prerequisites: GEOG 126 and GEOG 127 or consent of instructor.

**GEOG 433. Soil Classification and Mapping** (3) II. Classification of soils; use of soil survey equipment; preparation of soil type, slope and erosion maps of assigned areas. Prerequisite: GEOG 126 or permission of instructor.

**GEOG 436. Topics in Community and Area Development** (3) Alternate years. Field analysis of various problems and topics of urban and rural areas. Prerequisite: GEOG 402 or GEOG 426 or consent of instructor.

**GEOG 442. Conservation: Resources and Regional Development** (3) On demand. Problems of area development in relationship to cultural, economic and physical resources; obstacles to present development, needed changes and potentials for future growth.

**GEOG 451. Historical Geography of Anglo-America** (3) On demand. Reconstruction of natural environment of U.S. and Canada; how different groups perceived environment and used available resources; emphasis on how man has modified earth's surface.

**GEOG 452. Geopolitics** (3) II. Geographic factors influencing development of states and interrelationship of these countries.

**GEOG 460. Hydrology** (3) I or II. Water's role in geography, environmental systems. Hydrologic phenomena analyzed on basis of scientific interdependence, phases of hydrologic cycle, practices and applications, and socioeconomic aspects. Prerequisite: GEOG 125 or GEOG 126 or GEOG 127.

**GEOG 471. Oceanography** (3) On demand. Geographic aspects of oceanography.

**GEOG 489. Internship** (3) I, II. Provides practical experience in applied geography, such as land use planning; urban and rural planning; recreational, regional and environmental planning; and location of industrial, commercial and health service facilities. May be repeated. Only six hours may be applied to GEOG major or minor; additional hours are for general electives. Graded S/U.

**GEOG 490. Special Problems in Geography** (1-3) On demand. Readings and research on varied topics to suit needs of student.

## Geology (GEOL)

◆ **GEOL 100. Introduction to Geology** (3) I, II, III. The earth; physical and historical geology; including economic, social and environmental aspects. Not open to geology majors and minors. Credit not given for both GEOL 100 and GEOL 101 or GEOL 104.

◆ **GEOL 101. Earth Science** (3) I, II, III. Survey of earth's geology, oceanography, meteorology and place in the universe. Credit not given for both GEOL 101 and GEOL 100 or GEOL 104.

◆ **GEOL 104. Physical Geology** (4) I, II, III. Introduction to the science of geology, common rocks and minerals, physical processes operating on and in the earth, land forms and geologic structures. Three lectures and one two-hour laboratory. Credit not given for both GEOL 104 and GEOL 100 or GEOL 101. Lab fee.

◆ **GEOL 105. Historical Geology** (4) I, II, III. Introduction to the history of the earth and its inhabitants. Three lectures and one two-hour laboratory. Lab fee.

◆ **GEOL 205. Geologic History of Man** (3) I. Evolution, distribution, way of life and geologic history of prehistoric hominids.

**GEOL 300. Mineralogy** (4) I. Minerals; the chemistry, crystallography, identification, classification, association and genesis of the rock-forming and economic materials. Two lectures and two two-hour laboratories. Prerequisite or corequisite: GEOL 104 and CHEM 125 or CHEM 135.

**GEOL 301. Petrology** (5) II. Identification, classification and origin of igneous, sedimentary and metamorphic rocks. Common rock associations, suites and facies will be examined utilizing megascopic, microscopic and x-ray techniques. Three lectures and two two-hour laboratories. Field trip is required. Prerequisite: GEOL 300.

◆ **GEOL 304. Geology of the National Parks** (4) II, alternate years and III. U.S. regional geology as illustrated in the national park system. Three lectures and one two-hour laboratory. Prerequisite: GEOL 100 or GEOL 104.

◆ **GEOL 305. Life of the Geologic Past** (4) III only. Study of fossils and the factors that influence the progressive development of life through geologic time. Three lectures and one two-hour discussion-demonstration laboratory. For nonscientists; not open to geology majors in the B.S. program; not open to students with credit for GEOL 315. Prerequisite: GEOL 100 or GEOL 101 or GEOL 105. Lab fee.

**GEOL 306. Rocks and Minerals** (4) Summer only. Non-technical study of earth materials as illustrated by gems, minerals, and rocks. Two lectures and two two-hour laboratories. Not open to geology majors in B.S. program. Credit not given for GEOL 306 and GEOL 300. Prerequisite: GEOL 100 or GEOL 104. Lab fee.

**GEOL 307. Sedimentary Petrology** (3) I. Classification, origin, megascopic identification and laboratory analysis of sedimentary rocks. Two lectures and one two-hour laboratory. Prerequisite: GEOL 301.

**GEOL 308. Principles of Stratigraphy** (3) II. Principles of stratigraphy, methods of correlation and reconstruction of depositional environments. Prerequisites: GEOL 105 and GEOL 301.

**GEOL 309. Structural Geology** (4) I. Identification and interpretation of geologic structures; mechanical principles of deformable bodies, fracture and faulting, flow and folding; elementary concepts of tectonics. Three lectures and one three-hour laboratory. Prerequisites: GEOL 301, PHYS 201 or PHYS 211, and MATH 129 or equivalent; or consent of instructor.

**GEOL 310. Geomorphology** (3) II. Nature and classification of landforms and processes that produce them; geomorphic systems in relation to varied geologic structures, rocks and climates. Two field trips required. Prerequisite: GEOL 104.

**GEOL 315. Invertebrate Paleontology** (4) I. Classification, evolution and paleoecology of the fossil invertebrates. Three lectures and one two-hour laboratory. Field trips required. Not open to students with credit for GEOL 305.

**GEOL 316. Sedimentation and Stratigraphy** (4) II. Classification and origins of sedimentary rocks; depositional environments; stratigraphic principles and procedures. Three lectures and one two-hour laboratory. Prerequisites: GEOL 105 and 301.

**GEOL 322. Human Environmental Geology** (3) I. Aspects of geology critical to wise use of human environments. One half-day field trip required. Credit not given for the B.S. degree in geology. Prerequisite: GEOL 104.

**GEOL 401. Economic Geology** (3) I Alternate years. Classification and genesis of metallic ore deposits illustrated by study of classic areas. Two lectures and one three-hour laboratory. Field trip required. Prerequisites: GEOL 309 and GEOL 301.

**GEOL 402. Computer Applications in Geology** (3) I. Methods for the retrieval, extraction and manipulation of geological information and numerical data using computers. Prerequisites: minimum of 9 credit hours in GEOL and knowledge of FORTRAN (students may co-register for CS 280); or consent of instructor.

**GEOL 411. Optical Mineralogy** (2) I. First half of semester only. Optical properties and methods of studying natural substances with a polarizing-light microscope. Two two-hour discussion-laboratories. Prerequisite: GEOL 300.

**GEOL 412. Advanced Historical Geology** (3) II. Regional and stratigraphic geology, including classical areas in North America and Europe. Prerequisites: GEOL 308 and GEOL 315.

**GEOL 416. Petroleum Geology** (3) I. Alternate years. Principles and methods involved in the exploration for oil and gas. Two lectures and one three-hour laboratory. Prerequisites: GEOL 308 and GEOL 309.

**GEOL 418. Geology of Ohio** (3) I. Alternate years. Bedrock and surficial geology of Ohio; state's economic-mineral resources. Two lectures and one two-hour laboratory. Three full-day field trips required. Credit not given for the M.S. degree in geology. Prerequisites: GEOL 100 or GEOL 104 and GEOL 105.

**GEOL 419. Vertebrate Paleontology** (3) II. Alternate years. Fossil vertebrates and their morphology, classification and evolution. Two lectures and one two-hour laboratory. Credit not given for both GEOL 419 and GEOL 305. Prerequisite: GEOL 100 or GEOL 101 or GEOL 105 or BIOL 104.

**GEOL 420. Environmental Aspects of Geology** (3) I. Contributions of geological concepts to environmental concerns. One half-day field trip required. Credit not given for both GEOL 322 and 420. Prerequisites: GEOL 104 and GEOL 310 or consent of instructor.

**GEOL 423. Tectonics** (3) II. Tectonic elements in the continents and ocean basins interpreted within the framework of plate tectonics. Prerequisites: GEOL 309 and GEOL 316.

**GEOL 424. Igneous and Metamorphic Petrology** (4) I. Classification, mode of occurrence and genesis of igneous and metamorphic rocks. Three lectures and one three-hour laboratory. Prerequisite: GEOL 301.

**GEOL 425. Microinvertebrate Paleontology** (2) II. Alternate years. Fossil microinvertebrates; morphology, phylogeny, classification and identification. Two two-hour discussion and laboratory sessions. Prerequisite: GEOL 315 or consent of instructor.

**GEOL 431. Introduction to Geochemistry** (3) I. Principles of mass action, acidity, solubility and introductory thermodynamics; applications to natural systems. Prerequisite: CHEM 126.

**GEOL 432. Geophysics** (3) II. Earthquake seismology; gravity, magnetic and temperature fields of Earth; plate tectonics. Prerequisites: GEOL 309, PHYS 211, and MATH 131; or consent of instructor.

**GEOL 433. Stratigraphic Chorology** (3) I. Biochronology, evolution and distribution of fossil faunas through geologic time. Two lectures and one two-hour laboratory. Prerequisites: GEOL 315 and GEOL 308.

**GEOL 440. Geologic Remote Sensing** (4) I alternate years. Use of remotely sensed multispectral data for geological applications. Data acquisition, image processing and interpretation. Recent advance in geologic remote sensing research. Three lectures and one two-hour laboratory. Prerequisite: GEOL 309.

**GEOL 472. Marine Geology** (3) II. Alternate years. Processes, sediments and organisms of modern environments; interrelationships and expression in rock record. Prerequisite: consent of instructor.

**GEOL 473. Field Experience in Marine Geology** (1) II. Alternate years. Field experience in marine environments as related to geologic record. Prerequisite or corequisite: GEOL 472, consent of instructor.

**GEOL 475. Workshop in Seismology** (1) I, II. Supervised program in theory of seismology, operation of seismological observatory, interpretation of seismic records. May be repeated to four hours. Prerequisite: consent of instructor. Graded S/U.

**GEOL 480. Seminar in Geology** (2) I, II. Study of selected topic. May be repeated to four hours. Prerequisite: consent of instructor.

**GEOL 483. Coastal Marine Geology** (3) III only. Inshore and nearshore geological processes, sedimentation patterns and landform development. Prerequisites: physical and historical geology. Taught at Gulf Coast Research Laboratory under their number GEOL 431.

**GEOL 490. Geological Problems** (1-3) I, II, III. Individual work for student who has shown proficiency and marked degree of independence in work. May be repeated to four hours. Prerequisite: consent of instructor.

**GEOL 493. Field Experience** (6) III only. Recognition and study of geologic structures, landforms and rock units in the field. Written report required. Not open to B.S. geology majors. Prerequisites: GEOL 104 and GEOL 105, or GEOL 304 and consent of instructor. Lab fee.

**GEOL 494. Field Geology** (6) III only. Principles and practices of field geology and geologic mapping. Final map and report required. Prerequisites: grade of C or better in both GEOL 308 and GEOL 309, and consent of instructor. Lab fee.

**GEOL 496. Field Course in Modern Marine Environments** (1-6) III only. Field study of shallow-water marine environments. Prerequisite: consent of instructor.

**GEOL H499. Honors Thesis** (3) I, II, III. For students in the departmental honors program only. The thesis describes and presents the results of independent research, which normally is completed under GEOL H490. Graded S/U.

## German (GERM)

Entering students who had German in high school should take the placement test during summer preregistration or prior to enrollment in a course. Credit for a degree is not granted for foreign language courses which duplicate more than two units of high school study.

**GERM 100. Introduction to Language Study: German** (1) II. Comparison and contrast of cognate vocabulary, structure and syntax of English and German; interrelationship between language and culture. Not open to students who have completed GERM 102.

¶**GERM 101. Elementary Language and Culture I** (4) I, II. Cultural approach to beginning language study in the four skills: listening, speaking, reading, writing. Four class periods and laboratory practice each week.

¶**GERM 102. Elementary Language and Culture II** (4) I, II. GERM 101 continued. Four class periods and laboratory practice each week. Prerequisite: GERM 101, or by placement.

¶**GERM 117. Beginning Conversational German I** (2) I. Basic conversational German. Suggested as a supplemental course to accompany GERM 101, or may be taken independently. Not open to students who have completed GERM 102.

**GERM 118. Beginning Conversational German II** (2) II. Basic conversational German continued. Prerequisite: GERM 117 or GERM 101 or permission of instructor. Not open to students who have begun or completed GERM 201.

¶**GERM 131. Beginning Reading German** (3) II. Development of reading skills, including attention to major problems of syntax and vocabulary. Not open to majors or minors, nor to students who have taken GERM 102.

¶**GERM 201. Intermediate German I** (3) I, II. Grammar review; development of the four skills. Three class periods and laboratory practice each week. Prerequisite: GERM 102, or by placement.

¶**GERM 202. Intermediate German II** (3) I, II. GERM 201 continued. Three class periods and laboratory practice each week. Prerequisite: GERM 201, or by placement.

**GERM 217. Intermediate Conversational German I** (2) I. Practice in conversation at the intermediate level. Suggested as supplemental course to accompany GERM 201, or may be taken independently. Not open to students who have begun or completed GERM 317. Prerequisite: GERM 118 or 102 or permission of instructor.

**GERM 218. Intermediate Conversational German II** (2) II. GERM 217 continued. Not open to students who have begun or completed GERM 318. Prerequisite: GERM 217 or 201 or permission of instructor.

**GERM 231. Scientific and Technical Reading** (3) I. Development of reading and translating proficiency in scientific, technical and expository prose. Vocabulary building, analysis of syntax and grammar for reading purposes. Prerequisite: GERM 102 or equivalent.

¶**GERM 260. Modern German Literature in Translation** (3) II. Readings in English of internationally known authors from German-speaking countries. May include Kafka, Mann, Hesse, Brecht, Grass and others. Course does not count towards a German major or minor.

**GERM 300. Introduction to Study Abroad** (1) II. Preparation for study abroad. Limited to Salzburg and German Exchange Program participants. Course does not count towards German major or minor. Graded S/U.

**GERM 311. Introduction to Literature: 20th Century** (3) I. Representative authors of the 20th century; development of reading skills and vocabulary necessary for discussion of literature. Prerequisite: GERM 202, or by placement.

**GERM 313. Introduction to Literature: 18th and 19th Centuries** (3) II. Major authors and representative works of the 18th and 19th centuries; literary movement as reflection of future; development of reading skills. Prerequisite: GERM 202, or by placement.

**GERM 315. German Culture and Civilization** (3) I, II. Cultural-historical treatment of the social, intellectual and artistic life of the German-speaking peoples from medieval times to World War II. Lectures, audio-visual presentations and readings in English.

**GERM 316. Contemporary German Life** (3) I. Lecture-reading course on contemporary East and West Germany. Rebuilding and development of the two German states from 1945 to the present: political, economic and social systems, geography, education, mass media, inter-German relations, patterns of daily living. Lectures and readings in English.

**GERM 317. Composition and Conversation I** (2-4) I. Extensive practice in speaking and writing German. (May be repeated for credit in AYA Salzburg Program.) Prerequisite: GERM 202, or by placement.

**GERM 318. Composition and Conversation II** (2-4) II. GERM 317 continued. (May be repeated for credit in AYA Salzburg Program.) Prerequisite: GERM 317 or permission of instructor.

**GERM 319. German Phonetics and Pronunciation** (1-2) II. Theory and practice of German pronunciation; introduction to phonetic principles. Prerequisite: GERM 102.

**GERM 331. Workshop in Translation** (1-3) II. Small group work in German to English translation of scientific, technical or business writing or other types of expository prose in the student's specialty. May be repeated to six hours with different projects. Prerequisite: GERM 231 or GERM 201 or permission of instructor.

**GERM 360. Literature in Translation** (3) On demand. Variable topic course on German literature in translation; may center on authors, periods, genres or themes. May be repeated to six hours with different topics. Prerequisite: previous literature course in any department, or permission of instructor. Course does not count towards a German major or minor.

**GERM 380. Topics in German Language, Thought or Culture** (1-3) On demand. Topic chosen to meet curriculum needs and student requests. May be repeated to six hours with different topics. Prerequisite or corequisites: GERM 317 and GERM 311 or 313 or 331.

**GERM 407. Classical Age of German Literature** (3) Alternate years. Selected works from classical period of German literature, especially the writings of Goethe and Schiller. Prerequisites: GERM 311 or 313, GERM 318.

**GERM 409. German Romanticism** (3) Alternate years. Major authors of the romantic era; introduction to the theoretical and philosophical representatives. Prerequisites: GERM 311 or 313, GERM 318.

**GERM 411. Modern German Drama** (3) Alternate years. Selected major representatives of modern German drama from Hauptmann to the present. Prerequisites: GERM 311 or 313, GERM 318.

**GERM 412. Modern German Prose** (3) Alternate years. Selected major representatives of prose fiction from about 1900 to present. Prerequisites: GERM 311 or 313, GERM 318.

**GERM 415. The German Film** (3) On demand. Cultural and literary aspects of German film; emphasis may be on important developments in German filmmaking, thematic aspects of film or on interrelationships between literary and cultural phenomena and the film.

**GERM 417. Advanced Composition and Conversation** (2-4) I. Development of increased facility in speaking and writing. (May be repeated for credit in AYA Salzburg Program.) Prerequisite: GERM 318 or permission of instructor.

**GERM 418. Stylistics, Syntax and Structure of German** (2-3) II. Practice and problems of writing style and syntax. Descriptive study of grammatical structures, contrastive analysis of English and German. (May be repeated for credit in AYA Salzburg Program.) Prerequisite: GERM 318 or permission of instructor.

**GERM 419. German Drama Workshop** (3) On demand. Practical advanced linguistic training through active participation in theatrical projects; advanced phonetics; methods of utilizing dramatic productions as part of foreign language instruction. Prerequisite: GERM 417 or permission of instructor.

**GERM 431. Advanced German-English Translation (1-3)** On demand. Analysis and application of translation techniques; attention to levels and areas of style. Intensive general practice followed by work on individual projects. May be repeated to six hours with different projects. Prerequisites: six hours from GERM 317 and/or GERM 318 and/or GERM 331.

**GERM 432. Advanced English-German Translation (1-3)** On demand. Analysis and application of translating techniques; expansion on working vocabulary and idiomatic basis in German. Treatment of structural differences between languages through error analysis. General practice; individual projects. May be repeated to six hours. Prerequisites: six hours from GERM 317 and/or GERM 318 and/or GERM 331.

**GERM 480. Selected Topics in German (1-3)** On demand. Topic chosen from literature, culture or language to meet curriculum needs and student requests. May be repeated to six hours with different topics. Prerequisites: GERM 318 and two courses from GERM 311, 313, 331, 380.

**GERM 482. Introduction to Germanic Linguistics (3)** On demand. Derivation of modern Germanic languages from Proto-Indo-European. Classification and history of the Germanic language group. Development of the German language to New High German. Prerequisites: GERM 202 or permission of instructor.

**GERM 491. Studies in German (1-3)** Independent study project for advanced students in German. May be repeated to six hours with different projects. Prerequisite: arrangement with instructor and consent of department chair prior to registration.

## Gerontology (GERO)

**GERO 100. Seminar in Gerontology (1-5)** I, II. Interdisciplinary study of special topics in gerontology. May be repeated by consent of the director of the gerontology program. Prerequisite: consent of instructor.

**GERO 101. Introduction to Gerontology (3)** I, II. Study of aging from a multidisciplinary perspective. Focus on the way people are thought about, evaluated and treated on the basis of their age.

**GERO 400. Special Topics in Gerontology (1-3)** On demand. Independent study on subject matter related to gerontology not otherwise offered. May be repeated. Prerequisite: consent of program director.

**GERO 410. Administration (2)** I. Administration of human service agencies with aging clients. Goal setting, staffing, evaluation, budgeting and organizational structures. Prerequisite: senior standing.

**GERO 411. Principles of Nursing Home Administration (3)** II. A capstone course for prospective nursing home administrators to assist them in the integration and concepts necessary for successful operation of a facility. Required of all gerontology majors who have selected the nursing home administration option. Open only to those students who have achieved senior standing in the nursing home administration option.

**GERO 420. Proposal Writing (2)** I, II. Funding potential, methods, design and proposals in human service agencies. Prerequisite: senior standing.

**GERO 440. Seminar in Gerontology (1-5)** I, II. Interdisciplinary study of special topics in gerontology. May be repeated by consent of the director of the gerontology program. Prerequisite: consent of instructor.

**GERO 470. Special Topics in Gerontology (1-3)** On demand. Independent study on subject matter related to gerontology not otherwise offered. May be repeated. Prerequisite: consent of program director.

**GERO 491. Practicum in Gerontology (2-10)** I, II, III. Experience in working under supervision in selected agencies providing services to the aged. Emphasis on practice rather than observation. May be repeated. Prerequisites: enrollment in gerontology program or permission of program director; junior or senior standing; 2.00 GPA prior to registration. (Note: for those students who intend to use this course to satisfy the administrator in training requirement of the Board of Examiners of Nursing Home Administrators, a 2.25 GPA no later than one semester prior to registration for this course is required.) Graded S/U.

**GERO 493. Practicum Seminar (1)** I, II, III. Analysis of problems and experiences encountered in practicum. Prerequisites: permission of program director and GERO 491. Graded S/U.

## Health and Human Services (HHS)

**HHS 100. Seminar in Health and Human Services (1-5)** On demand. Interdisciplinary study of special health or human service topics. May be repeated. Prerequisite: consent of dean's office.

**HHS 440. Seminar in Health and Human Services (1-5)** On demand. Interdisciplinary study of special health or human service topics. May be repeated. Prerequisite: consent of dean's office.

**HHS 491. Field Experience in Parasitology and Medical Entomology (3)** I, II, III. On demand. Field or clinical experience in one or more public health, industrial or agricultural locations. May be repeated at different stations, but not for credit toward graduation beyond first registration. Prerequisite: approval of program director. Graded S/U.

**REHB 401. Introduction to Rehabilitation Counseling (3)** Characteristics and principles of the rehabilitation process; disabilities and agencies serving the disabled.

## Health Education (HED)

**HED 209. Advanced Concepts in Personal and Community Health (3)** I, II. Detailed study of factors that influence personal and community health in a contemporary society. Primarily for health education and physical education students.

**HED 215. Personal Wellness (3)** I, II, III. Broad overview of the elements and principles of developing a wellness lifestyle. Personal assessment and behavior change techniques will be used to enhance health behavior.

**HED 216. Introduction to Health Education (3)** I, alternate summers. Introduction into the profession of health education, Fundamental concepts of health determinants, behavior determinants, process and practice, health education settings and the health education profession.

**HED 301. Women's Health (2)** II. Health topics of special interest and importance to women. Open to all student. Prerequisite: HED 338 highly recommended.

**HED 310. Planning and Assessing Health Promotion Programs (3)** I. Overview of the theories, principles and methods involved in the planning and evaluation of health promotion programs. Prerequisites: HED 215 and 216.

◆ **HED 313. Cardiopulmonary Resuscitation and Advanced First Aid and Safety (3)** I, II, III. Provides knowledge and training in the prevention and treatment of accidents, injuries and procedures of basic life support. Satisfactory completion may result in American Red Cross certification. Participation in skill practice required. Fee \$7.50.

◆ **HED 314. Instructors Advanced First Aid and Emergency Care (1)** II. Successful completion may lead to advanced instructor's certificate by the American National Red Cross. Prerequisites: junior standing and valid American Red Cross advanced first aid certificate.

**HED 315. Cardiopulmonary Resuscitation Recertification (1)** I, II, III. Basic life support for victim of sudden cardiac arrest and/or respiratory failure. Satisfactory completion may result in American Red Cross Certification. Participation in skill practice required. Prerequisites: junior standing and prior CPR Certification. Fee \$7.50.

**HED 338. Concepts of Human Sexuality (3)** I, II, III. Information and concepts of human sexuality, including the physiological, social, psychological, moral and legal aspects. Prerequisite: junior standing or consent of instructor.

**HED 340. Drug Use/Abuse (3)** I, II. Knowledge regarding the ambiguity of drugs in society. Physical, psychological and social ramifications of drug use/abuse will be discussed. Prerequisites: HED 209 and junior standing or consent of instructor.

**HED 346. Health Education for the Elementary School Teacher (3)** I, II, III. Content and techniques for teaching personal and community health in the elementary school.

**HED 348. Instructional Techniques in Health Education K-12 (3)** I, III on demand. Principles, planning methods, materials, resources and human relations of teaching health. C/F hrs.: 4.

**HED 362. Driver Education-Basic Instructor's Course (3)** I, III. First of two courses required to qualify student to organize, administer and teach driver education in Ohio. Fee \$15. Prerequisites: junior standing and driver's license. C/F hrs.: 5.

**HED 393. Practicum in Health Education (2-5)** I, II, III. An opportunity to observe and participate in health education activities in a professional setting on a limited basis. Includes campus seminars. May be repeated up to a total of 5 credit hours. Prerequisites: HED 313, and HED 348 or 310.



**HED 395. Workshop on Current Topics (1-3)** On demand. Intensive educational experience on selected topics related to skill development, content update or materials developed. Typically, an all-day or similar concentrated-time format. Requirements usually completed within time format. May be repeated, on approval of adviser. Prerequisite: as decided by instructor.

**HED 409. School Health Services and School Environment (3)** I, II, III on demand. Consideration of school health services and school environment, including principles, organization and administration of: health appraisal, health counseling, communicable disease control, educational adjustments, emergency programs, record keeping and a safe school environment. Prerequisite: junior standing. C/F hrs.: 20.

**HED 462. Driver Education-Advanced Instructor's Course (3)** II, III. Second of two courses required to qualify a student to organize, administer and teach driver education in the Ohio secondary schools. Prerequisite: HED 362. Fee: \$20. C/F hrs.: 15.

**HED 470. Independent Study in Health Education (1-3)** On demand. An in-depth study project of a topic of particular significance to the student. Project must be approved by project supervisor and program area chair prior to registration. may be repeated.

**HED 481. Seminar in Health Education (2)** I, II. Discussion of issues and problems faced by the health educator. Prerequisites: HED 393 and senior standing.

**HED 492. Student Teaching (1-10)** I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirement must be met. C/F hrs.: 300. May be repeated. Graded S/U.

**HED 497. Student Teaching (1-10)** I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

## History (HIST)

◆**HIST 151. World Civilizations (3)** I, II. Comparative study of selected Western and Asian civilizations in terms of how and why economic, social, political and intellectual factors shaped and defined history of ancient and medieval worlds.

◆**HIST 152. The Modern World (3)** I, II. Comparative study of how and why selected economic, social, political and intellectual revolutions of the modern world have transformed and are shaping contemporary European and non-Western cultures.

**HIST 180. Asian Civilizations (3)** I, II. Interdisciplinary study of Asian civilizations, such as China, Japan, Korea and India; emphasis on how and why socio-economic, political and intellectual developments shaped traditional cultures of Asia and transformed modern Asia into the fastest growing region of the world.

◆**HIST 205. Early America (3)** I, II. Selected constitutional, intellectual, political and social developments that defined and shaped American between its first European settlement and the end of the Civil War and Reconstruction.

◆**HIST 206. Modern America (3)** I, II. How and why selected economic, intellectual, political and social developments transformed post-Civil War America and shaped 20th-century American society.

◆**HIST 240. Historical Perspectives on American Culture (3)**. Interdisciplinary study of the historical development of selected aspects of American culture with emphasis on the relationships between historical events and cultural expression. Recommended for students electing history/American studies for general education or group requirements (same as AMST 240). May be repeated.

◆**HIST 291. Studies in History (1-3)**. Introductory approaches to history. Content and theme vary with instructor. For students electing history for general education or group requirements.

**HIST 301. American Military History (3)** I, II. Development of American military institutions, policies, strategy, tactics from American Revolution to present.

**HIST 302. Crime, Poverty and Violence in 19th Century (3)** II. Development of criminal justice systems in England, France and U.S. Impact of differing national cultures on emergence and development of professional police in these countries.

**HIST 303. World War II (3)** I. How and why Atlantic-European, Mediterranean and Pacific-Asian theaters of war produced global dynamics in three acts: 1. 1939-1942—German and Japanese expansion, innovative tactics; 2. 1942-43—mobilization and technology, propaganda and intelligence, air and sea war; 3. 1944-45—U.S. and U.S.S.R. counterexpansion, grand strategy and politics of war.

**HIST 304. The Bible as History: The New Testament (3)** II. Based on modern Biblical scholarship; analyzing the New Testament as a historical medium reflecting the cultural matrix of Greco-Roman Palestine, conveying the eschatological message of Jesus through his disciples and maneuvering the evangelical mission of the early Christian church.

**HIST 305. The Bible as History: The Old Testament (3)** I. Major problems relating to text, content, and context of Old Testament as historically interpreted in modern Biblical scholarship; keyed to demonstrating authenticity of evidence, integrity of explanation and continuity of experience found in Bible.

◆**HIST 306. History of Ohio (3)** I, II. Precolonial background, early exploration, settlement; Northwest territory; Ohio in French and Indian War, American Revolution, War of 1812; Ohio's place in national development.

**HIST 307. Afro-American History (3)** I. History of black Americans from African origins, slavery and emancipation through rural Southern and 20th century urban experiences.

**HIST 309. Latin America Before Independence (3)** I. Latin-American history treating these phases: pre-Columbian; discovery and conquest; colonial; wars of independence. Role of indigenous and European cultures in development of Latin America.

**HIST 310. Modern Latin America (3)** II. Common and unique social, economic, political and intellectual features of Latin American nations and Latin America in world affairs.

**HIST 311. United States-Latin American Relations, 1810-Present (3)** Development of the Western Hemisphere idea, Panamericanism, Dollar Diplomacy, The Good Neighbor Policy, cooperation in World War II, the Cold War, the role of multinational corporations and U.S. response to social change in Latin America.

**HIST 315. Slavery in the Americas (3)** African slave trade and various slave societies which that traffic gave birth to in Western hemisphere. Emphasis on Cuba, Jamaica, Brazil and American South.

**HIST 316. Famine and Revolution in Peasant Nations: Historical Roots (3)** II. Indonesia as model, to understand problems facing peasant nations in Asia, Africa and Latin America. European imperial penetration and traditional peasant values; why peasant societies are vulnerable to periodic famine. Revolutionary changes that have transformed England, Russia, Japan and China to understand what changes must take place if industrialization is to succeed in peasant nations.

**HIST 319. Indian in American History (3)** II. Indian responses to the European invasion of North America, Indian-White relations in the 19th and 20th centuries, Indian contributions to American culture and contemporary Indian life and culture on and off the reservation.

**HIST 320. Social History of American Medicine (3)** Leading theorists; major social and public policy determinants of health care in America from 1780 to present.

**HIST 323. History of American Journalism (3)** I, II. American journalism from colonial newspapers to multimedia age, emphasizing 20th century.

◆**HIST 325. Business History of the United States (3)** II. American business in its historical setting from 1607 to present. Interaction between economic and political forces in explaining unique role private enterprise has played in American life.

**HIST 326. Women in American History (3)** II. Major issues and movements in American history that have involved women from colonial period to modern times.

**HIST 337. The Vietnam War (3)** II. The American experience in Vietnam from several perspectives: origins of the war and U.S. escalation; media coverage, public opinion and anti-war movements; U.S. withdrawal and communist victory; the war in retrospect as seen in American popular culture, political debate and foreign policy.

**HIST 338. American Environmental History (3)**. Three centuries of changing American attitudes and actions toward natural environment, rise of conservation movement and development of ecological perspective.

**HIST 340. World of the Bible (3).** Major civilizations of ancient Near East (Mesopotamia, Egypt, Syria and Israel); defining, comparing and contrasting Oriental and Biblical social traditions as embodied in respective institutions, art, literature, religion.

**HIST 357. English Origins of American Law (3) II.** Medieval and early modern English history; origin and growth of legal and constitutional doctrines, institutions and procedures important to understanding American legal system.

**HIST 360. Major Personalities of 20th Century (3) II.** Biographical study of individuals whose lives made substantial changes in aspects of modern society, examined both as individuals and as representatives of major movements of 20th century.

**HIST 363. French Revolution and Napoleon (3) II.** Impact of French Revolution on society of Old Regime; formation of revolutionary creed; Great Revolution, Jacobin Republic, Thermidor; Napoleon and principles of 1789.

**HIST 367. Hitler's Germany: Rise and Fall of Nazism (3) I.** Major developments in Germany from defeat in 1918 through collapse in 1945 and recovery in Cold War era. Weimer Republic, Hitler, Third Reich, post-war reactions and conditions; keyed to causes and effects of Nazi totalitarianism and racism.

**HIST 370. The Soviet Union in the Twentieth Century (3) I.** Survey and analysis of the development of Soviet social, political and economic systems in the twentieth century. Designed to provide an understanding of the USSR today.

**HIST 377. 20th Century Europe (3) I.** European historical development in 20th century; major forces, events and experiences that have shaped Europe and its place in contemporary world.

**HIST 381. United States and Asia (3) U.S.** relations with China, Japan, India and southeast Asia in 20th century; interaction of domestic politics and foreign policy; Asian nationalism, militarism, communism; America's involvement in wars and peace-making.

**HIST 382. Chinese Culture and Institutions (3) I.** Historical development of Chinese thought and institutions from traditional to modern times. Classical philosophy and religions, family, social system, bureaucracy, autocracy, nationalism and communist state. Intrinsic values of broadening perspectives through exposure to major non-Western cultural experience.

**HIST 386. Japanese Culture: Multi-Media Approach (3) II.** Higher culture in traditional Japan. Religion, visual arts, literature, theatre and uniquely Japanese arts. Political and institutional history as it relates to cultural development.

◆**HIST 391. Special Studies in History (1-3)** Content and theme vary with instructor. Designed to meet needs and interest of nonmajors.

**HIST 395. Workshop on Current Topics (1-3)** On demand. Intensive educational experience on selected topics. Typically, an all-day or similar concentrated time format used. Requirements usually completed within time format. May be repeated if topics differ on approval of adviser.

**HIST 400. Topics in History (2-3)** On demand. Study of selected topics or subject areas.

**HIST 401. Caesar and Christ: Social Worlds of Late Antiquity and Early Christianity (3) I.** Basic issues and problems involved in tensions and conflicts between pagan and Christian that were eventually accommodated in 4th century A.D.; social disaffection, political resistance and cultural alienation.

**HIST 411. Modern Mexico (3) II.** Analysis of first Latin-American state to experience political, social and economic revolution in 20th century; causes of the revolution, leaders and institutions produced, emergence of Mexico as relatively stable and progressive state.

**HIST 413. Caribbean and Spanish Main (3) II.** Political, economic and social development of Greater Antilles and Spanish Main from 17th to 20th centuries; war and trade, slavery, revolution, caudillism and communism in Caribbean.

**HIST 414. Canada (3) I.** European colonial rivalry, problems of European-settled colonies, emergence of colonial self-government, confederation movement, search for national identity, nature of commonwealth nation, role as mediator in Anglo-American relations, importance as independent neighbor.

**HIST 415. Spain and Portugal (3)** Political, economic and social development of Iberian peninsula from invasion of Moors to 20th century dictators; reconquest, reign of Hapsburgs, Spanish Civil Wars, regimes of Franco and Salazar.

**HIST 419. Westward Movement in America (3) I.** Development of Trans-Mississippi West during 19th century; American Indian, territorial expansion, sectional conflict, economic development.

**HIST 421. American Colonial History, 1492-1763 (3) I.** European backgrounds of American history, establishment of European settlements and institutions, emergence of colonial culture, conflict between France and England for New World.

**HIST 422. American Revolutionary Era, 1763-1815 (3) II.** Causes, course and consequences of War for Independence; organization of government and emergence of national party system; economic, social, diplomatic problems of young republic.

**HIST 425. Conflict and Division in U.S. (3) I.** Economic, social, political institutions of 1815-1860; Old South and forces that produced Civil War.

**HIST 426. Civil War and Reconstruction, 1861-1877 (3) II.** Political, economic and cultural conditions during War; resulting problems to peoples and governments of both sections continuing through postwar period.

**HIST 427. American South, 1865-Present (3) II.** Reconstruction South, new industrial growth, evolution of Southern agriculture, racial and labor problems. South in American political life, southern education and culture, South today.

**HIST 428. U.S., 1877-1917 Industrialization and Reform (3) I.** Transformation of U.S. from agrarian nation to industrialized society and attendant political and economic problems: urbanization, immigration, farmers' protest, rise of political reform movements, the Progressive Movement.

**HIST 429. U.S., 1917-1945 Normalcy and Depression Between the Wars (3) II.** Political, economic and social impact on America of increasing role of the federal government; World War I; the 'Twenties'; the Great Depression; World War II.

**HIST 430. U.S. Since 1945: Affluence and Anxiety (3) I.** Politics: persistence and demise of the New Deal party system; congressional coalitions. Public policy: Fair Deal, Eisenhower Equilibrium, Great Society, Reagan Revolution. Society: Red Scare, prosperity and poverty, conformity, black struggle, student revolt, challenge to sexism, Middle America and reaction to protest.

**HIST 433. American Constitutional History (3) I.** Constitutional developments from framing of the Constitution in 1787, which established a federal republic that protected states rights, to creation of a national republic after Civil War, aiding rapid industrialization and creating need for business regulation, social welfare state, national protection of civil rights and expanded role of presidential leadership.

**HIST 436. American Social and Intellectual History (3) I.** Select topics in American social and emotional experience during 19th and 20th centuries: nationalism, regionalism, urbanization, immigration, ethnicity, professionalism, gender, childrearing, education, mental health. "isolationism"; World War II-background to Pearl Harbor, wartime alliances, peace settlements.

**HIST 441. Classical Hellenism (1000-400 B.C.) (3) I.** Ancient Greek society and culture from "dark ages" through "golden age" of 5th century. Resourcefulness of Hellenism in democratic politics, imperialistic policies and classic products of Periclean Athens. Weakness of Greek civilization in coping with crises engendered by Atheno-Peloponnesian war.

**HIST 442. Roman Revolution: From Gracchi Through Caesar Augustus (3) II.** Crisis of social turbulence, political violence and cultural ambivalence that marked Rome's transition from city-state to world state; how and why Roman archaism, republicanism and imperialism contributed to collapse of Late Republic and creation of Early Empire.

**HIST 444. The Making of Europe (3) II.** Cultural, religious, political and economic aspects of the Middle Ages which laid the framework for modern European civilization: cross-cultural contacts with the Christian and Islamic East.

**HIST 446. Early Modern Europe 1450-1750** (3) I. Comparative study of European societies in an age of transition. Renaissance, Reformation, growth of absolutism and constitutionalism, economic expansion, social change, intellectual development and emergence of baroque art forms.

**HIST 448. Modern European Society and Thought** (3) II. Major social and intellectual trends in modern European society, including liberalism, socialism, Marxism, fascism, existentialism and post-war disillusionment.

**HIST 454. European Foreign Relations, 1914-Present** (3) I. Foreign policies and diplomatic practices of the great powers and their statesmen: World War I, postwar quest for stability; World War II, Europe in the Cold War; contemporary problems.

**HIST 458. England, 55 B.C.-1689** (3) I. Major constitutional, economic, political, religious and social developments through 17th century: making of the Anglo-Saxon kingdom, feudal government and society, crisis of late medieval England, Tudor restoration of order, 17th-century civil war and revolution.

**HIST 459. Great Britain, 1689-Present** (3) II. Growth of parliamentary government; impact of the Enlightenment, French Revolution and industrialization; Victorian England; political and economic reform; two world wars and their consequences.

**HIST 462. British Empire-Commonwealth** (3). Rationale of imperialism, expansion of Britain overseas, development of colonial holdings, evolution of concept and reality of Commonwealth of Nations.

**HIST 464. History of France Since 1815** (3) II. Social and economic development of France, 1815-Third Republic; Jacobin radicalism, emergence of French labor movement; France between two world wars; Vichy and the Resistance; problems of Fourth and Fifth Republics.

**HIST 469. Medieval and Imperial Russia, 900-1825** (3) I. Radical, political and religious origins; development of autocracy; national and imperial problems to death of Alexander I.

**HIST 470. Modern Russia, 1825-Present** (3) II. Major topics in 19th and 20th century Russian history; political systems and personalities, territorial control and foreign relations, economic development, dissidence and revolutionary movements, social structure and demographic change.

**HIST 471. Education and Revolution in Russia** (3). Russian-Soviet struggle to create perfect society dominant in world through interplay of education and revolutionary ideology as reciprocal political tools.

**HIST 480. Senior Pro-Seminar** (3) I, II. Required capstone experience for all history majors. Selected historical interpretations and discussion of various historical methods and problems encountered in historical research. Writing of carefully argued position paper based on primary sources.

**HIST 483. Revolution and Tradition in Modern China** (3) II. China's modern transformation from the Confucian empire to the socialist nation of one billion people. Culturalism, nationalism, Marxism and Communism; China's cultural legacy, problems of modernization; China's relations with the West.

**HIST 486. Japan: New Superstate** (3) II. Japan's successful modernization since "opening" to West in 1853; political development, industrialization, expansion; Japan's rise from defeat in World War II to world economic power.

**HIST 495. Readings in History** (1-3). Individual readings in consultation with instructor in fields of special historical interest. Prerequisite: consent of department chair and instructor.

### Home Economics (HOEC)

**HOEC 100. Professional Perspectives** (1) I, II. Integrative focus to discipline of home economics. Contemporary issues, pertinent resources, career options, professional leaders, organizations. Recommended for all majors. First eight weeks of semester (I, II). Graded S/U.

**HOEC 101. Clothing Design and Construction** (3) I, II. Aesthetic principles of design and analysis of clothing construction methods. Evaluation of basic techniques and their application to construction of garments. Consumer buying of clothing analyzed. Lab fee.

**HOEC 103. Textiles** (3) I, II. Fiber, yarn and fabric structures; finishes; color and design. Selection and care of fabrics for personal and household uses. Lab fee.

◆ **HOEC 105. Personal and Family Relationships** (3) I, II. Growth and development of college student as individual and in social relationships in family, college, community; activities and functions of present-day family.

**HOEC 107. Black Families in America** (3) I, II. Living patterns of the American black family: historical development, present status, strengths, problems and prognosis.

**HOEC 119. Interior Design I** (3) I, II. Basic technical aspects of interior design with emphasis on drawing types, lettering, orthographic projection, one- or two-point perspective and working drawings of case pieces.

◆ **HOEC 120. Survey of Child and Family Community Services** (3) I, II. Focus on institutions and agencies serving children and families. Principles of effective services including qualifications and preparation of professionals. Transportation required.

◆ **HOEC 123. Introduction to Early Childhood** (3) I, II. Introduction to human development and program for young children which enables students to view themselves as potential parents, teachers and practitioners in the school and community.

**HOEC 195. Telecourse on Current Topics in Home Economics** (1-3) On demand. Selected introductory topics; departmentally supervised presentations via television complemented by seminars or other student-teacher interaction in groups or individually.

**HOEC 202. Intermediate Clothing and Basic Flat Pattern** (3) I, II. Clothing construction techniques and couture methods as applied to commercial designer patterns. Basic flat pattern knowledge and skills resulting in design and execution of an original muslin garment. Prerequisites: HOEC 101 and HOEC 103. Lab fee.

**HOEC 204. Introduction to the Fashion Industry** (3) I, II. Fashion design and terminology; organization of fashion industry and career opportunities in fashion. Prerequisites: HOEC 101 and HOEC 103 or consent of instructor.

◆ **HOEC 205. Home Management** (3) I, II. Effects of values and philosophy on decisions regarding family resources: time, energy, knowledge, ability, skills and attitudes in achieving family goals. Work simplification, history of discipline and evaluation in home management.

**HOEC 206. Household Equipment** (3) I, II. Selection, operation, care and management of household equipment for efficient use, safe operation and increased consumer satisfaction. Two hours lecture, two hours lab per week. Lab fee.

◆ **HOEC 207. Nutrition, Health and You** (3) I, II. A non-technical course. Application of fundamental principles of nutrition in selection of adequate diet for optimal health; current nutrition controversies. Not open to home economic education, dietetics, or food and nutrition majors.

**HOEC 210. Fundamentals of Food Science** (3) I, II. Art and science of foods. Scientific principles reinforced by actual preparation of foods. Two hours of lecture and three hours of lab. Lab fee.

**HOEC 212. Meal Service Management** (3) I, II. Management of available resources for planning, organization, preparation and service of family and commercial type meals. Controls in purchasing, receiving, storage and costing. One hour of lecture and four hours of lab. Prerequisite: HOEC 210. Lab fee.

**HOEC 219. Fabric Use In Interior Design** (3) I. Fundamental workroom techniques used in construction of textile products for residential and commercial interiors. Lab fee.

**HOEC 223. Child Study** (2) II. Learning about the development of young children as individuals and in groups using observation and other data gathering techniques.

**HOEC 224. Program Planning for Young Children** (3) I, II. Play, materials, methods for enhancing development of children under six. Planning, implementing and evaluating experiences and activities with groups of young children. C/F hours: 50.

**HOEC 230. Professional Catering Techniques** (3) II. Techniques of preparation and presentation germane to food service catering specialists. Laboratory fee. Prerequisite: HOEC 210 or equivalent. Professional liability insurance required.

**HOEC 250. Foundations of Home Economics (3) I.** Home economics: the profession, the role of the educator and understanding students; development of educational strategies including peer teaching through field and clinical experiences. One hour of seminar and three hours of experience in a professional setting.

**HOEC 295. Telecourse on Current Topics in Home Economics (1-3)** On demand. Selected advanced topics; departmentally supervised presentations via television complemented by seminars or other student-teacher interaction in groups or individually.

**HOEC 302. Foundations of Marriage and Family Relations (3) I, II.** Development of basic understanding of marriage and family relationships in a democratic society. Emotional, psychological and physical aspects of dating and marriage; family interrelationships. Prerequisites: HOEC 105 or SOC 101; junior or senior standing.

**HOEC 303. Home Furnishing (3) I, II.** Today's interiors from standpoint of use, economy, beauty and individuality. Recognition and evaluation of space needs, window, wall and floor treatments as well as furnishing and accessories.

**HOEC 305. Integrating Career and Family (3) I, II.** Issues facing dual-career families; applied problem-solving as approach to family decision making, communication, childrearing, career patterning. Not open to students with credit for BA 305.

**HOEC 307. Nutrition (3) I, II.** Principles of nutrition with applications to planning diets for individuals under different conditions. Two hours of lecture and two hours of laboratory. Prerequisites: CHEM 116 or 308 or consent of instructor. Lab fee.

**HOEC 310. Microwave Oven Application (2) I.** Selection, care and effective utilization of the microwave appliance and accessories. One hour lecture, two hours lab. Prerequisite: HOEC 206. Lab fee.

**HOEC 311. Family Resource Management (3) I.** Integration and application of concepts; processes and principles of family resource management within household environment. Four hours lecture/lab plus arranged. Prerequisites: HOEC 205 and HOEC 307. Lab fee.

**HOEC 313. Textile Analysis (3) I, II.** Economic, political and cultural forces related to production and use of historic and modern textiles; emphasis on recent technical developments and consumer textiles. Prerequisite: HOEC 103.

**HOEC 319. Residential Interiors (3) I, II.** Application of design principles in residential interiors. Problem formulating and problem-solving in restoring and renovating residential interiors. Professional organization of design portfolio for residential employment. Prerequisites: CONS 235, DESN 301 and HOEC 303.

◆ **HOEC 320. Infant and Toddler Development (3) I.** Growth and development of infants and toddlers from conception to two years. Developmental theories and characteristics. Implications for enhancing development. C/F hours: 15.

**HOEC 321. Child Development (3) II.** Physical, emotional, social and cognitive development of children from conception to school age, emphasis on ages 2-6. Developmental theories; influences of family, peers and society.

**HOEC 322. Child Development Practicum (3) I, II.** Supervised participation with pre-school children. Two hours seminar and six hours of lab. Must apply in the Child Development Center office during preregistration for class enrollment. Prerequisites: HOEC 224 and 321 or EDFI 342. C/F hours: 120.

**HOEC 326. Foods of Other Cultures (2) I, II.** Geographic, economic, political, religious and cultural influences on dietary patterns in selected regions of the world. Includes variety of experiences with cultural and ethnic foods. Lab fee.

**HOEC 328. Preadolescent and Adolescent in Family and Community (3) I.** Development and socialization of preadolescents and adolescents; youth growth, culture and potential problems. Focus on family and peers. A review of research relevant for intervention or service programming. Prerequisite: HOEC 105 or consent of instructor.

**HOEC 331. Principles of Food Service Management (3) I.** Planning and service of quality foods for institutions and restaurants. Menu planning, food purchasing and issuing of stores; supervision and cost control. Two hours of lecture and three hours of clinical experience. Prerequisites: HOEC 212 or HOEC 230 or consent of instructor. Professional liability insurance required.

**HOEC 333. Design and Evaluation of Food Service Facilities (3) I, II.** Blue-print interpretation, layout, design and drawing. Includes development of work analysis and flow charts for selection and placement of equipment in production, storage and dining facilities. Two one-hour lectures; one two-hour laboratory session. Prerequisites: DESN 104 or DESN 301 or equivalent.

**HOEC 335. Principles and Practice of Food Protection (3) I.** Introduces the principles involved in identification and prevention of the causes of food contamination. The role of public health regulations will be emphasized as they relate to microbiologic control measures in the various food service operation. Could lead to NIFI Certification.

**HOEC 352. Vocational Home Economics in Secondary Schools (3)** On demand. Principles, objectives, curriculum instructional materials and methods of vocational home economics. No S/U grade for home economics majors. Prerequisites: HOEC 250, EDFI 302 or junior standing.

**HOEC 353. Organization and Teaching in a Vocational Job Training Program (3)** On demand. Techniques of teaching, occupational analysis, curriculum planning and supervision of cooperative education in school programs and in vocational and technical schools. No S/U grade for home economics education majors. Prerequisites: HOEC 250; HOEC 352 prerequisite or concurrent.

**HOEC 354. Curriculum Management in Home Economics (2)** On demand. Field experience and coordinated seminar examining curriculum management as it differs in urban, suburban or rural schools. No S/U grade for home economics majors. Arrangements made in consultation with home economics education faculty. Prerequisite or corequisite: HOEC 352.

**HOEC 389. Supervised Field Experience (1-5) I, II, III.** Supervised work experience of diversified nature in approved field site. Contact hours and specific requirements obtainable from authorized home economics faculty members in the specialized areas. May be repeated. Prerequisite: consent of department. Graded S/U.

**HOEC 395. Workshop on Current Topics (1-3)** On demand. Intensive educational experience on selected topics related to skill development, content update or materials development. Typically, an all-day or similar concentrated time format used. May be repeated on approval of adviser. Some workshops require transportation.

**HOEC 401. History of Costume (3) I.** Development of western costume from Egyptian times to present; emphasis on relation to modern costume to earlier forms of dress.

**HOEC 402. Fashion Merchandising (3) I, II.** Planning, selection and marketing of fashion merchandise, including identification of a target customer, building a fashion image, financial planning, assortments and unit control, fashion promotion and trend merchandising. Prerequisite: HOEC 204 or consent of instructor.

**HOEC 403. Sociological and Psychological Aspects of Clothing (3) II.** Cultural, sociological and psychological factors influencing clothing habits of individuals and groups are related to their environments. Prerequisites: SOC 201 and PSYC 201 and junior standing.

**HOEC 404. Tailoring (3) I, II.** Specialized techniques of professional tailoring used in construction of a suit or coat. Analysis of quality in ready-to-wear tailored garments. Prerequisite: HOEC 202 or consent of instructor. Lab fee.

**HOEC 405. Family and Consumer Economics (4)** On demand. Families' financial planning; conditions as they affect consumer decisions in relation to patterns of living, income and goals. Not open to students with credit for BUSE 240.

◆ **HOEC 406. Housing the Family (3) II.** Selecting, financing and adapting housing for families with varying lifestyles and needs. Energy efficiency, government role in housing, renting and owning options, and psychological needs emphasized.

**HOEC 407. Research in Human Development and Family Studies (3) I, II.** Research methodology: completing a research project on a topic of the student's choice in the area of human development and family studies. Prerequisite: junior or senior standing.

**HOEC 408. Investigations in Family Life of Minority Groups (3) II.** Directed investigation of family life of racial and cultural minority groups in United States. Prerequisite: junior or senior standing.

**HOEC 412. Advanced Apparel Design (3) II.** Creative expression and application of principles of apparel design through the media of flat pattern and draping. Development of original design from sketch to finished garment. Prerequisite: HOEC 202. Lab fee.

**HOEC 413. Advanced Home Management (3) II.** Alternate years. Recognition, integration and application of management principles and concepts in a variety of family managerial situations. Utilization of appropriate technology. Prerequisite: HOEC 205 or consent of instructor.

**HOEC 414. Experimental Clothing Construction (3) I.** Experimental approach to factors influencing construction of apparel. Prerequisite: HOEC 202 or consent of instructor. Lab fee.

**HOEC 415. Home Management for Low Income Families (3) II.** Alternate years. Managerial behavior of economically deprived families. Emphasis on improving managerial skills in identifying, conserving, increasing and using resources to realize family values and goals. Prerequisite: HOEC 205.

**HOEC 416. Advanced Household Equipment (2) II.** Alternate years. Current trends, development and research in household equipment with implications for consumers. Research project related to students' professional interests required. One hour lecture, two hours lab.

**HOEC 417. Home Furnishing Laboratory (3) II.** Renovation and construction of various furnishings including refinishing, upholstering, slip covering and drapery making for home and professional purposes. Prerequisites: HOEC 101 or HOEC 219 and HOEC 303 or consent of instructor. Lab fee.

**HOEC 418. History of Interiors (3) I.** European and American furniture from 14th through 20th centuries with corresponding interiors; wall, window and floor treatments and decorative arts. Prerequisite: HOEC 303 or consent of instructor.

**HOEC 419. Contract Interiors (3) I, II.** Application of design principles in contract and commercial interiors. Space and facilities planning. Identification of interior equipment to facilitate a particular function. Professional organization of design portfolio for contract employment. Prerequisite: CONS 235, DESN 301 and HOEC 303.

**HOEC 421. Parenting and Parent Education (3) I, II.** Theories related to process of parenting and interactive effects of parent-child relationships including its impact on roles of professionals. Strategies for working with parents explored. No prerequisites.

**HOEC 422. Cognitive Development of the Young Child (3) I (odd years).** Contemporary theories of intellectual development of young children; research pertaining to specific concept areas and the development of related experiences. Prerequisite: HOEC 320 or HOEC 321 or consent of instructor.

**HOEC 423. Organization of Program for Young Children (3) II.** Factors in organization and administration of programs for young children. Prerequisite: HOEC 322 or consent of instructor. C/F hours: 20.

**HOEC 424. Children Under Transitory Stress (2) I.** Infants' and children's efforts to cope with situational stresses such as illness, hospitalization, death, divorce, separations from family, birth of siblings and illness or disability of parent. Prerequisites: HOEC 320, HOEC 321 or consent of instructor.

**HOEC 425. The Hospitalized Child (3) I.** Analysis, synthesis and integration of theory, research and practice from a multidisciplinary perspective for understanding needs of hospitalized children. Prerequisites: HOEC 320, HOEC 321, or consent of instructor.

**HOEC 426. Studies in Individual and Family Potential (3) I.** Theories of human behavior and family interaction which promote fully functioning individuals and families. Family communication; various patterns of family adjustment to internal and external stress. Prerequisites: HOEC 105 or HOEC 302, or consent of instructor.

**HOEC 427. Facilitation of Individual and Family Potential (3) II.** Development of personal skills and personal awareness which facilitate effective interpersonal-familial and/or professional functioning. Methods of affirming self-esteem, encouraging authentic communications and stimulating personal growth. Prerequisites: HOEC 105 and HOEC 426 or consent of instructor.

**HOEC 428. Sexuality and the Family (3) II.** Interrelationships of areas of human sexuality and family development/interaction. Intended for students with background in sexual physiology and psycho-social aspects of human sexuality. Prerequisite: PSYC 307 or HED 338.

**HOEC 429. The Family in the Middle and Later Years (3) II.** The family in the middle and later years, with emphasis on relationship between spouses, and with children and grandchildren. Identification and critical analysis of factors associated with success and problem areas for such families.

**HOEC 431. Experimental Foods (3) I, II.** Experimental methods of quality control and product development. Scientific reasoning applied to the methods of food preparation. Subjective and objective evaluation criteria will be practiced. Two hours of lecture and three hours of lab. Prerequisites: HOEC 210, CHEM 306 or consent of instructor. Lab fee.

**HOEC 432. Advanced Nutrition (3) II.** Topics in normal nutrition, including nutrients and their interrelationships. Application of nutrition principles in counseling individuals. Analysis of current literature for validity and content. Introduction to nutrition assessment. Two hours of lecture and four hours of lab. Prerequisite: HOEC 307, CHEM 308, BIOL 332. Professional liability insurance required.

**HOEC 433. Advanced Food Service Management (3) II.** Management principles and procedures in institutional or commercial food services. Selection, training and supervision of personnel. Food procurement, production and marketing. Clinical practicum. Two hours lecture and three hours of clinical experience. Prerequisite: HOEC 331 or consent of instructor. Professional liability insurance required.

**HOEC 434. Diet Therapy (4) I.** Diseases and dietary modifications they necessitate. Determination of rationale for inclusion or exclusion of specific foods in prescribed diet; clinical dietitian's role. Three hours of lecture and four hours of clinical experience. Prerequisite: HOEC 432. Professional liability insurance required.

**HOEC 435. Nutrition for Infants and Young Children (3) I.** Nutrition of infants and children in health and disease, from prenatal period to adolescence. Two hours of lecture and two hours of lab. Prerequisite: HOEC 207 or HOEC 307. Professional liability insurance required.

**HOEC 436. Nutrition for the Aging (3) II.** Psychological, physiological and socio-economic factors affecting dietary practices and nutritional needs of the elderly in group and individual situations. Two hours of lecture and two hours of clinical experience. Prerequisites: HOEC 207 or HOEC 307, and BIOL 332, or consent of instructor. Professional liability insurance required.

**HOEC 437. Quantity Food Production Management (3) I, II.** The management and application of appropriate techniques for meals produced in quantity. Cost control, work simplification, recipe standardization, purchasing standards and production supervision. Laboratory fee and professional liability insurance required. Prerequisite: HOEC 331 or consent of instructor.

**HOEC 470. Independent Study (1-3) I, II, III.** For advanced students who want to conduct intensive study of selected problems in home economics. For undergraduate credit only. Prerequisite: consent of department chair.

**HOEC 480. Seminar in Home Economics (1-3)** On demand. In-depth examination of topics in home economics not covered by existing course work. Repeatable once. Undergraduate credit only. Some seminars require transportation and/or lab fee.

**HOEC 489. Internship (5-12) I, II, III.** Internship in a professional environment. Work settings are approved on an individual basis. May be repeated. Graded S/U.

**HOEC 491. Pre-kindergarten Student Teaching (1-12) II.** Classroom teaching in a pre-kindergarten setting under supervision. Conferences and seminars supplement classroom teaching. Required of students in pre-kindergarten certification program. Prerequisites: 90 semester hours including ENG 112, IPCO 102, PSYC 201, EDFI 302, HOEC 224, 320, 321, 322. Fee: \$5 per credit hour.

**HOEC 497. Student Teaching (1-10) I.** Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs: 300. May be repeated. Graded S/U.

## Humanities (HUM)

◆ **HUM 101. Introduction to the Humanities (3) II.** Experience of art including music, film, theatre, literature, dance, painting, sculpture, architecture, philosophy and the combined arts.

†**HUM 200. Topics in Humanities (3).** Basic humanities concepts organized on a single topic: self and culture, the combined arts, art and nature, mythology and symbolism, comic and tragic in art, language and culture. Can be repeated once for credit if topics differ. Prerequisite: HUM 101 or consent of instructor.

## Insurance (INS)

**INS 350. Principles of Insurance and Risk (3)** I, II, III. Fundamental insurance and risk concepts; insurance company functions; legal aspects of basic insurance; homeowners property and liability, auto, life and health coverages.

**INS 465. Property and Liability Insurance Coverages (3)** II. Protection provided by and legal aspects of fire, casualty, transportation, workmen's compensation, multiple-lines and corporate surety-ship insurance coverages. Prerequisite: INS 350 or permission of instructor.

**INS 466. Concepts and Issues in Insurance Company Management (3)** I. Insurance company functions; types of insurance carriers; marketing and underwriting problems; agency/carrier relationships; reinsurance, rate-making, financial analysis and regulation. Prerequisite: INS 350 or permission of instructor.

**INS 468. Life Insurance and Employee Benefits (3)** II. Encompasses studies of social security; group and individual life insurance; group and individual health insurance; pensions; other employee benefits. Prerequisite: INS 350 or consent of instructor.

**INS 470. Risk Management (3)** II. Management of corporate risk through identification, measurement and control of loss exposures utilizing primarily non-insurance methods. Case problems and supplemental text assignments. Prerequisite: INS 350 or permission of instructor.

**INS 491. Studies in Insurance and Risk Management (1-3)** On demand. In-depth study of selected areas. Offered to individuals on lecture, seminar or independent study basis depending on student needs and nature of material. May be repeated to six hours. Graded S/U.

## Interpersonal and Public Communication (IPCO)

**IPCO 102. Speech Communication (3)** I, II, III. Basic principles of interpersonal, small-group and public communication; field of speech communication with attention to individual needs.

◆**IPCO 203. Small Group Communication (3)** I, II, III. Theory and practice in the analysis of social interaction in small groups as it affects problem solving and policy formation processes. Mass lecture plus lab sections.

◆**IPCO 205. Public Speaking (3)** I, II. Principles of public communication composition and public speaking, including practice.

**IPCO 207. Interpersonal Communication I (3)** I, II, III. Introduction to dyadic communication with a focus on factors which influence effectiveness. Practical experience in behaviors associated with interpersonal competence.

**IPCO 208. Simulation of Organizational Communication.** Assessment and development of communication skills and practices prevalent in contemporary profit and nonprofit organizations. Direct participation in a simulation of organizational communication.

**IPCO 209. Human Communication (3)** I, II, III. Development of theoretical formulations in speech communication. Emphasis on special heuristic (not general explanatory) theories which focus on relationship factors, as well as speaker and message aspects. Interdisciplinary perspectives utilized.

**IPCO 303. Persuasive Communication (3)** I, II, III. Theories and concepts of persuasive communication; attitude change, audience analysis and strategies of persuasion.

**IPCO 304. Leadership in Group Communication (3)** I. Conception, methods and techniques of leadership related to group communication processes. Emphasis on understanding and application of contingency theories. Prerequisite: IPCO 203.

◆**IPCO 306. Interpersonal Communication (3)** I, II, III. Two-party communication, reduction of defensive climates as means of facilitating effective communication. Practical experience in information seeking, persuasive and personal encounters. For nonmajors only.

**IPCO 307. Speech Communication in Organizations (3)** I, II, III. Message initiation, diffusion and reception in organizational setting. Function and conduct of meetings, including both parliamentary procedure and relationships to organizational settings.

**IPCO 308. Argumentation (3)** I, II, III. Principles of argumentation; case analysis and construction; practice in forms of debating using contemporary topics.

**IPCO 395. Workshop on Current Topics (1-3)** On demand. Intensive educational experience on selected topics. Typically, an all-day or similar concentrated time format. May be repeated on approval of adviser, if topics differ.

**IPCO 403. Assertiveness (3)** I, II. Methods for developing effective coping strategies under a wide variety of life situations. Special emphasis on dynamic negotiation and on dealing with difficult people.

**IPCO 404. Communication and Conflict.** Training communication skills and monitoring situations likely to include communication conflict. Assist supervision of IPCO 208. Prerequisite: IPCO 208.

**IPCO 406. Topics in Interpersonal and Public Communication (3)** I, II, III. Selected topics or subject areas within the field of communication, marital communication, legal speaking, assertiveness and nonverbal communication. May be repeated.

**IPCO 407. Interpersonal Communication II (3)** I, II, III. Extended analysis of current theoretical positions and research in interpersonal communication. Topics include social exchange, rules, attribution, attraction, relational stages, power, impression formation and management. Prerequisite: IPCO 306 or 207.

**IPCO 489. Communication Internship (1-10)** I, II, III. Field experience in communication. Study of communication as intern in public or commercial agency. Open only to IPCO majors in BAC program. Prerequisites: 2.5 overall GPA, junior status and 12 hours of completed IPCO courses. Graded S/U.

**IPCO 490. Problems in Interpersonal and Public Communication (1-3)** I, II. For advanced student who wishes to do intensive study in rhetoric, public address or communication studies independently or in conjunction with courses regularly offered. May be repeated. Prerequisite: consent of department.

## Italian (ITAL)

Students who had Italian in high school should take the placement test during summer preregistration or prior to enrollment in a course. Credit will not be given for course work more than two levels lower than the highest level completed in high school, unless authorized by the chair of the department.

¶**ITAL 101. Elementary Italian I (4)** I. Cultural approach to beginning language. Development of the four skills: listening, speaking, reading, writing. Four class periods and laboratory practice each week.

¶**ITAL 102. Elementary Italian II (4)** II. ITAL 101 continued. Four class periods and laboratory practice each week. Prerequisite: ITAL 101 or one year of Italian in high school.

¶**ITAL 201. Intermediate Italian I (3)** I. Grammar review. Development of the four skills. Three class periods and laboratory practice each week. Prerequisite: ITAL 102 or two years of Italian in high school.

¶**ITAL 202. Intermediate Italian II (3)** II. ITAL 201 continued. Three class periods and laboratory practice each week. Prerequisite: ITAL 201 or three years of Italian in high school.

**ITAL 261. The Italian Cinema (3).** Modern Italian culture and literature movements and their expression in cinema; demonstrates close relationship between literature and cinema. In English

**ITAL 351. Italian Composition and Conversation I (3).** Improvement of oral and written skills; emphasis on composition. Prerequisite: ITAL 202.

**ITAL 352. Italian Composition and Conversation II (3).** Improvement of oral and written skills in the language; emphasis on conversation. Prerequisite: ITAL 202.

**ITAL 361. Introduction to Italian Literature (3).** Chronological evaluation of outstanding works in Italian literature from Middle Ages to present; various movements and genres. Prerequisite: ITAL 202.

**ITAL 371. Italian Civilization I (3).** Political, social, intellectual, artistic life from Middle Ages through 19th century. Background for literary studies and preparation for teaching of Italian. Prerequisite: ITAL 202.

**ITAL 372. Italian Civilization II (3).** ITAL 372 continued; political, social, intellectual, artistic life of modern Italy. Prerequisite: ITAL 202.

**ITAL 470. Independent Readings in Italian** (1-3). For the advanced student who wishes to study a particular author or period, or a problem in language or civilization. Prerequisite: consent of chair of department and instructor.

**ITAL 488. Italian Literature: Advanced Studies** (3). Study of author, literary school, genre or selected theme. May be repeated to nine hours if topics are clearly different. Prerequisites: ITAL 361 and ITAL 362.

## Japanese (JAPN)

†**JAPN 101. Elementary Language and Culture I** (4) I. Introduction to modern spoken Japanese. Four class periods and scheduled oral practice each week.

†**JAPN 102. Elementary Language and Culture II** (4) II. JAPN 101 continued. Four class periods and scheduled oral practice each week. Prerequisite: JAPN 101 or equivalent.

†**JAPN 201. Intermediate Japanese I** (4) I. JAPN 101-102 continued. Conversation, writing, reading, grammar. Three class periods and scheduled oral practice each week. Prerequisite: JAPN 102 or equivalent.

†**JAPN 202. Intermediate Japanese II** (4) II. JAPN 201 continued. Three class periods and scheduled oral practice each week. Prerequisite: JAPN 201 or equivalent.

**JAPN 301. Third Year Japanese I** (3). JAPN 201-202 continued. Development of the four skills. Three class periods and scheduled oral practice each week. Prerequisite: JAPN 202 or equivalent.

**JAPN 302. Third Year Japanese II** (3) II. JAPN 301 continued. Three class periods and scheduled oral practice each week. Prerequisite: JAPN 301 or equivalent.

**JAPN 480. Selected Topics in Japanese** (1-3) On demand. Topics chosen from Japanese literature, culture or thought to meet curriculum needs and student requests. May be repeated to six hours with different topics.

**JAPN 491. Studies in Japanese** (1-3). On demand. Independent reading for the advanced student. Prerequisite: arrangement with instructor and consent of department chair prior to registration.

## Journalism (JOUR)

♦**JOUR 103. Introduction to Mass Communication** (3) I, II, III. Survey of modern journalism and mass communication; mass communication media and effects; role and influence of newspapers, magazines, radio, television, photography, and related fields of advertising and public relations. Open to non-majors.

**JOUR 203. History of Journalism** (3). English background, development of American mass media from colonial days to present. Historical factors affecting reporting and presentation of news in print and electronic journalism.

†**JOUR 206. Introduction to Photojournalism** (3) I, II. Function of pictures in newspaper, magazine and television reporting. Practice in picture taking and darkroom procedures. Lecture and laboratory. Student must provide own camera and supplies. Lab fee.

†**JOUR 291. Foundations of Journalism** (1-3) I, II. Lecture and laboratory experience in journalistic writing and editing. Not available to students on the main BGSU campus. Prerequisite: permission of instructor.

**JOUR 300. Introduction to Journalistic Writing** (3) I, II, III. Practice in the elementary forms of newspaper, magazine, broadcast and public relations writing; emphasis on grammar, spelling, punctuation and sentence structure. Prerequisites include completion of at least 30 semester hours of course work consisting of general education requirements including ENG 112 and JOUR 103. An overall grade point average of 2.7 must have been earned in the aforementioned course work at the time of admittance into JOUR 300, as well as a minimum grade of C in JOUR 103. In addition, students must have passed an English proficiency examination administered by the Department of Journalism. This course is reserved for pre-journalism majors and exceptions approved by the Department of Journalism. Application for this course must be made at the journalism office, 319 West Hall.

**JOUR 301. Journalism Techniques for Non-Majors** (3) I, II. Introduction to news gathering, news writing, news editing and journalistic graphics for non-journalism majors whose programs might benefit from such a course. Not open to those who are presently journalism majors. Does not serve as a prerequisite to other journalism classes. Prerequisite: completion of freshman English composition requirements.

**JOUR 302. Copy Editing** (3) I, II. Theory and practice in editing local and wire news, headline writing, picture editing, evaluating news, layout and design, video display terminal operation. Prerequisites: B or C or better in JOUR 103 and 300; junior standing. Lab fee.

**JOUR 303. Editing Specialized Publications** (3) I, II, III. Theory and practice of editing functions and techniques in producing specialized publications: magazines, newsletters, newspapers and brochures for business and non-profit organizations. Graphics skills, including electronic typesetting. Prerequisites: B or C or better in JOUR 103 and 300; junior standing. Lab fee.

**JOUR 304. Feature Writing** (3) I, II. Discovering, researching and writing the newspaper feature story and short magazine article. Prerequisites: B and C or better in JOUR 103 and 300; junior standing. Lab fee.

**JOUR 305. Photojournalism Editing** (3) II. Assignment, selection, preparation and display of photographs for publication, especially in newspapers, magazines and newsletters. Prerequisites: B and C or better in JOUR 103 and 300; junior standing. Lab fee.

**JOUR 307. Advanced Photojournalism** (3) I. Practice in advanced problems of photography, including picture stories, and evaluation of photographs for reproduction and communication. Lecture and laboratory. Student must provide own camera and supplies. Prerequisite: C or better in JOUR 206. Lab fee.

**JOUR 311. Reporting** (3) I, II. Newsgathering and newswriting for all types of news stories ranging from the simple factual story to the complex, specialized story. Practice in covering assignments for publication. Prerequisites: B and C or better in JOUR 103 and 300, junior standing. Lab fee.

**JOUR 312. Reporting of Public Affairs** (3) I, II. Field practice in covering governmental and community affairs with attention both to general and specialized areas. Prerequisite: C or better in JOUR 311 or 330.

**JOUR 315. Press Management** (3) I, II. Business problems of publishing—organization, financing, circulation, promotion. Concentration on management philosophy and problem solving. Open to non-majors.

**JOUR 330. Radio/Television News** (3) I, II. Techniques of writing, reporting and editing news for radio and television broadcasting; rewriting wire copy; introduction to ENG shooting and editing techniques; preparation and utilization of television graphics. Student must provide own tape recorder and cassettes. Prerequisites: B and C or better in JOUR 103 and 300; junior standing. Recommended: broadcast production course in RTVF and photography course (JOUR 206). Lab fee.

**JOUR 331. Advanced Radio/Television News** (3) I, II. Writing, editing and producing the radio and television newscast. Emphasis on ENG shooting and editing; field reporting; producing the newscast in a TV studio; advanced television graphics. Student must provide own videotape cassette. Prerequisite: C or better in JOUR 330 and RTVF 262 and 263 plus JOUR 206. Lab fee.

**JOUR 340. Principles of Public Relations** (3) I, II. Public relations problems, policies, practices applied to business and non-profit organizations; media methods of communicating, survey research and attitude change. Open to non-majors.

**JOUR 380. Writing for Public Communication** (3) I, II. Public relations writing skills for business and nonprofit organizations. Prerequisites: B and C or better in JOUR 103 and 300; junior standing. Lab fee.

**JOUR 402. Journalism Law and Ethics** (3) I, II, III. Legal concept of freedom of the press, constitutional guarantees, libel, privacy, copyright, broadcast regulation, contempt, obscenity, ethical problems, right to know. Open to non-majors.

**JOUR 403. The Editorial** (3) I. Techniques of persuasive and critical writing and the role of editorial opinion in modern mass media. Prerequisites: B and C or better in JOUR 103 and 300; junior standing.

**JOUR 404. Magazine Article Writing** (3) I, II. Searching for story ideas, analyzing magazine markets, researching subject matter, writing and polishing stories. Prerequisite: JOUR 304.

**JOUR 407. Color Photography** (3) II. Theory and application of color processes and their limitations and advantages. Production of color transparencies and prints. Prerequisite: C or better in JOUR 307. Lab fee.

**JOUR 412. Field Experience (1-3) I, II, III.** Journalism internship program required of all journalism majors. Activity may be in more than one medium, full or part time, paid or voluntary. Two hours required of all majors, one of which must be with a campus medium. (120 hours of internship service equals one credit hour). Prerequisites: 2.5 JOUR grade point average; 2.25 overall grade point average; junior standing. Graded S/U.

**JOUR 414. Supervision of High School Publications (3) II.** For teachers or prospective teachers of high school journalism or advisers of school newspapers or yearbooks. Problems of editorial supervision, business management and production. Open to non-majors.

**JOUR 416. Magazine Journalism (3) I, II.** Practices, problems and trends in modern magazine publishing; analysis of editorial objectives, content, audience, format, production and management. Open to non-majors.

**JOUR 423. Introduction to Mass Communication Research (3) II.** Mass communication from the scientific viewpoint. Research techniques in advertising, public relations, newspapers, radio and television. Application of behavioral science research methods to communication research. Open to non-majors.

**JOUR 430. The Documentary (3) I, II.** Research, writing and preparing news, informational and public service features, documentary and magazine-type programs; writing a program treatment and budget; production of a documentary of broadcast quality. Prerequisite: C or better in JOUR 331. Lab fee.

**JOUR 431. Interpretive Reporting (3) I.** Research and writing of in-depth reports, interpretive news, profiles, background stories, news analyses. Investigative reporting of current events and issues. Prerequisite: C or better in JOUR 312 or consent of instructor.

**JOUR 432. Newsroom Decision Making (3) II.** Newspaper editorship, goal setting, problem analysis, readership analysis, publication conception and creation, staff management. Prerequisite: senior standing in the Department of Journalism or consent of instructor.

**JOUR 433. Government and the News Media (3) I.** Origins and concept of freedom of information and evolution in constitutional law and judicial decisions; contemporary problems of censorship in publishing, broadcasting and film. Open to non-majors.

**JOUR 435. Press and Society (3).** Press as institution, its role, content, effects and responsibilities as a cultural force in society. Open to non-majors.

**JOUR 440. Public Relations Techniques (3) I, II.** Application of public relations theories, tools and techniques to the public relations campaign. Research, planning and execution are practiced. Prerequisites: senior status in the public relations sequence and C or better in JOUR 303, 340 and 380.

**JOUR 470. International Press Systems (3) I.** Social, economic and political factors, organization and control in the national news and informational systems of countries around the world. Open to non-majors.

**JOUR 471. International Media Networks (3) II.** Factors affecting flow of world news and public information; regional and international networks. Open to non-majors.

**JOUR 481. Topics and Problems in Public Relations (1-3) I, II, III.** Issues and problems that confront public relations practitioners in corporate and non-profit communications programs. Prerequisite: instructor's consent.

**JOUR 490. Special Problems in Journalism (1-3) I, II, III.** Research problems, practical projects, intensive reading or mini-courses to meet needs of student's special interests. Prerequisite: instructor's consent. Graded S/U.

### Latin (LAT)

Students who had Latin in high school should take the placement test during summer preregistration or prior to enrollment in a course. Credit will not be given for course work more than two levels lower than the highest level completed in high school, unless authorized by the chair of the department.

¶**LAT 101. Elementary Latin I (4) I.** Cultural approach to beginning language. Development of the four skills: listening, speaking, reading, writing. Four class periods and laboratory practice each week.

¶**LAT 102. Elementary Latin II (4) II.** LAT 101 continued. Four class periods and laboratory practice each week. Prerequisite: LAT 101 or one year of Latin in high school.

**LAT 141. Great Greek Minds (3) I.** Masterpieces of Greek literature: Homer, Sappho, Pindar, Aeschylus, Sophocles, Euripides, Aristophanes, Herodotus, Thucydides, Plato, Aristotle. No Greek required. No credit for both LAT 141 and 485.

**LAT 142. Great Roman Minds (3) II.** Masterpieces of Latin literature: Lucretius, Cicero, Catullus, Vergil, Horace, Livy, Ovid, Petronius, Tacitus, Juvenal, Martial. No Latin required. No credit for both LAT 142 and 486.

**LAT 145. Greek and Latin Elements in English (3).** Terms and concepts derived from Greek and Latin occurring in English; designed for premedical, pre dental, prelaw, language, sciences majors.

¶**LAT 201. Intermediate Latin I (3) I.** Grammar review. Development of the four skills. Three class periods and laboratory practice each week. Prerequisite: LAT 102 or two years of Latin in high school.

¶**LAT 202. Intermediate Latin II (3) II.** LAT 201 continued. Three class periods and laboratory practice each week. Prerequisite: LAT 201 or three years of Latin in high school.

**LAT 351. Latin Prose Composition I (3).** Developing increased ability to understand structural peculiarities of classical Latin. Prerequisite: LAT 202.

**LAT 352. Latin Prose Composition II (3).** Developing increased ability to understand structural peculiarities of classical Latin. Prerequisite: LAT 351.

**LAT 361. Latin Literature I (3).** Chronological survey of Latin literature into the Golden Age. Prerequisite: LAT 202.

**LAT 362. Latin Literature II (3).** Chronological survey of Latin literature from the Golden Age. Prerequisite: LAT 202.

**LAT 470. Readings in Latin Literature (1-3) I, II.** Advanced reading for students wishing to study special period or great author. Prerequisite: consent of chair of department and instructor.

**LAT 480. Classical Mythology (3).** Study in English of Greek and Roman myths; historical meaning and influence on life, literature and art. No Latin required.

**LAT 481. Roman Life (2).** Study in English of daily life and customs in Rome as described in literature and attested by history, art, archeology. No Latin required.

**LAT 485. Greek Literature in English (3) I.** Thought and action of ancient Greeks as seen mainly through their literary works. For majors and minors in Latin and other languages and students wanting to fulfill humanities requirement; no Greek required. No credit for both LAT 141 and 485.

**LAT 486. Latin Literature in English (3) II.** Thought and action of ancient Romans as seen mainly through their literary works. Intended for majors and minors in Latin and other languages and for students wanting to fulfill humanities requirement; no Latin required. No credit for both LAT 142 and 486.

### Latin-American Studies (LAS)

**LAS 401. Latin-American Studies Senior Seminar (3) II.** For seniors majoring in Latin American Studies and other interested students. Examination of literature, problems of research and writing, discussion of methods. Required of Latin-American studies major.

### Legal Studies (LEGS)

◆**LEGS 200. Perspectives of American Law (3) I, II.** Thematic case study of family law, property, privacy, torts, criminal law and other areas which explaining social forces that give substance to American law, analysis and reasoning behind court decisions. Prerequisite: sophomore standing.

◆**LEGS 301. General Business Law (3) I, II, III.** Historical, political, economic background to business law. Origin, development, fundamentals of contracts, sales and the legal environment of business. Prerequisite: junior standing.

**LEGS 302. General Business Law II (3) II, III.** LEGS 301 continued. Law of sales, common carrier, partnerships, corporations, agency law and economic implications of business entities. Alternate years. Prerequisite: LEGS 301.

**LEGS 305. Comparative Legal Philosophy (3) I.** Legal philosophy and comparative law using legal systems of Western, Communist and developing countries as models; treatment of commercial obligations and constitutional rights within different legal systems.



**LEGS 310. Law and the Citizen** (3) I. Major social issues of today and how judicial system shapes social policy and reform; consumer protection and other annually selected social issues being adjudicated in courts; discrimination and reverse discrimination, capital punishment, reform of legal system, problems in criminal justice system, freedom of speech and assembly, obscenity and pornography, etc. Prerequisite: junior standing or permission of instructor.

**LEGS 401. Law of Business Relationships I** (4) I. Legal environment of business relationships; includes study of contracts, sales, professional responsibility and commercial paper. No credit for students who have taken LEGS 301. Recommended for accounting students planning on taking CPA exam.

**LEGS 402. Law of Business Relationships II** (4) II. Commercial law including secured transactions, bankruptcy, bailments, agency, partnership, corporation, insurance, trusts and wills. Prerequisite: LEGS 301 or 401.

**LEGS 406. International Legal Transactions** (3) II alternate years. Legal problems faced by individual and corporate business persons when operating within international framework. Methods of control of multinational corporate entities, effect of doing business as national or foreign firm, and act of state doctrine relating to expropriation of assets of foreign firm.

**LEGS 413. Trusts and Estates** (3) I alternate years. Execution, administration, revocation of wills and trusts, guardianships, life insurance estates; insurance law relating to estates, their protection, and liability; role of wills and trusts in distribution of wealth. Prerequisite: LEGS 301 or 401.

**LEGS 414. Liability Law** (3) I alternate years. History and development of modern concepts in areas of personality, privacy, product and service liabilities, legal problems in advertising, responsibility to work force.

**LEGS 415. Realty Law** (3) II. Creation, acquisition, transfer of realty; deeds and mortgages as security devices and their economic implications; landlord-tenant relations and economic role of leasehold interests.

**LEGS 419. Labor Law** (3) I. Federal legislation in defining roles of labor organizations and management as they interrelate in private industry; National Labor Relations, as amended, and 1964 Civil Rights Act, as amended, prohibiting discrimination in employment.

**LEGS 421. Administrative Law** (3) II. Regulation of business and policy implications for public; antitrust, trade practices, equal opportunity employment, environmental restraints, public utilities.

**LEGS 423. Technology and Computer Law** (3) I. Developing law concerning computers and technology, including acquisition of computer hardware and software, remedies for failure of a computer system, computer crime, privacy, liability and intellectual property.

**LEGS 425. Health Care Law** (3) I. Public-private constraints in foundation health agencies; experimentation and risk assumption; agency and independent contract liability; reasonable standards of care doctrines; governmental regulations.

**LEGS 429. Employment Discrimination and Affirmative Action Law** (3) II. Federal laws, Ohio laws, Federal Executive Order #11246, federal regulations interpreting these laws and orders that govern employment decisions in hiring, firing, testing, promotion, demotion, transfers, etc.

**LEGS 431. Environmental Law** (3) II alternate years. History and development of modern concepts in environmental law; air, water, land, toxic waste; legal solutions to environmental problems.

**LEGS 440. Purchasing and Selling Law** (3) II. Legal analysis of the state and federal laws regulating the purchasing, sale and marketing of goods and services. Regulations involving corporate procurement and marketing functions as well as consumer rights and remedies emphasized. Prerequisite: LEGS 301 or 401.

**LEGS 450. Hospitality Law** (3) II alternate years. Legal regulations, duties, liability and relationships of persons and businesses engaged in the food service, restaurant, hotel/motel and hospitality industries.

**LEGS 490. Legal Research and Drafting Seminar** (3) II. Legal research and drafting seminar that requires use of all types of legal resources. Series of projects to develop competencies in legal research and drafting.

**LEGS 491. Studies in Business Law** (1-3). In-depth study of selected areas. Offered to individual student on lecture basis or as seminar depending on student needs and nature of material. May be repeated to six hours. Research paper required.

**LEGS 495. Readings for Honors in Business Law** (1-3) I, II, III. For student in business administration who wishes to pursue supervised independent program of reading and study. Prerequisite: 3.0 accumulative GPA, or consent of department.

## Library and Educational Media (LEM)

**LEM 203. Introduction to Librarianship** (3) I, II. Profession of librarian/information/media specialist; types of library/information/media centers, jobs performed, professional literature and organizations, history of libraries and materials. Lecture; discussion/questioning; role-playing; practicum. C/F hrs.: 16.

**LEM 301. Basic Educational Media** (2) I, II, III. Selection, operation and utilization of common classroom educational media. Lecture; discussion/questioning; problem solving; laboratory; practice/drill. Prerequisite: to follow EDFI 302. C/F hrs.: 16.

**LEM 395. Workshop in Educational Media** (1-2) On demand. Study, readings and development of materials to meet the needs of practitioners. Topics vary from offering to offering. May be repeated with consent of adviser. C/F hrs.: varies.

**LEM 403. Reference Services and Materials** (3) I, III on demand. Basic sources of information and use in providing library/information/media services. Lecture; discussion/questioning; viewing/listening/answering; problem solving. C/F hrs.: 25.

**LEM 404. History of Books and Libraries** (2) On demand. Development of books and libraries from earliest times to the present with emphasis on their roles in the preservation and communication of information. Lecture; discussion/questioning; viewing/listening/answering. C/F hrs.: 4.

**LEM 405. Government Publications** (3) II. Nature, use, acquisition and organization of printed materials issued by federal, state and local governments and international agencies. Lecture; discussion/questioning; practice/drill; laboratory. Prerequisite: LEM 403 or consent of instructor. C/F hrs.: 17.

**LEM 407. Selection of Materials** (3) II, III. Principles of selection and acquisition of print and nonprint materials. Lecture; discussion/questioning; practice/drill; practicum; role-playing; problem solving. C/F hrs.: 40.

**LEM 408. Classification and Cataloging** (3) I, III even-numbered years. Tools and basic procedures of technical processing and organizing of library/media/information materials. Lecture; discussion/questioning; practice/drill; problem solving; laboratory; practicum. C/F hrs.: 40.

**LEM 411. Materials for Secondary School Media Centers** (3) II, III. Print and nonprint materials and program activities for secondary school media centers. Special needs of adolescents including gifted and retarded. Lecture; discussion/questioning; viewing/listening/answering; problem solving. Prerequisite: 9 hours of LEM courses or consent of instructor. C/F hrs.: 20.

**LEM 428. Advanced Utilization of Educational Media** (3) I, III even-numbered years on demand. Audio-visual materials to motivate, persuade, instruct. Selection, production, use and evaluation. Lecture; discussion/questioning; viewing/listening/answering; problem solving; laboratory. Prerequisite: LEM 301 or consent of instructor. C/F hrs.: 16.

**LEM 430. Preparation of Instructional Materials** (3) II, III odd-numbered years. Planning, designing and producing instructional materials in terms of stated objectives. Laboratory; practicum; discussion/questioning; problem solving. Prerequisite: LEM 301 or 428 or consent of instructor. C/F hrs.: 22. Lab fee.

**LEM 431. Visual Communication in Instruction** (3). Role of visual stimuli in teaching/learning environments. Emphasis on instructional drawing. Lecture; practice/drill; problem solving; laboratory. Prerequisite: LEM 301 or consent of instructor. C/F hrs.: 40.

**LEM 433. Classroom Television** (3). Television as an integral part of the instructional process. Includes equipment operation and selection and basic production techniques. Lecture; practice/drill; viewing/listening/answering; problem solving; laboratory. Prerequisite: LEM 301 or 428 or consent of instructor. C/F hrs.: 20.

*Clinical/Field  
hrs.  
16*

**LEM 434. Individualizing Instruction with Educational Media (3).** The application of educational technology (equipment, materials and instructional design techniques) to the conceptual and operational aspects of individualized instruction. Lecture; viewing/listening/answering; problem solving; independent learning/self-instruction. Prerequisite: LEM 301 or 428 or consent of instructor. C/F hrs.: 20.

**LEM 438. Selection, Maintenance and Repair of Media Equipment (3).** The role of the teacher and media specialist in selection, maintenance and repair of classroom media equipment at building level. Lecture; practice/drill; laboratory; independent learning/self-instruction; problem solving; discover. Prerequisite: LEM 428 or consent of instructor. C/F hrs.: 20.

**LEM 441. Storytelling (3) I.** Techniques and practice of storytelling in libraries, classrooms, etc. Selection of traditional and modern literature to tell and read aloud. Lecture; practice/drill; viewing/listening/answering; role playing. Prerequisite: ENG 342 or consent of instructor. C/F hrs.: 8.

**LEM 445. Computer Systems for Library Services (3) I, III** odd-numbered years. Information and bibliographic retrieval systems. Prerequisites: LEM 403 and 408. C/F hrs.: 39.

**LEM 450. Media Center in the School (3) I, III.** Organization and administration of school media centers. Lecture; discussion/questioning; practice/drill; problem solving; practicum; role-playing. Prerequisite: just prior to student teaching. C/F hrs.: 20.

**LEM 455. Instructional Media in Industry, Business and Government (3) I, III.** Selection and utilization of instructional media in non-school settings. Not available for students with credit for LEM 428. Lecture; discussion/questioning; viewing/listening/answering; problem solving; laboratory. Prerequisite: consent of instructor. C/F hrs.: 16.

**LEM 490. Problems in Library and Educational Media (1-3) I, II, III.** Independent study of selected topics. May be repeated to six hours. Prerequisite: consent of instructor. C/F hrs.: varies.

**LEM 491. Field Work (2) I, II, III.** Supervised field work in library, media center or information service approved by department. May be repeated to 4 hours. Practicum. Prerequisite: consent of instructor. C/F hrs.: varies. Graded S/U.

**LEM 492. Student Teaching (1-10) I, II.** Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

**LEM 497. Student Teaching (1-10) I, II.** Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. C/F hrs.: 300. May be repeated. Graded S/U.

## Linguistics (LING)

**LING 310. Introduction to Linguistics (3) II.** Nature of languages and human communication; principles and procedures for analyzing and describing languages; language change and variation. Prerequisite: sophomore standing.

**LING 490. Special Problems in Linguistics (2-3)** On demand. Theories and applications of linguistics studies or problems in languages, literatures, psychology, speech and other related fields. Prerequisite: LING 310.

## Management (MGMT)

◆ **MGMT 300. Introduction to Production and Operations Management (3) I, II, III.** Fundamentals of management of operations of firm; design of production systems, operation, coordination and control of production activity; major analytical tools for management. Prerequisite: STAT 212 or equivalent.

**MGMT 305. Principles of Organization and Management (3) I, II, III.** Fundamentals of organization theory; objectives, policies, decision-making, authority, management development, leadership, communication, motivation and effective human relations to management principles. No credit allowed toward BSBA degree.

**MGMT 330. Procurement (3) I, II, III.** Management of procurement; process of establishing need, source selection, pricing, specifications, negotiation and bidding, quality assurance, value analysis, make or buy, procedures, legal considerations and information systems. Related to industrial, governmental and institutional purchasing operations. Prerequisite: STAT 212 or equivalent.

**MGMT 360. Organizational Theory and Behavior (3) I, II, III.** Micro-relationships in organizations; historical perspective, changing nature of organizations, and individual and overall group behavior. Specific topics include motivation, decision-making, leadership, group dynamics, organizational structure, etc. Prerequisite: STAT 212.

**MGMT 361. Personnel Administration (3) I, II, III.** Design, organization and operation of personnel function. Planning manpower needs, developing human resources, appraising performance, developing compensation systems and compliance with applicable government regulations such as Equal Employment Opportunity (EEO), Occupational Safety and Health (OSHA), etc. No credit for students specializing in human resource management or to students with credit for MGMT 450 or MGMT 451. Prerequisite: MGMT 305 or MGMT 360.

**MGMT 430. Materials Management (3) I, II.** Conceptual and analytical framework for materials management problems. Development and evaluation in depth of materials management system components; facility location, transportation, inventory requirements, materials handling, order processing. Prerequisite: MGMT 300 or permission of instructor.

**MGMT 439. Procurement and Materials Management Problems (3) I, II.** Capstone course integrating principles from other required courses in the area of purchasing and materials management; lectures, case discussions, simulations and research projects used for instructional purposes. Prerequisite: MGMT 330.

**MGMT 441. Production Process Design (3) I, II.** Effective design of production transformation process. Product decision, process selection and capacity-related issues. Macroprocessing modes and attendant problem areas such as layout of production facilities, project management and line balancing; microprocessing aspects such as work design and measurement. Quality control and safety. Prerequisite: MGMT 300.

**MGMT 442. Inventory Systems Planning (3) I, II.** Forecasting methods for output requirements. Traditional theories and techniques of inventory control. Current inventory methodology such as material requirements planning; broad range of inventory control problems. Prerequisite: MGMT 300.

**MGMT 445. Production Planning and Scheduling (3) I, II.** Short range production scheduling such as job/flow shop scheduling and maintenance scheduling; intermediate range scheduling such as aggregate planning and master scheduling; long term scheduling including capacity planning and control; project scheduling with resource constraints. Prerequisite: MGMT 300.

**MGMT 449. Problems in Production and Operations Management (3) II.** Integrates all principles, theories and techniques gained from previous courses in production and operations management area to gain a broad perspective for effectively managing the operations of manufacturing and service organizations. Case study, simulation and team projects/presentations used for instructional purposes. Prerequisites: any two of MGMT 441, 442 and 445.

**MGMT 450. Human Resource Management I (3) I.** Concepts and skills involved in staffing, appraisal, placement, training, development and compliance with applicable governmental regulations including Equal Employment Opportunity (EEO) and Affirmative Action (AA). Prerequisite: MGMT 360.

**MGMT 451. Human Resource Management II (3) II.** Concepts and skills required in job evaluation, wage and salary administration, health and safety, and compliance with applicable governmental regulations, including Occupational Safety and Health Act (OSHA) and the Employee Retirement Income Security Act (ERISA). Prerequisite: MGMT 360.

**MGMT 452. Human Resource Management in the Hospitality Industry (3) I.** Concepts and skills involved in staff planning, selection, placement, appraisal and development of personnel in the hospitality industry. Prerequisites: MGMT 360 and completion of 400 hours of practicum.

**MGMT 461. Advanced Organizational Theory and Behavior I (3) I, II.** Individual and interpersonal variables which influence organizational behavior, motivation theory, personality theory, interpersonal processes and helping relationship. Prerequisite: MGMT 360.

**MGMT 463. Advanced Theory and Behavior II** (3) I, II. Group and organizational variables which influence organizational behavior, group development and behavior, organizational design and organizational processes. Prerequisite: MGMT 360.

**MGMT 465. Organization Development Theory and Technology** (3) I. Theory and technology of organization development; history, philosophy, process and major technology of organization development; the consulting process and the diagnostic methodology used in organization development. Prerequisite: MGMT 360.

**MGMT 468. Organization Development Field Experience** (3) I, II. An integrative and applied course designed to allow students to develop and apply skills in diagnosing organizations, designing interventions and carrying out change in organizations. Prerequisite: MGMT 465.

**MGMT 489. Internship** (1-3) I, III. Experience in approved business position. Student participates in seminar to formally evaluate work experience. Must be arranged in advance and approved by coordinator. Work experience must be completed within one year of acceptance into program. No credit for students with other internship credit in College of Business Administration. Graded S/U.

**MGMT 491. Studies in Management** (1-3) On demand. Selected areas not covered by existing courses but which are developing rapidly as important parts of discipline. Offered to individual on lecture basis or in seminar, depending on student need and course content. May be repeated to six hours.

**MGMT 495. Readings for Honors in Management** (1-3) I, II, III. For superior student who desires individual reading program to broaden knowledge of management literature on semi-independent basis. Prerequisite: academic standing in upper 20 percent of class.

## Management Information Systems (MIS)

♦ **MIS 200. Introduction to Management Information Systems** (3) I, II, III. Principles of computer systems, role of information systems in organizations; introduction to information systems theory; programming in a high-level procedural language, using microcomputers; introduction to packages, e.g., spreadsheets. Lab fee at Firelands. Credit allowed for at most one of the following courses: MIS 200, CS 100, CS 281.

**MIS 360. Introduction to Systems Concepts** (3) I, II, III. Introduction to the general concept of a system and to systems theory, the system life-cycle and system development processes; emphasis is on application to business-oriented information systems. Prerequisite: MIS 200.

**MIS 371. Systems Analysis** (3) I, II. Concepts and methods of systems analysis and design; includes a project involving design of a computer-based information system; development and management of systems departments. Prerequisites: MIS 360, CS 360. MGMT 300 or concurrent registration in MGMT 300, and admission to the degree program in MIS or consent of department.

**MIS 472. Contemporary Topics in MIS** (3) I, II. Logical database design; distributed information systems. Relational and entity-relationship models; data transmission, distributed system architectures, ISO 7-layer architecture. Prerequisites: MIS 371, CS 360.

**MIS 479. Cases in MIS** (3) I, II. Covers traditional and DSS-oriented cases exhibiting information systems in action; includes DSS theory, prototyping methodologies and tools, and an implementation project. Prerequisites: MSI 360, MIS 371, MIS 472, CS 360, FIN 300, MKT 300, MGMT 300.

**MIS 489. Internship Seminar** (1-3) I. To be completed at first opportunity following suitable internship experience. Work experience to be preceded by at least 70 hours of academic credit and advanced approval by program coordinator. Nocredit for students with other internship credit in College of Business Administration. Graded S/U.

**MIS 491. Studies in Management Information Systems** (1-3) On demand. Selected areas or contemporary problems. May be repeated. May be offered individually as well as in classes, depending upon student needs and nature of material. Prerequisite: approval of department.

## Manufacturing Technology (MFG)

(Additional costs for materials in all laboratory courses.)

♦ **MFG 112. Introduction to Manufacturing Processes and Systems** (3) I, II, III on demand. Technology of the manufacturing enterprise. Production materials and methods, manufacturing planning, organizing and controlling. Two one-hour lectures and one two-hour laboratory per week.

♦ **MFG 114. Metallic Materials and Processes** (3) I, II, III on demand. Materials properties, fabricating equipment and methods and procedures used in production of metallic products. Four hours of lecture and laboratory.

† **MFG 134. Time Study** (4) I, II. Responsibilities of a time study technician and equipment utilized; emphasis on performance, rating, conducting a time study, determining allowances, work sampling.

† **MFG 143. Quality Control** (3) II. Quality assurance, product reliability; acceptance, attributes and variable sampling; control.

† **MFG 211. Manufacturing Processes II-Forming, Combining** (3) alternate years. Traditional and nontraditional forming and combining processes in plastics; extrusion, injection, compression, vacuum, fiberglass, rotation and other processes stressed. Emphasis on industrial applications. Field visits to plastics processing plants. Two hours lecture; three hours laboratory. Prerequisite: MFG 113.

† **MFG 213. Manufacturing Processes II** (3) I alternate years. Numerical control, EDM, advanced machining and material removal. Programming, testing and cutting with computer numerical controlled and standard metal cutting tools. Two hours lecture, three hours laboratory. Prerequisites: MFG 114 and MATH 128.

† **MFG 215. Metallurgy and Metrology** (3) alternate years. Physical metallurgy and heat treatment of metals; metal structure, alloys, tool steels, tempering and powder metallurgy. Study of instruments and machines for measuring dimensions and surface finishes of machine tools. Two hours lecture, three hours laboratory. Lab fee.

**MFG 311. Machining Technology** (3) I, III on demand. Set-up and operation of precision metal processing machine tools. Tool preparation and introduction to numerical control programming. One one-hour lecture and two two-hour laboratories. Prerequisite: MFG 114.

**MFG 312. Introduction to Manufacturing Processes and Systems** (3) I, II, III on demand. Technology of the manufacturing enterprise. Production materials and methods, manufacturing planning, organizing and controlling are explored. Four hours of lecture and laboratory. Transfer students only.

**MFG 323. Wood Processing Technology** (3) Alternate on even years. Wood and wood-composite materials, processing methods and product applications. Four hours of lecture and laboratory. Prerequisite: MFG 112 or permission of instructor.

**MFG 329. Plastics Processing Technology** (3) I. Identification, properties, characteristics and selection of plastics materials. Set-up and operation of primary and secondary plastics processing equipment. Two one-hour lectures and one two-hour laboratory per week. Prerequisite: MFG 112.

**MFG 334. Metallic Materials and Processes** (3) I, II, III on demand. Material properties, fabricating equipment and methods and procedures used in production of metallic products. Four hours of lecture and laboratory. For transfer students only. Obtain permission of College of Technology.

**MFG 338. Materials and Metallurgy** (3) I. Metallurgical structure and its effects on properties of ferrous and nonferrous metals and alloys. Properties of metallic and non-metallic materials that affect their selection and performance in industrial products. Four hours of lecture and laboratory. Prerequisites: MFG 112 and 114.

**MFG 361. Welding Processes** (3) I, III on demand. Welding processes in joining metals, strength of materials in welded joints, technological developments in the welding industry. Skill emphasis on flat and horizontal using SMAW and oxyacetylene. Four hours of lecture and laboratory. Prerequisite: MFG 114 or consent of instructor.

**MFG 424. Manufacturing Systems** (3) I, III on demand. Production methods, process equipment, tooling, organization and control employed in manufacturing industries. Four and one-half hours of lecture and laboratory. Prerequisites: MFG 112 and 114. Obtain permission of College.

**MFG 426. Quality Assurance** (3) II. Use and selection of inspection equipment, planning and controlling of quality at strategic points in manufacturing process, and assurance of receiving, fabricating and shipping acceptable materials. Four hours of lecture and laboratory. Prerequisites: MFG 424 and MATH 115 or STAT 200 or consent of instructor.

**MFG 427. Work Measurement and Productivity Analysis (3) I.** Design and measurement of work and techniques of setting work standards to effectively use tools, equipment and manpower. Work measurement and application of principles of motion economy in practical situations. Four hours of lecture and laboratory. Prerequisite: MFG 424 or consent of instructor.

**MFG 428. Automation and Computer Integrated Manufacturing (3) II.** Automation and computer integrated manufacturing in industrialized cultures, including ergonomics, planning, organization, management, numerical control, computer control, robotics, computer-aided design and computer-aided manufacturing. Prerequisites: MFG core, CS 101 or consent of instructor.

**MFG 451. Casting Processes (3) I** odd numbered years. Foundry operations in industry. Pattern making, core making, molding, melting, furnace operation, pouring of metals and cleaning of castings. Four hours of lecture and laboratory. Prerequisite: MFG 114.

**MFG 458. Machine Tool Processes II (3) II** even numbered years, III on demand. Advanced precision metal machine tool processes, production machines and related tooling problems. One one-hour lecture and two two-hour laboratories. Prerequisite: MFG 311.

**MFG 459. Ceramics Processing Technology (3)** On demand. Materials and processing methods employed in the ceramic industries. Materials selection, batch and body making, basic mold design and construction. Four hours of lecture and laboratory. Prerequisite: MFG 112 or consent of instructor.

**MFG 461. Sheet Metal Forming and Fabrication (3) II** odd numbered years. Methods of pattern development, forming and fabrication methods used in sheet metal processing. One one-hour lecture and two two-hour laboratories. Prerequisite: MFG 114.

**MFG 463. Welding Processes II (3) II, III** on demand. Welding of metals using oxyacetylene, electric arc, MIG and TIG processes including welding metallurgy; weld testing; design and construction of welded items; new technology development in welding. Skill emphasis on horizontal, vertical and overhead welding. Four hours of lecture and laboratory. Prerequisite: MFG 361.

**MFG 490. Problems in Manufacturing Technology (1-5)** On demand. For advanced students wanting to conduct intensive study of selected problems in manufacturing technology. Prerequisite: consent of College.

## Marketing (MKT)

◆ **MKT 300. Principles of Marketing Management (3) I, II, III.** Introduction to the discipline. Topics include buyer behavior; demand forecasting; market research and information systems; product, promotion, pricing and distribution strategies; strategic planning and control systems. Prerequisites: any ECON course and any ACCT course and STAT 200 or PSYC 270 or SOC 369 or MATH 115 or MATH 120 (or a MATH placement score beyond MATH 120) or any MATH course equal to or higher in level than MATH 124. (NOTE: These prerequisites apply to all students.)

◆ **MKT 400. Topics in Marketing (1-3) I, II.** Selected areas not covered in depth by existing courses but which are developing as important part of marketing. Offered on lecture basis or in seminar, depending on student demand and course content. Typical topics, which may vary from semester to semester, could include professional selling; nonprofit marketing; demand analysis and forecasting; distribution systems; industrial marketing; product (brand) management; and pricing strategies. May be repeated to 6 hours. Prerequisites: depending upon course content, prerequisites in addition to MKT 300 may be required.

**MKT 402. Buyer Behavior (3) I, II, III.** Pertinent theoretical and empirical findings about buying (consumer, industrial and institutional) behavior; topics include attitude formation and change; motivation; personality; social/cultural forces; and concepts underlying strategies of market segmentation and positioning. Prerequisite: MKT 300.

**MKT 405. Marketing Applications for Hospitality/Service Industries (3) II.** Conceptual and analytic framework for the application of marketing principles to the service sector of the economy. Development and understanding of the impact of unique service characteristics on the development of marketing strategies. Special attention given to the marketing mix in the hospitality sector of the service industry. Prerequisites: MKT 300, BA 310 (or consent of marketing department) and MGMT 360.

**MKT 410. Principles of Advertising and Promotion (3) I, II, III.** Theory and decision making in advertising and promotion. Topics relate to the promotional mix from a manager's point of view, including decisions about promotional campaign design, budgeting, message and media selection, and measurement of effectiveness. Prerequisite: MKT 300.

**MKT 411. Creative Strategies and Tactics in Advertising (3) I, II.** The creative process applied to advertising and promotion. Theory and practice of creative aspects of advertising strategy development and tactical implementation; copy, layout and production. Prerequisites: MKT 300 and MKT 410.

**MKT 412. Managerial Problems in Advertising (3) I, II.** Case studies evaluating opportunities for effective advertising program development and implementation. Experience will be gained (typically via cases, major campaign development exercises or focused projects) in making decisions regarding the setting of objectives; campaign design; budget allocation; message and media selection. Prerequisites: MKT 300 and MKT 410.

**MKT 420. Marketing Research (3) I, II, III.** Marketing research as a process, tool and source of information relevant to marketing decision making. Examines marketing research methods and techniques used in the collection and interpretation of primary and secondary data. Prerequisites: STAT 212 and MKT 300.

**MKT 421. Advanced Marketing Research (3) I, II.** Application of research principles to solve marketing problems. Research projects are designed, implemented and completed. Topics include: sampling; sample design; questionnaire construction, data collection, tabulation and analysis. Prerequisites: STAT 212 and MKT 300 and MKT 420.

**MKT 430. Retail Management (3) I, II, III.** Evolution, organization and operation of retailing; a managerial emphasis is maintained. Prerequisite: MKT 300.

**MKT 436. Retail Merchandising (3) I, II, III.** Merchandising functions: buying, selling. Merchandise planning, budgeting, procuring, pricing; sales promotion, inventory evaluation, cost analysis and control. Prerequisites: MKT 300 and MKT 430.

◆ **MKT 442. Sales Management (3) I, II, III.** Theory, principles and practices of selling and sales force administration for manufacturing and wholesaling enterprises. Topics include: recruiting; training; compensation; sales force size and design; selling techniques; performance appraisal. Prerequisites: MKT 300 and MKT 402.

**MKT 460. Strategic Marketing (3) I, II.** Strategic planning is explored in terms of marketing strategy development per se and its relationship to corporate-wide planning. Topics include: product/market planning strategies; and strategy-related tools and models. Central to the course are case studies and/or computer simulation games. Prerequisites: MKT 300, MKT 402 and MKT 420.

**MKT 489. Marketing Internship (1-3) I, II, III.** Work in approved business position; credit determined by quality and extent of work experience. Not open to freshmen and sophomores. No credit for students with other internship credit in College of Business Administration. Prerequisites: Nine hours of MKT course work and permission of department chair. Graded S/U.

**MKT 495. Reading for Honors in Marketing (1-3) I, II.** For superior student who wishes individual reading program or independent research experience with guidance from an appropriate adviser. Prerequisites: academic standing in upper 20 percent of class and permission of instructor.

## Mathematics and Statistics (MATH)

Prerequisites listed for courses are strictly enforced. Those listed for 300 and 400 level courses assume a grade of A, B, C or S has been earned in the prerequisite courses. Exceptions may be made only with the approval of the instructor.

The following are the principal sequences of courses, portions of which are used for program and college group requirements. There are various entry points, at different levels of proficiency, into each of these sequences. See "Mathematics Placement" below.

MATH 130, 131; 232, 233  
MATH 128, 131; 232, 233  
MATH 120, 129; 131, 232, 233  
MATH 120, 124, 125

Program requirements are often stated in terms of completing a certain course, so students will enter and leave these sequences at different points depending on their preparation and needs. For example a B.S. degree in the College of Arts and Sciences requires completion of MATH 131. Some programs and college group requirements may be satisfied, in part, using MATH 111, 115 or 116.

### Advanced Placement

Students who have taken a calculus course in high school may be eligible to enter the calculus sequence (MATH 131, 232, 233) at MATH 232 or 233, and may also be eligible for credit for some of the courses in this sequence. These students should take the Calculus AB or Calculus BC advanced placement examinations from the College Entrance Examinations Board given at their high school. The department also gives an advanced placement examination in calculus for those students who do not have these examinations available, or who did not score high enough to earn credit. Students should register for MATH 131, pending examination results.

### Mathematics Placement

The department administers placement examinations to aid students in selecting an appropriate entry point into one of the sequences of courses, or to determine if remedial work is necessary. Placement testing and advice on course selection are available at pre-registration, and at other times in the department office, 450 Mathematical Sciences Building. These entry points are MATH 115, 120, 124, 128, 130, 131.

In addition to selecting an appropriate entry point, the student should attempt to select the proper course or sequence of courses to serve their immediate needs, future plans and possible changes in these plans. Since mathematics courses are involved in many major, minor and group requirements, the various possibilities should be taken into account. In particular, to ensure that future options are kept open, students who are undecided should select a precalculus sequence leading to MATH 131.

In selecting a sequence of courses, students should read carefully the catalog descriptions of each of the listed courses. Note, for example, that one should not take both MATH 120 and 128, nor both MATH 128 and 130.

### Entering Beginning Courses

To enter any of the beginning mathematics courses, MATH 115 or 120 or 128, a student should have two years of high school algebra, one year of geometry AND a satisfactory placement exam score. If a student does not meet these minimal level requirements, the department offers a remedial course, MATH 095, which contains material that the student should learn to achieve the minimum entry level for beginning mathematics courses. MATH 095 is designed solely to help students gain enough knowledge to be successful in their beginning mathematics courses. Because students' needs vary so widely, this course is taught on a self-study basis with individualized testing and tutoring, augmented with lectures. However it is required that certain deadlines must be met during the semester in order to receive a satisfactory grade. Credit for MATH 095 cannot be applied towards any degree program. It is highly unlikely that a student without the minimal mathematics entry level requirements will pass a beginning mathematics course. Furthermore, in covering the material in the beginning mathematics courses, it will be assumed that the students have mastered the background material covered in MATH 095.

NOTE: Since last catalog, MATH 121 has been changed to MATH 111, and MATH 127 to MATH 120.

◆**MATH 095. Intermediate Algebra** (5) I, II. A remedial course designed solely to bring a student up to the minimal level necessary to enter a beginning mathematics course. Credit for this course cannot be applied towards any degree program. Please read "Entering Beginning Courses." Topics include: polynomials, factoring and rational algebraic operations; linear equations, quadratic equations, systems of linear equations; graphing; inequalities and sets; integer exponents and radical expressions. Additional fee. Graded S/No Record.

**MATH 098. Algebra Review** (3) I, II, III. A review of topics in algebra to prepare students for further course work. Intended only for those students who have already studied algebra. Credit for this course may not be applied towards any degree program. Additional fee. Graded S/No Record.

¶**MATH 111. Topics in Modern Mathematics** (3) I, II. Language of sets, introductory logic, number systems, other topics. Not intended for improvement of algebra skills. Students needing additional preparation in algebra should take MATH 095. Not open to students with credit for any college mathematics course. Prerequisite: one year of high school algebra.

¶**MATH 115. Introduction to Statistics** (3) I, II, III. Description of data, binomial and normal distributions, estimation and testing hypotheses for means and proportions. Prerequisite: See "Entering Beginning Courses."

¶**MATH 116. Introduction to Statistics II** (3) II. MATH 115 continued. Nonparametric methods; linear regression and correlation; analysis of variance. Prerequisite: grade of C or higher in MATH 115 or consent of instructor.

¶**MATH 120. College Algebra** (4) I, II, III. Polynomials, factoring, rational exponents, linear and quadratic equations and inequalities, applications; polynomial, exponential and logarithmic functions and their graphs; systems of equations, theory of equations. Not to be taken if credit for MATH 127, 128 or 130 has been received. Prerequisite: Two years of high school algebra, one year of geometry AND a satisfactory placement exam score.

¶**MATH 124. Basic Calculus I** (4) I, II, III. Algebra review, graphing techniques, exponential and logarithm functions, differential calculus with applications. Not intended for students in physical sciences. Not open to students with a grade of C or higher in MATH 131. Prerequisite: a grade of C or higher in MATH 120; or two years of high school algebra and one year of geometry AND satisfactory placement exam score.

¶**MATH 125. Basic Calculus II** (3) I, II, III. Integral calculus, multivariate differential calculus and matrix algebra. Applications. Prerequisite: a grade of C or higher in MATH 124.

¶**MATH 128. Algebra and Trigonometry** (5) I, II. Polynomials, factoring radicals and rational exponents; linear and quadratic equations and inequalities, applications; polynomial, exponential, logarithmic and trigonometric functions and their graphs, trigonometric equations; systems of equations; complex numbers; theory of equations. Not to be taken if credit for MATH 120, 127, 129 or 130 has been received. Prerequisite: See "Entering Beginning Courses."

◆**MATH 129. Trigonometry** (2) I, II. Trigonometric functions, graphs, identities, equations, inverse functions, solution of triangles, complex numbers. Intended for students who have good preparation in algebra and geometry but lack knowledge of trigonometry. Not to be taken if credit for MATH 128 or 130 has been received. Prerequisite: C or higher in MATH 120.

¶**MATH 130. Precalculus Mathematics** (3) I, II, III. Theory of equations, coordinate geometry, exponential, logarithmic and trigonometric functions, applications. Overlaps with content of MATH 128 and 129. Not to be taken if credit for MATH 128 or 129 has been received. Prerequisites: two years of high school algebra, one year of high school geometry and a satisfactory placement exam score.

¶**MATH 131. Calculus and Analytic Geometry** (5) I, II, III. Differential and integral calculus including applications. The MATH 131-232-233 sequence is a traditional calculus course for well-prepared students and is prerequisite for all advanced mathematics and statistics courses. Prerequisites: (1) two years of high school algebra, one year of geometry, one-half year of trigonometry, ACT math score of 24 or higher and satisfactory score on department placement test; or (2) grade of C or higher in MATH 128, 129 or 130.

◆**MATH 222. Discrete Mathematics** (3) I, II. Sets, functions, relations, algorithms, induction, elementary combinatorics, graph theory and propositional calculus. A student cannot receive credit for both MATH 222 and 322. Prerequisite: MATH 125 or 131.

- MATH 226. Mathematics of Finance (3).** Simple and compound interest, ordinary annuities, amortization, sinking funds, bonds, life annuities, life insurance. Prerequisite: grade of C or higher in MATH 125 or 131.
- ♦**MATH 232. Calculus and Analytic Geometry II (5) I, II, III.** MATH 131 continued. Techniques of integration, sequences and series, vector valued functions, analytic geometry, partial derivatives. Prerequisite: grade of C or higher in MATH 131.
- ♦**MATH 233. Calculus and Analytic Geometry III. (3) I, II.** MATH 232 continued. Multiple integrals, vector fields, power series, introduction to differential equations, applications. Topics from differential equations. Prerequisite: grade of C or higher in MATH 232.
- ♦♦**MATH 241. Mathematics for Elementary Teachers I (3) I, II, III.** Numeration systems, set theoretic development of the whole number system, systems on integers and rationals, number theory. Open only to elementary and special education majors. Prerequisite: satisfactory placement exam score.
- ♦♦**MATH 242. Mathematics for Elementary Teachers II (3) I, II, III.** MATH 241 continued. The real number systems, informal geometry, basic probability. Open only to elementary and special education majors. Prerequisite: grade of C or higher in MATH 241.
- \*\***MATH 243. Mathematics for Elementary Teachers (4).** A fast-paced treatment of MATH 241 and 242 for well-prepared, mathematically inclined students only. Open only to elementary and special education majors. Prerequisite: placement in MATH 243 by placement exam and permission of instructor. Not open to students who have taken MATH 241 or 242.
- ♦**MATH 247. Fundamentals of Statistics (3).** Discrete probability models, sampling theory, solving problems in statistical inference using nonparametric techniques. Prerequisite: MATH 125 or 131.
- MATH 295. Honors Course in Mathematics (1).** Series of lectures by various department members surveying major areas of mathematics. To be taken after completion of MATH 232. Prerequisite: invitation of department.
- MATH 311. History of Mathematics (3) II (1987 and alternate years).** History through calculus. Prerequisite or corequisite: MATH 332.
- MATH 313. Elementary Mathematical Logic (3) I.** Propositional and predicate logic; nature of mathematical proof; applications to mathematics and computer science. Not open to students with credit for CS 313.
- MATH 322. Discrete Mathematics (3) I, II.** Sets, functions, relations, algorithms, induction, elementary combinatorics, graph theory, the propositional calculus and other topics. A student cannot receive credit for both MATH 222 and 322. MATH 322 is recommended for majors or minors in mathematics. Prerequisite: MATH 233 or consent.
- ♦**MATH 332. Elementary Linear Algebra (3) I, II, III.** Systems of linear equations, vectors, matrices, determinants, linear transformations, vector spaces and applications. Techniques and some proofs. Prerequisite: MATH 232.
- ♦**MATH 337. Differential Equations (3) I, II.** Equations of first, second and higher order; linear equations with constant coefficients; series solutions; Laplace transform; numerical methods and application. Prerequisites: MATH 233 and MATH 332.
- MATH 339. Fundamental Concepts of Modern Algebra (3) I, II.** Introduction to modern algebra. Elementary properties of groups, rings, integral domains and fields. Divisibility properties of integers, construction of rational numbers. Prerequisite: MATH 332 or consent of instructor.
- MATH 350. Numerical Calculus (3).** Basic numerical algorithms for computer use, polynomial interpolation, quadrature, solution of nonlinear equations and linear systems. Not open to students with credit for CS 350. Prerequisites: CS 101, MATH 233 and MATH 332.
- MATH 395. Honors Course in Mathematics (1).** A choice of two experiences: (1) a problem solving seminar, or (2) use of the mathematics library to conduct a search for articles related to a selected topic. Prerequisite: invitation of department.
- MATH 400. Topics in Mathematics (3).** Selected topics in mathematics not included in existing courses. May be taken twice for credit. Prerequisite: consent of instructor.
- MATH 401. Number Theory (3).** Divisibility, prime numbers, congruences, prime modulus, quadratic residues, quadratic reciprocity law, numerical functions, factorization of integers, elementary diophantine equations, and applications. Prerequisite: MATH 322 or consent of instructor.
- MATH 402. Modern Geometry (3) I, II.** Axiomatic development of neutral and Euclidean geometry. Introduction to non-Euclidean geometry. Prerequisite: MATH 332 and either MATH 322 or MATH 339.
- MATH 403. Modern Algebra I (3) I.** Topics from groups, normal subgroups, homomorphisms, theorems of Lagrange and Caley, rings, ideals, Euclidean domains, abstract vector spaces. Prerequisite: MATH 322 and 332 or consent.
- MATH 404. Modern Algebra II (3) II.** Continuation of topics from MATH 403. Prerequisite: MATH 403.
- MATH 405. Projective Geometry (3).** Algebraic techniques to study projective properties of geometric configurations and plane curves, principle of duality, projective transformations, cross ratios, intersection theory and classical theorems. Prerequisite: MATH 332 and either MATH 322 or MATH 339.
- MATH 412. Mathematical Models (3).** Introduction to the process of creating and applying mathematical models in such fields as physics, chemistry, economics, psychology, biology and medicine. Student projects will be required. Prerequisite: permission of instructor.
- \*\***MATH 414. Advanced Mathematics for Elementary Teachers (5) II.** History of elementary mathematics, infinite sets, non-Euclidean geometry and other selected topics. Prerequisite: grade of C or better in MATH 242 or 243.
- MATH 421. Foundations of Mathematics I (3) I.** Logic; set theory (including informal discussion of infinite sets and cardinals); axiomatic method (including models, consistency and independence). Prerequisite: MATH 332 and either MATH 322 or MATH 339 or consent of instructor.
- MATH 422. Foundations of Mathematics II (3).** Topics in the foundations of mathematics. Prerequisite: MATH 421, 313 or consent of instructor.
- MATH 426. Mathematics of Life Contingencies (3) II.** The mathematics of pensions and life annuities, single life functions, measurement of mortality, net level premium reserves, multi-life functions, joint life probabilities, last survivor and general multi-life functions. Prerequisite: MATH 226 and 441 (or equivalent) or consent of instructor.
- MATH 430. Advanced Calculus (3) I, II.** Infinite sequences and series, uniform convergence, improper integrals, partial derivatives, Jacobians, change of variables and optimization. Prerequisite: MATH 233.
- MATH 432. Linear Algebra with Applications (3) II.** Matrices and vector spaces, eigenvalues, orthogonal matrices, positive definite matrices, quadratic forms. Applications to differential equations, Markov chains, least squares. Prerequisite: MATH 332 or consent of instructor.
- MATH 434. Vector Calculus (3) II (1988 and alternate years).** Differential calculus of vector functions, inverse and implicit function theorems, line and surface integrals, theorems of Green, Gauss and Stokes. Prerequisites: MATH 233 and 332.
- MATH 437. Qualitative Theory of Differential Equations (3).** Existence theorems for linear and nonlinear equations, systems of first order linear equations, nonlinear equations and stability, applications. Prerequisite: MATH 337.
- MATH 439. Boundary Value Problems of Differential Equations (3).** Boundary value problems, Sturm-Liouville theory, singular boundary conditions, Fourier series, partial differential equations of mathematical physics, e.g., heat, wave, and Laplace's equation in one and several dimensions. Applications. Prerequisite: MATH 337.
- MATH 441. Probability and Statistics I (4) I, II.** Probability spaces, discrete and continuous random variables and their distributions, expected value and Central Limit Theorem, sampling distributions, estimation of parameters and tests of hypotheses. Prerequisite or corequisite: MATH 233.
- MATH 442. Probability and Statistics II (4) II.** MATH 441 continued. Maximum likelihood estimation, Neyman-Pearson lemma, most powerful test, regression analysis, nonparametric statistics. Prerequisites: MATH 441 and 332.

**MATH 445. Applied Probability (3) I** (1988 and alternate years). Probability models for applications, finite Markov chains, queueing systems, Poisson process, applications to genetics, diffusion, computer systems. Prerequisites: MATH 332 and 441.

**MATH 447. Exploratory Data Analysis (3) I** (1987 and alternate years). Introduction to modern techniques in data analysis, including stem-and-leaves, box plots, resistant lines, smoothing and median polish. Prerequisite: MATH 441 or 247 or STAT 315 or permission of instructor.

**MATH 451. Numerical Analysis (3) I.** Development of numerical methods which are efficient, accurate and suitable for high-speed digital computation, zeros of polynomial and transcendental functions, numerical differentiation and integration, solution of linear systems by direct and by iterative methods, matrix inversion, selected algorithms programmed for solution on computer. Prerequisites: MATH 233 and 332 and programming experience. Not open to students with credit for CS 451.

**MATH 452. Numerical Analysis (3) II.** Computation of eigenvalues and eigenvectors of matrices, least squares and approximation, numerical solution of initial value and boundary value problems in ordinary differential equations. Topics from: spline, trigonometric and Chebychev approximation, numerical solution of partial differential equations and optimization techniques. Prerequisites: MATH 337 and programming experience. Not open to students with credit for CS 452.

**MATH 461. Introduction of Complex Analysis (3) II** (1987 and alternate years). Complex numbers, complex valued functions, differentiation of complex valued functions, analytic functions, power series, integration, contour integrals, residues and poles, conformal mapping, applications. Prerequisite: MATH 233 and 332 or consent of instructor.

**MATH 465. Introduction to Real Analysis (3) I.** Sets, functions and properties of real numbers, numerical sequences and series, limits, continuity, uniform continuity for real functions, differentiation and Riemann integration. Prerequisite: MATH 233.

**MATH 470. Readings in Mathematics (1-3).** Independent study of a topic of particular interest to an advanced student under the direction of a faculty member. May be repeated. Prerequisite: consent of instructor and chair of department.

**MATH 489. Internship (1-3).** Internship for majors in mathematics or statistics in the cooperative education program. Written report required. May be repeated with permission. Does not apply towards major or minor. Prerequisite: permission of department. Graded S/U.

**MATH 495. Honors Course in Mathematics (1).** Directed study in some field of mathematics; preparation and presentation of research topic. To be taken concurrently with two or more hours of MATH 470. Prerequisite: invitation of department.

\*\*For education credit only

## Medical Record Administration (MRA)

**MRA 101. Introduction to Health Professions (1) I.** Survey of health and human service professions and the function of health care personnel within these professions. Graded S/U.

**MRA 301. Medical Terminology I (2) I, II.** Vocabulary and terms used by medical personnel; prefixes, suffixes, word roots and their combining forms, usage and spelling; specialized terms by body systems. Prerequisite: sophomore standing.

**MRA 395. Workshop-Current Topics (1-3) I, II, III.** May be repeated. Special topics or issues in the field of medical records, primarily of current or unique interest to students and/or practitioners. Prerequisite: permission of instructor.

**MRA 403. Medical Record Science III (3) I.** Medical staff functions and requirements, including peer review and hospital wide quality assurance programs. Analysis of record systems in a variety of health care settings. Prerequisites: MRA 401 and MRA 402; enrollment in MRA program and senior standing.

**MRA 404. Medical Record Science IV (3) II.** Planning, staffing, actuating and controlling a medical care information system by use of systems analysis techniques. Application of principles through management processes. Prerequisite: enrollment in MRA program and senior standing.

**MRA 405. Legal Aspects of Medical Records (2) I.** Medico-legal aspects of medical records. Analysis of the medical record as a legal document, confidentiality and release of medical information. Prerequisite: current enrollment in LEGS 425, enrollment in MRA program and senior standing.

**MRA 407. Research Design and Methodology (2) I.** Application of research techniques to study specific disease entities. Prerequisite: enrollment in MRA program and senior standing.

**MRA 408. Computers in Health Care (3) I.** Use of computers in health care; applications to clinical lab, radiology, diagnosis, accounting and administration. Emphasis on medical record applications and systems approach to implementation. Data security, current technology and future practice. Prerequisite: MIS 200, enrollment in MRA program and senior standing.

**MRA 409. Management Skills Practice (2) II.** Application and practice of knowledge gained specifically through MRA 404 and generally through all previous MRA courses. Role-playing, case studies and management projects. Development of the art of problem-solving, communication and management style in preparation for 8 weeks of management affiliation. Prerequisite: enrollment in MRA program and senior standing.

**MRA 410. Seminar-Trends in Medical Record Administration (2) II.** Discussion of topics, trends, constraints affecting the profession. Supplemented by directed practice experience, articles and case studies. Prerequisites: enrollment in MRA program and senior standing.

**MRA 470. Independent Study in MRA (1-3) I, II, III.** May be repeated. For advanced student to design and work independently on a study or special project in area of interest. Prerequisite: faculty sponsor and permission of the program director.

**MRA 488. MRA Laboratory II (2) I.** Application of medical record theory to actual practice through a supervised learning experience in the medical record laboratory and assigned clinical setting(s); emphasis on acquiring procedural competencies. Prerequisites: MRA 486 and 487, and enrollment in MRA 403.

**MRA 489. Directed Practicum II (6) II.** Practical medical record experience under direct supervision designed to give the MRA student experience in managing a medical record department in a health care facility; exposure to the daily organization and management of a medical record department. Prerequisite: MRA 486, 487 and 488.

## Health Information Technology (MRT)

†**MRT 100. Medical Record Science I (4) I.** Historical development of medicine, hospitals and medical record profession. Basic functions of medical record department: filing, numbering systems, retention; forms design and control; standards for development of medical records, including the problem oriented medical record and computerized medical records; analysis of record deficiencies; records in skilled nursing, ambulatory, hospice and mental health care facilities. Three hour lecture and two hours of assigned lab. Prerequisite: permission of instructor.

†**MRT 101. Medical Terminology (3) I.** Vocabulary and terms used by medical personnel; prefixes, suffixes, word roots and their combining forms, usage, spelling and pronunciation; specialized terms within body systems and medical specialties. Two hours lecture and two hours of assigned lab.

†**MRT 102. Medical Transcription (3) II.** Skill in use of transcription equipment and expansion of medical terminology and typing accuracy and speed. Practice in typing medical, operative, clinical summary, laboratory, history, physical and admission reports. One hour lecture and five hours lab. Prerequisites: MRT 101 and typing proficiency as indicated with a grade of C or better in BUSE 111 or equivalency.

†**MRT 112. Medical Record Science II (3) II.** Coding, classifying, and indexing data according to ICD-9-CM; registers and indexes generated and requirements for their maintenance. Abstraction of medical data from patient records and introduction to computerization. Two hours lecture and two hours of assigned lab. Prerequisite: MRT 100.

†**MRT 201. Medical Record Directed Practice I (2) I, II or III.** Application of medical record theory to actual practice through a supervised learning experience in an assigned clinical setting under the instruction of a professional medical record practitioner. 16 hours per week of clinical instruction. Prerequisites: MRT 102 and 112. Corequisite: enrollment in MRT 211.

†**MRT 202. Medical Record Directed Practice II** (2) I, II or III. Continued application of medical record theory to actual practice or more advanced, technical skills through instruction of a professional medical record practitioner. 16 hours per week of clinical instruction. Prerequisites: MRT 201 and 211. Corequisites: enrollment in MRT 204 and 212.

†**MRT 204. Pathophysiology** (4) II. Disordered human functions and systems; language, causes and types of diseases; diseases of the body systems, each described in terms of its etiology, pathology, symptoms and treatment. Four hours lecture. Prerequisites: BIOL 104, 331 and 332.

†**MRT 211. Medical Record Science III** (4) I. Health, hospital statistics, quality assurance studies and utilization review with PRO and JCAH standards; hospital libraries, cancer registries, admitting procedures, principles and roles in management, and current topics in medical records. Three hours lecture and two hours assigned lab. Prerequisite: MRT 112.

†**MRT 212. Medical Record Science IV** (2) II. The medical record as legal document; confidential communications; consents, authorizations and releases; release of information. Lecture and lab. Prerequisite: MRT 211.

†**MRT 230. Topics in Medical Record Technology** (1-3) I, II. Medical record technology projects, workshops and seminars dealing with current topics not covered in existing courses. Prerequisite: permission of instructor.

†**MRT 291. Field Experience** (3) I, II, III. Fifteen weeks of paid field work in a medical record department under supervision of Registered Record Administrator or Accredited Record Technician. Prerequisite: permission of instructor.

## Medical Technology (MEDT)

\*Duration of these courses may vary slightly from hospital to hospital.

**MEDT 201. Orientation to the Profession of Medical Technology** (1) I, II. Professional aspects of medical technology as part of health care team; ethics, responsibilities and laboratory administration. One three-hour laboratory/discussion.

**MEDT 402. Orientation and Management** (1) I or II or III. Orientation to the hospital departments and laboratory procedures. Laboratory supervision and management. Prerequisite: Admission to hospital-based medical technology program.

**MEDT 403. Applied Clinical Microbiology** (9) I or II or III according to sequence. Fourteen weeks of supervised practical experience in identification of bacteria, fungi and parasites in a hospital laboratory setting.\*

**MEDT 404. Clinical Serology** (2) I or II or III according to sequence. Three weeks of supervised experience in clinical applications of cellular and humoral immunity as diagnostic procedures.\*

**MEDT 405. Applied Clinical Hematology** (5) I or II or III. Eight weeks of supervised practical experience in hematologic methods, coagulation and blood cell morphology in a hospital laboratory setting.\*

**MEDT 406. Applied Clinical Chemistry** (11) I or II or III according to sequence. Seventeen weeks of supervised practical experience in manual and automated methods in clinical chemistry, toxicology and endocrinology in a hospital setting.\*

**MEDT 407. Blood Bank** (5) I or II or III according to sequence. Seven weeks of supervised practical experience in analyzing the immune mechanism with emphasis on procurement of blood for transfusion in a hospital laboratory setting.\*

**MEDT 411. Diagnostic Immunology I** (1) I or II or III according to sequence. Theory of clinical immunology related to humoral and cellular immunity in health and disease states. Two lectures. Prerequisites: BIOL 439 and permission of instructor.

**MEDT 412. Diagnostic Immunology I Laboratory** (1) I or II or III according to sequence. Laboratory application and testing related to humoral and cellular immunity in disease states. One three-hour laboratory. Prerequisites: BIOL 439 and permission of instructor. Lab fee.

**MEDT 413. Immuno-hematology I** (4) I or II or III according to sequence. Theory of human blood groups, compatibility testing, detection and identification of antibodies, blood collection/storage, management of transfusion service. Four lectures. Prerequisites: BIOL 439 and permission of instructor.

**MEDT 414. Immuno-hematology I Laboratory** (1) I or II or III according to sequence. Laboratory application and testing of human blood groups, compatibility testing, detection and identification of antibodies. Two three-hour laboratories. Prerequisites: BIOL 439 and permission of instructor. Lab fee.

**MEDT 415. Immuno-hematology II** (3) II or III. MEDT 413 and MEDT 414 continued; emphasis on a clinical application. Prerequisites: MEDT 413 and 414 with a grade of C or better and permission of instructor. Lab fee.

**MEDT 416. Clinical Immunology II** (2) II or III. Clinical laboratory experience regarding testing and application of diagnostic immunology (MEDT 411 and 412). Prerequisites: grade of C or higher in MEDT 411 and 412 and permission of instructor. Lab fee.

**MEDT 421. Hematology I** (3) I or II or III according to sequence. Origin, regulation; morphology and function of blood cells in health and disease. Congenital and acquired hematologic aberrations. Two lectures. Prerequisite: BIOL 332 or equivalent and permission of instructor.

**MEDT 422. Hematology I** (3) I or II or III according to sequence. Diagnostic laboratory procedures applied to qualitative and quantitative evaluation of blood cells. Prerequisites: BIOL 332 or equivalent and permission of instructor. Lab fee.

**MEDT 423. Hematology II** (1) I or II or III according to sequence. Mechanism of hemostasis in health and hemorrhagic and thrombotic disease. Blood cell morphology. One lecture and one two-hour laboratory. Prerequisite: MEDT 421 and 422. Lab fee.

**MEDT 424. Hematology III** (3) II or III. Continuation of Phase I hematology sequence with emphasis on clinical application and hospital laboratory instrumentation. Five weeks full-time instruction and practice. Prerequisites: grade of C or better in MEDT 421, 422 and 423 and permission of instructor. Lab fee.

**MEDT 431. Clinical Microbiology I** (3) II or III. Isolation identification and detailed description of clinically important bacteria. Microbial etiology of disease; methods of prevention and control. Three lectures. Prerequisites: BIOL 313 or equivalent and permission of instructor.

**MEDT 432. Clinical Microbiology I Laboratory** (2) I or II or III. Diagnostic microbiology laboratory procedures. Methods of isolation and identification of clinically significant bacteria. Prerequisites: BIOL 313 or equivalent and permission of instructor. Lab fee.

**MEDT 433. Clinical Bacteriology II** (4) II or III. MEDT 431 and 432 continued; emphasis on clinical application and identification of clinically significant bacteria. Nine weeks full-time instruction and practice. Prerequisites: BIOL 426, grade of C or better in MEDT 431 and 432 and permission of instructor. Lab fee.

**MEDT 434. Clinical Parasitology** (2) I or II or III according to sequence. Parasitic diseases of man; methods of detection, isolation, and identification of clinically significant human parasites. Lecture and lab. Prerequisites: BIOL 405, BIOL 313 and permission of instructor. Lab fee.

**MEDT 435. Clinical Mycology** (2) I or II or III according to sequence. Clinically significant fungi; methods of detection, isolation and identification. Lecture and lab. Prerequisites: BIOL 313 or equivalent and permission of instructor. Lab fee.

**MEDT 441. Clinical Chemistry I** (4) I or II or III according to sequence. Theoretical principles of analysis of chemical constituents of body fluids in normal and disease states. Three lectures. Prerequisites: CHEM 308-309 and CHEM 201 and PHYS 201 and permission of instructor.

**MEDT 442. Clinical Chemistry I Laboratory** (2) I or II or III according to sequence. Methods, instrumentation and techniques of clinical chemistry through experiments, problems and demonstrations. Two three-hour laboratories. Prerequisites: CHEM 308-309 and CHEM 201 and PHYS 201 and permission of instructor. Lab fee.

**MEDT 443. Clinical Chemistry II** (6) II or III. Continuation of MEDT 441 and 442; emphasis on clinical application. Prerequisites: MEDT 441, 442 and 451 and permission of instructor. Lab fee.

**MEDT 451. Analysis of Body Fluids** (2) I or II or III according to sequence. Physiology of urinary system and related diseases. Methods of detection of chemical and cellular elements of urine, cerebrospinal fluid, amniotic fluid and other body fluids. One lecture and one three-hour laboratory. Prerequisites: BIOL 332 or equivalent. MEDT 441 and 442 recommended. Lab fee.



**MEDT 465. Clinical Studies** (1) II or III. Orientation to all clinical laboratory departments and procedures. Laboratory supervision and management. One week full-time orientation and instruction in hospital procedures. Prerequisite: permission of instructor.

**MEDT 470. Research and Special Topics** (1-3) I or II or III according to sequence. May be repeated to maximum 3 credits. Research techniques, literature search, experimental design, critical reading. Paper required on selected problem. Prerequisite: permission of instructor. Graded S/U.

**MEDT 480. Introduction to Clinical Research** (1-3) II or III. Research techniques, literature search, experimental design. Term paper required. For university-based students during clinical training at clinical site. Prerequisites: senior standing and permission of instructor. Lab fee.

### Military Science (MILS)

Completion of these courses can lead to a commission as an officer in the United States Army, Army Reserve or Army National Guard.

**MILS 101. ROTC and the National Defense Organization** (2) I, II. History, organization, programs, benefits and objectives of Army ROTC. Organization and functions of national defense establishment, with emphasis on the role of the US Army. No military obligation or prerequisites. Freshmen and sophomores only.

**MILS 102. Leadership/Military Skills** (2) I, II. Leadership skills with focus on interpersonal skills, professional ethics and moral courage. Military skills includes the understanding and application of basic rappelling and rifle marksmanship techniques. No military obligation. Freshmen and sophomores only. Prerequisite: MILS 101.

**MILS 201. Survival** (2) I, II. Discussion and application of knowledge and skills needed in basic human survival situations in urban, rural and wilderness environments. Topics include land navigation, first aid, survival kits, adverse weather conditions, shelter and food. No military obligation. Freshmen and sophomores only. Prerequisite: MILS 101 or permission of instructor.

**MILS 202. Military Tactics** (2) II. Army tactics, principles of engagement, written military orders and usage of military maps. Simulation exercises and war games will be played in class highlighting military tactics. No military obligation. Freshmen and sophomores only. Prerequisite: MILS 201 or permission of instructor.

**MILS 301. Professionalism/Leadership** (3) I. Professionalism and leadership required of the US Army Officer; application of leadership principles and styles through case studies and role-playing exercises with emphasis on military situations. Participation in leadership labs, physical training program and field training exercises required. Prerequisite: department permission and completion of one of the following: MILS 101, 201, 202; ROTC Basic Camp at Fort Knox, KY; prior active duty service; Army Reserve/ANG basic training; or JROTC.

**MILS 302. Small Unit Operations** (3) II. Organization and employment of basic military teams. Squad and platoon level tactical operations. Progressive leadership development through application of tactical principles. Participation in leadership labs, physical training program and field training exercises required. Prerequisite: department permission.

**MILS 401. Unit Management and Officer Development** (3) I. Concepts and fundamentals of Army administration, supply and material readiness. Professional officership techniques and military ethics. Management at the small unit level. Organizing, planning and participating in field training exercises. Prerequisite: department permission.

**MILS 402. Unit Management, Military Writing and Correspondence** (3) II. Organization and concepts of the US Army judicial system including court martial, nonjudicial and nonpunitive actions. Development of military writing techniques, preparation of staff papers and staff actions. Development and participation in field training exercises. Prerequisite: department permission.

**MILS 470. Studies in Military Science** (1-3) On demand. Detailed study of selected military subjects. Offered on lecture basis, in seminar or independent study depending on students' needs and nature of material. May be repeated to six hours. Prerequisite: consent of instructor.

### Music Composition and History (MUCH)

**MUCH 100. Small Ensembles** (1) I, II. Collegium Musicum of College of Musical Arts offered under supervision of Composition/History Department. For freshmen or sophomores. May be repeated. Following small ensembles offered: Early Music Ensemble, Balinese Gamelan Ensemble, New Music Ensemble.

¶**MUCH 101. Exploring Music** (2) I, II. Focus on three types of contexts important to appreciating music: the composer, the place and the time. Open to non-music majors only.

**MUCH 110. Elements of Music** (3) I, II, III. Musical literacy in scales, intervals and triads in two clefs, as demonstrated by singing, hearing, reading and writing. Open to non-majors, minors and music majors.

**MUCH 112. Survey of Jazz Styles** (2) II. Examines diverse styles of American jazz and its African roots; emphasis on individual musicians who pioneered various styles of jazz. Open to non-music majors only.

**MUCH 116. Fundamentals of Composition** (2) I, II. Basic compositional techniques for students not yet admitted to baccalaureate program in music composition. May be repeated. Cannot be substituted for MUCH 316. Prerequisite: Passing grade on freshman placement exam or consent of instructor.

¶**MUCH 125. Music of World Cultures** (3) I, II. Musical systems of major non-Western art musics: Africa, Near East, Pacific and Asia. Theoretical, analytical and cultural concepts related to music. Open to non-majors only.

**MUCH 131. Western Art Music I** (4) II. Music of Baroque and Rococo periods viewed from theoretical, analytical, historical, cultural and performance perspectives. Prerequisite: Passing grade on freshman placement exam.

**MUCH 132. Western Art Music II** (4) I. Music of Classical and Romantic periods viewed from theoretical, analytical, historical, cultural and performance perspectives. Prerequisite: MUCH 131.

**MUCH 141. Aural Skills I** (2) I, II, III. Basic skills in sight-singing; rhythmic, melodic and harmonic dictation of diatonic and triadic materials. Prerequisite: Passing grade on freshman placement exam.

**MUCH 142. Aural Skills II** (2) I, II, III. MUCH 141 continued. Prerequisite: MUCH 141.

**MUCH 211. Jazz Improvisation and Repertoire I** (2) I alternate years. Techniques of jazz improvisation and related repertoire, application of basic scales, arpeggios, melodic construction to blues and standard pop tunes. Prerequisite: MUCH 131 or consent of instructor.

**MUCH 212. Jazz Improvisation and Repertoire II** (2) II alternate years. Advanced techniques of jazz improvisation and related repertoire; application of modes, altered scales, chord extensions, chromatic harmony to jazz compositions. Prerequisite: MUCH 211.

**MUCH 213. Jazz Piano Fundamentals** (3) I alternate years. Analysis of jazz piano accompaniment styles; techniques of left-hand voicing and rhythmic accompaniment; scale repertoire; piano arranging from lead sheets. Prerequisites: MUED 151 and passing grade on freshman placement exam.

¶**MUCH 221. Masterpieces of Music** (2) I, II. Music of important composers from various periods; directed listening of selected works. Open to non-music majors only.

**MUCH 231. Western Art Music III** (3) II. Music of 20th century viewed from theoretical, analytical, historical, cultural and performance perspectives. Prerequisite: MUCH 132.

**MUCH 232. Western Art Music IV** (2) I, II. Music of the Medieval and Renaissance periods viewed from theoretical, analytical, historical, cultural and performance perspectives. Prerequisite: MUCH 141.

**MUCH 233. African Music** (2) I alternate years. Music of various cultural groups of sub-Saharan Africa. Theoretical, analytical, cultural and performance concepts. Prerequisite: Passing grade on freshman placement exam.

**MUCH 234. Japanese Music** (2) I alternate years. Music of Japanese temple, court, theater and concert. Theoretical, analytical, cultural and performance concepts. Prerequisite: Passing grade on freshman placement exam.

**MUCH 235. Indonesian Music** (2) I. Music of principal cultural groups of Indonesia. Theoretical, analytical, cultural and performance concepts. Prerequisite: Passing grade on freshman placement exam.

**MUCH 236. Introduction to Jazz and Commercial Music (2) I.** Analysis of theoretical and historical evolution of American popular music, focusing on Broadway musical theater, rock'n roll and contemporary jazz-rock. Prerequisite: Passing grade on freshman placement exam.

**MUCH 237. Jazz Theory and History (3) II.** The music of various styles of jazz from around 1900 to the present. Theoretical, analytical, cultural and performance concepts will be related to the music. Prerequisite: MUCH 131 or consent of instructor.

**MUCH 241. Aural Skills III (2) I, II.** Intermediate skills in sightsinging; rhythmic, melodic and harmonic dictation of chromatic material including seventh chords. Prerequisite: MUCH 142.

**MUCH 242. Aural Skills IV (2) I, II.** MUCH 241 continued. Prerequisite: MUCH 241.

**MUCH 300. Small Ensembles (1) I, II.** Collegium Musicum of College of Musical Arts offered under supervision of Composition/History Department. For juniors and seniors. May be repeated. Following small ensembles offered: Early Music Ensemble, Balinese Gamelan Ensemble, New Music Ensemble.

**MUCH 308. Keyboard Harmony I (2) I alternate years.** Use of keyboard skills in score reading, transposition, extemporization and accompanying.

**MUCH 309. Keyboard Harmony II (2) II alternate years.** Continuation of keyboard skills developed in MUCH 308; practical aspects of accompanying. Prerequisite: MUCH 308.

**MUCH 311. Jazz Arranging and Analysis I (3) I alternate years.** Swing repertoire, typical chord progressions, formal structure, melodic construction, compositional devices. Basic arranging techniques common to traditional big-band music. Prerequisite: MUCH 212 or consent of instructor.

**MUCH 312. Jazz Arranging and Analysis II (3) II alternate years.** Harmonic trends of bop period; substitute chords, altered chords, melodic and rhythmic treatment. Addition of double reeds, French horns and strings to the big-band. Contemporary trends in jazz and commercial music, including small group and rock styles. Prerequisite: MUCH 311.

**MUCH 315. Orchestration (2) I.** Score analysis, arranging and/or composing for various families of orchestra (woodwinds, brass, percussion, strings), and scoring for full symphonic orchestra. Prerequisite: MUCH 231.

**MUCH 316. Composition (3) I, II, III.** Original composition in vocal and instrumental forms. May be repeated to 12 hours. Prerequisite: MUCH 231 and 242. Open only to composition majors.

**MUCH 318. Symphonic Literature (2) I alternate years.** Listening to and analyzing works tracing development of symphony and symphonic poem to modern period. Prerequisite: MUCH 231.

**MUCH 320. Band Scoring (2) I, II.** Scoring for band instruments, from small ensembles to concert band and marching band. Prerequisite: MUCH 231.

**MUCH 325. Choral Arranging (2) II.** Text analysis arranging for men's voices, treble voices, mixed voices; A Cappella and accompanied ensemble arranging techniques; calligraphy, reproduction and copyrighting; dealing with publishers. Prerequisite: MUCH 232.

**MUCH H341. Aural Skills V (2) II.** Advanced skills in sightsinging; rhythmic, melodic and harmonic dictation of chromatic and atonal material. Prerequisite: MUCH 242.

**MUCH 401. History and Literature of Jazz (2) I.** Jazz from African influences through present developments; personalities involved in stylistic change.

**MUCH 403. Counterpoint I (2) I alternate years.** 16th century counterpoint. Prerequisites: MUCH 231 and 232.

**MUCH 404. Counterpoint II (2) II alternate years.** 18th century counterpoint, tonal counterpoint in three and four voices; canon, invention, fugue, chorale-prelude. Prerequisite: MUCH 231.

**MUCH 406. Problems in Music History (3)** On demand. Research of topics and problems in music history. Prerequisite: consent of instructor. May be repeated to 12 hours.

**MUCH 407. Performance Practice (2) II alternate years.** Performance practice in music, improvisation, ornamentation, accompaniment, instrumentation, rhythm and tempo. Prerequisite: MUCH 231.

**MUCH 408. Chamber Music Literature (2) II alternate years.** Selected major chamber works of various periods. Reading on all forms and media. Prerequisite: MUCH 231.

**MUCH 410. Contemporary Music Pro-Seminar (2) I, II.** Musical styles and techniques of 20th century. Compositional and analytical approach, considering various influences of past. May be repeated to 8 hours. Open automatically to composition majors, to others by consent of instructor. Prerequisite: MUCH 231 with C or better.

**MUCH 411. Jazz Pedagogy (2) II alternate years.** Prepares student to teach fundamentals of jazz improvisation, arranging, jazz ensemble techniques. Prerequisite: MUCH 312.

**MUCH 412. Opera Literature (2) I alternate years.** Styles, interpretation, traditional performances of various schools. Prerequisite: MUCH 231.

**MUCH 420. Problems and Techniques of Ethnomusicology (2) II on demand.** Topics and techniques in ethnomusicology. Open to students interested in all music as aspects of culture.

**MUCH 424. Electronic Music I (3) I.** Basic language and literature of electronic music. Problems of live electronic music. One non-credit hour per week in listening laboratory.

**MUCH 425. Electronic Music II (3) II.** Commercial equipment reviewed. Students realize tapes in electronic music studio.

**MUCH 431. Aesthetics of Black Music (3) II on demand.** West African and Afro-American concepts of music; modifying effects America has had from slavery to present.

**MUCH 436. Audio Recording Techniques (2) I, II.** Concert and studio multi-track recording methods culminating with an actual recording session. Students will gain some hands-on experience. Prerequisite: experience with audio hardware. Lab fee.

**MUCH 470. Reading and Research (2-4) I, II.** Directed independent reading and research in history, philosophy, theory or aesthetics of music. Prerequisites: 16 hours of music theory and history, and consent of instructor.

## Music Education (MUED)

For music education majors or minors only *unless otherwise noted*. Questions concerning eligibility for MUED courses should be directed to the Chair of Music Education prior to enrollment.

**MUED 125. Percussion Class (1) II.** Prerequisite: MUED 145. (Elective).

**MUED 130. Trumpet-French Horn Class (1) I, II.**

**MUED 136. Trombone-Euphonium-Tuba Class (1) I, II.**

**MUED 140. Clarinet-Saxophone Class (1) I, II.**

**MUED 145. Flute-Percussion Class (1) I, II.**

**MUED 146. Oboe-Bassoon Class (1) I, II.**

**MUED 147. Bassoon Reed Class (1) II.** (Elective).

**MUED 150. Class Piano (1) I, II.** Class piano instruction for beginners and those with minimal keyboard experience. Placement into MUED 150 and 151 is determined on the basis of an audition. Only open for credit to music majors and minors. Grade of C or better required for admittance into MUED 151.

**MUED 151. Class Piano (1) I, II.** MUED 150 continued. Grade of C or better required for admittance into sophomore level group piano courses. This course includes Piano Proficiency I.

**MUED 154. Class Piano (1) I, II.** Intermediate class study. A more advanced approach to the acquisition of functional skills for those with advanced keyboard facility who need class instruction in order to pass functional proficiency requirements. A grade of C or better required for admittance into sophomore level group piano courses; includes Piano Proficiency I.

◆ **MUED 156. Beginning Piano for the Non-music Major I (2) I, II.** Class piano course for beginning work in music reading, pop/jazz chords, keyboard technique, improvisation and elementary piano literature. Not open to music majors or minors.

◆ **MUED 157. Beginning Piano for the Non-music Major II (2) I, II.** MUED 156 continued. Class piano course for beginning work in music reading, pop/jazz chords, keyboard technique, improvisation and easy piano literature. Not open to music majors or minors. Prerequisite: MUED 156 or equivalent.

**MUED 170. Voice Class (1) I, II.** Beginning study of voice production, breathing, posture and diction through vocalises and songs in English. Open to non-majors.

**MUED 177. Voice Class** (1) I, II. MUED 170 continued. Prerequisite: MUED 170. Open to non-majors.

**MUED 180. String Class** (2) I, II.

**MUED 190. Troubadour Harp Class** (1) I, II. (Elective).

**MUED 195. Guitar Class** (1) I, II. (MUED majors and minors only.)

**MUED 240. Introductory Music Field Experience** (3) I, II. Introduction to the music education profession and a wide variety of teaching situations at all levels. Prerequisite: sophomore standing in music. C=10 hours; F=32-40 hours. Required of all sophomores.

**MUED 248. Music Teaching Skills for the Classroom Teacher** (3) I, II. Emphasis on the development of skills necessary for planning and implementing children's musical experiences. C=20 hours. Not open to credit for music education majors or minors.

**MUED 250. Class Piano: Instrumental Harmonization and Score Reading I** (2) I, II. Class piano course for intermediate level work in melody harmonization, pop/jazz chords, and sightreading of piano and instrumental scores. Prerequisite: Piano Proficiency I. Grade of C or better required for admittance into accompanying course.

**MUED 251. Class Piano: Instrumental Harmonization and Score Reading II** (1) I. Class piano course for students with advanced keyboard facility; intermediate level work in melody harmonization, pop/jazz chords, and sightreading of piano and instrumental scores. Prerequisite: Piano Proficiency I. Grade of C or better required for admittance into accompanying course.

**MUED 252. Class Piano: Choral Harmonization and Score Reading I** (2) I, II. Class piano course for intermediate level work in melody harmonization, pop/jazz chords, and sightreading of choral scores. Prerequisite: Piano Proficiency I. Grade of C or better required for admittance into accompanying course.

**MUED 253. Class Piano: Choral Harmonization and Score Reading II** (2) I. Class piano course for students with advanced keyboard facility; intermediate level work in melody harmonization, pop/jazz chords, and sightreading of choral scores. Prerequisite: Piano Proficiency I. Grade of C or better required for admittance into accompanying course.

**MUED 254. Class Piano: Classroom Harmonization, Transposition and Improvisation I** (2) I. Class piano course for intermediate level work in melody harmonization, pop/jazz chords, transposition and improvisation. Prerequisite: Piano Proficiency I. Grade of C or better required for admittance into accompanying course.

**MUED 255. Class Piano: Classroom Harmonization, Transposition and Improvisation I** (1) I. Class piano course for students with advanced keyboard facility; intermediate level work in melody harmonization, accompaniment transposition and improvisation. Prerequisite: Piano Proficiency I. Grade of C or better required for admittance into accompanying course.

**MUED 256. Class Piano: Accompanying as a Teaching Tool I** (1) I, II. Class piano course for music education students who are not advanced pianists; provides introductory work in accompanying skills. Prerequisite: Piano Proficiency II. Grade of C or better required of music education majors for graduation.

**MUED 257. Class Piano: Accompanying as a Teaching Tool II** (1) I, II. Class piano course for music education student with advanced keyboard facility; provides work in accompanying skills. Prerequisite: Piano Proficiency II. Not for keyboard emphasis majors. Grade of C or better required for music education majors for graduation.

**MUED 340. Junior Methods Project in Music** (7) I [Choral, String, Band (University Lab Schools) options only]; II (Band, classroom options only). Concentrated study of organization, administration and teaching of music in grades K-12; emphasizes correlation of methods seminars with clinical and field activities. C=20 hours. Taken with conducting, MUED 341, applied study, ensemble and an evening section of either EDFI 302 or EDAS 409. Prerequisite MUED 240 and permission of chair.

**MUED 341. Junior Methods Project in Music Field Experience** (2) I [Choral, string, band (University Lab Schools) options only]; II (band, classroom options only). Field component of MUED 340. Students are assigned to the University laboratory schools and/or area schools within a 30-mile radius. Includes observation and teaching. F=minimum 48 hours. Must be taken with MUED 340. Prerequisites: MUED 240 and permission of chair. Graded S/U.

**MUED 359. Examination and Performance of Choral Repertoire** (2) I. Material suitable for use in secondary schools; related performance problems and their solutions. C=5 hours.

**MUED 360. Musical Theatre Production Survey** (2) II. On demand. Overview of considerations necessary in production of music theatre at public school level.

**MUED 402. Beginning Wind and Percussion Instrument Repair** (1) II. Basic practices and techniques of instrument repair.

**MUED 450. Adult Group Piano Teaching** (2) II. A survey of materials, supervised teaching and program development appropriate for adult level class. Open to students with a strong piano background. Consent of instructor required. Available for graduate credit also. Alternate years beginning 1984 or on demand.

**MUED 451. Advanced Methods for Classroom Music** (2) I. Examination of methods, instructional hardware, organizational patterns and curricular models. Available for graduate credit also. Prerequisite: MUED 340 or consent of instructor. Required for classroom option. Should be completed prior to student teaching. C=10 hours.

**MUED 458. Marching Band Techniques** (2) I. Techniques in planning, charting and rehearsing marching band shows and administering public school marching bands. Prerequisite: junior standing.

**MUED 470. Reading in Music Education** (1-3) I, II. Special topics in music education. Admittance by consent of instructor.

**MUED 491. Teaching Practicum** (1-2) I, II. Supervised teaching in University laboratory schools for junior level classroom, choral or instrumental option music education majors. Prerequisite: consent of instructor. Graded S/U.

**MUED 497. Student Teaching** (1-10) I, II. Supervised teaching in area schools, supplemented by conferences and seminars. Ten semester hours required of all music education majors. Meets student teaching requirement for special teacher's certification in music.

## Music, General (MUS)

**MUS 099. Recital Attendance** (0) I, II. Required of all music majors for six semesters. Successful completion of course requires attendance at minimum of 15 on-campus music performances. Graded S/U.

**MUS 190. Beginning Guitar** (2) I, II. Introduction to the guitar, fundamentals of technique and music notation reading. Open to non-music majors only.

**MUS 191. Intermediate Guitar** (2) I, II. MUS 190 continued. Open to non-music majors only. Prerequisites: MUS 190 or previous experience and consent of instructor.

## Music Performance Studies (MUSP)

**MUSP 100. Small Ensembles** (1) I, II. For freshmen and sophomores. May be repeated. Formed under supervision of College of Musical Arts and offered on demand. Open to any University student who qualifies on the basis of audition. Designed to foster independent listening and performance skills and the investigation of appropriate literature. For audition information and other particulars, consult with the department chair. It is recommended that music majors and minors discuss the selection of ensembles with the applied teacher and academic adviser. The following small ensembles are offered:

*MUSP A100. Music Theater Productions*  
*MUSP B100. Guitar*  
*MUSP C100. Percussion*  
*MUSP D100. Brass Choir I*  
*MUSP F100. Brass Choir II*  
*MUSP I100. Euphonium-Tuba*  
*MUSP J100. Brass*  
*MUSP K100. Jazz Lab I*  
*MUSP L100. Jazz Lab II*  
*MUSP M100. String*  
*MUSP N100. Trombone Choir*  
*MUSP O100. Woodwind*  
*MUSP P100. Horn*  
*MUSP Q100. Harp*  
*MUSP R100. Piano Accompaniment Practicum*  
*MUSP S100. Mixed Chamber*  
*MUSP U100. Collegiates*  
*MUSP V100. Saxophone*  
*MUSP X100. Trumpet Guild*  
*MUSP Y100. Varsity Quartet*  
*MUSP Z100. Jazz*

(See also MUCH 100.)

**MUSP 160. Sight Reading I** (1) I. Development of visual comprehension of intervallic patterns and basic rhythmic patterns. Prerequisite: consent of instructor.

**MUSP 195. Pedal Harp Class (1) I, II.** Prerequisite: one semester of Troubadour Harp (MUED 190) or consent of instructor. Fee: \$22.50.

**MUSP 210. Piano Repertoire I (3) I.** Alternate years. Literature from early keyboard music through Classical. Prerequisite: consent of instructor.

**MUSP 211. Piano Repertoire II (3) II.** Alternate years. Literature from Romantic era to present. Prerequisite: consent of instructor.

**MUSP 214. Singer's Diction-Italian (2) I.** International phonetic alphabet used as basis for phonetic analysis of Italian text in applying principles of lyric Italian diction; simple grammatical construction; use of dictionary.

**MUSP 215. Organ Repertoire I (2) I.** Alternate years. Literature from 1325 to the present, excluding the music of J.S. Bach. Prerequisite: consent of instructor.

**MUSP 216. Organ Repertoire II (2) II.** Alternate years. Organ music of J.S. Bach. Prerequisite: consent of instructor.

**MUSP 221, 231-235, 241-245, 261-263, 271-272, 281-286. Applied Instruction.** For freshmen and sophomores. May be repeated. A limited enrollment course, with registration priority given to students for whom applied study is a degree requirement. Others accommodated on a space-available basis, by audition. One credit hour entitles students to weekly half-hour lessons; two through four credit hours entitles students to weekly one-hour lessons, with three and four credits available to performance majors only. Students enrolled for applied instruction have access to practice rooms and equipment with schedules and regulations determined by the College of Musical Arts. Fee for each applied course: \$45 for one credit hour; \$90 for two or more credit hours. Lesson times scheduled through instructor.

**MUSP 221. Applied Percussion (1,2,3,4) I, II, III.**

**MUSP 231. Applied Trumpet (1,2,3,4) I, II, III.**

**MUSP 232. Applied French Horn (1,2,3,4) I, II, III.**

**MUSP 233. Applied Trombone (1,2,3,4) I, II, III.**

**MUSP 234. Applied Euphonium (1,2,3,4) I, II, III.**

**MUSP 235. Applied Tuba (1,2,3,4) I, II, III.**

**MUSP 241. Applied Flute (1,2,3,4) I, II, III.**

**MUSP 242. Applied Oboe (1,2,3,4) I, II, III.**

**MUSP 243. Applied Clarinet (1,2,3,4) I, II, III.**

**MUSP 244. Applied Saxophone (1,2,3,4) I, II, III.**

**MUSP 245. Applied Bassoon (1,2,3,4) I, II, III.**

**MUSP 261. Applied Piano (1,2,3,4) I, II, III.** (Permission of instructor required for 2 or more credit hours)

**MUSP 262. Applied Harpsichord (1,2,3,4) I, II, III.**

**MUSP 263. Applied Organ (1,2,3,4) I, II, III.**

**MUSP 271. Para Voice (2) I, II.** No audition required. Fee: \$45.

**MUSP 272. Applied Voice (1,2,3,4) I, II, III.**

**MUSP 281. Applied Violin (1,2,3,4) I, II, III.**

**MUSP 282. Applied Viola (1,2,3,4) I, II, III.**

**MUSP 283. Applied Cello (1,2,3,4) I, II, III.**

**MUSP 284. Applied Double Bass (1,2,3,4) I, II, III.**

**MUSP 285. Applied Harp (1,2,3,4) I, II, III.**

**MUSP 286. Applied Guitar (1,2,3,4) I, II, III.**

All music majors registered for applied instruction are subject to the following regulations:

Jury examinations occur at selected times once each semester of each academic year. Failure to meet expected standards in weekly applied lessons or in jury examinations will be reflected in the course grade. A grade lower than C will result in probationary status in applied instruction for the following semester. The chair of performance studies will send a letter to the student indicating the reason(s) for the probationary status, its duration and recommended action for its removal. If the student overcomes the identified deficiencies within the stated period, the probationary status will be lifted and permission will be granted to continue applied instruction as required by the student's degree program. If conditions for removal of the probationary status are not met, the student will be denied registration in applied instruction within the degree program. After one semester, the student may audition for reinstatement.

Jury examinations are appropriate times for students to be evaluated for change of emphasis or degree programs within the College of Musical Arts.

**MUSP 238-239, 277-279, 288-289. Large Ensembles (1-2) I or II.** For freshmen and sophomores. May be repeated. Open to any University student who qualifies on the basis of audition. It is recommended that music majors and minors discuss the selection of ensembles with the applied teacher and academic adviser.

**MUSP A238. Fall Concert Band (1) I.**

**MUSP A238. Symphonic Band (2) II.**

**MUSP B238. Fall Wind Ensemble (1) I.**

**MUSP B238. Concert Band (1) II.**

**MUSP C238. University Band (1) II.**

**MUSP F238. Athletic Band (1) II.**

**MUSP 239. Marching Band (2) I.**

**MUSP 277. A Cappella Choir (1) I, II.**

**MUSP 278. Collegiate Chorale (2) I, II.**

**MUSP A279. University Women's Chorus (1) I, II.**

**MUSP B279. University Men's Chorus (1) I, II.**

**MUSP 288. Chamber Orchestra (1) On demand.**

**MUSP 289. Philharmonia (2) I, II.**

**MUSP 264. Accompanying Techniques I (1) I, II.** Problems involving musical comprehension of solo part together with accompaniment and general introduction to vocal and instrumental accompaniment literature. Prerequisite: MUSP 160 or consent of instructor.

**MUSP 265. Piano Four-Hand Class (1) I, II.** Appropriate four-hand literature. Prerequisite: MUSP 160 or consent of instructor.

**MUSP 275. Introduction to Opera Theater (2) I.** Basic terminology and practices of opera theatre.

**MUSP 300. Small Ensembles (1) I, II.** For juniors and seniors. May be repeated. Formed under supervision of College of Musical Arts and offered on demand. Open to any University student who qualifies on the basis of audition. Designed to foster independent listening and performance skills and the investigation of appropriate literature. For audition information and other particulars, consult with department chair. It is recommended that music majors and minors discuss the selection of ensembles with the applied teacher and academic adviser. The following small ensembles are offered:

**MUSP A300. Music Theater Productions**  
**MUSP B300. Guitar**  
**MUSP C300. Percussion**  
**MUSP D300. Brass Choir I**  
**MUSP F300. Brass Choir II**  
**MUSP I300. Euphonium-Tuba**  
**MUSP J300. Brass**  
**MUSP K300. Jazz Lab I**  
**MUSP L300. Jazz Lab II**  
**MUSP M300. String**  
**MUSP N300. Trombone Choir**  
**MUSP O300. Woodwind**  
**MUSP P300. Horn**  
**MUSP Q300. Harp**  
**MUSP R300. Piano Accompaniment Practicum**  
**MUSP S300. Mixed Chamber**  
**MUSP U300. Collegiates**  
**MUSP V300. Saxophone**  
**MUSP X300. Trumpet Guild**  
**MUSP Y300. Varsity Quartet**  
**MUSP Z300. Jazz**

See also MUCH 300.

**MUSP 305. Conducting I (2) I.** Fundamental beat and cueing techniques; option of either instrumental or vocal emphasis. *can repeat even in 1st semester course description*

**MUSP 306. Conducting II (2) II.** Advanced study and analysis of baton techniques, score reading and rehearsal procedures; option of either instrumental or vocal emphasis. *can repeat even with different course descriptions*

**MUSP 310. Vocal Repertoire for the Young Singer (1) I.** Designed for music education choral/musical theater majors only. Late 19th century to present with emphasis on British and American song literature for young singers.

**MUSP 311. Vocal Repertoire I (2) I.** Late 19th century to present British and American song literature; repertoire for high school vocal solo contest; Scandinavian and Russian song literature. Prerequisite: consent of instructor.

**MUSP 312. Vocal Repertoire II (2) II.** Alternate years. 19th and 20th century French, Spanish and German arts song literature. Prerequisite: consent of instructor.

**MUSP 360. Sight Reading II (1) II.** Rapid comprehension of complex intervallic and rhythmic patterns; special attention to ensemble precision. Prerequisite: MUSP 160 or consent of instructor.

**MUSP 361. Style and Interpretation I (1) I, II.** Supervised preparation and analysis of selected works of early keyboard music through Classical; emphasis on style and interpretation. Prerequisite: MUSP 211.

**MUSP 362. Style and Interpretation II** (1) I, II. Supervised preparation and analysis of selected keyboard works from the Romantic era to the present; emphasis on style and interpretation. Prerequisite: MUSP 211.

**MUSP 364. Accompanying Techniques II** (1) II. MUSP 264 continued, using more advanced literature. Prerequisite: MUSP 264 or consent of instructor.

**MUSP 367. Piano Pedagogy I** (3) I. Methods, materials and teaching techniques for the beginning pre-college student. Prerequisite: consent of instructor.

**MUSP 368. Piano Pedagogy II** (3) II. Alternate years. Methods, materials and teaching techniques for the intermediate pre-college student.

**MUSP 378. Opera Theater** (2) I, II. May be repeated. Development of stage techniques for more advanced students in productions of scenes and complete operas. Prerequisite: MUSP 275 and consent of instructor.

**MUSP 396. Service Playing I** (2) I. Alternate years. Hymn playing, transposition, modulation, improvisation and accompanying at the organ. Prerequisite: consent of instructor.

**MUSP 397. Service Playing II** (2) II. Alternate years. MUSP 396 continued. Prerequisite: MUSP 396 or consent of instructor.

**MUSP 410. Harpsichord Repertoire I** (3) I. Alternate years. Keyboard literature to 1700 based on original source material and contemporary editions; emphasis on performance. Prerequisite: consent of instructor.

**MUSP 411. Harpsichord Repertoire II** (3) II. Alternate years. Solo harpsichord literature from 1700 to the present, emphasis on performance. Prerequisite: consent of instructor.

**MUSP 415. Organ Construction** (2) II. Alternate years. History of the design and construction of the organ. Prerequisite: consent of instructor.

**MUSP 416. Church Music** (2) II. On demand. Music of the major Western churches; plainsong, hymnology, liturgies. Prerequisite: consent of instructor.

**MUSP 421, 431-435, 441-445, 461-463, 471-472, 481-486. Applied Instruction.** For juniors and seniors. May be repeated. A limited enrollment course, with registration priority given to students for whom applied study is a degree requirement. Others accommodated on a space-available basis, by audition. One credit hour entitles students to weekly half-hour lessons, two through four credit hours entitles students to weekly one-hour lessons, with three and four hours available to performance majors only. Students enrolled for applied instruction have access to practice rooms and equipment with schedules and regulations determined by College of Musical Arts. Fee for each applied course: \$45 for one credit hour; \$90 for two or more credit hours. Lesson times are scheduled through the instructor.

**MUSP 421. Applied Percussion** (1,2,3,4) I, II, III.

**MUSP 431. Applied Trumpet** (1,2,3,4) I, II, III.

**MUSP 432. Applied French Horn** (1,2,3,4) I, II, III.

**MUSP 433. Applied Trombone** (1,2,3,4) I, II, III.

**MUSP 434. Applied Euphonium** (1,2,3,4) I, II, III.

**MUSP 435. Applied Tuba** (1,2,3,4) I, II, III.

**MUSP 441. Applied Flute** (1,2,3,4) I, II, III.

**MUSP 442. Applied Oboe** (1,2,3,4) I, II, III.

**MUSP 443. Applied Clarinet** (1,2,3,4) I, II, III.

**MUSP 444. Applied Saxophone** (1,2,3,4) I, II, III.

**MUSP 445. Applied Bassoon** (1,2,3,4) I, II, III.

**MUSP 461. Applied Piano** (1,2,3,4) I, II, III. (Permission of instructor required for 2 or more credit hours.)

**MUSP 462. Applied Harpsichord** (1,2,3,4) I, II.

**MUSP 463. Applied Organ** (1,2,3,4) I, II, III.

**MUSP 471. Para-Voice** (2) I, II. No audition required. Fee: \$45.

**MUSP 472. Applied Voice** (1,2,3,4) I, II, III.

**MUSP 481. Applied Violin** (1,2,3,4) I, II, III.

**MUSP 482. Applied Viola** (1,2,3,4) I, II, III.

**MUSP 483. Applied Cello** (1,2,3,4) I, II, III.

**MUSP 484. Applied Double Bass** (1,2,3,4) I, II, III.

**MUSP 485. Applied Harp** (1,2,3,4) I, II, III.

**MUSP 486. Applied Guitar** (1,2,3,4) I, II, III.

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Jury examinations occur at selected times once each semester of each academic year. Failure to meet expected standards in weekly applied lessons or in jury examinations will be reflected in the course grade. A grade lower than C will result in probationary status in applied instruction for the following semester. The chair of performance studies will send a letter to the student indicating the reason(s) for the probationary status, its duration and recommended action for its removal. If the student overcomes the identified deficiencies within the stated period, the probationary status will be lifted and permission will be granted to continue applied instruction as required by the student's degree program. If conditions for removal of the probationary status are not met, the student will be denied registration in applied instruction within the degree program. After one semester, the student may audition for reinstatement.

Jury examinations are appropriate times for students to be evaluated for change of emphasis or degree programs within the College of Musical Arts.

**MUSP 438-439, 477-479, 488-489. Large Ensembles** (1-2) I or II. For juniors and seniors. May be repeated. Open to any University student who qualifies on the basis of audition. It is recommended that music majors and minors discuss the selection of ensembles with the applied teacher and academic adviser.

**MUSP A438. Fall Concert Band** (1) I.

**MUSP A438. Symphonic Band** (2) II.

**MUSP B438. Fall Wind Ensemble** (1) I.

**MUSP B438. Concert Band** (1) II.

**MUSP C438. University Band** (1) II.

**MUSP F438. Athletic Band** (1) II.

**MUSP 439. Marching Band** (2) I.

**MUSP 477. A Cappella Choir** (1) I, II.

**MUSP 478. Collegiate Chorale** (1) I, II.

**MUSP A479. University Women's Chorus** (1) I, II.

**MUSP B479. University Men's Chorus** (1) I, II.

**MUSP 488. Chamber Orchestra** (1) On demand.

**MUSP 489. Philharmonia** (2) I, II.

**MUSP 453. Brass Pedagogy** (2) I. Teaching techniques and materials for brass instruments. Prerequisite: consent of instructor.

**MUSP 454. Woodwind Pedagogy** (2) II. Teaching techniques and materials for woodwind instruments. Prerequisite: consent of instructor.

**MUSP 458. String Pedagogy** (2) II. Upper and lower strings. Principles of teaching string instruments; investigation of related literature and materials. Prerequisite: consent of instructor.

**MUSP 459. Organ Pedagogy** (2) II. Alternate years, on demand. Principles, techniques and literature applied to various levels of organ study. Prerequisite: consent of instructor.

**MUSP 466. Piano Pedagogy Practicum** (1) I, II. May be repeated. Laboratory in supervised piano teaching, both private and class. Prerequisite: MUSP 367 or consent of instructor.

**MUSP 467. Piano Technology** (1) I. Understanding of piano design, construction and tuning. Prerequisite: consent of instructor.

**MUSP 470. Readings, Research and Performance in Music** (1-4) I, II, III. Directed independent readings, research and/or performance related to performance studies. Prerequisites: consent of instructor and department chair.

**MUSP 495. Senior Recital** (2) I, II, III. For performance studies majors only. Required full recital for all degree options. Repertoire requirements determined by respective areas/studios. Prerequisites: satisfactory completion of recital jury and consent of department chair.

## Nursing (NURS)

**NURS 100. Orientation to Nursing** (1) Fall. Assists freshmen in choosing nursing as major and career goal; professional nurse's role, history of nursing, future trends in relation to current U.S. health care delivery system.

**NURS 370. Pathophysiology: Physiologic Deficits of the Human Body** (3) Fall. Study of common physiologic deficits of major human body systems with associated preventive and etiologic factors and clinical manifestations. Integration of human developmental concepts and health deviations occurring throughout the life cycle in examination of illness as a dynamic process. Prerequisites: CHEM 116, BIOL 311, 312, 400.

**NURS 371. Introduction to Clinical Nursing** (5) Fall. Introduction to nursing theory and process focusing on Orem's Self Care Deficit Theory of Nursing. Clinical application to healthy individuals and families across the life span. Emphasis on common health problems and self-care practices for clinical decision-making. Establishes the base for professional nursing practice. Provides opportunities to apply foundational knowledge from lower division courses and integrate knowledge and skills of concurrent courses. Four-hour class. 9 hours clinical experience weekly. Prerequisite: admission to nursing major.

**NURS 372. Nursing Technologies I (1) Fall.** A series of self-paced modular learning experiences employing multimedia instructional methods for developing beginning cognitive and psychomotor skills used in client assessment and implementation of nursing systems. Prerequisite: admission to nursing major. Graded S/U. Lab fee.

**NURS 373. Role Transition to Professional Nursing (1) Fall.** Student's development as a person entering the profession of nursing. Feelings, values, behaviors and cognitions are explored as the student establishes and experiences nurse-client interactions. Self-care behaviors related to self concept, group membership, level of stress and adaptation are examined in the role transition process. Prerequisite: admission to nursing major. Graded S/U.

**NURS 380. Health Care Science: Diagnosis and Treatment of Physiologic Deficits of the Human Body (3) Winter.** Study of the diagnosis, treatment modalities and prognosis of common health deviations of the human body. Physiologic deficits of major body systems are examined as they relate to persons meeting health-deviation self care requisites during health restoration. Prerequisite: NURS 370.

**NURS 381. Nursing Systems: Holistic Health Care for the Older Adult (4) Winter.** Use of Orem's Theory and the nursing process in clinical decision-making for and with older client. Focus on holistic assessment and nursing interventions in three settings: hospital, nursing home and community. 2 hours class, 12 hours clinical experience weekly. Prerequisite: NURS 370, 371, 372 and 373.

**NURS 382. Nursing Technologies II (1) Winter.** Continuation of skill development. Assists students to become knowledgeable and competent in the performance of selected cognitive and psychomotor skills applicable to the care of all age groups. Special emphasis on technologies commonly used with adult clients. Learning resource center experiences. Prerequisite: NURS 372. Graded S/U. Lab fee.

**NURS 383. The Nurse-Client Relationship (1) Winter.** A seminar-type course which concentrates on development of communication and interpersonal skills in establishing, maintaining and terminating the nurse-client relationship. Experiential learning opportunities are provided to learn interviewing skill and to increase interpersonal skills with clients who are demonstrating common reactions to illness and hospitalization. Nurse and client perspectives are examined. Prerequisite: NURS 373. Graded S/U.

**NURS 384. Clinical Nursing Ethics (1) Winter, Spring.** Designed to assist nursing students to recognize ethical situations as they occur in nursing practice and to deal with those situations on the basis of reasoned ethical decision making. Prerequisites: PHIL 102 or 342, NURS 371. Concurrent with NURS 381.

**NURS 390. Pharmacology in Nursing Practice (3) Fall.** Study of chemical interaction with the human body to produce biologic effects. Pharmacologic principles, legal foundation, psychologic aspects of drug therapy and self medication, drug actions, drug metabolism and multiple systemic drug effects are examined. Prerequisites: NURS 370 and 380.

**NURS 391. Nursing Systems: Holistic Health Care for the Hospitalized Adult (4) Winter or Spring.** Use of Orem's Theory and the nursing process in clinical decision making for and with young and middle aged adult clients in the acute care setting. Concepts of nursing relevant to persons with physiologic health deviations. Focus on hoassessment and nursing interventions. Two hours class, 12 hours clinical experience weekly. Prerequisites: NURS 370, 371, 372, 373.

**NURS 392. Nursing Technologies III (1) Spring.** Facilitates the students' acquisition of advanced cognitive and psychomotor skills for use in nursing system with clients of all age groups. Special emphasis on those technologies used with adult clients with whom students work in concurrent clinical courses. Learning resource center experiences. Prerequisite: NURS 382. Graded S/U. Lab fee.

**NURS 393. Development of Nursing Agency (1) Spring.** Content and process are directed toward personal growth in areas critical to the professional nursing role. Autonomy, accountability, assertiveness; understanding of human sexuality; women's issues germane to the profession; socialization of men in nursing; and the nurse-physician relationships are included. Prerequisite: NURS 383. Graded S/U.

**NURS 394. Nursing in the Health Care Delivery System (1) Winter, Spring.** Exploration of the focus that shaped the development of the health care delivery system; major health care issues and trends; role of nurses in the system; patterns of care delivery; the image of the nurse.

**NURS 405. Oncologic Nursing (3) Fall.** Elective course. Concepts, theories and trends in care of patient with cancer. Includes management methodologies and nurse's role in diagnosis, treatment and rehabilitation, in both preventive and supportive areas. Prerequisites: completion of junior level nursing courses.

**NURS 406. Nursing Systems: Critically Ill Client (2) Fall, Winter.** Elective course. Design of nursing systems for the critically ill individual and family. Methods of assistance for individuals with psycho-physiological health care deficits requiring advanced nursing knowledge and skills in the critical care environment. The philosophy and systems of critical care and special needs of the nurse are also examined. Prerequisites: completion of junior level nursing courses.

**NURS 407. Emergency Nursing: Concepts of Practice (2) Winter, Spring.** Study of nursing systems related to episodic, primary and acute care in the emergency care setting. Scope of practice with persons having undiagnosed physical and/or emotional alterations. Includes legal and ethical implications, exploration of nurse's unique role. Prerequisite: completion of junior level courses or consent of instructor.

**NURS 408. Nursing in the Intraoperative Setting (2) Fall, Winter.** Study of nursing practice in the operating room. Principles and concepts applicable to all surgical patients including preoperative preparation, operative and immediate post-operative care. Psychosocial aspects of surgical interventions. Legal and ethical implications. Prerequisite: completion of junior level courses or consent of instructor.

**NURS 416. Decision Making in Self Care (1).** Explores self-care as deliberate action. The purpose is to assist clients in decision-making and/or goal directed behavior which will sustain, protect and promote human functioning. Assists students to teach clients how to make sound judgments for self-care. Offered to health-related professions, social workers, teachers and counselors. Prerequisite: consent of instructor.

**NURS 417. Advanced Maternity Nursing (1).** Integrates theoretical and clinical knowledge in the care of a pregnant family during the last trimester of pregnancy, labor and delivery, and the puerperium. Provides an opportunity for teaching, learning and problem solving processes with family members through development of a close relationship during the child bearing cycle. Prerequisite: NURS 471 or consent of instructor. Graded S/U.

**NURS 418. Nursing of Exceptional Children (1).** A specialty course designed to develop knowledge of the needs of exceptional children with emphasis on mentally retarded or developmentally delayed children. Nursing's role is examined in relation to historical, socio-political and assessment perspectives. Explores values, legal aspects and services. Offered to health-related and teaching professions. Prerequisite: consent of instructor.

**NURS 419. The Nation's Health Care (2).** A course designed to stimulate curiosity about factors affecting the health of Americans. Includes a provocative view of health care systems, the role of health care professions and health related issues of a social, economic, political, philosophic and/or ethical nature. Offered to nursing and non-nursing majors. Prerequisite: consent of instructor. Graded S/U.

**NURS 420. Holistic Self Care Management (2).** Focuses on creative, innovative nursing strategies to assist clients to increase their self-care such as therapeutic touch, relaxation techniques, imagery, hypnosis, biofeedback and others. Emphasizes the holistic, person-centered perspective. Encourages creativity in providing individualized nursing care. Prerequisite: admission to nursing program or consent of instructor.

**NURS 470. Independent Study in Nursing** (1-3) I, II, III. Research or project designed with guidance of a faculty member. Open to senior students with consent of a faculty member. May be repeated.

**NURS 471. Nursing Systems: Childbearing Families** (3) Fall, Winter. A theoretical and clinical nursing course using self-care deficit theory with childbearing families throughout the maternity cycle. Emphasis is on supportive-educative and partly compensatory nursing systems. Two hours class and 6 hours clinical experience weekly. Prerequisite: completion of junior level nursing courses.

**NURS 472. Nursing Technologies IV** (1) Fall, Winter. Assists the student to achieve additional complex skills and theoretical knowledge required in the preparation of generalists in the practice of professional nursing. Includes skills and specific techniques directed toward child bearing and child rearing families. Learning resource center experiences. Prerequisite: NURS 392, concurrent with NURS 471 and 474. Graded S/U. Lab fee.

**NURS 473. The Role of the Nurse as Scholar** (1) Fall, Spring, and limited enrollment in summer. Provides the basic knowledge and skills necessary for scientific inquiry into nursing practice. Aids in the development of experienced consumers of scientific reports. Provides principles used in identifying researchable questions in clinical practice and in the initial development of a research proposal. Prerequisites: completion of junior level nursing courses and PSYC 270, SOC 369 or MATH 115 (statistics courses).

**NURS 474. Nursing Systems: Childrearing Families with a Well/ill Child** (3) Fall, Winter. A theoretical and clinical nursing course using self care deficit theory of nursing applied to childrearing families with a well/ill child. Focus is on the identification of and interventions with the well or ill child/adolescent who needs assistance to care for self or whose care giver needs assistance. Prepares the student to be knowledgeable and skilled in the care of children in order to provide family centered care to clients. Two-hour class and 6 hours clinical experience weekly. Prerequisites: completion of junior level nursing courses.

**NURS 481. Nursing Systems for Persons with Psychosocial Problems** (3) Fall, Winter. Focuses on the nursing care of individuals with psychosocial problems, exploration of psychosocial and nursing theories, methods of assistance and research related to the individual and family with psychosocial problems and/or mental illness. Two hours class, 9 hours clinical experience weekly. Prerequisites: completion of junior level nursing courses.

**NURS 484. Nursing Systems for Persons in the Community** (4) Fall, Winter. The theoretical and clinical content of this course focuses on the family and the community as the basic unit of nursing service. Students plan, coordinate, implement and evaluate health care for individuals, families and population at risk across the life span and in a variety of health care settings. Two hours class, 12 hours clinical experience weekly. Prerequisites: completion of junior level nursing courses.

**NURS 491. Practicum in Nursing: Transition to Professional Practice** (6) Spring. Provides senior students with a concentrated period of clinical practice prior to employment as a graduate professional nurse. Builds on knowledge and skills gained in previous courses and provides opportunities for students to integrate nursing concepts and skills. Emphasizes complexity of design and management of nursing systems for individuals, families and multiperson units with a varied range of self-care deficits. Provides an opportunity for students to focus their experiences in an area of clinical interest and to gain confidence and competency for transition into the reality of the work world. 24 hours clinical experience weekly including a 2-hour seminar. Prerequisites: all required nursing courses in previous terms of upper division.

**NURS 492. Concepts in Management** (1) Spring. Management concepts with utility for nursing roles in the patient care setting relative to leadership, group relationships, conflict and conflict resolution, planned change and quality assurance. Prerequisites: all required nursing courses in previous terms. Concurrent with NURS 491.

**NURS 493. Issues in Professional Nursing** (1) Winter, Spring. Analysis of legal and political issues affecting the nursing profession using both historical and current perspectives. Relationships to be examined and evaluated include the law and nursing, professionalism and nursing, and power and nursing. Prerequisites: NURS 384, 393, and 394.

**NURS 494. Nursing Research Design** (1) I, II. Examines responsibilities of professional nurses to advance nursing knowledge and practice through research. Applies theories and concepts of other disciplines in nursing research and considers ethical implications. Includes development of a final research proposal for investigation of a nursing problem. Prerequisites: NURS 473 and a statistics course.

The following courses in the nursing major are completed by the R.N./B.S.N. students.

**NURS 374. Professional Role Development** (2) Fall quarter. Focus on personal and professional development, feelings, values and cognitions related to the role transition process. Graded S/U.

**NURS 375. Clinical Decision-Making I** (2) Fall quarter. Exploration of Orem's Self-Care Deficit Theory as foundation for nursing practice. Examination of developmental and universal self-care requisites of food, water and elimination. Emphasis on utilization of nursing processes and acquisition of clinical decision-making skills.

**NURS 385. Clinical Decision-Making II** (2) Winter quarter. Continuation of exploration of Orem's Theory. Examination of developmental and universal self-care requisites of air, activity and social interaction.

**NURS 386. Nursing Technologies V** (1) Fall, Spring. A two-course sequence of self-paced modular learning experiences employing multimedia instructional methods to enable the RN student to perform a complete health history and physical examination. Graded S/U.

**NURS 395. Psychosocial Nursing** (3) Spring quarter. Emphasizes the therapeutic nurse-client relationship in promoting the client's self-care agency consistent with their needs and life style. Encompasses the concept of holistic health. (Clinical course.)

**NURS 396. Nursing Technologies VI** (2) Fall, Spring. A two-course sequence of self-paced modular learning experiences employing multi-media instructional methods to enable the RN student to perform a complete health history and physical examination. Graded S/U.

**NURS 475. Gerontological Nursing** (3) Fall, Spring. Use of Orem's Theory and of the nursing process in clinical decision-making for and with the older client. Focus on holistic assessment and nursing interventions for clients in three settings, hospital, nursing homes and the community. (Clinical course.)

**NURS 485. Management in the Health Care Delivery System** (3) Winter quarter. Management concepts in relation to leadership, conflict resolution, planned change and quality assurance. Major health care issues, trends and patterns of care. (Clinical course)

## Operations Research (OR)

**OR 380. Introduction to Operations Research** (3) I, II. Philosophy underlying formulation of business problems in quantitative terms. Linear programming, special cases of linear programming, sensitivity analysis, inventory theory and simulation. Prerequisite: MATH 125 or MATH 131, ECON 202, MIS 200.

**OR 480. Linear and Integer Programming** (3). Modeling industrial and public administration problems via linear, goal and integer programming; sensitivity analysis, dual, parametric programming; cutting-plane and branch and bound method; Balas additive theorem; current topics in integer programming. Prerequisite: OR 380 or CS 440.

**OR 482. Computer Simulation of Stochastic Systems** (3). Techniques of setting up stochastic models for inventory, production, queuing, scheduling, economic systems; implementing these models using computer simulation languages (e.g. GPSS). Prerequisites: STAT 212 or MATH 442, and at least one computer programming course.

**OR 487. Network Analysis** (3). Network techniques for modeling and analysis of industrial and management problems: project management and resource allocation with PERT/CPM; transportation, transshipment, assignment, shortest path and minimal spanning tree models; maximal flow problems in single and multicommodity networks; out-of-kilter algorithm; advanced topics in network analysis. Prerequisite: OR 380 or CS 440.

**OR 488. Inventory Models** (3). Theory and techniques of constructing and analyzing mathematical models of inventory systems; models under stochastic conditions. Prerequisite: OR 380 or CS 440, STAT 315 recommended.

**OR 489. Applied Nonlinear and Dynamic Programming (3).** Quadratic and separable programming; gradient projection; penalty function and search methods. Dynamic programming with discrete and continuous variables, and its relationship to linear programming; geometric programming; applications in industry and public administration. Prerequisite: OR 380 or CS 440.

**OR 491. Studies in Operations Research (1-3)** On demand. Investigation of selected areas of contemporary problems. May be offered individually and in classes, depending on student needs and nature of material.

## Philosophy (PHIL)

¶♦PHIL 101. **Introduction to Philosophy (3)** I, II. Systematic study of enduring human concerns about God, morality, society, the self and knowledge.

¶♦PHIL 102. **Introduction to Ethics (3)** I, II. Discussion of ethical concepts such as good and evil and right and wrong in the context of contemporary moral issues; major ethical theories as a basis for dealing with contemporary moral concerns.

¶♦PHIL 103. **Introduction to Logic (3)** I, II. Uses of language including definitions and arguments, typical mistakes in reasoning, and methods of evaluating arguments.

♦PHIL 107. **Introduction to Social Philosophy (3)** I, II. Freedom, authority, law, the state examined philosophically to determine nature of "individual" and "society" and relationship that should exist between them; violence, rights (legal and moral), punishment, alienation, justice, etc.

♦¶PHIL 204. **Aesthetics (3)** I, II. Meaning of "beauty" or aesthetic value in art and nature, approached problematically and applied to present-day experiences.

PHIL 210. **Philosophy of Development of Persons (3)** I, II. Self-development and criteria for evaluating life plans. Concepts of self-esteem and social responsibility applied to personal and counseling situations.

¶PHIL 211. **History of Ancient Philosophy (3)** I. Progress of Greek philosophy from its earliest origins in Greece through the Presocratics, Plato and Aristotle, concluding with main themes of Hellenistic, Roman and medieval philosophy. PHIL 211 can function as an excellent introduction to philosophy.

¶PHIL 212. **History of Modern Philosophy (3)** II. Modern philosophy from its beginnings in the Renaissance through the rationalists, empiricists and Kant. Attention to emergence of skepticism and rise of modern science as important influences on the development of modern philosophy. PHIL 212 can function as an excellent introduction to philosophy.

¶PHIL 230. **Scientific Reasoning (3)** I or II. Study of the scientific method which develops skills for interpreting scientific findings and evaluating theories, tests and causal and statistical claims. One component deals with decision-making procedures based on these evaluations. No prerequisites.

♦PHIL 240. **Topics in Philosophy (3)** I, II. Subject matter designated in class schedule. Primarily for students with little or no background in philosophy. *If course description is same as normal situation*

PHIL 245. **Philosophy of Feminism (3)** I or II. Philosophical presuppositions and specific proposals of feminists; views on sex roles, human welfare, justice and equality, rights, self-actualization, self-respect, autonomy, exploitation, oppression, freedom and liberation, reform and revolution.

PHIL 303. **Symbolic Logic (3)** I or II. Notation and proof procedures used by modern logicians to deal with special problems beyond traditional logic; propositional calculus, truth tables, predicate calculus, nature and kinds of logical proofs.

PHIL 311. **History of Medieval Philosophy (3)** I Alternate years. Offered in 1982-83. Major philosophical positions of Middle Ages; St. Augustine through Renaissance philosophers.

PHIL 313. **History of Contemporary Philosophy (3)** II. Major movements in the 20th century, some emphasis on the most recent ones; includes existentialism, logical atomism, ordinary language analysis and recent American analytic philosophy, and such philosophers as Sartre, Russell, Wittgenstein, Austin, Quine and Davidson.

PHIL 315. **American Thought (3)** I or II. Philosophical thought in America; emphasis on pragmatists (Peirce, James, Dewey); Natural Rights philosophy, transcendentalism, other major figures such as Royce, Santayana, Whitehead.

♦PHIL 317. **Philosophy of Religion (3)** I or II. Nature of religion; gods and/or God; faith, revelation and religious belief; evil and righteousness; meaning of life. Readings from variety of sources, largely contemporary.

PHIL 318. **Philosophy of Law (3)** I, II. Philosophical foundations of legal system; essential nature of law and relation to morality; liberty, justice and legal responsibility (intention, human causality, negligence, mens rea, fault, etc.) and punishment.

♦PHIL 319. **Philosophy of Death and Dying (3)** I, II. Conceptual, metaphysical and epistemological issues related to nature of death; existential issues related to human significance of death for individual and community; normative issues related to care of dying.

♦PHIL 320. **Business Ethics (3)** I, II. Value conflicts that arise in business situations and philosophical ways of resolving them including issues involving the social responsibility of business people. No prerequisite.

PHIL 321. **Indian Philosophy (3)** I or II. Traditional schools such as Nyaya-Vaisesika, Sankhya-Yoga, Buddhism and Vedanta; epistemology, systems of formal inference, causality, metaphysics, mind-body relationships, methodological presuppositions.

PHIL 323. **Asian Religions (3)** I or II. Fundamental tenets of major oriental religions—Hinduism, Buddhism, Jainism, Confucianism, Taoism and Shintoism; cultural backgrounds of India, China and Japan.

PHIL 325. **Communism, Capitalism and Democracy (3)** I or II. Freedom, alienation, human nature, the state, etc. as they function in communist, capitalist and democratic ideology.

PHIL 327. **Philosophy of Punishment (3)** I, II. Justification of capital punishment; acceptability of imprisonment as punishment; desirability of treating criminals as mentally ill rather than punishing them; related issues of different theories of punishment.

PHIL 331. **Existentialism (3)** I or II. Various existential themes, including the meaning of life, human freedom, the limits of reason, the meaning of death, and the individual vs. society. Kierkegaard, Nietzsche, Dostoevsky, Camus, Sartre, Jaspers, Buber and others comprise the reading.

♦PHIL 332. **Environmental Ethics (3)** I or II. Framework to assess possible responses to environmental problems in light of human rights, standards of justice, and harm and benefit accruing from alternative solutions.

PHIL 333. **Philosophy of Science Fiction (3)** I or II. Ethical problems such as implications for man of advancement of science, relation of individual to state; metaphysical problems such as distinguishing men from robots, possibility of time travel.

PHIL 334. **Philosophy in Literature (3)** I or II. Death, perception of self, conflict of values occurring in novels, plays and poetry from various cultures. Content may vary from instructor to instructor, and from semester to semester. May be taken only once for credit.

PHIL 335. **Philosophy of Film (3)** I or II. Aesthetic theories concerning definition of film as distinctive art form; criteria for evaluation of films. Popular, documentary, art and experimental films shown in class.

PHIL 340. **Problems in Philosophy (3)** I, II. Subject matter designated in class schedule. Primarily for students with little or no background in philosophy.

♦PHIL 342. **Medical Ethics (3)** I, II Selected topics such as genetic engineering, euthanasia, honesty with the dying, and human experimentation viewed from perspective of representative ethical theories.

PHIL 344. **Computers and Philosophy (3)** I, II. Philosophical dimensions of the impact of computers on society with emphasis on the issues of ethics and artificial intelligence. Prerequisite: CS 101, its equivalent or permission of the instructor.

PHIL 395. **Workshop on Current Topics (1-4)** I, II On demand. Intensive educational experience on selected topics. Typically, an all-day or similar concentrated time format is used. Requirements are usually completed within this expanded time format. May be repeated if topics differ and adviser approves.

PHIL 403. **Topics in Logic (3)** I or II. Content varies from year to year. Topics include: modal logic, meta-theory of propositional and predicate logic, philosophy of logic. May be repeated for credit. Prerequisite: PHIL 303 (or equivalent) or consent of instructor.

PHIL 406. **Philosophy of Language (3)** I Alternate years: offered 1982-83. Historical and contemporary theories of meaning; their use in resolving traditional philosophical controversies and in providing foundation for contemporary analytic philosophy; various interdisciplinary connections.



**PHIL 412. Theory of Knowledge** (4) I or II; Alternate years. Survey of traditional epistemological issues and concepts combined with indepth treatment of some epistemological problem(s). Prerequisite: twelve hours of philosophy.

**PHIL 414. Metaphysics** (4) I or II; Alternate years. Survey of traditional metaphysical issues and concepts combined with indepth treatment of some metaphysical problem(s). Prerequisite: twelve hours of philosophy.

**PHIL 415. Topics in American Philosophy** (3) I or II. Theme or themes central to American philosophy. Prerequisite: one course in PHIL (excluding PHIL 103) or consent of instructor.

**PHIL 418. Philosophy of History** (3) I or II. Nature of historical knowledge and certain metaphysically oriented theories of history. Prerequisite: one course in PHIL (excluding PHIL 103) or consent of instructor.

**PHIL 423. Philosophy in Historical Perspective** (4) I or II. Historical development and cultural background of a philosophical movement, issue or period combined with an indepth study of views of a major philosopher within that context. The latter will emphasize the integration of the philosopher's metaphysical, epistemological and normative theories into a coherent world view. May be repeated. Prerequisite: twelve hours of philosophy.

**PHIL 425. Moral and Social Philosophy** (4) I or II. An indepth treatment of some theme(s) in social philosophy combined with a survey of traditional ethical theories as a background to social philosophy. Prerequisite: twelve hours of philosophy.

**PHIL 431. Topics in Philosophy of Science** (3) I or II. Content varies from year to year. Topics include: nature of scientific explanation, causality, contemporary empiricism, philosophy of biology, methods, presuppositions, concepts of behavioral sciences. May be repeated for credit. Prerequisite: three hours in PHIL and/or course work in sciences or consent of instructor.

**PHIL 433. Philosophy and Physics of Space and Time** (3) II. Physical theories of space and time from philosophical, scientific and historical points of view. Topics include Zeno's paradoxes, Greek concepts of space and time, classical Newtonian world view, general ideas of modern theory of relativity and cosmology. Course presupposes high school level mathematics only. Cross-disciplinary; cross-listed in PHYS.

**PHIL 470. Readings and Research** (1-3) I, II. Supervised independent work in selected areas. Prerequisite: twelve hours of PHIL and consent of chair of department. May be repeated to six hours.

**PHIL 480. Seminar in Philosophy** (3) I, II. Indepth examination of one specific philosopher, philosophical movement or problem. Determined by need and interest of student. Prerequisite: three hours in PHIL (excluding PHIL 103) or consent of instructor.

## Physical Education, General (PEG)

◆**PEG 100. General Physical Education** (1) I, II, III. Each freshman must fulfill the University requirement of two units from diverse physical activities. Most activities are coeducational. Two hours per week. Graded S/U.

◆**PEG 200. General Physical Education** (1) I, II, III. Elective program in diverse activities. Open to any student who has completed the University required two hours in PEG 100. Two hours per week.

## Physical Education, Professional (PEP)

**PEP 110, 112, 116, 121, 123, 124. Required Professional Activities.** A required program of skill and knowledge development within each activity including identification/analysis/observation of elements of movement. Two laboratories. C/F hrs.: 10 each.

**PEP 110. Gymnastics-Men** (2) I, II.

**PEP 112. Gymnastics-Women** (2) I, II.

**PEP 116. Soccer** (2) I.

**PEP 121. Tennis** (2) I.

**PEP 123. Track and Field** (2) I.

**PEP 124. Volleyball** (2) I, II.

**PEP 137. Educational Dance** (1) I, II. Movement approach for dance where the learner becomes aware of the expressive values inherent in dance by experiencing and analyzing movement, creating dances and responding to dance structure. One laboratory. Advisable to take concurrently with PEP 138.

**PEP 138. Educational Gymnastics** (1) I, II. Movement approach to gymnastics where the learner becomes aware of how to manage body weight and understand concepts related to the development of versatile, qualitative and inventive movement. One laboratory. Advisable to take concurrently with PEP 137.

**PEP 164. Introduction to Movement Analysis** (2) I, II. Introductory study and analysis of human motion through application of basic mechanical concepts and use of a movement framework. One lecture, one laboratory. Prerequisite: none. One activity course must be taken concurrently with this course.

**PEP 201-205, 207-209, 213, 214, 217-219, 226-228. Elective Professional Activities.** Elective courses of skill and knowledge development basic to participation and understanding of the activity. One laboratory.

**PEP 201. Archery** (1) I. Alternate years.

**PEP 202. Badminton** (1) I, II.

**PEP 203. Basketball** (1) I, II.

**PEP 204. Bowling** (1) II.

**PEP 205. Diving** (1) I. Alternate years.

**PEP 207. Fencing** (1) II. Alternate years.

**PEP 208. Field Hockey** (1) I. Alternate years.

**PEP 209. Golf** (1) I.

**PEP 213. Lacrosse** (1) II. Alternate years.

**PEP 214. Rebound Tumbling** (1) II. Alternate years.

**PEP 217. Softball** (1) I.

**PEP 218. Swimming** (1) I.

**PEP 219. Synchronized Swimming** (1) I.

**PEP 226. Wrestling** (1) II. Alternate years.

**PEP 222. Advanced Synchronized Swimming** (1) On demand. For advanced synchronized swimmer or person interested in participating in production and demonstrations; choreography, lighting, publicity. Laboratory hours arranged. May be repeated for four hours. Prerequisite: consent of instructor.

**PEP 225. Advanced Lifesaving** (1) I, II. Red Cross Advanced Lifesaving training techniques and skills designed to save lives in the event of aquatic emergencies. Prerequisite for water safety instructor's course and lifeguard training. One laboratory. Prerequisite: eligibility testing conducted first week of course.

**PEP 230. Structural Kinesiology** (3) I, II. The study of movement based on functional anatomy. Two lectures; one laboratory. Prerequisite: PEP 164. C/F hrs.: 15.

**PEP 233. Laboratory Experiences with Children** (2) II alternate years. Opportunities to engage in field experiences with urban children in closely supervised school situation and in on-campus settings focused on developing, analyzing and improving teacher behavior. May be repeated to four hours. C/F hrs.: 45.

**PEP 235. Professional Reading and Writing in Physical Education** (1) On demand. Reading and interpretation of literature in physical education; writing professional paper; treatment of pertinent statistical techniques. Prerequisite: ENG 112.

**PEP 238. Teaching Educational Gymnastics to Children** (2) I, alternate years. Movement approach to gymnastics for children with emphasis on program content, methodology and progression. One lecture, one laboratory. Prerequisite: PEP 138 or permission of instructor. C/F hrs.: 21.

**PEP 241. Educational Games Teaching to Children** (2) I, II. Movement approach to games/sports with special emphasis on program content, methodology and progression. One lecture, one laboratory. Prerequisite: PEP 137 or 138 or permission of instructor. C/F hrs.: 40.

**PEP 247. Practical Experience** (3) I. Supervised field experience with groups between ages of 11-18. Not open to first- or second-semester freshmen. Two lectures, one laboratory. Prerequisites: PEP 230, IPCO 102. Recommended: PEP 137, PEP 138. C/F hrs.: 50.

**PEP 256. Concepts of Physical Education** (2) I, II. Introduction to the profession of physical education; objectives of physical education, elementary school and secondary school physical education, competitive athletics, adapted physical education, and career opportunities. Open only to major or minor students in physical education or by consent of instructor.

**PEP 303. Biomechanics** (2) I, II. The study of human motion through the examination of internal and external forces acting on the body and the effects produced by these factors. Two lectures. Prerequisites: PEP 164 and 230. C/F hrs.: 20.

**PEP 322. Red Cross Water Safety Instructor's Course (2) I, II.** Successful completion certifies student to conduct and to certify Red Cross swimming and lifesaving courses except WSI. One lecture, one laboratory. Prerequisites: Current advanced lifesaving certificate and consent of instructor. (Eligibility testing conducted first week of course.) C/F hrs.: 10.

**PEP 332. Teaching-Learning Processes (3) I, II.** Analysis of student-teacher behaviors through clinical and field-based experiences for the purpose of developing and improving teacher-learning effectiveness. Emphasis on personal assessment and development of techniques. Two lectures, one laboratory. Prerequisites: PEP 137, PEP 138, PEP 241 and/or permission of instructor. C/F hrs.: 60.

**PEP 337. Teaching Education Dance (2) I,** alternate years. Movement approach to children's dance with special emphasis on program content, methodology and progression. One lecture, one laboratory. Prerequisite: PEP 137 or permission of instructor.

**PEP 340. Motor Development (3) II.** Physical growth and perceptual-motor development of human beings including observation of children and assessment of perceptual and motor characteristics. C/F hrs.: 30.

**PEP 342. Physical Education in the Elementary School (3) I, II, III.** Movement approach to physical education in the elementary schools including the examination of movement as the content of physical education, study of motor development concepts as well as the development of appropriate teaching materials. Suggested prerequisites; PEP 137, 138.

**PEP 350. Motor Learning (3) I, II.** Perception, learning, motivation and other psychological factors involved in motor learning and performance. Two lectures, one laboratory. Prerequisite: EDFI 302. C/F hrs.: 40.

**PEP 356. Philosophical and Cultural Bases of Physical Education (3) II.** Study of philosophy and culture pertinent to the shaping of physical education as a discipline.

**PEP 360. Exercise Physiology (3) I, II.** Lecture/laboratory course; the immediate and long range effects of exercise upon the human body. Two lectures, one laboratory. Prerequisite: BIOL 332. C/F hrs.: 20.

**PEP 362. Teaching Motor Activity in Secondary Schools (3) I.** Principles, objectives, lesson planning, instructional materials, teaching methods, curriculum and field experience in physical education in the secondary schools. Two lectures, two laboratories. Prerequisites: PEP 350, EDFI 302 and admission to PEP Major Plans II or III. C/F hrs.: 60.

**PEP 387. Practicum (1-5) I, II, III.** Field experience under supervision of PEP division of School of Health, Physical Education and Recreation. Petitioning required of each student before registration. Credit hours for each experience approved separately by program area. Prerequisite: approval of PEP division faculty.

**PEP 392. Practicum in Secondary School Physical Education (2) I.** Field experience in physical education in the public school. Weekly assignment includes being in a public school two half days and attending regular seminars. Arrange. Prerequisites: PEP 362, HED 313 and junior standing. C/F hrs.: 90.

**PEP 395. Workshop on Current Topics (1-3)** On demand. Intensive educational experience in selected topics related to skill development, content update or material development. Typically, an all-day or similar concentrated time format. Prerequisites: approval of PEP division faculty and chair.

**PEP 402. Assessment and Evaluation of Motor Activity (3) I, II, III** on demand. Assessment and evaluation principles and techniques with application to performance/learning in physical education and related activity programs. Two one-hour lectures and one two-hour laboratory. Prerequisite: junior standing. C/F hrs.: 22.

**PEP 412. Organization and Administration of Physical Education and Interscholastic Athletics (3) I, II,** alternate summers. Organization and administration of the total physical education program including instructions, intramurals, extramurals and interscholastic athletics. Prerequisite: senior standing.

**PEP 428. The Movement Approach to Teaching Physical Education to Children (5) II.** Selection, design and application of learning experiences appropriate for elementary school child based on movement concepts. PEP 387 may be taken concurrently. Two lectures, three laboratories. Prerequisite: PEP 332. Recommended: PEP 233, PEP 238, PEP 241, PEP 337 or approval of instructor. C/F hrs.: 100.

**PEP 433. Adapted Physical Education (3) I, II, III.** Principles, objectives and history of adapted physical education with an overview of disabilities. C/F hrs.: 35.

**PEP 435. Movement Analysis in Adapted Physical Education (3) II,** alternate years. Advanced concepts of adapted physical education related to neuromuscular and neuromuscular dysfunction, proficiency in assessment techniques and administrative concerns. Required prerequisite: PEP 433, strongly recommended PEP 402. C/F hrs.: 20.

**PEP 438. Seminar in Elementary School Physical Education (2) II,** alternate years. Identification and examination of selected curricular problems and issues in elementary school physical education. Prerequisite: PEP 428 or permission of instructor. C/F hrs.: 30.

**PEP 470. Independent Study in Physical Education (1-3) I, II, III.** An indepth study project of a topic of particular significance to the student. Project must be approved by project supervisor and program area chair prior to registration. May be repeated. Prerequisite: by permission.

**PEP 487. Practicum (1-5) I, II, III.** Under supervision of PEP division of School of Health, Physical Education and Recreation. Petitioning and approval required of each student before registration. Credit hours for each experience approved separately by program area. Prerequisite: approval of PEP division faculty.

**PEP 492. Student Teaching (1-10) I, II.** Classroom physical education teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated.

**PEP 497. Student Teaching (1-10) I, II.** Classroom physical education teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated.

## Physical Therapy (PHYT)

**PHYT 301. Human Gross Anatomy I (3) I.** An integrated study of normal and variations of normal human biologic structure of the musculoskeletal, nervous, circulatory systems and epithelia and connective tissues of the trunk and extremities as correlated to function. Laboratory sessions to include cadaver dissection and prosected materials. Two hours of lecture, two two-hour laboratories.

**PHYT 302. Human Gross Anatomy II (2) II.** An integrated study of normal and variations of normal human biologic structure of the thorax and its contents as correlated to function. Laboratory sessions to include cadaver dissection and prosected materials. Two hours of lecture, one two-hour laboratory.

**PHYT 304. Principles of Massage (2) I.** History, theory, rationale, physiological effects and appropriate application of massage. One hour lecture, one two-hour laboratory.

**PHYT 305. Human Neuroanatomy (2) I.** An integrated study of normal and variations of normal human biologic structure of the central and peripheral nervous systems as correlated with neurophysiological functions. Laboratory sessions to include cadaver dissection and prosected materials. One hour of lecture, one two-hour laboratory.

**PHYT 306. Neurophysiology (2) II.** Principles of neurophysiological and neuropathological motor and sensory function and related assessment skills and an understanding of the pain phenomena. Two hours of lecture.

**PHYT 309. Functional Anatomy (3) II.** Normal and abnormal static and dynamic human posture through the examination of internal and external forces acting on the body. Two hours of lecture, one two-hour laboratory.

**PHYT 311. Pathology and Pharmacology I (2) I.** Pathogenesis and clinical sequelae of diseases and disorders of the musculoskeletal and nervous systems and pharmacological agents frequently used to treat such conditions. Two hours of lecture.

**PHYT 312. Pathology and Pharmacology II** (2) II. Pathogenesis and clinical sequelae of diseases and disorders of the cellular, cardiovascular, respiratory, metabolic and gastrointestinal systems. Two hours of lecture.

**PHYT 321. Physical Therapy Procedures I** (2) I. Physiological principles and appropriate technique of application of thermal and compression agents used in treating clients. Two hours of lecture, two three-hour laboratories. To be offered the first six weeks of the semester.

**PHYT 322. Physical Therapy Procedures II** (2) I. Physiological and bioelectrical principles and appropriate technique of application of high frequency and radiation modalities and traction used in treating clients. Three hours of lecture, two two-hour laboratories. To be offered the last nine weeks of the semester.

**PHYT 326. Applied Medical Sciences** (2) II. Clinical course and treatment of medical, surgical and psychiatric disorders with emphasis on conditions frequently treated in physical therapy. An introduction of basic learning theory as related to clinical practice. One two-hour lecture.

**PHYT 331. Therapeutic Exercise I** (2) I. History and theory of therapeutic exercise. An introduction to the types of exercises and muscle contractions and principles of body mechanics in client movement activities and the physiological positioning of patients. Two hours of lecture, one two-hour laboratory.

**PHYT 332. Therapeutic Exercise II** (2) II. Emphasis on assessment procedures to include the manual muscle test, functional evaluation, goniometry and other assessment skills. One hour lecture, one two-hour laboratory.

**PHYT 381. Clinical Practicum I** (2) II. Observation and orientation to physical therapy departments including patient care, treatment procedures, and patient/therapist relationships. Tues. and Thurs. afternoons, arranged. Graded S/U.

**PHYT 401. Human Growth and Development** (3) I. Eight stages of human life with emphasis on neonatal and early childhood development and the aging process. The course includes developmental assessment and an understanding of the interrelationship of physical, perceptual, motor, social and cultural factors. One hour lecture and one two-hour laboratory.

**PHYT 402. Electrophysiological Assessment and Treatment** (2) II. Theory and application of electrical currents in assessment and treatment of patients. One hour of lecture, one two-hour laboratory.

**PHYT 403. Evaluation Principles and Techniques Applied** (2) II. Case study approach to the total evaluation and treatment planning of the patient to include: goal setting, diagnosis, prognosis, physical/mental status, effective and appropriate treatment methods, periodic review and accurate documentation for that patient. One one-hour case presentation, and one one-hour faculty/student discussion.

**PHYT 404. Sports Trauma** (2) I. Incidence, biomechanical and pathomechanical analysis and method of determining severity of sports injuries to the torso and extremities and the appropriate application of bandaging and adhesive strapping. One hour of lecture, one two-hour laboratory.

**PHYT 406. Physical Trends and Management** (2) I, II. The development and organization of the professional association and its relation with other health care participants in the operation of a physical therapy service. Three hours of lecture.

**PHYT 410. Research Methods** (2) I. Scientific method of problem solving including formulation of a hypothesis, research design, methods of data collection, literature search and the critical analysis of professional literature. Two hours of lecture.

**PHYT 411. Prosthetics and Orthotics** (2) II. Orientation to management of the amputee and principles of functional bracing. Two hours of lecture.

**PHYT 412. Orthopaedic Physical Therapy** (3) I. Philosophy, theory and principles of assessment of joint dysfunction, fracture management and mobilization of the peripheral joints. Review of normal and abnormal structure and function of the vertebral column and the sacroiliac joints. One hour lecture, one two-hour laboratory.

**PHYT 421. Cardiopulmonary Physical Therapy** (3) II. Principles of evaluation and the application of therapeutic principles to pathological disorders of the cardiopulmonary systems. Two hours of lecture, one two-hour laboratory.

**PHYT 422. Rehabilitation Techniques** (3) II. Theories, philosophies and principles of rehabilitation for the chronically disabled. One hour of lecture, one two-hour laboratory.

**PHYT 431. Therapeutic Exercise III** (4) I. History, development and neurophysiological application of therapeutic exercise to clients with neuromuscular disorders. Two hours of lecture, two two-hour laboratories.

**PHYT 470. Independent Study** (2) II. In depth study of clinically related problems or topic of interest. Consent of faculty required.

**PHYT 481. Clinical Practicum II** (2) I. Observation and orientation of physical therapy departments including patient care, treatment procedures, and patient/therapist relationships. Mon., Wed., Fri. afternoons, arranged. Graded S/U.

**PHYT 482. Clinical Practicum III** (2) II. Observation and orientation of physical therapy departments including patient care, treatment procedures, and patient/therapist relationships. Mon., Wed., Fri. mornings, arranged. Graded S/U.

**PHYT 489. Clinical Internship** (10) III. Observation and orientation of physical therapy departments including patient care, treatment procedures, and patient/therapist relationships. Two rotations; one of six weeks and one of five weeks duration, 40 hours/week, arranged. Graded S/U.

## Physics (PHYS)

◆**PHYS 100. Basic Physics** (3) I, III. For non-science student; major principles and concepts; application to other fields. Not acceptable toward physics major or minor.

¶**PHYS 101. Physics for Society** (3) II. Relation of physics to areas of natural science, cultural development and society. Two lecture-recitations and one two-hour laboratory. For non-science student; not acceptable toward physics major or minor. Lab fee.

◆**PHYS 104. Physics for Elementary Teachers** (2) I, III. Introduction to laws of motion, heat flow, electricity and microscopic structure of matter; concepts used in the statement of these laws and their applications. Not acceptable toward physics major or minor.

**PHYS 105. Physics and Sports** (2) II. Alternate years. Basic physical principles, using athletic activities as examples. Not acceptable toward physics major or minor.

**PHYS 106. Physics of Photography** (2) I. Alternate years. Elementary physics applied to the photographic process. Intended to help photographers better understand their equipment. Topics include: elementary optics of lens systems, macrophotography, exposure control, black and white film, and color theory. Not acceptable toward physics major or minor.

¶◆**PHYS 201. College Physics I** (5) I, II, III. First term of an introductory physics sequence intended for students without calculus. Motion, forces, energy, electricity, magnetism and electrical measurements. Four lecture-recitations and one two-hour laboratory. Prerequisites: algebra and trigonometry. Lab fee.

¶◆**PHYS 202. College Physics II** (5) I, II, III. PHYS 201 continued. Fluids; heat; wave motion, sound; optics; atomic and nuclear physics. Four lecture-recitations and one two-hour laboratory. Prerequisite: PHYS 201. Lab fee.

¶◆**PHYS 211. University Physics I** (5) I. Introductory calculus-based physics sequence for science and engineering majors. Kinematics in one, two and three dimensions; Newtonian mechanics; gravitation; heat and thermodynamics. Four lecture-recitations and one two-hour laboratory. Corequisite: MATH 131. Lab fee.

¶◆**PHYS 212. University Physics II** (5) II. PHYS 211 continued. Wave motion, sound, optics, electricity and magnetism. Four lecture-recitations and one two-hour laboratory. Prerequisite: PHYS 211. Corequisite: MATH 232. Lab fee.

◆**PHYS 301. Modern Physics** (3) I. Topics from relativity; quantum physics; nuclear, atomic and molecular physics. Three lecture-recitations. Prerequisites: one year of calculus and PHYS 201; or PHYS 212. Student must also register for PHYS 313.

**PHYS 303. Electronics** (3) II. Discussion and laboratory practice in networks, transistors, integrated circuits and associated circuitry. Two lecture-recitations and one three-hour laboratory. Prerequisite: PHYS 201 or PHYS 212. Lab fee.

**PHYS 305. Wave laboratory** (1) II. Introduction to advanced experimental techniques and data analysis; laboratory investigation of wave phenomena. One three-hour laboratory. Prerequisites: PHYS 212; or PHYS 202 and one year of calculus. Lab fee.

**PHYS 306. Thermodynamics and Statistical Physics** (3) I. Alternate years. Thermodynamic laws, entropy, specific heat, kinetic theory; classical and quantum statistics. Three lecture-recitations. Prerequisites: one year of calculus and PHYS 202; or PHYS 212.

**PHYS 307. Mechanics and Wave Motion** (3) II. Mechanics of periodic systems including: the Kepler problem; driven harmonic oscillator; and coupled oscillators. Fundamentals of wave motion and the propagation of waves in elastic media. Three lecture-recitations. Prerequisites: PHYS 212; or PHYS 202 and one year of calculus.

**PHYS 309. Atomic and Nuclear Physics** (3) II. Phenomenological basis of our understanding of atomic phenomena, fundamental ideas of atomic structure, structure of nuclei and basic decay processes. Three lecture-recitations. Prerequisite: PHYS 301.

**PHYS 313. Modern Physics Laboratory** (1) I. Laboratory work designed to accompany material presented in PHYS 301. One three-hour laboratory. Prerequisite: PHYS 202 or PHYS 212. Lab fee.

**PHYS 321. Recent Progress in Astronomy** (2) I. Alternate years. Pulsar dynamics, gravitational collapse and black holes, galaxies, large-scale structure in the universe, active galaxies and quasars, cosmology. Two lecture-recitations. Prerequisites: PHYS 212; or PHYS 202 and one semester of calculus. Not open to students with credit for ASTR 321.

**PHYS 350. Musical Acoustics** (3) II alternate years. Nature of vibration; sound waves, sources of musical sounds—strings, air columns, percussion, voice, noise; acoustics of rooms; recording, reproduction and synthesis of sound. Not open to student majoring in physical sciences.

**PHYS 400. Selected Topics in Physics** (1-3) On demand. Selected topics not included in existing courses. Scheduling of course may be initiated by department staff or by students. May be repeated as different subjects are offered. Prerequisite: consent of instructor.

**PHYS 401. Methods of Theoretical Physics I** (3) I. Systems with more than one variable quantity; basic field theory; systems governed by rate equations; vibrating systems; Lagrangian and Hamiltonian dynamics; Fourier analysis; special functions arising from physical systems. Prerequisites: PHYS 212 and one year of calculus.

**PHYS 402. Methods of Theoretical Physics II** (3) II. Alternate years. Computational physics with applications of: Laplace's equation, wave and diffusion equations. Complex variable analysis. Rigid body motion and the eigenvalue problem. Prerequisite: PHYS 401.

\*PHYS 211, 212, 301 for science students with calculus.

\*\*PHYS 201 and 202 for students without calculus.

**PHYS 403. Stellar Structure and Evolution** (3) II. Alternate years. Basic data, stellar interiors, theoretical models; advanced evolutionary states: red giants, white dwarfs, neutron stars, supernovas, black holes. Prerequisites: PHYS 301 and consent of instructor. Not open to students with credit for ASTR 403.

**PHYS 406. Modern Optics** (4) I. Principles of physical optics and modern spectroscopy; photodetectors; lasers and electro-optics. Three lecture-recitations and one three-hour laboratory. Prerequisite: PHYS 305.

**PHYS 410. Solid State Physics** (3) II. Alternate years. Continuum and atomic theories of solids, lattice vibrations, specific heat of solids, electron theory of metals and semiconductors. Superconductivity. Three lecture-recitations. Prerequisite: PHYS 307.

**PHYS 411. Physics of Materials** (3) II. On demand. Structure and physical properties of ceramics, composites and metallurgically important alloys. Principles and methods of modern materials analysis. Three lecture-recitations. Prerequisite: PHYS 307.

**PHYS 412. Infrared Molecular Spectra** (2) II. On demand. Origin of spectra of simple molecules. Prerequisite: PHYS 301 or course in physical chemistry.

**PHYS 417. Quantum Mechanics** (3) II. Alternate years. Duality of matter and radiation, state functions and interpretation. Heisenberg uncertainty principle, wave equations and principles of wave mechanics, elementary applications of Schrodinger's equation, operator methods and approximation techniques. Prerequisite: PHYS 401.

**PHYS 418. Electricity and Magnetism I** (3) I. Electric and magnetic fields; Maxwell's theory of electromagnetic field with applications in propagation, absorption, reflection, transmission of radiation. Prerequisites: PHYS 401 and MATH 233.

**PHYS 419. Electricity and Magnetism II** (3) II. Alternate years. PHYS 418 continued with applications to guided waves and physical optics. Relativity. Prerequisite: PHYS 418.

**PHYS 427. Signal Processing** (3) II. Introduction to techniques of signal processing; data acquisition and reduction, spectral analysis of continuous signals, sampling, aliasing and discrete Fourier transform. Convolution, correlation and filtering. Prerequisite: PHYS 401 or equivalent.

**PHYS 428. Microcomputer Interfacing** (3) I. Medium and large scale integrated circuits such as peripheral interface adapters. Integrated circuits such as UARTS, A/D converters are used to interface a microcomputer to the external world of the laboratory. One class period and two three-hour laboratories. Prerequisites: CS 307 and PHYS 212 or 201, or permission of instructor. Lab fee.

**PHYS 429. Selected Topics in Microelectronics** (1-3) On demand. An individual, in-depth study of a microelectronic project. Designed to integrate the introductory knowledge gained in PHYS 303 and PHYS 428 into a complete microelectronic system. Arranged. Prerequisites: PHYS 428 and PHYS 303.

**PHYS 433. Philosophy and Physics of Space and Time** (3) II. Physical theories of space and time from philosophical, scientific and historical points of view. Topics include Zeno's paradoxes, Green's concepts of space and time, classical Newtonian world view, general ideas of modern theory of relativity and cosmology. Cross-listed in PHIL.

**PHYS 470. Independent Study** (1-3) On demand. Introduction to research in physics and astronomy; projects chosen in consultation with adviser, may include library and laboratory work. Prerequisite: consent of instructor.

**PHYS 490. Special Problems in Physics** (1-3) On demand. Readings and research on recently developing topics chosen to fit needs of students.

## Political Science (POLS)

¶♦POLS 101. **Introduction to Politics** (3) I, II. Fundamental concepts and problems of politics illustrated with contemporary examples; comparison of modern political institutions in different cultures. Restricted to freshmen and sophomores.

¶♦POLS 201. **American Government: Processes and Structure** (3) I, II. Constitutional basis and development, political processes (parties, nominations and elections, interest groups, public opinion), federalism and institutions of national government.

♦POLS 221. **Introduction to Public Administration** (3) I, II. American administrative system; emphasis on administrative structures and processes; relationship between elected offices and bureaucracy, notion of civil service, modes of managing administrative system.

¶POLS 250. **Human Nature and Politics** (3) On demand. Contemporary and historical perspectives of what man is and can be in relationship to systematic thought about politics. Fundamentals of critical thought and analysis of political controversies. Designed for general students and for those considering political theory as a field.

¶POLS 271. **Introduction to Comparative Government** (3) I. Basic concepts, approaches to, and comparisons of different political systems, including political cultures, participation, interest groups, institutions and processes; essential tools and methods for the study of political systems in the world.

POLS 272. **Introduction to International Relations** (3) I. Historical and contemporary overview of the modern international system; governmental and nongovernmental actors influencing international relations; major issues of the post-war period. No prerequisite.

♦POLS 290. **Introduction to Political Inquiry** (3) I, II. Concepts and theories used by political scientists; traditional- and behavioral-political science; how political scientists establish and evaluate concepts and theories. Required of all majors; should be taken before any 300-level course. Nonmajors must receive permission of instructor.

- POLS 301. Modern Political Ideologies.** (3) I, II. Nature of political power, freedom, authority and terrorism as seen in ideologies of democracy, capitalism, liberalism, conservatism, communism, anarchism, socialism and fascism.
- POLS 302. American Domestic Policy Process** (3) I, II. Public policy agenda setting, formulation, adoption, implementation and evaluation. Selected contemporary policy areas and issues.
- POLS 304. American Political Thought** (3) II. As reflected in colonial, Federalist, Civil War and late 19th century political thought.
- POLS 330. Urban Management** (3) I. Urban problems, local government structure and administrative mechanisms, national/state urban policies, service delivery, performance measures, alternatives for improving city/county management and urban conditions. Prerequisite: POLS 221 or permission of instructor.
- ◆ **POLS 331. State and Local Government** (3) I, II. Influence of culture and socioeconomic factors on state-local politics; state constitutions, municipal corporations and charters; political participation; institutions and processes; intergovernmental relations; policy issues and outcomes in state/local government with special reference to Ohio.
- POLS 333. Politics, Science and Public Policy** (3) On demand. Impact of politics and science in making national science policy. Politics of science, science and its use in making public policy, role of science and technology in American and other industrial countries.
- POLS 334. Health and Medical Policy** (3) On demand. Policies, issues, process involved in formulation and implementation of health care. Politics of delivery of health care, insurance programs, medical funding, human experimentation.
- POLS 335. Energy Politics** (3) I alternate years. Energy-related problems at the global, national and local levels for policymakers and citizens concerned about supply, price, efficiency, security and resource wars.
- POLS 336. Environmental Politics and Policies** (3) II. Examination of the environmental policy process primarily in the U.S. including agenda setting, formulation, adoption, implementation and evaluation. Study of political interests, governmental institutions and actors involved in environmental policy making. Focus on key environmental issues and policies.
- POLS 337. Global Food Politics** (3) II alternate years. How domestic and international political processes affect food production and consumption through governmental legislation, agency regulation and international agreement in an interdependent world.
- POLS 341. Public Opinion** (3) I. Processes of opinion formation and change, political attitudes, belief systems, socialization and the operation of public opinion processes in democracy; models of linkages between public opinion and public policies.
- POLS 342. Mass Media and Public Policy** (3) II. Relationship between media and government in reporting public policy issues; secrecy in government, bias and distortion in news media.
- POLS 345. Legislative Process** (3) II. Legislative behavior and decision making; forces involved in formation of public policy; proposed reforms of Congress. Prerequisite: POLS 101 or POLS 201 or consent of instructor.
- POLS 346. Presidency and Executive Process** (3) I. Organization, functions and powers of office of president and vice president; roles and presidential leadership psychology.
- POLS 347. Judicial Process** (3) I. American judiciary, particularly Supreme Court, as political institution; decision-making process and interaction of courts with rest of political system.
- POLS 351. Western European Politics** (3) II. Political systems and major policy problems of selected European countries. Political culture, governmental structures, political parties and interest group roles in policy development. Prerequisite: POLS 101, 271, or permission of instructor.
- POLS 354. Governments of Soviet Union and Eastern Europe** (3) I. Governmental structures and ideological forces controlling the political systems and socio-economic life within the Soviet Union and its satellite countries of Eastern Europe. Mission and expansion of Soviet influence beyond its borders.
- POLS 355. Governments and Politics of Latin America** (3) I. Influence of cultural and socio-economic factors on politics; violence and revolution; role of major interest groups such as the military, labor, the Catholic Church; political parties and elections; institutions; focus is on selected nation-states.
- POLS 361. Governments and Politics of Middle East** (3) I. Governmental and political processes of Turkey, Iran, Israel, Arab Republic of Egypt, other selected Middle Eastern and North African political systems; major developmental problems of the area.
- POLS 366. Governments and Politics of Asia** (3) On demand. Representative contemporary Far Eastern and Southeast Asian political systems; how ideology, religion, militarism and other social forces (both endogenous and exogenous) have influenced the development of these policies.
- POLS 368. African Political Systems** (3) On demand. African struggles for independence; problems of development of selected post-independence political systems and guerilla movements in nonindependent territories.
- ◆ **POLS 372. Contemporary World Politics** (3) I, II. Current global issues and problems such as the arms race, population control, disarmament and East-West, North-South rivalries are discussed and analyzed.
- POLS 374. American Foreign Policy Process** (3) I, II. Nature and conduct of contemporary U.S. foreign policy, with particular emphasis on the roles that the Executive and Legislative branches play in the process. Secondary foci of analysis are how domestic political problems, interest groups, military alliances, technological and economic forces help shape foreign policy formation and articulation.
- POLS 395. Workshop on Current Topics** (1-4) On demand. Intensive educational experience on such selected topics as government public information work (agencies, departments, executive and legislative office), and other state, local, national and international political affairs. May be repeated if topics differ, on approval of adviser.
- POLS 400. Topics in Political Science** (1-3) I, II. On demand. Subject matter varies. New, one-time courses being offered experimentally. See schedule for listing. Prerequisite: POLS 101 or POLS 201.
- POLS 402. Western Political Thought I** (3) I. Classics of political philosophy of ancient and medieval period. Major ideas and concepts of western political tradition from Plato through Middle Ages to Machiavelli.
- POLS 403. Western Political Thought II** (3) II. Classics of political philosophy of modern period. Major ideas and concepts of Western political tradition from Hobbes to Marx.
- POLS 404. 20th Century Political Thought** (3) I or II. Contemporary classics of political philosophy. Theories of justice and right of Rawls, Nozick, Hayek and Strauss; Berlin's pluralism; existentialism; and/or democratic theory.
- POLS 405. Recent American Political Thought** (3) On demand. American political ideas, ideologies, movements with fundamental social and political philosophies from Civil War to contemporary period. Prerequisite: POLS 304 or consent of instructor.
- ◆ **POLS 416. Constitutional Law: Powers and Relationships** (3) I. Supreme Court cases relating to U.S. governmental structure, powers and relationships.
- ◆ **POLS 417. Constitutional Law: Procedural Rights** (3) I. Due process, right to counsel, search and seizure, electronic surveillance, jury trial.
- POLS 418. Constitutional Law: Substantive Rights** (3) II. Freedom of speech, press and religion; equal protection of law, travel and privacy; right to vote.
- ◆ **POLS 419. Jurisprudence** (3) II. Leading theories and theorists of law; Anglo-American thought and practice.
- POLS 420. Administrative Law** (3) I. Legal aspects of the administrative process and the effect of legal principles and processes upon administrative decision making. Emphasis on the limitation of administrative discretion and the judicial review of administrative decisions. Prerequisite: consent of instructor.
- POLS 421. Bureaucratic Politics** (3) II. The role federal bureaucracy plays in public policy process. Policy development; social and political factors that influence the administrative branch of government. Prerequisite: POLS 221 or permission of instructor.
- POLS 422. Survey of Public Administration** (3) I. Major topics and issues of the discipline including administrative structure and behavior, leadership, decision making, budgeting, personnel, inter-governmental relations and bureaucratic power and politics. May not be taken by students completing POLS 221.

**POLS 423. Comparative Public Administration (3) II.** Comparative study of administrative structures and processes in selected modern and modernizing political systems. Analysis includes the consideration of cultural, legal and political factors influencing the operation of bureaucratic institutions, developmental goals, and the methods of establishing and administering programs of social, economic and political development.

**POLS 424. Supreme Court and Contemporary Issues (3) II.** Alternate years. Selected areas of current concern in constitutional law; substantive knowledge of relevant case law, scholarly legal journals which attempt to predict outcome of future constitutional litigation. Prerequisite: POLS 417 or POLS 418.

**POLS 425. Constitutional Law Advocacy (3) II.** Substantive knowledge of one area in constitutional law; practical skills necessary for constitutional adjudication; techniques of legal research, writing appellate court briefs, and appellate court advocacy. Prerequisites: POLS 416 and POLS 417, or POLS 418 and permission of instructor.

**POLS 430. Politics of Metropolitan Areas (3) III.** Socio-economic and political factors affecting the governance of metropolitan areas with an emphasis on politico-administrative institutions, processes and the major policy issues and their consequences for the management of metropolitan affairs. Prerequisite: POLS 221 or permission of instructor.

**POLS 431. Regulatory Policy (3) II.** Development of regulation as an instrument for correcting deficiencies of the economic market, role in achieving societal purposes, problems of regulatory practice. Prerequisite: POLS 221 or permission of the instructor.

**POLS 434. Gender Politics in Cross-Cultural Perspective (3) I.** Socialization to, maintenance of and change in gender political roles; patterns of dominance and submission in cross-cultural perspective.

**POLS 440. Political Parties and Voter Behavior (3) II.** Democracy and political parties; party organization, primaries and conventions for nomination, campaigns and elections, patterns of election participation and factors affecting the voter's decision making.

**POLS 443. Mass Media in Politics (3) I.** Techniques of modern election campaigns, management; use of research and voter profiles in developing strategy, tactics of mass persuasion; professional public relations in television and the electronic media.

**POLS 452. Political Violence and Revolution (3) II.** Seminar offered alternate years. Theories about causes, processes and consequences of violence as instrument of political competition and social change. Open to advanced social science undergraduate and graduate students or by consent of instructor.

**POLS 453. Soviet Behavior and Institutional Development (3) I.** Approaches to study of Soviet Union that explain political science as method of analysis; ideological and other approaches to Soviet behavior; pre-Soviet political influences; state and society in Marxism; post-revolutionary developments in Soviet politics; consolidation of power under communist leaders. Prerequisite: POLS 354.

**POLS 454. Soviet Political System (3) II.** Political and managerial structures and policies of Soviet Union that explain regime and institutional character and tendencies; government and party power structures; ideological influences in social and economic policies; manipulation of decision-making structure; significance of Soviet external policies for major powers and emerging nations. Prerequisite: POLS 354.

**POLS 458. Soviet Foreign Policy (3) II.** Soviet foreign policy in post-war era; domestic and international determinants and consequences for Soviet-Western relations, socialist bloc and third world.

**POLS 459. Intergovernmental Relations (3) On demand.** Vertical and horizontal relations among governments in the American federal system, models and theories of federalism and intergovernmental relations (IGR), constitutional issues, twentieth-century changes, recent developments in financing and managing federalism and IGR. Prerequisite: POLS 221 or permission of instructor.

**POLS 460. Politics and Issues of World Development (3) II** alternate years. Political and economic modernization problems; equity versus development; hunger and population; foreign aid, technology transfer and other selected topics.

**POLS 462. Japanese Politics and Foreign Policy (3) On demand.** Political culture, institutions, processes and issues in contemporary Japanese politics; Japan's foreign relations with emphasis on relations with Pacific/Asian nations. Prerequisite: POLS 101, POLS 271 or permission of instructor.

**POLS 470. Individual Readings (1-3) I, II.** On demand. Supervised individual readings to meet student's need for extended reading in familiar areas or for exploration in fields not covered by courses. Prerequisite: consent of supervising instructor. May be repeated to nine hours.

**POLS 473. International Law (3) On demand.** History, nature, sources and applications; relationship between law and society at international level.

**POLS 475. International Organization (3) II.** History, organization and function of international organizations within the context of world politics. Major emphasis on United Nations and issues facing it. Prerequisite: POLS 272, 372 or permission of instructor.

**POLS 491. Seminar for Intern (3).** Required for students planning internships. Survey and analysis of literature dealing with practice political experiences. Use of biographical material as sources.

◆**POLS 492. Field Study (1-3) I, II, III.** For students working on political internship programs and political campaigns. May be repeated to six hours.

**POLS 495. Honors Seminar in Contemporary Political Science (4) I, II.** Political science as discipline and profession; forms of political inquiry and research; scientific and methodological orientations toward values and scholarship; public and professional status of political science. Prerequisite: permission of honors committee. May be repeated to eight hours.

## Popular Culture (POPC)

◆**POPC 160. Introduction to Popular Culture (3) I, II, III.** Basic theories of, approaches to and topics within popular culture; several selected topics and use of various theories and approaches.

◆**POPC 165. Popular Culture and Media (3) I, II, III.** Some of the ways in which mass media (TV, film, recording industry, print, radio) have affected modern American culture. Media relationships and interactions.

◆**POPC 220. Introduction to Folklore and Folklife (3) I, II, III.** Study and collecting of folklore; ballads, myths, tall tales, heroes, folk medicines, superstitions, proverbs and crafts.

**POPC 231. Studies in Popular Culture (1-3) I, II, III.** Study of theme, era or issue in popular culture. Subject matter designated in class schedule. May be repeated once if topics differ.

**POPC 240. History of Popular Culture (3)** Alternate years. Relationship between society and its popular culture as it has changed over time.

◆**POPC 250. Introduction to Popular Film (3) I, II, III.** Popular film as mass entertainment medium; Hollywood studios, popular film formulae, genres, relationships between popular films and movie-going audience; viewing of appropriate films.

**POPC 270. Introduction to Contemporary Popular Literature (3)** Alternate years. Popular literary formulae, publishing industry, relationship between popular literature and reading public, functions of popular literature in society.

**POPC 280. Introduction to Popular Music (3) I, II, III.** Relationship between music world and listening-viewing audience; musical styles, trends in popular music, popular performers and entertainers and what they reveal about popular culture; appropriate music listening.

**POPC 290. Television as Popular Culture (3) I, II, III.** Relationship between popular television programming and American society; viewing of appropriate television.

**POPC 320. Folktale and Legend (3)** Alternate years. Intensive examination and collecting of oral narratives; theory and methods of collecting, organizing and interpreting such material as folktales, urban belief tales, supernatural legends, narrative jokes, tall tales, etc.; analysis of folk mythology.

**POPC 321. Folklife and Material Culture (3)**

Alternate years. Study and analysis of non-verbal folklife; theory and methods of analysis of such forms of expressive folk culture as arts, crafts, architecture, foodways, festivals, customs and folk rituals; emphasis on modes of description and analysis commonly used by folklorists to understand and explain such materials.

**POPC 325. The Folk Group/Folk Region (3)**

Alternate years. Intensive study of a single folk group or the folklore of a specific region (e.g. Women's Folk Culture, Folklore of the Great Lakes Region, etc.). Emphasis on the function of various types of folklore within the group or region. May be repeated once if content clearly differs.

**POPC 350. Advanced Studies in Popular Film (3)**

Alternate years. In-depth study of particular aspect of popular film: single genre, particular director, specific studio, etc. May be repeated once if topics are different; viewing of appropriate films. Two-hour lecture, two-hour lab.

**POPC 355. Studies in History of American Popular Film (3)**

Alternate years. Specific period in American popular film: silent era, films of Depression, films of post World War II, etc. May be repeated once if topics are different; viewing of appropriate films. Two-hour lecture, two-hour lab.

**POPC 370. History of Popular Literature (3)**

Alternate years. Detective, science fiction, western, mystery, best sellers, poetry, magazine fiction. Prerequisite: any 200-level literature course or permission of instructor.

**POPC 380. Contexts of Popular Music (3)**

Alternate years. In-depth investigation into single aspect of popular music: specific popular music genres, specific musical themes, popular music industry, etc. May be repeated to eight hours if topics differ. Prerequisite: POPC 280.

**POPC 390. Electric Media (3)**

Alternate years. Cultural media theory as related to aural and visual electric media, especially radio and television. Impact of these media on contemporary culture. Prerequisite: one course in mass media or permission of instructor.

**◆POPC 395. Workshop on Current Topics (1-3)**

On demand. Intensive educational experience on selected topics. Typically, an all-day or similar concentrated time format. Requirements usually completed within expanded time format. May be repeated if topics differ, on approval of adviser.

**◆POPC 424. Folklore Genres (3)**

Alternate years. Intensive study and collecting of a single folk genre or distinctive type of folk materials (e.g. American Folk Music, Ethnic Foodways in America, The Urban Belief Tale, etc.). Emphasis on theory and method of collection and analysis. May be repeated once if content clearly differs.

**POPC 426. Popular Entertainments (3)**

Alternate years. Cultural significance of popular entertainments, past and present; circuses, carnivals, parades, vaudeville, professional and amateur sports, camping, etc. Prerequisite: POPC 160 or POPC 165.

**POPC 460. Popular Culture Advanced Studies (3)**

II. In-depth study of particular problem: development of hero in popular arts, cultural analysis of popular film, cultural analysis of popular music, etc. May be repeated once if subject matter is different. Prerequisite: POPC 165.

**POPC 480. Senior Seminar in Popular Culture (2)**

Alternate years. Interdepartmental seminar for seniors in POPC program. Selected topics approached from several points of view. Prerequisites: senior standing and major in POPC or in discipline represented in POPC program.

**POPC 485. Fieldwork in Folklore Studies (2)**

On demand. Supervised independent collecting project intended as a senior seminar. Advanced students, under close supervision of one or more faculty, develop and carry out intensive exercise in collecting a specific form of folk material. SENIOR SEMINAR IN POPULAR CULTURE, POPC 480, MAY BE SUBSTITUTED WHEN APPROPRIATE.

**◆POPC 490. Problems in Popular Culture (1-3)**

For advanced student. Independent study. Prerequisite: consent of director of POPC program to proposal approved by faculty member three weeks prior to end of semester; and 6 hours POPC courses. May be repeated to eight hours.

**Psychology (PSYC)**

◆PSYC 201. General Psychology (4) I, II, III. Scientific approaches to the study of behavior of organisms. Application to personal and social behavior.

PSYC 231. Research Methods in Psychology (4) I, II. Experimental and non-experimental techniques for investigating psychological phenomena. For non-psychology majors. Three lecture hours; two laboratory hours. Prerequisite: PSYC 201.

◆PSYC 240. General Seminar (1-3) I, II. Specific content areas offered depends on demand and interest of staff. May be repeated twice. Prerequisite: consent of instructor.

PSYC 270. Quantitative Methods I (3) I, II, III. Principles of measurement. Quantitative analyses of behavioral measures, including measures of typicality, individual differences, correlational methods and tests of significance. Two one-hour lectures and a two-hour lab. Prerequisite: PSYC 201 or consent of instructor.

PSYC 290. Introduction to Laboratory Methods in Psychology (4) I, II. Introduction to research methods used in laboratory and natural settings. Includes planning the research, collecting and interpreting the data and communicating the results in both oral and written forms. Three one-hour lectures and one two-hour laboratory. Prerequisites: PSYC 201 and 270.

**PSYC 301. Brain Mechanisms of Behavior (4)**

I, II. Brain structure and function in organization of consciousness, perception, motivation and learning, sleep, dreaming, memory, drugs, glands, personality, electrical stimulation of brain. Laboratory hours by arrangement. Prerequisites: PSYC 201 and 290, or consent of instructor.

**PSYC 302. Educational Psychology (3) I, II.**

(See EDFI 302) Concepts and factors affecting application of psychological principles to the educative process. No credit for both EDFI and PSYC 302. Prerequisite: PSYC 201.

**◆PSYC 303. Psychology of Child Development (3)**

I, II. Major concepts, theories and principles of child development. Coverage is from conception until adolescence. Prerequisite: PSYC 201.

**PSYC 304. Adolescent Development (2)**

II. Major concepts, theories and principles of adolescent development. Prerequisite: PSYC 201.

**◆PSYC 305. Psychology of Personality Adjustment (2)**

I, II, III. Problems of personal adjustment. Related problems of theory and measurement of personality. Prerequisite: PSYC 201.

**PSYC 306. Psychology of Gender (3)**

I. Psychological characteristics of women and men: personality, adjustment, identity formation, intellectual processes, sexuality; theories and data on gender development.

**PSYC 307. Psychology of Human Sexuality (3)**

I, II, III. Sexual physiology, psycho-social aspects of sexual behavior, sexual dysfunction and therapy, comparative sexual behavior.

**PSYC 308. Introduction to Clinical Psychology (3)**

II. Models and roles associated with delivery of mental health services; major conceptions of psychological assessment and treatment. Prerequisite: PSYC 201.

**PSYC 309. Psychology of Aging (3)**

II. Discussion of major theories of adult development; description of how biological, cognitive, personality and social-psychological processes interact to produce development; emphasis on seeing how these processes occur in adults' everyday lives. Prerequisite: PSYC 201.

**◆PSYC 311. Social Psychology (3)**

I, II, III. Social behavior covering theoretical issues and recent empirical findings: social influence and conformity processes, attitudes and attitude change, interpersonal attraction, social perception, group processes, sexual behavior, environmental influences on social behavior. Prerequisite: PSYC 201 or SOC 101.

**PSYC 312. Principles of Social Interaction (2)**

II. Theoretical issues and recent empirical findings: animal social behavior, pro-social behavior, aggression, group processes, social exchange processes and social psychology in changing world. Prerequisite: PSYC 201 or SOC 101.

**PSYC 313. Research in Social Psychology (2)**

II. Field and laboratory research techniques in social psychology, attitude change, conformity, attraction, environmental effects on social behavior, aggression, group processes. Three lecture hours; two laboratory hours. Prerequisites: PSYC 270, 290 and 311.

**PSYC 320. Conditioning (4)**

I. Classical conditioning and instrumental learning from empirical and theoretical point of view. Three lecture hours; two laboratory hours. Prerequisites: PSYC 270 and 290.

**PSYC 321. Human Learning and Memory** (4) I, II. Principles and theories of human learning and memory, applied to the acquisition of knowledge and skills. Three lecture hours; two laboratory hours. Prerequisites: PSYC 270 and 290.

**PSYC 322. Psychology of Thinking** (4) I, II. Theory and research on the nature of human thinking, problem solving, reasoning, concept formation and language. Three lecture hours; two laboratory hours. Prerequisites: PSYC 270 and 290.

**PSYC 324. American Sign Language of Deaf** (3) I, II. Basic vocabulary and grammatical structure of the visual language system used by deaf persons in North America. Implications of deafness for language and communication, psycho-linguistic studies of Sign.

**PSYC 328. Psychophysiology** (4) I, II. Laboratory course in psychophysiology; relationship between psychological states and physiological responses in humans; conditioning of autonomic responses, orienting responses, psychosomatic relationships and biofeedback, detection of deception. Four lecture hours, laboratory by arrangement. Prerequisites: PSYC 270 and 290.

**PSYC 330. Psychobiology of Emotions and Motivation** (4) II. Biological causes of motivated behaviors such as sleep, hunger, thirst, fear, aggression and sexual behavior; how motivated behaviors and related emotional states are organized in brain, as elucidated by electrical and chemical stimulation and ablation of living brain. Prerequisites: PSYC 270 and 290, or consent of instructor.

**PSYC 340. Sensation and Perception** (4) II. Measurement, development and neurophysiological mechanisms of sensory and perceptual processes. Emphasis on vision and hearing. Three lecture hours; two laboratory hours. Prerequisites: PSYC 270 and 290.

**PSYC 352. Quality of Work Life** (4) II. Impact of organizational environments on individuals and individual behavior. Topics include job design, leadership, organizational climate, job satisfaction and work motivation. Prerequisite: PSYC 270 or consent of instructor.

**PSYC 354. Assessment of Work Effectiveness** (3) II. Emphasis on the design, measurement and evaluation of human and machine performance and productivity. Assessment of factors related to training, efficiency and safety. Prerequisites: PSYC 270 and one other course in PSYC, or consent of instructor.

**PSYC 370. Quantitative Methods II** (3) I, II. Analysis of variance and other multivariate methods for analyzing behavioral measurements. Prerequisite: PSYC 270.

◆ **PSYC 395. Workshop on Current Topics** (1-5) On demand. Intensive educational experience on selected topics. Typically an all-day or similar concentrated format. Requirements usually completed within time format. May be repeated on approval of adviser.

**PSYC 401. History of Psychology** (3) I. Selected topics, reading of original sources. Psychopathology, animal psychology, behaviorism, cognitive psychology, personality theory, others. Prerequisite: PSYC 201 or consent of instructor.

**PSYC 403. Personality Theory** (3) II. Scientific constructs in personality theory; contemporary theories with historical antecedents; assessment of relationship to general psychology. Prerequisite: eight hours in PSYC.

◆ **PSYC 405. Psychology of Abnormal Behavior** (3) I, II, III. Data and concepts used in understanding, labeling and modifying deviant behavior. Prerequisite: PSYC 201.

**PSYC 406. Behavior Pathology in Children** (3) II. Major behavioral disorders of childhood: description, etiological implications, treatment issues, approaches and problems, and related research. Prerequisite: PSYC 201 or consent of instructor.

**PSYC 421. Psychology of Language** (3) II. Theoretical and empirical issues in psycholinguistics, speech perception and language development. Prerequisite: PSYC 201 or consent of instructor.

**PSYC 425. Community Mental Health** (3) I, III. Development, concepts and current models in community mental health; individual and system-centered approaches that promote health and prevent psychological maladjustment; federal, state and county programs. Prerequisite: PSYC 201 or consent of instructor.

**PSYC 431. Mental Health Worker Training** (4) I. One of two prerequisites for field placement as mental health worker, taken simultaneously with PSYC 432. Relationship enhancement and behavioral analysis and intervention skills. Field experiences. Prerequisites: PSYC 201 and consent of instructor.

**PSYC 432. Principles of Mental Health Work** (4) I. Exposure to models and roles associated with delivery of mental health services. Participation with practicing clinical "team"; field experiences. Prerequisites: PSYC 201 and consent of instructor. Graded S/U.

**PSYC 433. Mental Health Worker Practicum I** (3) II. Students engage in those mental health activities they trained for during previous semester. Includes placement in one of a variety of mental health settings. Prerequisites: PSYC 431 and 432 and consent of instructor.

**PSYC 434. Mental Health Worker Practicum II** (4) II. Field experience for mental health worker. Student increases experience with broad range of mental health problems working in community mental health setting. Case study presentation. Prerequisites: PSYC 431 and 432 and consent of instructor. Graded S/U.

**PSYC 437. Field Study: Deafness and ASL** (1) I. Orientation to deafness and on-site observation of educational approaches and communication methods used at elementary, secondary and post-secondary levels by programs for deaf children. Conducted at Gallaudet College, Washington, D.C., between semesters. Prerequisites: PSYC 324 or equivalent and consent of instructor.

◆ **PSYC 440. General Seminar** (1-4) I, II, III. Specific content areas offered depends on demand and interest of staff. May be repeated three times. Prerequisite: consent of instructor.

**PSYC 452. Personnel Selection** (4) I. Methods of selection and assessment in industrial and other organizations. Includes recruitment, hiring, promotion, etc. Compliance with fair employment and equal employment opportunity regulations. Prerequisite: PSYC 201.

**PSYC 454. Interviewing** (3) II. Laboratory exercises in administering and responding to interviews differing in structure, behavior, decisions and interrelationships within interviews, validity and reduction of bias. Prerequisite: PSYC 201.

**PSYC 455. Stress Factors of Work** (3) I. Sources and effects of psychological stress at work and research on stress reduction. Topics include perceived work loads, role demands and ambiguities, job involvement and career stresses such as those in dual-career families.

**PSYC 460. Introduction to Psychological Testing** (3) I, II. Theory and methods of measuring human behavior. Basic measurement principles and applications; representative standardized tests of intelligence, interest, aptitude and personality. Prerequisites: PSYC 201 and 270 or equivalent.

**PSYC 490. Special Problems in Psychology** (1-3) I, II, III. Supervised independent minor research or intensive reading on selected problems. No student may register for course without written approval of staff member concerned. May be repeated to six hours. Prerequisite: 7 hours of psychology. Graded S/U.

**PSYC 495. Senior Honors Seminar** (3) I. Seminar in general psychology for senior major. Student required to plan and carry out research project under direction of faculty member. Prerequisite: senior major, approval by department undergraduate committee.

**PSYC 496. Senior Honors Seminar** (3) II. Seminar in general psychology for senior major. Student required to plan and carry out research project under direction of faculty member. Prerequisite: senior major, approval by department undergraduate committee.

## Radio-Television-Film (RTVF)

**RTVF 103. Introduction to Mass Communications** (3) I, II, III. Survey of broadcasting and other mass media; mass communication media and effects; role and influence of radio, television, film, print media, advertising and public relations. No credit for both JOUR 103 and RTVF 103. Open to non-majors.

**RTVF 250. Radio and Television Production for non-RTVF Majors** (3). Basic theories and tasks of audio and video production including scripting, technical quality and aesthetics. In-studio experience in radio and television operation. Laboratory hours. No prerequisites. Not open to RTVF majors.



**RTVF 255. Introduction to Broadcasting (3)** II. Survey of components of broadcasting system in America, including technical bases, economics, programming and regulation. No prerequisites. Intended for majors.

**RTVF 261. Understanding Movies (3)** I, II, III. Film as art. Essential elements of film; editing, camera work, sound and composition explored in some classic motion pictures. Various approaches to looking at movies and writing about them.

**RTVF 262. Radio Writing, Announcing and Producing (4)** I. Writing for broadcasting; style and basic principles and practices of announcing; theories and processes of audio production. Laboratory hours. Prerequisite: RTVF or JOUR students, major status; all other students, B or better in RTVF 255.

**RTVF 263. Television Programming and Production (4)** II. Theories and practices involved in programming decisions; basic theories and tasks of video production, including scripting, organization and aesthetics. In-studio experience in equipment operation, program directing. Laboratory hours. Prerequisite: RTVF or JOUR students, major status; all other students, B or better in RTVF 255.

**RTVF 264. 8mm Film Making (3)** I, II. Basic techniques of 8mm motion picture photography. Understanding of lens, film and camera characteristics, lighting, camera operation and editing. Student furnishes camera and some materials.

**RTVF 360. Procedures of Audience Measurement (3)** I, II. Overview of approaches to social research; survey methods, including sampling, measurement, interviewing, questionnaire design and presentation of results; content analysis; ratings; and interpretation of elementary descriptive statistics.

**RTVF 364. Producing and Directing for Television (3)** I. Theories and processes of producing and directing video programs, including scripting, visualization, personnel management and budgeting. Includes multi-camera and single-camera productions, video editing techniques. Laboratory hours. Prerequisite: RTVF 263 or equivalent experience.

**RTVF 365. Broadcast History (3)** I. Current U.S. broadcasting with view of antecedents in regulations, economics, programs, audiences, stations, networks, technology and employment. Prerequisite: eight hours of RTVF.

**RTVF 366. Processes and Effects of Mass Communication (3)** I, II. Seminal models and studies; current approaches to effects; critical viewing strategies; structure and consequences of media institutions and organizations.

**RTVF 368. Radio Workshop (1)** I, II. Development of program ideas through all stages of planning, writing, directing and selling. Individual program projects for possible use on WBGU or WFAL. May be repeated to three hours. Prerequisite: RTVF 262.

**RTVF 395. Workshop on Current Topics (1-3)** On demand. Intensive educational experience on selected topics. Typically, an all-day or similar concentrated format. Requirements usually completed within time format. May be repeated if topics differ, on approval of adviser.

**RTVF 460. Regulation of Broadcasting (3)** II. Roles of federal, state and local government in regulation of broadcasting. Analysis of Federal Communications Commission. Legal problems engendered by regulation.

**RTVF 464. 16mm Film Making (3)** II. Concepts, theories and mechanics of film production; applications of cinema to television news, documentaries, informational presentations, and feature and art film production. Lectures and laboratory. Prerequisites: RTVF 264 or JOUR 306 or VCT 282; and permission of instructor.

**RTVF 466. History and Criticism of Film (3)** II. Historical development of theatrical, documentary and avant-garde films. Function, content and style of film criticism.

**RTVF 468. Television Workshop (3)** I, II. Production of dramatic and public affairs television programs. Writing, producing and directing emphasized. May be repeated once. Prerequisite: RTVF 364 or equivalent experience.

**RTVF 469. Seminar: Contemporary Aspects of Broadcasting and Film (1-3)** On demand. Investigation and analysis of area of radio, television and film. Various topics of current concern; public and instructional broadcasting, audience, CATV, political broadcasting, censorship and freedom in film, film movements and styles. May be repeated with permission of adviser to six hours.

**RTVF 489. Internship in Radio-Television-Film (1-6)** I, II. Supervised field experience in electronic communication. Student must arrange for experience with approval of intern supervisor in advance of registration. May be repeated up to six hours. Limited to RTVF majors. Prerequisite: 2.5 overall GPA. Graded S/U.

**RTVF 490. Problems in Radio-Television-Film (1-3)** I, II. For advanced student who wishes to do intensive study in radio, television or film independently, or in conjunction with courses regularly offered. May be repeated. Prerequisite: consent of department.

## Recreation and Dance (RED)

**RED 106. Ballroom Dance I (2)** II. Basic skills and knowledges specific to social and ballroom styles; beginning teaching methods.

**RED 111. Folk and Square Dance I (2)** I. Basic skills and knowledges specific to folk and square dance styles; beginning teaching methods.

**RED 115. Modern Dance I (2)** I, II. The first in a series of progressions in modern dance, exploring basic movement skills and correct body alignment; may be repeated up to six hours.

**RED 120. Classical Ballet I (2)** I, II. Studio instruction of classical ballet fundamentals with emphasis on correct body alignment, barre and basic center work; may be repeated up to six hours. Prerequisite: beginning competency and permission of instructor.

**RED 178. Camp Leadership (2)** II. Organized camp movement; uniqueness of the camping experience and setting; role of the counselor; programming and counseling principles.

**RED 190. Recreation Leadership (3)** I, II. Selecting, creating and conducting activities suitable for the wants and needs of various populations; leadership theories, styles and techniques; activity assessment; social activities pattern and recreation leadership kit.

**RED 210. Major Concepts in Recreation (2)** II. Philosophical concepts and historical foundations; exploration of economic, sociological and psychological aspects; leisure service delivery systems and professional leadership.

**RED 215. Modern Dance II (2)** I, II. The second in a series of progressions, including studio instruction in modern dance with floor and center work in varying modern styles; may be repeated up to six hours. Prerequisite: RED 115 or permission of instructor.

**RED 220. Classical Ballet II (2)** I, II. The second of a graded series of progressions, including studio instruction in classical ballet techniques with emphasis on adagio and allegro enchainements; may be repeated up to six hours. Prerequisite: RED 120 or permission of instructor.

**RED 224. Dance Performance Workshop (1)** I, II. Experience in choreography and participation as members of the concert group; may be repeated up to six hours. Prerequisites: audition and permission of instructor.

**RED 226. Perspectives in Dance (1)** II. Introduction to the art of dance, including current trends in modern dance, classical ballet and vernacular dance form, exploration of the philosophies and aesthetic principles.

**RED 260. Recreation and Physical Activity for Older Americans (2)** I, II. Characteristics of older Americans; therapeutic benefits of activity; leisure services and settings; program planning; administrative concerns. Prerequisites: RED 190 and RED 210 or consent of instructor.

**RED 294. Outdoor Leadership (3)** II. Knowledge and leadership in outdoor living skills, backpacking, bicycle touring and canoe tripping. One weekend trip required.

**RED 304. Outdoor Recreation (3)** I. Outdoor recreation resource bases; governmental agencies and private organization management and operations; behavioral patterns in outdoor recreation pursuits; legal, economic and political impacts.

**RED 315. Modern Dance III (1)** I, II. The third in a graded progression including studio instruction in varying styles of modern dance; emphasis will be placed on horizontal and oblique designs, turns, falls, jumps, leaps and complicated rhythms; may be repeated up six times. Prerequisite: RED 215 or permission of instructor.

**RED 320. Classical Ballet III** (1) I, II. The third in a graded series of progressions, including studies instruction in classical ballet techniques, added difficulty in barre, adagio and allegro work and introduction to pointe work; may be repeated up to six hours. Prerequisite: RED 220 or permission of instructor.

**RED 323. Camp Administration** (2) I. Role of camping in society; patterns of organization; programming guidelines, management aspects, personnel, and site and facilities.

**RED 325. Theory and Methods of Teaching Dance** (1) I. A seminar experience in pedagogical practices, in classical ballet and modern dance forms. Prerequisites: RED 215, 220, or permission of instructor.

**RED 326. Dance Composition** (2) II. Basic principles of form and flow of movement and their application to compositions in dance. Prerequisites: RED 215, RED 220 or permission of instructor.

**RED 327. Choreography Workshop** (1) I. Studio analysis of the elements of choreography; development of dance compositions, evaluation of compositions, evaluation of compositions; specific assignments of selected problems; may be repeated up to six hours. Prerequisite: RED 326 or permission of instructor.

**RED 380. Concepts and Techniques in Outdoor Education** (4) II. Outdoor education through school curricula, interpretive services, recreation agencies and community action; philosophical bases; identification and utilization of resources; the methods associated with the learning process; field-based experiences.

**RED 384. Organization and Administration of Leisure Services** (3) I, II. Basic concepts of administration, personnel management, fiscal management, public relations techniques, motivation theory, grant writing and fund raising, marketing, legal aspects of administration; budget proposal preparation and development of employment seeking skills. Prerequisites: RED 190, 210 and 30 hours.

**RED 385. Recreation Program Development** (3) I. Principles of program planning, organization and administration; operation of areas and facilities; current practices in publicity and public relations; supervision of program and staff; tournament scheduling; program budgeting. Prerequisites: RED 190, RED 210 and 30 hours.

**RED 386. Internship Preparation** (1) I, II. A comparative analysis of leisure services and their roles in society with focus on personal and professional development. Prerequisite: 60 hours.

**RED 387. Practicum: Leadership/Programming** (1-5) I, II, III. Application of leadership and program theory to field setting. Prerequisite: approval of adviser.

**RED 395. Workshop on Current Topics** (1-3). On demand. Intensive educational experience on selected topics related to enrichment of curricular content.

**RED 424. History and Philosophy of Dance** (3) I. Events, personalities and philosophies of dance from primitive to modern times, including the development of ballet and the emergence of modern dance.

**RED 426. Dance Production** (3) II. Classroom and hands-on experience; problems and techniques in dance lighting, sound, costuming, direction, publicity and general management.

**RED 470. Independent Study** (1-3) I, II, III. An in-depth project of significance to the student. Credit allocation by project supervisor and approval by chair prior to registration. Prerequisite: by permission of instructor.

**RED 482. Evaluation of Recreation Services** (3) II. Methods, techniques and application of evaluation processes. Prerequisites: RED 384, RED 385 and 2.5 GPA.

**RED 483. Recreation Areas and Facilities** (3) I. Planning and design principles; acquisition, development, construction and maintenance of specific types of recreation areas and facilities. Prerequisites: RED 384, RED 385 and 2.5 GPA.

**RED 484. Contemporary Issues in Recreation** (2) I. Seminar in current issues. Prerequisite: 90 hours.

**RED 487. Practicum: Supervision/Administration** (1-5) I, II, III. Application of program, supervision and administration theory to a field setting; may be repeated. Prerequisites: RED 387, 2.5 GPA and approval of adviser.

**RED 488. Internship** (15) I, II, III. A concentrated professional experience for students preparing for a career in recreation. Prerequisites: grade point average of 2.5, 90 hours, RED 384, RED 385, RED 386, RED 387 and consent of adviser.

## Respiratory Care Technology (RT)

†RT 101. **Human Anatomy and Physiology for Respiratory Therapy** (5) I. Structure and function of cells and tissues, support and protection of body parts, integration and coordination of body functions, processing and transporting of nutrients and propagation of the species. Three hours of lecture, two hours of lab.

†RT 102. **Pharmacology for Respiratory Therapy** (3) I. General pharmacologic principles, including drug dosage calculations and dispensing systems. Study of major drug groups related to practice of respiratory care. Emphasis on aerosolized drugs administered by the therapist. Three hours of lecture. Prerequisite: Must meet clinical matriculation standards or consent of instructor.

†RT 120. **Principles of Respiratory Therapy** (3) II. Basic scientific principles of gases, humidity, aerosols and fluid flow as applied to respiratory care. Devices for measuring oxygen levels and regulating pressure and flow of therapeutic gases, as well as equipment for delivering humidity and medical aerosols. Sterilization and therapeutic application of respiratory care equipment. Two hours of lecture and three hours of lab. Prerequisites: RT 101 and CHEM 115 or permission of instructor.

†RT 150. **Respiratory Therapy Procedures I** (4) III. Introduction to respiratory and cardiovascular anatomy and physiology. Basic nursing care and patient assessment. CPR, manual resuscitators, airway management, sterilization, IPPB, incentive spirometry and chest physiotherapy. Three hours of lecture and three hours of lab. Prerequisite: Must meet clinical matriculation standards. Corequisite: RT 151.

†RT 151. **Respiratory Therapy Clinical Applications I** (2) III. Introduction to the hospital environment. Directed clinical practice including basic nursing skills, patient assessment, charting, oxygen therapy, aerosol administration, incentive spirometry, IPPB, chest physiotherapy, CPR and equipment processing. Two hours of field study per week. Prerequisite: Must meet clinical matriculation standards. Corequisite: RT 150. Prerequisite or corequisite: RT 102.

†RT 152. **Respiratory Therapy Procedures II** (4) I. Endotracheal intubation, mechanical ventilation, pulmonary function testing, hemodynamic and other physiologic monitoring, radiologic assessment of the chest, EKG interpretation, non-invasive blood gas monitoring, pulmonary rehabilitation, neonatal and pediatric respiratory care, and management of the respiratory care department. Three hours of lecture and three hours of lab. Prerequisites: RT 150 and 200. Corequisite: RT 250.

†RT 200. **Cardiopulmonary/Renal Anatomy and Physiology** (3) II. Anatomy and physiology of respiratory, cardiovascular and renal systems as they relate to gas exchange, acid-base balance, and fluid and electrolyte regulation. Arterial blood gas interpretation, sampling and analysis. Six hours of lecture, eight weeks. Prerequisite: BIOL 104 or 205, or consent of instructor.

†RT 250. **Respiratory Therapy Clinical Applications II** (4) I. Directed clinical practice at a local hospital. Students will gain hands-on experience in managing artificial airways and mechanical ventilators, performing arterial punctures and analyzing samples, and interpreting and applying physiologic data. In the cardio-pulmonary laboratory, the student will perform various tests of pulmonary function. Twenty-four hours of field study per week. Prerequisites: RT 151 and 200, plus meet clinical matriculation standards. Corequisite: RT 152.

†RT 251. **Respiratory Therapy Clinical Specialties** (4) II. Students will rotate to various hospitals during the semester to gain exposure to specialized equipment and techniques which may be unique to that institution, while continuing to practice advanced procedures learned the previous semester. Twenty-four hours of field study per week. Prerequisite: RT 250, plus meet clinical matriculation standards.

## Romance Languages (ROML)

**ROML 200. European and Latin American Cinema** (3). Films of cultural and literary significance from Mediterranean and Latin American countries seen through study of selected topics, themes or movements. Taught in English. Includes viewing of films with subtitles.

2-6906

**ROML 262. African Literature in Translation** (3). Literary masterpieces from or about Africa, including negritude movement. Works originally written in romance languages. Does not count toward French or Spanish major or minor.

**ROML 470. Readings in Romance Languages and Literature** (1-3). Independent reading for advanced students wishing to conduct comparative study in particular period, author or authors, problem or genre. Prerequisites: consent of chair of department and instructor.

**ROML 495. Literary Translation** (3). Translation into English of poems and short prose works of students' choice, with advice and consent of instructor. From French, Spanish, Italian and Portuguese. Open to majors, minors and graduate students in French and in creative writing and graduate students in Spanish. Prerequisite: FREN, SPAN or ITAL 202, 212, 500 or equivalent.

## Russian (RUSN)

Entering students who had Russian in high school should take the placement test during summer preregistration or prior to enrollment in a course. Credit for a degree is not granted for foreign language courses which duplicate more than two units of high school study.

**RUSN 100. Introduction to Language Study: Russian** (1). On demand. Lecture-reading course in English introducing students to the cultural development of the Russian language.

¶**RUSN 101. Elementary Language and Culture I** (4) I. Cultural approach to beginning language study in the four skills: listening, speaking, reading, writing. Four class periods and laboratory practice each week.

¶**RUSN 102. Elementary Language and Culture II** (4) II. RUSN 101 continued. Four class periods and laboratory practice each week. Prerequisite: RUSN 101, or by placement.

†**RUSN 201. Intermediate Russian I** (4) I. RUSN 101-102 continued. Development of the four skills. Three class periods and laboratory practice each week. Prerequisite: RUSN 102, or by placement.

†**RUSN 202. Intermediate Russian II** (4) II. RUSN 201 continued. Three class periods and laboratory practice each week. Prerequisite: RUSN 201, or by placement.

**RUSN 215. Russian Culture** (3) I. Culture and civilization of the Russian people from their origins to the recent past. Lectures, audio-visual presentations and readings in English.

**RUSN 216. The Soviet Union Today** (3) II. Contemporary life in the Soviet Union, "Soviet culture" and societal values. Reading of primary sources in translation; Soviet film, television and music. Interdisciplinary approach.

**RUSN 303. Introduction to Scientific Russian** (2) II. Reading and grammar designed for science-oriented students who wish to develop an effective reading knowledge of scientific Russian. Prerequisite: RUSN 202.

**RUSN 311. Russian Literature: From Beginnings to Dostoevsky** (3) I. Literary trends from 11th to mid-19th century; medieval and baroque periods, 18th century classicism and sentimentalism, and the Golden Age. Writers include Pushkin, Gogol, Goncharov, Lermontov and Turgenev. Lectures in English. Open to nonmajors who will read assigned works in translation.

**RUSN 312. Russian Literature from Dostoevsky to Present** (3) II. Social, political and cultural trends of pre- and post-revolutionary periods. Writers include Dostoevsky, Tolstoy, Chekhov, Gorki, Zoshchenko, Bulgakov, Pasternak and Solzhenitsyn. Lectures in English. Open to nonmajors who will read assigned works in translation.

**RUSN 317. Composition and Conversation I** (3) I. Intensive oral and written practice; emphasis on mastery of basic structural patterns employed in conversation and writing. Prerequisite: RUSN 202, or by placement.

**RUSN 318. Composition and Conversation II** (3) II. RUSN 317 continued. Prerequisite: RUSN 317.

**RUSN 319. Journalistic Russian** (2) On demand. Practice in the language and syntax of contemporary Russian journalism; expository prose, newspapers, journals, monographs, magazines, etc. Prerequisite: RUSN 202.

**RUSN 320. Readings in Russian Culture** (2). Language, syntax and topics of academic literary Russian in the natural sciences, social sciences and humanities. Prerequisite: RUSN 202.

**RUSN 331. Workshop in Translation** (1-3) On demand. Individualized and/or small group work in translation of scientific, technical or business writing, or other types of expository prose in the student's area of specialty. May be repeated to six hours. Prerequisite: RUSN 202.

**RUSN 401. Russian Poetry** (3) On demand. Russian lyric from the mid-18th century through contemporary Soviet verse. Prerequisite: RUSN 202.

**RUSN 402. Russian Novel** (3) I. Detailed study of the great tradition of the Russian novel. Primary readings consist of authors such as Karamzin, Pushkin, Gogol; Turgenev, Tolstoy, Dostoyevsky, Gorky, Solzhenitsyn. May be repeated for credit when offered with different content. Prerequisites: RUSN 311 and 312, or permission of instructor. Open to nonmajors who will read assigned works in translation.

**RUSN 403. Russian Drama** (3) II. Major works of Russian dramatic literature as exemplified by Polotski, Fonvizin, Griboyedov, Pushkin, Ostrovski, Turgenev, Tolstoy; emphasis on Chekhov and Moderns. Prerequisites: RUSN 311 and 312, or permission of instructor. Open to nonmajors who will read assigned works in translation.

**RUSN 415. Cultural and Literary Aspects of Soviet Film** (3) On demand. Soviet film both as visualization of Russian literature and as instrument of social and political persuasion through various esthetics—expressionism, socialist realism, psychological realism.

**RUSN 417. Advanced Composition and Conversation** (3) On demand. Development of increased facility in written composition and the spoken language. Grammatical structure and levels of style in writing and colloquial idiom in spoken dialogue. Prerequisite: RUSN 318.

**RUSN 432. Russian Folklore** (3) On demand. Survey of major genres of Russian folk literature and culture, and their influence on language and literature. Prerequisite: RUSN 102, or permission of instructor. Open to nonmajors who will read assigned works in translation.

**RUSN 480. Selected Topics** (1-3) On demand. Topic chosen to meet curriculum needs and student requests. May be repeated to six hours. Prerequisite: RUSN 202.

**RUSN 491. Studies in Russian** (1-3) On demand. Independent reading for the advanced student. Prerequisite: arrangement with instructor and consent of department chair prior to registration.

## Social Science (SOSC)

†**SOSC 101. Introduction to the Social Sciences** (3) I, II. Fundamental concepts and methods in the social sciences.

†**SOSC 289. Human Services Practicum** (3-4) II. Supervised field experience in an approved agency combined with a seminar designed to integrate theory and practice. Capstone course to the human services curriculum; students must be near completion of the degree in human services and be in good standing academically. Prerequisite: SOWK 220 or consent of instructor.

## Social Work (SOWK)

◆**SOWK 110. Survey of Social Services** (3) I, II. Social service programs; functions of social workers within these programs.

◆**SOWK 220. Observation and Interviewing in Social Work** (3) I, II. Development of observational, interviewing and recording skills through classroom experiences and volunteer experiences in community social agencies. Prerequisite: SOWK 110.

**SOWK 227. Ethnic and Cultural Diversity in Social Work Practice** (3) I, II. Issues and concepts important to understanding problems surrounding ethnicity and relationship to social work. Prerequisite: sophomore standing.

**SOWK 230. Social Welfare Institutions** (3) I. Social welfare as social institution; history, developmental forces, value systems, relationships between, and various roles of public and private agencies. Prerequisite: SOWK 220.

**SOWK 320. Human Behavior and the Social Environment** (3) I, II. Impact of biological, psychological and socio-cultural systems on human development and behavior. Prerequisite: sophomore standing.

**SOWK 322. Social Policy and Social Services** (3) II. Social problems, social policy and social services as interrelated areas. Basic models for evaluating and influencing social policy. Prerequisite: SOWK 230.

**SOWK 325. Social Work Practice I** (3) I, II. Components of generic social work practice; problem identification, selection of interventive techniques, development of skills. Prerequisites: SOWK 230, junior standing and social work major.

**SOWK 326. Social Work Practice II** (3) I, II, III. Social work practice models, strategies for community organization and change. Prerequisites: junior standing and social work major.

**SOWK 330. Rural Social Work Assessment** (3) I, II. Issues involved in rural social work practice. Visitation of selected rural agencies, assessment of needs and services in selected agencies. Prerequisites: SOWK 220 and permission of instructor.

**SOWK 332. Law for Social Workers** (3) I. Legal issues related to social work; court procedure, crime, poverty, income maintenance and family law. Prerequisite: junior standing.

**SOWK 400. Topics in Social Work** (1-3) On demand. Courses being considered for offering on regular basis. May be repeated.

**SOWK 423. Field Instruction** (12) I, II, III. Experience working in selected social agency under supervision. Emphasis on practice rather than observation. Weekly seminar required. Application deadline: May 15 of school year before placement. Prerequisites: senior standing, social work major and 2.5 GPA in core courses. Graded S/U.

**SOWK 430. Practice Skills Seminar** (2) I, II, III. Faculty and field instructors conjointly teach this course. Conceptual frameworks, precise techniques and practitioner styles are considered as they underlie the student's problem solving in field instruction. Taken concurrently with SOWK 423.

**SOWK 470. Independent Study** (1-3) I, II, III. Student designs and carries out study or special project in area of interest. Prerequisites: junior standing, social work major, faculty sponsor and permission of program director. May be repeated up to six hours.

## Sociology (SOC)

♦♦♦♦♦ **SOC 101. Principles of Sociology** (3) I, II, III. Elements and concepts of social organization, social change and group relationships.

†♦♦♦♦ **SOC 202. Social Problems** (3) I, II, III. Sociological analysis of contemporary social problems. Prerequisite: SOC 101.

♦♦♦♦♦ **SOC 210. Sociology of Religion** (3). Role of religion in society; influence of religion upon society and effects of social structure on religious beliefs. Prerequisite: SOC 101.

†♦♦♦†††† **SOC 231. Cultural Anthropology** (3). Basic concepts and objectives in study of culture. Range of cultural phenomena and approaches to their study.

♦♦♦♦♦ **SOC 289. Field Study in Applied Sociology** (1-3) I, II, III. Field experience in an applied sociology setting. May be repeated once. Only three hours may be applied to a sociology major or minor. Prerequisite: Six hours in SOC. Graded S/U.

♦♦♦♦♦ **SOC 300. Topics in Sociology** (1-3) On demand. Courses being considered for offering on regular basis. See class schedule for listing. May be repeated. Prerequisite: SOC 101.

♦♦♦♦♦ **SOC 301. Social Psychology** (3). Social behavior; process of interaction and interpersonal influence. Prerequisite: SOC 101.

**SOC 302. Introduction to Classical Sociological Theory** (3). Major theories and concepts of sociology. Prerequisite: SOC 101.

**SOC 303. Introduction to Contemporary Sociological Theory** (3). Concepts and frames of reference of major contemporary theories. Prerequisite: SOC 101.

**SOC 311. Community and Urban Sociology** (3). Communal life from beginnings in folk society; contemporary urban-metropolitan communities, folk urban contrasts and community types. Prerequisite: SOC 101.

**SOC 312. Population and Society** (3). Population growth and distribution; bearing on current economic, political and social problems. Prerequisite: SOC 101 or consent of instructor.

**SOC 313. Fertility and Family Planning** (3). Sociological causes and consequences of human fertility patterns with emphasis on trends and differentials in the United States, including: fertility decision making, value and costs of children, contraception and abortion, unplanned parenthood, voluntary childlessness, illegitimacy, sex education and related public policies. Prerequisite: SOC 101.

**SOC 314. Popular Music and Society** (3). Formal organization of music industry and its impact on American society. Each facet of the industry examined: performer, production, marketing, record buying. Prerequisite: SOC 101.

**SOC 315. American Society** (3). Models of contemporary American society, dominant value orientations. Prerequisite: SOC 101.

♦♦♦♦♦ **SOC 316. Minority Groups** (3). Analysis of ethnic and minority groups in American society; conditions that favor and hinder acceptance of such groups as integral elements in national population. Prerequisite: SOC 101.

**SOC 317. Social Stratification and Poverty** (3). Inequalities in distributions of wealth, power and prestige in societies. Types of systems of inequality; caste, estate, class. Consequences of inequalities for society as whole and for segments of society; educational-occupational opportunities, racial-ethnic relations, social mobility, social change. Prerequisite: SOC 101.

**SOC 318. Social Organization** (3). Sociological concepts, theories and models of contemporary complex organizations; impact of social psychological factors on organizational effectiveness, relationship of systems theory to problems of organizational design and behavior. Prerequisite: SOC 101.

**SOC 319. Alcohol and Public Policy** (3). The social psychology of alcohol abuse with respect to the incidence, causes and social control of problem drinking. Policy issues considered include those relating to alternative prevention, treatment and intervention strategies. Prerequisite: SOC 101, 301.

**SOC 320. Computers and Society** (3). Impact of computers on society and the social forces prompting the rapid and widespread adoption of computer technology. Protection of personal privacy, changing labor force composition, the cashless society, modification in beliefs and values, the future of post-industrial society. Not a programming course.

**SOC 331. Contemporary Cultures** (3). Culture area(s) emphasized varies with staff and student interest. Area announced in schedule of classes (Africa, Europe, Near East, Native North America, Latin America, Asia, Pacific). May be repeated to 12 hours. Prerequisite: SOC 231 or consent of instructor.

**SOC 332. Archaeology** (2). Prehistory of man; early cultural development throughout world. Prerequisite: SOC 231.

**SOC 334. Anthropology and Contemporary Human Problems** (3). Contemporary cultures as collective patterns of living and attempts to create more human way of life. Methods of depicting and interpreting cultural codes of behavior, thought, feeling. Prerequisite: SOC 231 or consent of instructor.

**SOC 335. Medical Anthropology** (3). Cross-cultural study of health and disease patterns in human populations. Emphasis on influence of cultural and ecological factors in the response to illness in traditional, rural, ethnic and urban communities.

**SOC 341. Juvenile Delinquency** (3). Analysis and processes of development, treatment, prevention and control of juvenile delinquency. Prerequisite: SOC 101.

**SOC 342. Deviance and Social Control** (3). History of attempts to define and explain deviant behavior. Social conditions and processes associated with careers of deviants; relationship of deviancy to problems of social control. Prerequisite: SOC 101.

**SOC 344. Deviant Sexual Behavior** (3). Sociological perspective on sexual behaviors stigmatized in U.S.; such aspects as prevalence, social contexts of occurrence, effects on society, sources and impacts of societal reaction, especially criminal law. Prerequisite: SOC 101.

**SOC 352. Collective Behavior** (3). How new social groupings and order arise from unstructured situations. Behavior of such collectivities as riots, mobs and crowds. Prerequisite: SOC 101.

♦♦♦♦♦ **SOC 361. The Family** (3). Traditional and contemporary family types; current similarities and differences of family organization in various cultural environments. Prerequisite: SOC 101.

**SOC 369. Introductory Statistics** (3) I, II. Data presentation, measures of dispersion, correlation, regression, probability, probability distributions, sampling distributions, hypothesis testing and analysis of variance. Prerequisite: SOC 101.

**SOC 370. Introductory Methodology** (3) I, II. Survey course on research methods in sociology: nature of science, theory construction, operationalization of a research problem, alternative research designs (including evaluation), instrumentation, data collection and data analysis. Prerequisite: SOC 101 or consent of instructor.

**SOC 371. Applied Survey Research** (3). Practical experience in survey research in an applied context: policy issues, problem formulation, measurement, questionnaire-interview design, sampling procedures, data collection, electronic data processing, interpretation and report writing. Prerequisites: SOC 101, 369, 370 or consent of instructor.

**SOC 395. Workshop on Current Topics** (1-4) On demand. Intensive educational experience on selected topics. Typically, an all-day or similar concentrated time format. Requirements usually completed within time format. May be repeated if topics differ, on approval of adviser.

**SOC 404. Social Gerontology** (3). Problems of aged in contemporary society. Social gerontology as field of interest of interdisciplinary nature; emphasis on socio-economic approach. Prerequisite: SOC 101.

**SOC 414. Society and the Environment** (3). Present issues and problems of human environment from a sociological perspective. Special emphasis on analysis of the present problems of resources, pollution, technology, population, consumerism and the use of energy.

**SOC 415. Industrial Sociology** (3). Industrialization as a social process, labor force dynamics, models of organization, human relations, nature of work and job satisfaction. Prerequisite: SOC 101.

**SOC 416. Political Sociology** (3). Political behavior in society from standpoint of both classical and contemporary sociology. Prerequisite: SOC 101.

**SOC 417. Sociology of Sport** (3). Sociological concepts and theories to investigate sport as social institution and relationship to other social institutions; organizational theory and small group research applied to sport; social psychological aspects of sports. Prerequisite: SOC 101.

**SOC 418. Social Change** (3). Theories of social change, technology and social change, social trends and their consequences. Planning, predicting and adapting to social change. Prerequisite: SOC 101.

**SOC 419. Population and Development** (3). Sociological approaches to understanding relationship between population trends and poverty in developing societies. Issues include food supplies, birth control, urbanization.

♦**SOC 441. Criminology** (3). Nature, causes, treatment and prevention of crime. Prerequisite: SOC 101.

**SOC 442. Corrections** (3). Socio-psychological approach to origins and development of federal, state and local penal institutions. Prerequisite: SOC 101.

**SOC 443. White Collar and Organized Crime** (3). Criminal behavior within and by organizations; analyses of employee theft, graft, corporate crime; governmental crime, professional crime, syndicated crime. Prerequisite: SOC 101.

**SOC 449. Field Work, Corrections** (1-2). Field work experience in approved correction agency. Arrangements (usually one full day per week plus individual conferences and group seminar for two consecutive semesters) must be approved in advance by instructor. May be repeated once. Prerequisite: senior standing. Graded S/U.

**SOC 453. Ethnological Theory** (3). Anthropological theories and varying uses of concept of culture in social sciences. Prerequisites: SOC 231 and consent of instructor.

**SOC 460. Gender Socialization** (3). Theoretical and empirical literature on family and sex roles; socialization, changing nature of women's and men's roles and prospects for future. Institutional sources of women's and men's roles in other cultures. Prerequisite: SOC 101.

**SOC 461. Sociology of Family Violence** (3). Current research and theoretical perspectives on family violence: spouse battering; marital rape; sibling violence; incest; child abuse. Sex roles, family ideologies, social structures, power relations examined as constituting the basis of family conflict and violence between family members. Prerequisite: SOC 101.

**SOC 463. Leisure, Work and Retirement** (3). Sociological analysis of three aspects of life cycle. Crisis in personal life occasioned by each of these stages and by transitions from one stage to another. Prerequisite: SOC 101.

**SOC 470. Readings, Research and Internship** (1-8) I, II, III. Supervised independent work in selected areas. Extensive reading of more advanced literature, planned research or field placement in an approved setting. May be repeated, but cannot exceed a total of 12 hours. Prerequisites: junior standing and a minimum of 12 hours of accumulated credit in regularly scheduled SOC courses. Prior written permission of instructor and department chair required. Graded S/U.

**SOC 480. Senior Seminar** (3) On demand. Selected topics in sociology. Recent seminars have included sociology of women, individual and sociology, contemporary social critics, the family, alternatives and critiques. May be repeated. Prerequisites: SOC 101 and consent of instructor.

**SOC 489. Internship** (1-5) I, II, III. Provides practical experience in applied sociology such as criminology, human services, population studies, community planning and survey research. May be repeated. Only five hours may be applied to SOC major or minor. Prerequisite: 12 hours in SOC. Graded S/U.

## Soviet Studies (SOVT)

**SOVT 400. Seminar in Soviet Studies** (3). Interdisciplinary approach to the study of Soviet history, politics, culture and society. Required of Soviet studies majors but open to upperclass students with equivalent preparation. Prerequisite: senior standing or permission of instructor.

## Spanish (SPAN)

Students who had Spanish in high school should take the placement test during summer preregistration or prior to enrollment in a course. Credit will not be given for course work more than two levels lower than the highest level completed in high school, unless authorized by the chair of the department.

♦**SPAN 101. Elementary Spanish I** (4) I, II. Beginning oral-aural study of language with attention to grammar. Four class periods and scheduled oral practice each week.

♦**SPAN 102. Elementary Spanish II** (4) I, II. SPAN 101 continued. Four class periods and scheduled oral practice each week. Prerequisite: SPAN 101 or one year of Spanish in high school.

♦**SPAN 111. Hispanic Cultural Series I** (4) I, II. Study of Hispanic cultures, combined with development of language awareness essential for reading comprehension. Discussion in English. No laboratory. Cannot be taken for credit if 101 credit has been received.

♦**SPAN 112. Hispanic Cultural Series II** (4) I, II. SPAN 111 continued. No laboratory. Prerequisite: SPAN 101 or SPAN 111 or one year of Spanish in high school. Cannot be taken for credit if 102 credit has been received.

**SPAN 141. Conversational Spanish for Medical Personnel** (3). Practice in speaking and understanding oral Spanish; essential expressions, questions and directions needed by medical personnel.

♦**SPAN 201. Intermediate Spanish I** (3) I, II. Grammar review. Development of the four skills. Three class periods and laboratory practice each week. Prerequisite: SPAN 102 or two years of Spanish in high school.

♦**SPAN 202. Intermediate Spanish II** (3) I, II. SPAN 201 continued. Three class periods and laboratory practice each week. Prerequisite: SPAN 102 or three years of Spanish in high school.

♦**SPAN 211. Hispanic Cultural Series III** (3) I, II. Development of reading comprehension in Spanish using cultural materials concerning Spain. Conducted in English. Prerequisite: SPAN 102, 112 or two years in high school. Cannot be taken for credit if 201 credit has been received.

♦**SPAN 212. Hispanic Cultural Series IV** (3) I, II. Development of reading comprehension in Spanish using cultural materials concerning Spanish America. Conducted in English. Prerequisite: SPAN 201 or SPAN 211 or three years of Spanish in high school. Cannot be taken for credit if 202 credit has been received.

- SPAN 221. Hispanic Songs (1).** Traditional and popular songs from various Hispanic countries, sung in Spanish; emphasis on study of texts and pronunciation. May be repeated to maximum of three hours. Prerequisite or corequisite: SPAN 101, or consent of instructor.
- SPAN 231. Hispanic Folk Dancing (1).** Traditional dances of Spain and Spanish America, especially those of Mexico and Colombia. Learning and performance of dances accompanied by regional and historical background. May be repeated to maximum of two hours. No prerequisite.
- ◆ **SPAN 351. Spanish Composition and Conversation I (3).** Development of skill in speaking and writing, with appropriate grammar review. Prerequisite: SPAN 202.
- SPAN 352. Spanish Composition and Conversation II (3).** Continued development of skill in speaking and writing, with appropriate grammar review. Prerequisite: SPAN 202.
- SPAN 361. Hispanic Literature in Translation (3).** Literature of a specific country, genre, time period, author or theme. May be repeated for credit once if topics are clearly different. Does not count toward major, minor or foreign language requirement. No prerequisite.
- SPAN 367. Introduction to Spanish Peninsular Literature (3).** Outstanding authors, works and movements of Peninsular literature from the Middle Ages to the present. Prerequisite: SPAN 351 or SPAN 352 or consent of instructor.
- SPAN 368. Introduction to Spanish American Literature (3).** Outstanding authors, works and movements from the time of discovery to the present. Prerequisite: SPAN 351 or SPAN 352 or consent of instructor.
- SPAN 371. Spanish Civilization (3).** Political, social, intellectual, artistic development of Spain. Prerequisite: SPAN 351 or SPAN 352.
- SPAN 377. Civilization of Mexico and the Caribbean (3).** Political, social, intellectual, artistic development of Mexico, Central America and Spanish-speaking islands of the Caribbean. Prerequisite: SPAN 351 or SPAN 352.
- SPAN 378. Civilization of South America (3).** Political, social, intellectual, artistic development of Spanish-speaking countries of South America. Prerequisite: SPAN 351 or SPAN 352.
- SPAN 380. Introduction to Spanish-English Bilingualism (2).** Concepts and principles of bilingual-bicultural programs in the United States. Prerequisite: SPAN 202 or equivalent.
- SPAN 382. Spanish Business Correspondence (2).** Spanish for commercial purposes; business letter writing. Prerequisite: SPAN 351 or SPAN 352.
- SPAN 431. Spanish American Fiction (3).** Major authors and works from literary movements of the 19th and 20th centuries, with emphasis on either regionalism or the contemporary novel. Prerequisite: SPAN 368.
- SPAN 441. Medieval and Golden Age Literature (3).** Representative masterpieces of Spanish literature from the Middle Ages and the Siglo de Oro: Epic, poetry, novel and theater. Prerequisite: SPAN 367.
- SPAN 442. Spanish Literature of the Nineteenth Century (3).** Outstanding works of the 19th century; romanticism, realism, naturalism, prose and poetry. Prerequisite: SPAN 367.
- SPAN 444. Spanish Literature of the Twentieth Century (3).** Outstanding works from the generation of 1898 to the present; poetry and prose. Prerequisite: SPAN 367.
- SPAN 450. Advanced Grammar and Composition (3).** Grammar and composition, especially appropriate for future teachers of Spanish. Prerequisite: SPAN 351 and SPAN 352.
- SPAN 455. Applied Linguistics (3).** Phonological, morphemic, syntactical, semantic aspects of Spanish; application to language learning and teaching. Prerequisite: SPAN 351 and SPAN 352 or consent of instructor.
- SPAN 463. Career Spanish (3).** Development of translation skills (Spanish to English and English to Spanish) on materials representing a wide range of technical, professional and business careers. Prerequisites: SPAN 351 and SPAN 352.
- SPAN 470. Readings in Hispanic Literature (1-3).** Independent reading for the advanced student who wishes to study a particular period or author. Prerequisite: consent of department chair and instructor.
- SPAN 481. Spanish-American Literature I: Discovery to Modernism (3).** Representative authors from the Chroniclers through the Romantics; prose and poetry. Prerequisite: SPAN 368 or consent of instructor.
- SPAN 482. Spanish-American Literature II: Modernism to the Present (3).** Representative authors from Modernism and subsequent 20th century literary developments; prose and poetry. Prerequisite: SPAN 368 or consent of instructor.
- SPAN 488. Contemporary Mexican Literature (3).** Outstanding works of the 20th century. Prerequisite: SPAN 368 or consent of instructor.
- SPAN 489. Hispanic Studies (3).** Intensive study of an author, literary school, genre or selected theme. May be repeated if topics are clearly different. Prerequisite: SPAN 367 or SPAN 368.
- Applied Statistics (STAT)**
- STAT courses are listed under the heading Applied Statistics. See page 155.
- Special Education (EDSE)**
- EDSE 311. The Exceptional Child in the Regular Classroom (2) I, II, III.** Teaching exceptional handicapped children in alternative settings. C/F hrs.: 10.
- EDSE 395. Workshop on Current Topics (1-3)** On demand. Intensive educational experience on selected topics related to skill development, content update, or materials development. Typically, an all-day concentrated time format used. Requirements usually met within format. May be repeated on approval of adviser.
- EDSE 421. Young Handicapped Child in Early Childhood Classroom (3) II.** Knowledge and skills essential to functioning of general education teacher to mainstreamed early childhood classroom. C/F hrs.: 15.5.
- EDSE 431. The Education of Exceptional Students (3) I, II, III.** Problems of exceptional school children, mentally retarded, learning/behavior disorders, speech/hearing handicapped, visually handicapped, gifted; etiology, diagnosis, personal-social problems and prognosis. C/F hrs.: 11. Prerequisite: sophomore year status or higher.
- EDSE 432. Principles and Purposes of Special Education (2)** On demand. Functions of public school and governmental agencies in providing educational services for exceptional children. Prerequisite: EDSE 431 or concurrently.
- EDSE 433. Education of Mentally Retarded Students (3) I, II, III.** Understanding and teaching of educable and trainable mentally retarded children: etiology, diagnosis, theory, educational procedures. C/F hrs.: 20. Prerequisite: EDSE 431.
- EDSE 437. Occupational Orientation and Job Preparation for the Handicapped (3) I, II, III.** Responsibilities of special class teacher for developing employable skills. Prerequisites: EDSE 431, EDSE 433 and EDSE 451. C/F hrs.: 25.
- EDSE 440. Curriculum Development and Methodology for Teaching Students with Moderate to Profound Handicaps (3) I, II, III.** Materials and techniques emphasizing development and appropriate skills with practical applications. Prerequisites: EDSE 431, EDSE 433; or consent of instructor. C/F hrs.: 25.
- EDSE 441. Education of the Gifted and Talented Child (3)** On demand. Nature and needs of gifted/talented; identification techniques, curriculum planning and development, teaching strategies and techniques, resources and materials available to teachers; program evaluation for gifted/talented. C/F hrs.: 10.
- EDSE 442. Applied Classroom Management with Exceptional Students (3) I, II, III.** Arrangement of environments for handicapped individuals which facilitate learning, recording, analyzing behavior. Reinforcement schedules and criteria for selection; application of therapy and communicating management programs to parents. Prerequisites: EDSE 431, 433. C/F hrs.: 15.
- EDSE 443. Practicum with Exceptional Students (1) I, II.** Individual participation, and supervised practicum experiences. May be repeated to nine hours. Prerequisite: should be taken concurrently with EDSE 440, 470, 447, 448, 453. Graded S/U. C/F hrs.: 44.
- EDSE 445. Adult Service Options for Persons with Moderate to Profound Handicaps (2) I, II, III.** Sheltered workshops in rehabilitation of mentally retarded. Techniques for job analysis, analyzing skills, specific jobs and job areas. Prerequisites: EDSE 431, 433 or consent of instructor. C/F hrs.: 25.

**EDSE 447. Language Arts for the Mildly and Moderately Handicapped Student** (3) I, II. Methods and procedures utilized in providing a clinical approach to individualization of instruction; methods and materials in reading, written communication and study skills for the mildly and moderately handicapped. Prerequisites: EDSE 311 or 431; EDSE 451 or 433. C/F hrs.: 8.

**EDSE 448. Mathematics, Science and Social Studies for the Mildly/Moderately Handicapped Student** (3) I, II. Accommodation and adaptation of curriculum methods and materials for instruction of mathematics, science and social studies, with application to a life skills curriculum for the mildly and moderately handicapped student. Prerequisites: EDSE 431, 433, 451 or consent of instructor. C/F hrs.: 14.

**EDSE 451. Education of Specific Learning Disabled Students** (3) I, II, III. Multiple origins and educational significance of specific learning disabilities. Prerequisite: EDSE 431 or concurrently. C/F hrs.: 15.

**EDSE 453. Educational Evaluation of Exceptional Children and Youth** (3) I, II. Identification and analysis of specific learning problems as direct or contributing factors to educational and behavioral failures of exceptional children and youth. Should be taken concurrently with EDSE 443, 447 and 448. Prerequisites: EDSE 431, 433, 451 or consent of instructor. C/F hrs.: 15. Lab fee.

**EDSE 454. The Education of Severe Behaviorally Handicapped Students** (3) I, II, III. Problems of severe behavior handicapped students: identification, placement, programs, support services, educational treatments. Disorders of the severe behavior handicapped student are considered in terms of etiology, incidence, prognosis and concomitant handicapping conditions. Prerequisite: EDSE 431 or consent of instructor. C/F hrs.: 11.

**EDSE 456. Introduction to Educational Neuropsychology of the Exceptional Child** (3) I, II. Theories and research related to the function and development of the brain as related to language, speech, reading, writing, spelling, mathematics. Major attention given to brain dysfunction, assessment, instructional approaches. Prerequisites: EDSE 431, 433, 451. C/F hrs.: 10.

**EDSE 457. Parent Education and Interaction** (3) I, II, III. Approaches for educators in communicating with parents of handicapped children. Counseling parents and families; understanding legislated rights of the handicapped child and the role of educators/parents in instruction. Prerequisite: EDSE 431. C/F hrs.: 8.

**EDSE 459. Introduction to Manually Coded English Systems/Total Communication** (3) I, II, III. Introduction to Manual English and Total Communication Instruction, sign systems and processes. Development of basic sign skills for classroom use.

**EDSE 460. Advanced Seminar in Manually Coded English/Classroom Techniques and Applications** (3) I, II. Investigation of linguistics of manual English in classroom use, implementation procedures for older students and parents. Development of advanced skills in manually coded English. Prerequisites: EDSE 459 or consent of instructor.

**EDSE 461. Introduction to Education of the Deaf** (3) I. History, philosophy, psychology and education of the hearing impaired. Definitions of terms, structure of the ear, causes of deafness, types of hearing impairments, classification of hearing impairments, educational needs. Prerequisites: EDSE 431, 451. C/F hrs.: 15.

**EDSE 462. Beginning Methods of Instruction of the Hearing Impaired** (3) I. Observation through public schools; review of commercial textbooks (K-HS). Developing lesson plans, unit plans, IEPs plus techniques of teaching supplemented by audiovisual workshops and demonstrations. Prerequisites: EDSE 431, 451, PSYC 324 or EDSE 459 or EDSE 460.

**EDSE 463. Curriculum Development and Instructional Strategies for Hearing Impaired** (3) II (part two of two-part sequence). This course stresses a mini-practicum experience in the public school program. A block period of four hours, three times per week. Stress on lesson plans, unit planning, development of materials and demonstration of teaching. Prerequisites: EDSE 431, 451, 461, 462. C/F hrs.: 15.

**EDSE 464. Language Development of Hearing Impaired I** (3) I (part one of two-part sequence). Students will observe and evaluate language; develop a language picture file; know how to analyze language through a hierarchy of language development. Compare normal language with hearing impaired language. Approaches to teaching both receptive and expressive language. Prerequisites: EDSE 431, 451, 461. C/F hrs.: 15.

**EDSE 465. Language Development of the Hearing Impaired II** (3) II (part two of two-part sequence). Teaching structured language—Fitzgerald Key; teaching language patterns; developing spontaneous language, language charts, stories through oral/written form. Students will analyze and compare language samples of hearing impaired children. Prerequisites: EDSE 431, 451, 461, 464. C/F hrs.: 15.

**EDSE 466. Orthographic Systems of the Deaf and Phonetic Transcriptions** (3) I. Teaching orthographic systems/hearing handicapped; observation/public schools; comparative speech development normal and deaf; definitions/related terminology; emphasis on Northampton-Yale chart International Phonetic Alphabet; phonetic transcription and instruction in speech sensory stimulation. Prerequisite: EDSE 461. C/F hrs.: 15.

**EDSE 467. Teaching Advanced Speech to the Deaf** (3) II. Philosophy, teaching procedures, techniques of instruction through analytical and syncretical approaches. Use of current curriculum guides and testing materials. Speech practicum in the public schools. Assessment and diagnostic instruction used in the maintenance and correction of deaf speech. Prerequisites: EDSE 461, 466. C/F hrs.: 15.

**EDSE 470. Education of Multi-Handicapped Students** (3) I, III. Educational dynamics, strategies, logistics and responsibilities involved in socialization and education of multi-handicapped children. Prerequisites: EDSE 431, 433. C/F hrs.: 25.

**EDSE 484. Prepracticum with Exceptional Students** (3) I, II. Observations of variety of educational programs for exceptional students. Experience in using media and developing IEP's with exceptional students. Must be taken concurrently with EDSE 431 or 451 or 454. Prerequisite: EDSE 431. C/F hrs.: 80.

**EDSE 490. Problems in Education** (3) I, II, III. For advanced students wanting to conduct intensive study of selected problems in education. May be repeated to six hours; undergraduate credit only. Prerequisite: consent of instructor.

**EDSE 492. Student Teaching** (1-10) I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

**EDSE 497. Student Teaching** (1-10) I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

## Sport Management (SMD)

**SMD 201. Introduction to Sport Management** (3) I, II. Basic concepts of sport management; career preparation; professional opportunities.

**SMD 240. The Handicapped Client in Sport and Recreation** (3) I, II. Introduction to knowledges and skills that will enable future sport and recreation management professionals to identify, assess, organize, supervise and promote sport and recreational programs for the disabled population.

**SMD 245. Aquatics Operation and Management** (3) I even years. Designing, constructing, planning, programming, operating and administering aquatic facilities. Prerequisites: CHEM 115 and BUSE 101.

**SMD 250. Computer Utilization in HPER Services** (3) I, II. Manipulation and application of microcomputer software to selected problems in sport management, recreation and activity settings; two lectures, two lab hours per week.

**SMD 291. Practicum in Athletic Training** (1-2) I. Athletic training clinical experience working with a varsity intercollegiate sports program, under the supervision of an athletic training staff member. Bi-monthly seminars. May be repeated for a total of 3 credits. Prerequisites: SMD 310 and permission of instructor.

**SMD 298. Principles of Sport Management** (3) I, II. Practical applications of various techniques of management and marketing required in a sports enterprise setting. Areas of study include: marketing, promotions, employee relations, personnel, finances and legal considerations. Prerequisite: matriculation in sport management program or consent of instructor.

**SMD 306. Sports Officiating:** (Sub-Title) (1) I, II. Lecture and laboratory experience in the rules and mechanics of officiating; prepares for OHSAA examination. May be repeated. Two lab hours per week.

**SMD 306A - Basketball** (1) II. (odd years)

**SMD 306B - Football** (1). (even years)

**SMD 306C - Baseball/Softball** (1) I. (odd years)

**SMD 306D - Track/Field** (1) II. (even years)

**SMD 306E - Volleyball** (1) I.

**SMD 306F - Soccer** (1) On demand.

**SMD 306G - Wrestling** (1) On demand.

**SMD 306H - Swimming/Diving** (1) On demand.

**SMD 310. Care and Prevention of Sports Injuries** (2) I, II. Prevention, evaluation and temporary care of injuries; laboratory experience in bandaging, strapping, evaluating case studies, and use of the training room. One lecture, two lab hours per week. Prerequisite: C or better in PEP 230 or permission of instructor.

**SMD 328. Principles, Ethics and Problems of Coaching** (3) I, II. Non-technical, "off-the-field" aspects of athletic coaching educational implications; coaching ethics; public relations; equipment; financing; liability; coach-athlete rapport.

**SMD 329. Coaching Football** (3) I. Development of personal skills and understandings in football; team administration, organization, philosophy, theory, fundamentals, strategy, methods and responsibilities of coaching football. Two lectures, two lab hours per week. Prerequisite: sophomore standing.

**SMD 330. Coaching Track/Field** (2) II. (odd years). Administration, organization, philosophy, theory, strategy, methods and responsibilities of coaching track and field. One lecture, two lab hours per week. Prerequisite: PEP 123 - Track/Field.

**SMD 331. Coaching Basketball** (2) I. Administration, organization, philosophy, theory, strategy, methods and responsibilities of coaching basketball. One lecture, two lab hours per week. Prerequisite: PEP 203 - Basketball.

**SMD 332. Coaching Baseball** (3) I. Development of personal skills and understandings in baseball; administration, organization, philosophy, theory, strategy, methods, drills, field preparation and responsibilities of coaching. Two lectures, two lab hours per week. Prerequisite: sophomore standing.

**SMD 333. Coaching Volleyball** (2) II (odd years). Administration, organization, philosophy, theory, strategy, methods and responsibilities of coaching volleyball. One lecture, two lab hours per week. Prerequisite: PEP 124 - Volleyball.

**SMD 334. Coaching Softball** (2) II. (even years). Administration, organization, philosophy, theory, strategy, methods and responsibilities of coaching softball. One lecture, two lab hours per week. Prerequisite: PEP 217 - Softball.

**SMD 336. Coaching Swimming/Diving** (3) II (even years). Administration, organization, philosophy, theory, strategy, methods and responsibilities of coaching swimming and diving. One lecture, two lab hours per week. Prerequisite: PEP 218 - Swimming.

**SMD 361. Applied Exercise Physiology** (3) II. Metabolism, body composition, cardiac pathophysiology, training for fitness, exercise prescription and instrumentation. Practical applications and assessments are presented. Prerequisite: PEP 360.

**SMD 375. Sport Facility Planning and Management** (3) I, II. Planning, managing and marketing of sport areas and facilities for clients, preschool through retired citizens. Prerequisites: junior standing, SMD 387.

**SMD 387. Practicum in Sport Management** (1-5) I, II, III. Under supervision of SMD Division of School of HPER; petitioning required before registration; credit hours approved separately by program area. Prerequisites: formal matriculation into the sport management program and approval of appropriate division faculty.

**SMD 390. Legal Issues of Sport and Recreation** (3) I, II. Negligence liability; control of amateur, professional and school sport; violence/crowd control; product liability; risk management; selected current issues. Prerequisite: junior standing.

**SMD 391. Practicum in Athletic Studies** (2) I, II. For athletic coaching and athletic training minors only. Field experience with interscholastic athletic programs in an approved setting; weekly on-campus seminars; may be repeated once by athletic coaching minors. Prerequisites: athletic coaching minors - SMD 310 and 328, current certification in American Red Cross CPR and Advanced First Aid and Emergency Care, SMD coaching course in the appropriate sport and permission of instructor; athletic training minors - C or better in PEP 230, B or better in SMD 310 and 328, current certification in American Red Cross CPR and Advanced First Aid and Emergency Care, minimum of 90 credit hours, minimum of 600 clinical clock hours in athletic training under supervision of certified athletic trainer and permission of instructor.

**SMD 395. Workshop on Current Topics** (1-3) On demand. Intensive educational experience in selected topics related to skill development, content update or material development; typically, an all-day or similar concentrated time format.

**SMD 410. Advanced Techniques of Athletic Training** (3) II (odd years). Mechanism of sport injuries, recognition of severity, examination, treatment and rehabilitation of specific areas of injuries. Prerequisites: C or better in PEP 230, B or better in SMD 310 or consent of instructor.

**SMD 411. Therapeutic Exercise and Athletic Training Modalities** (3) II even years. Examination of the application and physiological response to selected therapeutic modalities and exercise techniques available to the athletic trainer. Prerequisites: SMD 310, PEP 230 and permission of instructor.

**SMD 421. History and Philosophy of Sport** (3) I, II. Major historical and philosophical developments in sport.

**SMD 423. Scientific Foundations of Physical Fitness** (3) II. Assessment and development of physical fitness. Prerequisite: PEP 360.

**SMD 425. Women and Sport** (3) II (odd years). Historical, cultural and physiological considerations of women's participation in sport.

**SMD 429. Principles and Problems of Athletic Conditioning** (2) I, II. Physiological foundations of conditioning and the basic fundamentals of conditioning techniques based on principles of strength, power, endurance, speed, etc., relevant to athletic fitness and performance. Prerequisites: BIOL 332 or PEP 360/443 or consent of instructor.

**SMD 431. Program Planning and Management for Recreational and Youth Sports** (3) II (odd years). Planning, management, financing, promoting of intramural, club, youth, community and special sport programs. Prerequisite: junior standing or permission of instructor.

**SMD 440. Designing and Directing of Fitness and Sport Programs** (3) I, II. Objectives, transactions and procedures to conduct professional physical activity and sport programs. Prerequisites: SMD 387 and 423, or SMD 431.

**SMD 470. Independent Study in Sport Management** (1-3) I, II, III. An in-depth study project of a topic of particular significance to the student; project must be approved by project supervisor and program area chair prior to registration; may be repeated. Prerequisite: by permission.

**SMD 487. Practicum in Sport Management** (1-5) I, II, III. Under supervision of Sport Management Division of School of HPER, petitioning required before registration; credit hours approved separately by program area. Prerequisites: SMD 387 and approval of appropriate division faculty.

**SMD 489. Internship in Sport Management** (15) I, II, III. Field experience for sport management majors only. Petitioning required before registration. Prerequisites: 52 hours in major field, satisfactory completion of SMD 387, GPA of 2.5, an average of 2.7 in the major field, approval of appropriate division faculty and HED 313. (Option I majors only must complete HED 313 as prerequisites.)

**SMD 490. Professional Resources in Sport Management** (3) I, II. Professional resources for leadership roles in sport and physical activity. Prerequisite: SMD 387.

## Technology (TECH)

(Additional costs for materials in all laboratory courses)

**TECH 121. Industrial Mathematics** (3), I, II, III. Mathematics as applied in industry and technology. Problems in geometry, algebra, trigonometry. Open only to freshmen and sophomores.

**TECH 152. Introduction to Technology - The Man-Made World** (3) I, II, III. Individual, small and large group problem solving activities around principles and development which consider technology as: shaper of the man-made world, man's careers and other roles, and influences of future.



**TECH 223. Mechanical Power Transmission** (3) II odd numbered years. Mechanical drive systems and applications. Design, operation, maintenance of mechanical power systems used in industry. Four hours of lecture and laboratory. Prerequisite: ET 191.

♦**TECH 289. Cooperative Education** (3 or 5) I, II, III. Work and study in business, industry, service or government agency in College-approved 10- or 16-week paid, full-time position related to student's intended areas of concentration. Prerequisites: consent of department and successful completion of co-op workshop. Graded S/U.

**TECH 302. Technology Systems in Societies** (3) I, III on demand. Current issues and their relationship to technology and systems in various cultures throughout the world; emphasis on explaining technological behaviors, and on showing how technology permeates all human affairs. Prerequisites: TECH core and junior status or consent of instructor.

**TECH 313. Handicrafts** (3) I, odd numbered years. Creative possibilities inherent in wide variety of materials and tool operations. Development of lifetime recreational interests, and abilities to direct activities in schools, camps for handicapped and adult education. Four hours of lecture and laboratory.

**TECH 322. Introduction to Technology—The Man-Made World** (3) I, II, III. Individual, small and large group problem solving activities around principles and developments which consider technology as: shaper of man-made world, man's career and other roles, influence on the future. For transfer students only. Obtain permission of College.

**TECH 323. Fluid Power Transmission** (3) Odd numbered years. Pumps, motors, valves, circuits, applications of hydraulic and pneumatic power systems. Design, operation, maintenance of fluid power systems used in industry. Four hours of lecture and laboratory. Prerequisite: ET 191.

**TECH 389. Cooperative Education** (3 or 5) I, II, III. Work and study in business, industry, service or government agency in College-approved 10- or 16-week paid, full-time position related to student's area of concentration. Prerequisites: TECH 289 and consent of department. Graded S/U.

**TECH 391. Internal Combustion Engines** (3) I, II, III on demand. Otto (gasoline) or diesel cycles engines; emphasizes assembly, disassembly, testing and measurement procedures. One one-hour lecture and two two-hour laboratories. Prerequisite: ET 191 or consent of instructor.

**TECH 395. Technology Workshop** (1-3) On demand. Intensive educational experience in a specialized technology. Typically an all-day or concentrated format. Requirements usually completed within time format. May be repeated.

**TECH 402. Innovation in Technology** (3) II, III on demand. Techniques and procedures involved in innovation and experimentation related to technology; emphasis on product and prototype innovation, experimentation, problem solving, research and development, diffusion and adaptation of innovations. Prerequisite: junior status or consent of instructor. Lab fee.

**TECH 454. Energy Conversion and Power Transmission** (3) On demand. Existing and developing systems of energy conversion and power problems of fuel efficiency, pollution, potential, maintenance and application. Four hours of lecture and laboratory. Prerequisite: ET 191.

**TECH 457. Handicrafts for Recreation, Therapy and Teaching Professions** (3) I odd numbered years. Creative possibilities using various materials and tools in development of personal lifetime recreational interests and skill in directing others in such activities. Four hours of lecture and laboratory. Prerequisite: TECH 313 or permission instructor.

**TECH 480. Topics in Technology.** I, III on demand. Current trends and developments in industry and business, particularly as they have significance to equipment, materials, processes, systems and facilities related to the education of technologists. May be repeated on approval of adviser.

**TECH 489. Cooperative Education** (3 or 5) I, II, III. Work and study in business, industry, service or government agency in College-approved 10- or 16-week paid, full-time position related to student's intended areas of concentration. May be repeated to six hours. Prerequisites: TECH 389 and consent of department. Graded S/U.

**TECH 490. Problems in Technology** (1-3) On demand. For advanced students wanting to conduct intensive study of selected problems in technology. Prerequisite: consent of college.

### Technology Education (TE)

(Additional costs for materials in all laboratory courses)

**TE 252. Elements of Instruction** (3) I. Models of instruction as related to learner and functions and purposes of specialized career and technology education programs on all educational levels including individual observation and participation at various levels.

**TE 352. Instructional Scope and Sequence** (3) II. Design and implementation of instructional systems including performance objectives, appropriate content, teaching-learning strategies and evaluation in specialized career and technology education program on all educational levels including individual observation and participation at various levels. Prerequisite: TE 252.

**TE 428. Development of Training Programs** (3) II on demand. Design production and evaluation of training programs for industry and business. Task analysis, work design and cost analysis in development of training programs.

**TE 447. Teaching Technology Systems** (3) I. Integration and use of principles developed in previous methods courses and laboratory settings; selection, organization, adaptation and use of instructional materials or curriculum projects related to industrial technology systems. Prerequisite: MFG 214, CONS 235.

**TE 449. Organization and Administration** (3) I. Financial and business procedures, program, laboratory and equipment planning; maintenance programs, classroom and laboratory management systems; purchasing, storage, dispensing and inventory control procedures; public relations, cocurricular responsibilities, innovative programs. Prerequisites: TE 352 and TE 497.

**TE 462. Career and Technology Education in Elementary Schools** (3) II on demand. Development and evaluation of instructional activities to facilitate career development and understanding of technology among elementary children.

**TE 470. Coordinating Cooperative Education Programs.** II odd numbered years. Prepares coordinator of cooperative work education programs in all phases of career and technology education. Readings, discussion and field experiences designed to develop understanding of various types of cooperative programs, role of coordinator and related instruction.

**TE 490. Problems in Industrial Education** (1-3) On demand. For advanced student wanting to conduct intensive study of selected problems in industrial education. Prerequisite: consent of College.

**TE 492. Student Teaching** (1-10) I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required for elementary and/or kindergarten-primary certification. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

**TE 497. Student Teaching** (1-10) I, II. Classroom teaching under supervision on full-day basis. Conferences and seminars supplement program. Required of students in secondary school or special certification program. Fee: \$5 per credit hour. Eligibility requirements must be met. C/F hrs.: 300. May be repeated. Graded S/U.

### Theatre (THEA)

†**THEA 139. Dramatic Production** (1) I, II. Laboratory course for student who participates as performer or technician in Firelands College productions. May be repeated to two hours. Any combination of THEA 139 and THEA 146 may not exceed two hours. Prerequisite: consent of instructor.

¶♦**THEA 141. The Theatre Experience** (3) I, II, III. Art of theatre; heritage and contemporary values as humanistic discipline; importance as social/cultural experience; opportunity for some involvement in theatrical activities. Laboratory hours required.

**THEA 146. Dramatic Production** (1) I, II, III. Laboratory course for student who participates as performer or technician in University Theatre productions. May be repeated to two hours. Prerequisite: consent of theatre program. Graded S/U.

**THEA 201. Playscript Analysis** (3) I. Methods of reading, studying and analyzing playscripts for production on stage. Concentration on script as vehicle for performance and the understanding of it from the perspective of the actor, director, designer and technician.

¶♦THEA 202. **Oral Interpretation** (3) I, II, III. Logical and aesthetic meaning in drama, prose and poetry for oral performance; selection of materials for programs; vocal and physical techniques of performance.

♦THEA 241. **Principles of Acting** (3) I, II. Basic techniques of acting applied to creating contemporary characters in realistic situations; imaginative, emotional and sensory responsiveness. Three two-hour meetings per week.

♦THEA 243. **Basic Theatre Technology I** (3) I. Introduction to stagecraft. Concentration on physical theatre, forms of scenery, materials, tools, construction techniques, rigging, painting, backstage organization and stage properties. Laboratory hours required.

THEA 244. **Basic Theatre Technology II** (3) II. Introduction to costuming, lighting and sound technology. Concentration on tools, techniques and materials of costume construction, lighting and sound equipment, their mechanics and application in production. Laboratory hours required.

♦THEA 302. **Advanced Oral Interpretation** (3) II. Analysis and communication of logical and aesthetic meaning as found in drama and other significant literature. Experimentation with various forms of oral interpretation such as reader's theatre, chorale reading. Emphasis on advanced, individualized work. Prerequisite: THEA 202.

THEA 330. **Theatrical Makeup** (3) II, alternate years. Theory and application of makeup for stage, television and film, corrective and character makeup; prosthetics; facial hair and wig applications. Laboratory hours required.

♦THEA 339. **Dramatic Production** (1) I, II. Laboratory course for student who participates as performer or technician in Firelands College Productions. May be repeated to three hours. Any combination of THEA 339 and THEA 346 may not exceed three hours. Prerequisite: consent of instructor.

♦THEA 340. **Creative Dramatics** (3) I, II, III. Principles, methods and laboratory experience in guiding dramatics for pre-school, elementary and secondary school children, as well as recreation programs. Creative approach to dramatic play, language development, storytelling and story dramatization.

THEA 341. **Directing** (3) I, II. Theory and techniques of play direction. Laboratory hours arranged. Prerequisites: THEA 141, 241 and 243 or consent of instructor.

THEA 342. **Advanced Directing** (3) II. THEA 341 continued. Each student directs at least one short play or series of short scenes. Prerequisite: THEA 341. Laboratory hours arranged.

THEA 343. **Lighting Design** (3) I. Theories and techniques of lighting stage productions; lighting instruments and equipment.

THEA 344. **Intermediate Acting** (3) Offered once a year. Understanding and creating characters that are different from the actor in style/or idiom; expressing the inner life of the character; particularizing the role. Prerequisite: THEA 241 or consent of instructor. Three two-hour meetings per week.

THEA 345. **Advanced Acting** (3) II. Intensive and individualized laboratory work for advanced acting students. Three two-hour meetings per week. Prerequisite: THEA 241 and 344 or consent of instructor.

THEA 346. **Dramatic Production** (1) I, II, III. Same as THEA 146 except for juniors and seniors. May be repeated to three hours. Prerequisite: consent of theatre program. Graded S/U.

THEA 347. **Theatre History and Literature: Origins-1700** (3) I. History of theatrical production, major dramas and dramatists from primitive time through 1700.

THEA 348. **Theatre History and Literature: 1700-Present** (3) II. History of the theatrical production, major dramas and dramatists from 1700 to the present.

THEA 349. **Costume Design** (3) I. Basic principles of costume design for the stage; development and rendering of design concepts; use of historic, stylistic and fantasy elements in stage character realization.

THEA 350. **Milestones in Black Theatre** (3) II. Read, research and discuss/report on the aesthetics, dramatic intent, historical significance and production history of milestone black plays.

THEA 352. **Musical Theatre** (3) II. The history, theory and staging techniques of musical theatre production in the United States.

THEA 395. **Workshop on Current Topics** (1-3) On demand. Intensive educational experience on selected topics. Typically, an all-day or similar concentrated time format. Requirements usually completed within time format. May be repeated if topics differ, on approval of adviser.

THEA 440. **Children's Theatre** (3) I. Producing plays for child audiences; application of concepts of child development of aesthetic problems of theatre for young audiences, through reading, discussion and participation.

THEA 443. **Playwriting** (3) I. Writer's workshop involving creation and production of original play for stage; discussion of process of playwriting and mounting a play for production. May be repeated.

THEA 444. **Scene Design** (3) II. Designing for stage; dramatic action of script as organic element in design; effects of line, color and mass on setting, decor and lighting in enhancing action. Prerequisite: THEA 243 or consent of instructor.

THEA 446. **Summer Theatre Performance** (1-6) III only. Intensive laboratory work in study, preparation and development of roles. Particular problems of performance in summer theatre. Prerequisite: consent of theatre program.

THEA 448. **Summer Theatre Production** (1-6) III only. Intensive laboratory work in scenery construction and painting, stage lighting, organization and operation of backstage crews and technical theatre. Particular problems of technical production in summer theatre. Prerequisite: permission of theatre program.

THEA 449. **Contemporary Issues in Theatre** (3) On demand. Seminar for advanced students. Specific topics vary and depend on current trends in world theatre as identified by students and faculty members. Prerequisite: consent of instructor.

THEA 450. **Summer Theatre Management** (1-6) III only. Intensive laboratory work in various aspects of theatre management; publicity, box office, house management, public relations. Particular problems of management of summer theatre. Prerequisite: consent of theatre program.

THEA 489. **Theatre Internship** (1-12) I, II, III. Supervised field experience in theatre. Contract-based study of theatre principles as intern in public or commercial theatre company. Student must be recommended by adviser and approved by chair of theatre department. Open only to students in Bachelor of Arts in Communication degree program. Only nine hours applicable to the specialized program of a BAC. Graded S/U.

THEA 490. **Problems in Theatre** (1-3) I, II, III. For advanced student who wishes to do intensive study in theatre, independently, or in conjunction with courses regularly offered. May be repeated. Prerequisite: consent of theatre program.

## Visual Communication Technology (VCT)

(Additional costs for materials in all laboratory courses)

VCT 203. **Visual Communication Technology** (3) I, II, III. Visual communication theory and processes; television production, film making, display theory, slide presentations, multimedia production and image transfer systems. Four hours of lecture/laboratory. Lab fee.

VCT 208. **Graphic Communications** (3) I, II, III. Major printing processes; concentration in offset lithography; line-photography, image design, image assembly, photo conversion, image carrier preparation and image transfer. Four hours of lecture/laboratory.

VCT 209. **Screen Process Printing** (3) I, III. Hand cut and photographic screen process image conversion; reproduction art ("mechanical") preparation for screen process; single and multiple color process. Four hours of lecture/laboratory. Prerequisite: VCT 203 or 208. Lab fee.

VCT 282. **Photography I** (3) I, II, III. Basic camera and darkroom techniques. Experiences in film processing and printing techniques as well as basic camera operation. Four hours of lecture/laboratory. Lab fee.

VCT 308. **Photo Offset Printing I** (3) I, II, III. "Prepress" areas of graphic reproduction. Art preparation techniques, typography, line and halftone photography, exposure calibrating and tone reproduction printing requirements. Cold type composition, spacing and copyfitting and paper specification. Four hours lecture/laboratory. Lab fee.

**VCT 309. Photo Offset Printing II (3)** I, II, III on demand. Stripping, imposition procedures and platemaking; offset lithographic printing press theory, maintenance and operation. Ink and paper in relationship to offset presswork. Theory and practical experience in four-color-process reproduction. Four hours lecture/laboratory. Prerequisite: VCT 208. Lab fee.

**VCT 382. Photography II (3)** I, II, III. Photographic sensitometric, chemistry, problem solving for specific photo problems and using techniques to produce creative darkroom techniques, consistent, quality black and white negatives and prints. Four hours lecture/laboratory. Prerequisite: VCT 282. Lab fee.

**VCT 386. Animation Technology (3)** On demand. Types and techniques of animation and animated films. Structured experiences in producing simple film and effector animations. Four hours lecture/laboratory. Prerequisite: VCT 203. Lab fee.

**VCT 456. Color Process Photography (3)** I, II, III. Process photography for reproduction of photographs and illustrations in black and white and color. Half-tones, duotones (black and color), mechanical color separation, photographic four-color-separation, color posterization and color proofing systems. Four hours lecture/laboratory. Prerequisites: VCT 208 and 309. Lab fee.

**VCT 460. Photography (3)** On demand. Research and experimentation in special effects photography and creative darkroom techniques. Four hours lecture/laboratory. Prerequisite: permission of instructor. Lab fee.

**VCT 465. Commercial Photography (3)** I, II. Application of skills and knowledge pertaining to the professional field of commercial photography. Production requirements, studio management and the use of large format cameras and advanced lighting techniques in both B&W and color photography. Four hours lecture/laboratory. Prerequisites: VCT 282, 382 and ART 211. Lab fee.

**VCT 466. Projected Communication (3)** I, II. Exploration and experimentation in 35mm slide presentations; techniques in multi-screen, multi-image and multimedia as well as special slide composition using a variety of techniques. Four hours lecture/laboratory. Prerequisites: VCT 208, 282 and 382. Lab fee.

**VCT 467. Visual Communications Technology Synthesis (3)** I, II, III on demand. Techniques of visual communication problem solving; project coordination, scheduling, cost and estimating for printing; aesthetic and technical qualities of graphic presentation. Four hours lecture/laboratory. Prerequisites: ART 211, senior standing. Lab fee.

**VCT 468. Video Tape Recordings in Visual Communications Technology (3)** I, II. Both 1/2" and 3/4" video tape production. Television recording theory, production designing, and planning and use techniques with paraprofessional equipment. Four hours lecture/laboratory. Prerequisite: VCT 203. Lab fee.

**VCT 482. Zone Photography (3)** I, II. Theory, mechanics and application of the zone system to all areas of photography. Designed to raise the student's level of awareness for the technical and creative content of a photograph. Four hours lecture/laboratory. Prerequisites: VCT 282 and 382. Lab fee.

**VCT 483. Color Photography (3)** I, II. Theories and principles in production of color negatives, prints and transparencies for commercial and industrial photographic applications; emphasizes basic color sensitometry, quality control techniques and use of laboratory color films. Four hours lecture/laboratory. Prerequisite: VCT 382. Lab fee.

**VCT 490. Problems in Visual Communication Technology (1-3)** On demand. For advanced students wanting to conduct intensive study of selected problems in visual communication technology. Prerequisite: consent of college and instructor. Graded S/U.

### Women's Studies (WS)

**WS 200. Introduction to Women's Studies (3)** I, II. Multidisciplinary survey of the new scholarship on women. Emphasis on women's experiences and viewpoints, and on current areas of change and challenge in women's lives.

**WS 300. Topics in Women's Studies (3)** I, II. Topics of interest in studying women in subject area not offered in regular college course offerings. May be repeated twice if topics differ. No prerequisite.

**WS 400. Senior Seminar in Women's Studies (3)** II. Theories, methods, approaches to women's studies. Interdisciplinary research project required. Required of all women's studies majors and minors. Prerequisite: senior standing or permission of instructor.

**WS 470. Independent Study in Women's Studies (1-3)** I, II. Study project to be designed by student and member(s) of women's studies faculty in subject area not offered in regular course offering. Prerequisite: junior or senior standing or permission of instructor.

# Administration and Faculty

## Board of Trustees

	Term Expires
William F. Spengler Jr., Toledo	1988
Melvin L. Murray, Fostoria	1989
J. Warren Hall, Cleveland	1990
Ann L. Russell, Milan	1991
Richard A. Newlove, Bowling Green	1992
Virginia B. Platt, Bowling Green	1993
Nick J. Mileti, Beverly Hills, CA	1994
G.O. Herbert Moorehead Jr., Detroit	1995
John C. Mahaney Jr., Columbus	1996

## President

Paul J. Olscamp

## Faculty\*\*

**Jan E. Adams**, 1983. B.S., Ph.D., Ohio State University. Assistant Professor of Applied Science, Firelands College.

**Judy Adams**, 1979. B.S., Indiana State University; M.S., Ph.D. Bowling Green State University. Assistant Professor of Medical Technology, Health and Human Services.

**Tsuneco Akaha**, 1983. B.A., Oregon State University; B.A., Waseda University, Tokyo; M.A., Ph.D., University of Southern California. Associate Professor of Political Science.

**Hassoon S. Al-Amiri**, 1964. Mathematics License, Higher Teachers Training College, Iraq; M.S., Ph.D., University of Michigan. Professor of Mathematics and Statistics.

**Janice M. Alberghene**, 1979. B.A., University of Massachusetts, Ph.D., Brown University. Associate Professor of English.

**James H. Albert**, 1979. B.S., Bucknell University; M.A., Ph.D., Purdue University. Associate Professor of Mathematics and Statistics.

**Yass A. Al-Kafaji**, 1982. B.A., University of Baghdad, Iraq; M.B.A., University of Texas; D.B.A., Mississippi State University. Assistant Professor of Accounting and Management Information Systems.

**Phil Alkire**, 1986. B.S., M.A., Ohio State University; Ed.D., University of South Dakota. Assistant Professor of Educational Administration and Supervision.

**Elizabeth Allgeier**, 1980. B.S., University of Oregon; M.A., State University of New York, Oswego; Ph.D., Purdue University. Associate Professor of Psychology.

**Pamela C. Allison**, 1985. B.S., University of North Carolina, Greensboro; M.A.T., University of North Carolina, Chapel Hill; Ed.D., University of North Carolina, Greensboro. Assistant Professor of Health, Physical Education and Recreation.

**Patrick L. Alston**, 1971. B.A., St. Paul's College; M.A., Ph.D., University of California. Professor of History.

\*Year following name is year of first appointment at BGSU.

\*\*Service on faculty is not continuous.

**Beverly Amend**, 1969. B.S.H.E., West Virginia University; M.Ed., Arizona State University; Ed.S., Bowling Green State University. Assistant Professor of Home Economics.

**Dennis M. Anderson**, 1968. B.A., Oberlin College; M.A., Ph.D., Northwestern University. Assistant Professor of Political Science.

**Roger C. Anderson**, 1967. B.A., University of Minnesota; M.A., Ph.D., University of Wisconsin. Associate Professor of Political Science.

**Thomas D. Anderson**, 1964. B.A., M.A., Kent State University; Ph.D., University of Nebraska. Professor of Geography.

**A. Rolando Andrade**, 1977. B.A., B.D., Phillips University; M.A., Ph.D., University of Oklahoma. Associate Professor of Ethnic Studies.

**Charles H. Applebaum**, 1969. B.S., Case Western Reserve University; M.S., Ph.D., Rutgers University. Associate Professor of Mathematics and Statistics.

**Susan Tamke Arpad**, 1975. B.A., Tulane University; M.A., Louisiana State University; Ph.D., University of Delaware. Associate Professor of Popular Culture.

**Mark F. Asman**, 1966\*\*. B.S., M.B.A., Bowling Green State University; Ph.D., University of Missouri. Professor of Accounting and Management Information Systems.

**Thomas W. Attig**, 1972. B.A., Northwestern University; M.A., Ph.D., Washington University. Professor and Chair of Philosophy.

**Gerald Auten**, 1977. B.A., Hope College; M.A., Ph.D., University of Michigan. Professor of Economics.

**Pietro Badia**, 1963. B.A., M.A., Kent State University; Ph.D., Adelphi University. Distinguished University Professor of Psychology.

**Kendall L. Baker**, 1982. B.A., University of Maryland; M.A., Ph.D., Georgetown University. Professor of Political Science; Dean, College of Arts and Sciences.

**Walter W. Baker**, 1967. B.M., M.M., Oberlin Conservatory of Music; D.M.A., University of Michigan. Associate Professor of Music Performance Studies.

**Gioacchino Balducci**, 1968. Ph.D., University of Naples. Associate Professor of Romance Languages.

**William K. Balzer**, 1983. B.A., State University of New York; M.S., Rensselaer Polytechnic Institute; Ph.D., New York University. Assistant Professor of Psychology.

**Ron F. Bandy**, 1968. B.F.A., Ohio University; M.F.A., University of Florida. Associate Professor of Art.

**Lester E. Barber**, 1968. B.A., St. Lawrence University; M.A., Cornell University; Ph.D., University of Arizona. Professor and Chair of English.

**Susan A. Barber**, 1973. B.A., St. Lawrence University. Instructor in Health, Physical Education and Recreation.

**Raymond F. Barker**, 1964. B.A., Texas Western College; M.B.A., Ph.D., University of Texas. Professor of Marketing.

**Nancy Jean Bateman**, 1971. B.S., University of North Carolina, Greensboro; M.S., University of Oregon; Ph.D., University of Iowa. Associate Professor of Health, Physical Education and Recreation.

**Barbara A. Bauer**, 1986. B.A., St. Mary College, Leavenworth, KS; M.A., University of Denver; M.A., Teachers College, Columbia University; Ed.D., Teachers College, Columbia University. Assistant Professor of College Student Personnel.

**Dennis E. Bauer**, 1972. B.S., M.A., Western Kentucky University; Ed.D., University of Nebraska. Professor of Business Education.

**William D. Baxter**, 1966. B.A., Phillips University; Ph.D., University of Kansas. Associate Professor of Biological Sciences.

**Doris J. Beck**, 1974. B.S., Bowling Green State University; M.S., Ph.D., Michigan State University. Associate Professor of Biological Sciences.

**Burton Beerman**, 1970. B.M., Florida State University; M.M., D.M.A., University of Michigan. Professor of Music Composition and History.

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**William E. Harrington**, 1959. B.S., Baldwin-Wallace College; M.A., Ohio State University; Ed.D., Case Western Reserve University. Professor Emeritus of Educational Foundations and Inquiry.

**William N. Harris**, 1963. B.A., M.Ed., Wayne State University; Ph.D., University of Michigan. Professor Emeritus of Educational Curriculum and Instruction.

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**Daniel Heisler**, 1967. A.B., B.S., Wilmington College; M.A., Miami University; Ph.D., Ohio State University. Associate Professor Emeritus of Educational Administration and Supervision.

**Robert D. Henderson**, 1954. B.B.A., Westminster College; M.B.A., Ohio State University; Ph.D., University of Pittsburgh. Professor Emeritus of Management.

**John H. Hepler**, 1949. B.A., M.A., Ohio Wesleyan University. Professor Emeritus of Speech.

**George Herman**, 1958. B.A., Brooklyn College; M.S., Ph.D., University of Michigan. Professor Emeritus of Speech Communication.

**Margit Heskett**, 1965. B.S., Wittenberg University; M.A., Columbia University. Associate Professor Emerita of Physical Education and Recreation.

**Laura E. Heston**, 1918. B.S., Ohio State University; M.S., University of Chicago. Professor Emerita of Home Economics.

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**Mary C. Hissong**, 1938. B.S.Ed., M.A., Ph.D., Ohio State University. Associate Professor Emerita of English.

**Marie R. Hodge**, 1965. B.S.C., M.B.A., Northwestern University. Assistant Professor Emeritus of Management.

**James E. Hof**, 1951\*\*\*. B.A., M.A., Bowling Green State University. Vice President Emeritus for Development and Alumni Affairs.

**Ruth Hoffman**, 1979. B.S., Temple University; M.L.S., University of Washington. Assistant Professor Emeritus of Library Science.

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**C. Thomas Kisselle**, 1965. B.S.Ed., M.Ed., Bowling Green State University. Assistant Professor Emeritus of Health, Physical Education and Recreation.

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**Laura Douglas Kivlin**, 1961. B.S., University of Vermont; M.S., Ed.D., Pennsylvania State University. Professor Emeritus of Home Economics.

**David M. Krabill**, 1946. B.S., College of Wooster; M.A., Ph.D., Ohio State University. Professor Emeritus of Mathematics and Statistics with dual appointment in Computer Science.

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**Charles Lakofsky**, 1948. Diploma, Cleveland Institute of Art; B.F.A., State University of New York; M.S., Ohio State University. Professor Emeritus of Art.

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**Lowell P. Leland**, 1946. B.A., Colby College; M.A., University of Maine; Ph.D., Ohio State University. Professor Emeritus of English.

**J. Frederick Leetch**, 1961. B.S., Grove City College; M.A., Ph.D., Ohio State University. Professor Emeritus of Mathematics and Statistics.

**Virginia E. Leland**, 1948. B.A., Carson-Newman College; M.A., Ph.D., University of Chicago. Professor Emerita of English.

**Bernard Linden**, 1960. B.F.A., University of Pennsylvania; M.M., D.M.A., University of Michigan. Professor Emeritus of Music Performance Studies.

**Bette Jean Logsdon**, 1970. B.S.Ed., Southern Illinois University; M.S., University of Michigan; Ph.D., Ohio State University. Professor Emeritus of Health, Physical Education and Recreation.

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**Elizabeth Mackey**, 1965. B.A.Ed., Bowling Green State University; M.S., Ohio State University. Associate Professor Emerita of Home Economics.

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**Kenneth H. McFall**, 1943. B.S., Mt. Union College; M.A., Ph.D., Case Western Reserve University. Professor Emeritus of Psychology, Vice President.

**Robert E. McKay**, 1944. B.A., M.S., Ohio State University. Assistant Professor Emeritus of Physics.

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**Dwight R. Miller**, 1965. B.A., M.A., University of Nebraska, Omaha; Ph.D., University of Minnesota. Professor Emeritus of Special Education.

**Harvey D. Miner**, 1947. B.S.Ed., Bowling Green State University; M.Ed., Ohio University. Associate Professor Emeritus of Industrial Education and Technology.

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- Harold B. Obee**, 1946. B.A., Adrian College; M.A., Ph.D., Ohio State University. Professor Emeritus of Speech Communication.
- Otto G. Ocvirk**, 1950. B.F.A., M.F.A., University of Iowa. Professor Emeritus of Art.
- Lorrene L. Ort**, 1959. B.M., Oberlin College; M.A., Ph.D., Ohio State University. Professor Emerita of English.
- Vergil K. Ort**, 1956. B.A., Defiance College; M.A., University of Michigan; Ph.D., Ohio State University. Professor Emeritus of Education.
- Janis Louise Pallister**, 1961. B.A., M.A., Ph.D., University of Minnesota; Certificate, University of Sorbonne, Paris. Professor Emeritus of Romance Languages and Distinguished University Professor.
- Beryl M. Parrish**, 1946. B.S.Ed., M.A., Ohio State University. Associate Professor Emerita of English.
- Alma J. Payne**, 1946. B.A., College of Wooster; M.A., Ph.D., Case Western Reserve University. Professor Emerita of English and American Studies.
- Doyt L. Perry**, 1955. B.S., Bowling Green State University; M.A., Ohio State University. Professor Emeritus of Health and Physical Education.
- Virginia B. Platt**, 1947. B.A., University of Washington; M.A., University of California, Berkeley; Ph.D., University of Iowa. Professor Emerita of History.
- Neil A. Pohlmann**, 1962\*\*\*. B.S., M.Ed., Ed.S., Bowling Green State University; D.Ed., Wayne State University. Professor Emeritus of Educational Administration and Supervision.
- Emil Raab**, 1969. B.M., M.M., University of Michigan. Professor Emeritus of Music Performance Studies.
- Bernard Rabin**, 1955. B.Ed., State University of New York, Plattsburgh; M.A.Ed., Syracuse University; Ed.D., Columbia University. Professor Emeritus of Educational Foundations and Inquiry.
- John K. Raney**, 1939. B.Arch., Ohio State University. Assistant Professor Emeritus of Industrial Education.
- William O. Reichert**, 1968. B.A., Transylvania College; M.A., University of Kentucky; Ph.D., University of Minnesota. Professor Emeritus of Political Science.
- George Rendina**, 1967. B.A., Washington Square College of New York University; M.A., Ph.D., University of Kansas. Professor Emeritus of Chemistry.
- Victor E. Repp**, 1960. B.S.Ed., State University of New York, Oswego; M.Ed., University of Maryland; D.Ed., Pennsylvania State University. Professor Emeritus of Technology.
- John T. Rickey**, 1967. M.S., M.A., Kent State University; Ph.D., Ohio State University. Professor Emeritus of Speech Communication.
- Robert G. Riegle**, 1947. B.S.Ed., Bowling Green State University; J.D., Ohio State University. Licensed attorney in Ohio, federal courts, and I.C.C. Associate Professor Emeritus of Business Law.
- Armin J. Riesen**, 1976. B.S.Ed., Wittenberg College; M.S.Ed., Bowling Green State University. Lecturer Emeritus, School of Health, Physical Education and Recreation.
- James Ruehl**, 1956. B.S., Ohio State University; M.Sc., Bowling Green State University. Associate Professor Emeritus of Health, Physical Education and Recreation.
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- Maurice O. Sandy**, 1962. B.S. Ed., Bowling Green State University; M.S., University of California, Los Angeles. Associate Professor Emeritus of Health, Physical Education and Recreation.
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- Warren Scholler**, 1958. B.S.Ed., Ohio State University; M.Ed., Xavier University. Assistant Professor Emeritus of Health, Physical Education and Recreation.
- John R. Schuck**, 1960\*\*\*. B.A., Ohio State University; M.A., Bowling Green State University; Ph.D., Ohio State University. Professor Emeritus of Psychology.
- John Paul Scott**, 1965. B.A., University of Wyoming; M.A., Oxford University; Ph.D., University of Chicago. Research Professor Emeritus of Psychology; Director, Center for Research on Social Behavior. Regents Professor.
- George G. Seifert**, 1967. B.A., Antioch College; M.A., Ph.D., Case Western Reserve University. Professor Emeritus of Educational Foundations and Inquiry.
- Dzidra Shilaku**, 1959. Graduate Abitut, Classical Gynasium, Jelgava, Latvia; Ph.D., University of Bologna. Associate Professor Emeritus of German and Russian.
- L. Edward Shuck Jr.**, 1964. B.A., Stanford University; M.A., Ph.D., University of Southern California. Associate Professor Emeritus of Political Science.
- Harold Skinner**, 1965. B.S., Houghton College; M.M., Eastman School of Music. Professor Emeritus of Music Education.
- Irene Skinner**, 1966. B.S., M.S., Cornell University. Assistant Professor Emerita of Home Economics.
- Donnal V. Smith**, 1961. B.S., Bowling Green State University; M.A., Ph.D., University of Chicago; LL.D., Bowling Green State University. Dean Emeritus of Students.
- Olin W. Smith**, 1966. A.B., Ph.D., Cornell University. Research Professor Emeritus of Psychology.
- Patricia C. Smith**, 1966. B.A., University of Nebraska; Ph.D., Cornell University. Professor Emerita of Psychology.
- George R. Snyder**, 1949. B.A., Heidelberg College; M.A., Ph.D., Ohio State University. Professor Emeritus of Education.
- Marilyn J. Solt**, 1970. B.S., Wayne State University; M.A., Ph.D., Bowling Green State University. Associate Professor Emeritus of English.
- Melville R. Spence**, 1970. B.A., Beloit College; M.A.L.S., Western Reserve University. Professor Emeritus, Library.
- William C. Spragens**, 1969. A.B., M.A., University of Kentucky; Ph.D., Michigan State University. Professor Emeritus of Political Science.
- Robert E. Stinson**, 1949. B.F.A., University of Illinois; M.A., M.F.A., University of Iowa. Professor Emeritus of Art.
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- Thomas G. Stubbs**, 1963. B.S. Ed., Bowling Green State University; M.A., Kent State University. Assistant Professor Emeritus of Health, Physical Education and Recreation.
- Galen Stutsman**, 1950. B.S.Ed., M.A., Ph.D., Ohio State University. Professor Emeritus of Business Education.
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- Amy Torgerson**, 1947. B.S.Ed., Central Missouri State University; M.A., New York University. Professor Emerita of Health and Physical Education.
- John R. Toscano**, 1963. B.A., M.A., University of Wyoming; Ed.D., Stanford University. Professor Emeritus of Educational Administration and Supervision.
- Ivan Trusler**, 1966. B.S., M.A., Kansas State College of Emporia; Ed.D., Columbia University. Professor Emeritus of Music Education.
- Robert W. Twyman**, 1970. B.A., University of Chicago; M.A., Ph.D., University of Chicago. Professor Emeritus of History.
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- Harmon Voskuil**, 1946. A.B. Hope College; M.A., University of Minnesota. Professor Emeritus of Economics.
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- Warren C. Waterhouse**, 1959. B.Ed., University of Wisconsin; M.B.A., University of Denver; Ph.D., Northwestern University. Professor Emeritus of Management.
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- Phillip R. Wigg**, 1948. B.A., Park College; M.F.A., University of Iowa. Professor Emeritus of Art.
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## 242 Administration and Faculty

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**Milton E. Wilson**, 1968. B.A., Baldwin-Wallace College; J.D., Cleveland State University. Professor Emeritus of Legal Studies.

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## Student Code

Since 1910, Bowling Green State University has sought to serve the educational needs of citizens of Ohio, the nation and the international community. From its modest beginning as a normal school for training teachers to its current status as a complex University enrolling more than 15,000 students in 170 different majors and specialties, Bowling Green State University has welcomed the participation of more than 86,000 students. You are invited to join that tradition as a member of the University community and a citizen of the City of Bowling Green.

### I. THE UNIVERSITY COMMUNITY

As an academic community, Bowling Green State University seeks to advance knowledge, to maintain an environment conducive to learning and to provide appropriate service to the larger community. The University seeks to achieve its educational objectives through a commitment to teaching, scholarly productivity and public service. In addition, the University seeks to create an atmosphere where students' self-development is encouraged through involvement in educational and co-curricular programs and through the recognition of principles that promote the rights, freedoms and responsibilities of all participants.

### II. STUDENT RIGHTS AND FREEDOMS

By virtue of their status as citizens of this University community, students enjoy certain rights, freedoms and responsibilities. The University has an obligation to conduct its affairs in a manner that supports these rights and freedoms, and conversely, students have an obligation to meet their responsibilities.

In meeting its obligation to promote students' rights and freedoms, the University recognizes certain principles as essential. Among these are participation in the governance and educational activities of the University; treatment in the manner that recognizes the principles of fairness and the worth and dignity of the individual. It further recognizes the value and importance of intellectual growth through the exercise of the freedoms of association, inquiry and expression.

Consistent with the policies and regulations contained herein, students are free and encouraged to organize and join associations to promote their common interests. They are invited to join the University in fostering a spirit of free inquiry where the timely discussion of a broad range of issues is met with openness, critical evaluation and order consistent with the design of peaceful and democratic means. Finally, students are free and encouraged to express their opinions, both publicly and privately and to support causes of their choice.

As citizens of this University community, and in recognition of these basic freedoms, students are assured of these rights: 1) to be free from discrimination and harassment on the basis of age, race, color, national origin, sex, handicap and religious or political views; 2) to conduct research and to publish, discuss and exchange findings and recommendations; 3) to establish and elect a democratic student government; 4) to be secure in their persons, living quarters, papers and effects from unreasonable searches; 5) to be members on appropriately designated University and college committees; 6) to receive a statement of all regulations directly affecting them as participants in this University; and 7) to petition for the

redress of grievances, amendments of University regulations, and modification of University policies and this Code.

These enumerated rights shall not be construed to deny or disparage other rights of students either as members of the University community or as citizens of the United States of America.

### III. THE COMMUNITY OF BOWLING GREEN

The University community of Bowling Green State University exists within the larger community of the City of Bowling Green. While the University community has its distinct mission, objectives, processes and functions, it serves and is served by the larger community. In fulfilling its mission of promoting knowledge through teaching, research and public service, the University enhances the general welfare of the larger community. Likewise, in its sensitivity to the distinct mission of the University community, the larger community encourages a supportive environment where teaching, research and public service are, in turn, enhanced.

All students are citizens of the larger community and are invited to participate in its rights, privileges and responsibilities. The policies, procedures and functions of the City of Bowling Green have been created within the framework of constitutional law and for the betterment of the quality of life. They are designed with the conviction and intention of upholding constitutional rights while preserving the health, safety and welfare of all citizens, and the value and integrity of individuals and property. As citizens of the City of Bowling Green, students are guaranteed the freedoms of speech, peaceful assembly and right of petition granted to all citizens. In the same respect, by virtue of that membership, students incur the responsibilities of citizenship to preserve the rights of others and their properties within a community bound by the framework of constitutional law, and those statutes of the City of Bowling Green, the State of Ohio and federal law.

### IV. THE STUDENT CODE

Students voluntarily enter into membership in the University community, and in so doing, assume obligations of performance and behavior reasonably agreed upon by that community for purposes of furthering its mission, objectives, processes and functions. As a requirement necessary for carrying out its mission, the University community has the right to promulgate and enforce appropriate rules, regulations and policies, and to take action when violations occur. EACH STUDENT HAS THE OBLIGATION TO BECOME FAMILIAR WITH SUCH RULES, REGULATIONS AND POLICIES, AND ACKNOWLEDGES THAT HE OR SHE MAY BE HELD ACCOUNTABLE FOR CONDUCT IN VIOLATION THEREOF EVEN IN THE ABSENCE OF SUCH FAMILIARITY.

The Student Code is a product of the representative process, and is issued by the chief student affairs officer in accordance with the policies of the University Faculty Senate, the Board of Trustees and the President of Bowling Green State University. It consists of policies and procedures which have evolved from within the general campus community and those which conform to state and federal law. It recognizes the right of the University to establish standards of performance and behavior basic to its lawful mission, processes and functions; moreover it responds to the need for procedural due process in defining the rights and responsibilities of all students of Bowling Green State Univer-

sity. It further recognizes that the University shall conduct its affairs in keeping with the delegation of authority principle described by Ohio law.

In accordance with University procedure, the President shall have the final responsibility and authority for the discipline of all students of the University. That responsibility and authority may be delegated by the President to appropriately designated University officials. Duly constituted student judicial bodies and appellate bodies may be authorized to conduct student disciplinary hearings and appeals and to recommend any course of University disciplinary action to the appropriately designated University official(s). However, disciplinary action shall be taken on the basis of University rules, regulations, policies and procedures enumerated in this Code and may include counseling; admonition, sanctions or clear separation from the University community itself.

Bowling Green State University supports the concept of educational discipline. The University has a duty and the corollary disciplinary power to protect its education purpose by setting standards of scholarship and conduct and by regulating use of University facilities. At the same time, in encouraging responsible student conduct, disciplinary proceedings play a substantially secondary role to example, counseling, guidance and admonition.

This Code may be amended at any time by the Board of Trustees.

### V. University Policies

A. Academic honesty policy (see Appendix D)

#### B. Housing Policy

1. On-campus students have the authority to participate in the creation of all University residence unit policies affecting their personal lives through the respective residence unit councils. These policies must not conflict with or alter any specifications of this Code, the residence unit manual, or the applicable local, state or federal codes. (Note: all other general residence unit policies are included in the residence unit manual and the Campus Living Unit Policy Booklet.)
2. Undergraduate students are required to reside in University-owned or leased residence units as a condition of enrollment unless they are commuting daily from the homes of their parents, guardians or spouses, or unless they have attained 60 earned semester hours and/or four semesters of campus residency on or before the first day of classes for fall semester. The housing acceptance agreement is a contract for the entire academic year. For the purposes of this regulation, a home is defined as the actual and regular place of residence in the community in which the parent, guardian or spouse is eligible to register to vote. A guardian is defined as a person awarded legal guardianship by a court of competent jurisdiction. A student must be in compliance with the University Housing Policy as a condition for application for exception from the policy.
3. The Housing Appeals Board will act as the appellate body for those students who desire a release from a current contract and/or who desire a waiver of the residency requirements in section V.B.2.

### C. Residence unit policy on inspection and search of residence units.

#### 1. Inspection

- a. All residence life staff members are authorized to periodically inspect student rooms assigned to them. These inspections are to ensure that the occupants are observing the standards of safety and hygiene, the rules and regulations of each residence unit and of the Office of Residential Services, University rules and regulations and the requirements of pertinent public laws, and for the maintenance and repair of equipment.
- b. The times for whole residence unit inspections will be posted 24 hours in advance of the inspection and at no time during the inspection shall the residence life staff member open desks, bureaus, closets or examine the personal effects of the residents of the room.

#### 2. Search

Searches of student rooms by residence life staff members shall be authorized and conducted under the following conditions:

- a. by consent of the occupants of the room; or
- b. by warrant issued by an appropriate legal body/agent; or
- c. upon probable cause to believe that there is a violation of section VI of the Student Code, the Ohio Revised Code or the Residential Services Policy Booklet.

## VI. Regulations

Violation of regulations listed in this section can result in disciplinary sanctions as indicated. These regulations are expanded upon in Appendix B.

### A. Level A regulations - Maximum sanction of expulsion.

1. Academic misconduct (See Appendix D).
2. Damage, destruction and/or vandalism of property.
3. Infliction or threat of bodily harm.
4. Setting fires.

### B. Level B regulations - Maximum sanction of dismissal.

1. Disruption of authorized University activities.
2. Conviction of an offense of violence as defined in Division I.1. of section 2901.01 of the Ohio Revised Code.
3. Unauthorized possession and/or use of property.
4. Theft of property.
5. Hazing.
6. Unauthorized possession of computer programs, codes or data.
7. Unauthorized copying or use of computer data, programs or codes and unauthorized use of computer accounts and data processing equipment.
8. Unauthorized entry to, continued presence in, or use of University facilities.
9. False reporting of an emergency.
10. Unauthorized use and/or alteration of emergency equipment.
11. Interference with emergency evacuation procedures.
12. Sexual imposition.
13. Possession, keeping and/or use of firearms, pellet guns and/or ammunition, for example.

14. Possession, keeping and/or use of a deadly weapon or explosive or incendiary device.
15. Distribution or sale of drugs.
16. Possession, keeping and/or use of drugs.
17. Participating as an accomplice in any violation of the foregoing regulations.
18. Repeated violations of Level B, C and D regulations.

### C. Level C regulations - Maximum sanction of suspension.

1. Conviction for violation of local, state or federal law not included in section VI.B.2. of this Code.
2. Unauthorized use, making and/or making available to another person University keys.
3. Failure to produce identification.
4. Furnishing false identification and/or information.
5. Misuse of University documents.
6. Unauthorized use of University telephones and/or other communication devices (see appendix W).
7. Making obscene, threatening or harassing telephone calls.
8. Participating as an accomplice in any violation of the foregoing regulations.

### D. Level D regulations - Maximum sanction of strict disciplinary probation.

1. Violation of laws, policies and regulations governing alcoholic beverages.
2. Violation of campus living unit policies published in Appendix R.
3. Violation of published policies not included in this Code.
4. Violation of laws, policies and regulations governing gambling.
5. Unauthorized sales and solicitation.
6. Disorderly conduct.
7. Participating as an accomplice in any violation of the foregoing regulations.

## VII. Jurisdiction

- A. Residence unit staff members have original jurisdiction in all cases involving the violation of a specific residence unit's regulations or the violation of rules applying solely to the residence units. Where the jurisdiction of the residence unit staff member is not apparent, the case will be referred to the director of standards and procedures.
- B. Traffic Board has original and final jurisdiction over all students' violations of University parking regulations. These regulations are enumerated in the document entitled "Motor Vehicle and Bicycle Regulations."
- C. Student Arbitration Board
  1. The Student Arbitration Board will hear all cases referred to it by the director of standards and procedures involving alleged violations of this Code by undergraduate students and shall make a recommendation to the Director of Standards and Procedures regarding disposition of the case.
  2. The power of this board shall be to recommend any course of University disciplinary action to the director of standards and procedures for implementation.
  3. The board shall consist of five student members appointed as specified in the Undergraduate Student Government constitution. A faculty or staff adviser shall be appointed by the President of the University.
  4. The board may be designated as arbitrator of disputes within the University community for which there is not

another prescribed forum. All parties to the dispute will be bound by the decision with the right of appeal.

5. The director of standards and procedures shall assume those functions assigned to the Student Arbitration Board when the Student Arbitration Board is not in session or when otherwise authorized by the Student Arbitration Board.

### D. Graduate Student Judicial Board

1. The Graduate Student Judicial Board will handle all cases referred to it by the director of standards and procedures involving alleged violations of this Code by graduate students.
2. The power of this board shall be to recommend any course of University disciplinary action to the director of standards and procedures for implementation.
3. The board shall be composed of five members appointed ad hoc to hear a case. Three graduate student representatives shall be appointed by the Graduate Student Senate. Two representatives from the graduate faculty shall be appointed by the dean of the Graduate College.

### E. University Appeals Board

1. Composition: The University Appeals Board shall consist of two faculty members, one administrator, two graduate students and two undergraduate students. Faculty members shall be appointed by the Faculty Senate; the administrative member shall be appointed by the President; graduate student members shall be appointed by the Graduate Student Senate; and undergraduate student members shall be appointed by the Undergraduate Student Government.

#### 2. Functions

- a. The University Appeals Board shall serve as the appellate body for cases originating with the Student Arbitration Board, the Graduate Student Judicial Board, the director of small group housing and greek life, the assistant vice president for student affairs; student activities and orientation and the director of standards and procedures.
- b. The University Appeals Board shall have such jurisdiction in cases involving summary suspension as is outlined in Section X of this Code.
3. The University Appeals Board when acting as an appellate body will review the records involved. It may reverse or affirm the decision of the previous judicial body.
4. The chief student affairs officer shall assume those functions assigned to the University Appeals Board when the University Appeals Board is not in session or when otherwise necessary to assure compliance with this Code.
5. Final review: Decisions of the University Appeals Board under Section VII.E.2.a. may be appealed by the student to the President of the University or the President's designee.
- F. All judicial and appellate bodies within the University must formulate and publish procedural rules consistent with the provisions of this Code. Copies of such procedures must be on file with the chief student affairs officer and will be available for review upon request.

## VIII. Procedures

### A. Referral of case

Any student, University employee or other person may report suspected violations of this Code to the director of standards and procedures.

### B. Interview

1. If the director of standards and procedures has reason to believe these facts constitute a Code violation, the director will contact the alleged student offender - in writing or in person - to schedule an interview.
2. At the interview, the director will present the student with written charges, inform the student of due process rights under section VIII.E. and will advise the student of having the case heard by either the director of standards and procedures or the Student Arbitration Board except under conditions specified in Section VII.C.5.
3. The director will inform the student of the range of sanctions authorized under this code before a student enters a plea of guilty.
4. Within five days after the interview, the student will submit a decision in writing to the director stating who the student desires to conduct the hearing.

### C. Hearing

1. The hearing will be conducted within 15 days following the student's decision. The director of standards and procedures is authorized to grant a five-day extension.
  2. If the student chooses to have the case heard by the director of standards and procedures, the case may be handled as either;
    - a) non-punitive counseling or
    - b) punitive disciplinary action.
  3. If the student chooses to have the case heard by the Student Arbitration Board, the director of standards and procedures will refer the case to the administrator/chair of the Student Arbitration Board.
  4. If a student has been properly notified of a hearing and fails to appear, the student may be temporarily suspended by the director of standards and procedures until the student requests and appears at a new hearing, provided no justifiable excuse was accepted by the director or appropriate board.
- D. Because the focus is on the education of students, disciplinary hearings are conducted as informal inquiries and do not follow formalized courtroom procedures. Decisions resulting from such hearings will be limited to evidence introduced therein.

### E. Due Process

The following procedural due process safeguards will be followed in hearings which could result in probation, suspension, dismissal or expulsion of the accused:

1. The student will be given written notice of the specific charges against the student, the time and place of the hearing, evidence to be presented against him/her and the possible action to be taken if the charges are supported.
2. The student will have the right to be assisted by an adviser of choice.

3. The burden of proof which shall be the preponderance of evidence rests on the person bringing the charges.
4. The accused student has the right to present evidence and witnesses in the student's own behalf.
5. The student has the right to hear and to respond to evidence and testimony presented against him or her.
6. A record shall be kept of the hearing.
7. The director of standards and procedures must give the student a written notice of the decision and an explanation of the reasons for the disposition of the case within five days after the decision.
8. Within five days after the decision of the director of standards and procedures the student shall be notified in writing of the right to appeal.

### F. Referral of case (law violations)

In all cases involving violations of the Bowling Green, Ohio and federal law occurring on campus and in which an arrest has been effected, the Department of Public Safety will bring the person in violation before a court of competent jurisdiction. The University will observe the litigation of the courts.

## IX. Appeals

- A. An initial appeal must be made in writing to the appropriate appellate body within five days of the date of notice of the decision.
- B. An appeal must be based on alleged errors in procedures. The appellant must cite the exact reason(s) for belief of error in procedure with appropriate references.
- C. An appeal shall be limited to a review of the full record submitted by the hearing body.
- D. The burden of proof is on the appellant.
- E. An appeal may not result in a more severe sanction for the appellant.
- F. All appeals must be heard within 15 days of receipt of the student's written notice of appeal.
- G. For students who elect to appeal, implementation of the sanction will be delayed until the appeal process is completed during which time a student may continue with his/her student-related activities except that a decision to summarily suspend a student under Section X of this Code shall take effect immediately.
- H. The decision of the initial hearing body, if upheld on appeal, shall be in effect as of the date of the initial decision.

## X. Summary suspension

Under the special circumstances described in this paragraph, the President and/or the President's expressly designated representative has the authority to summarily suspend a student pursuant to O.R.C. 3345.24. This authority shall be exercised when the President and/or the President's designated representative determine that summary suspension is necessary to preserve the good order and discipline of the University.

### A. Notice

1. If summary suspension is invoked pursuant to this section and O.R.C. 3345.24, the Office of the President, or the president's expressly designated representative, within 24

hours of invoking the suspension, shall contact the suspended student and present the student with a written notice of the specific charge against him or her including a summary of the evidence upon which the charge is based. In addition, this notice will advise the student of the right to a hearing before the University Appeals Board on or before the fifth class day following the suspension order and articulate the elements of due process, found in Section VIII. E. of the Code, to which the student will be entitled at the hearing.

2. The suspended student shall also be advised in the notice that his or her request for a hearing before the university appeals board must be made in writing by the student to the chair of the university appeals board.
3. The suspended student shall also be advised in the notice that the student has the option of either:
  - a. Requesting the convening of the hearing prior to the fifth day upon 24 hours' written notice to the chair of the University Appeals Board; or
  - b. Requesting a continuance beyond the fifth class day — said continuance not to exceed five class days. This statement will be delivered personally to the suspended student or if his or her whereabouts are unknown and unascertainable, left at the place of his or her Bowling Green residence.
- C. The University Appeals Board will hear the alleged violation in accordance with its rules of procedure and the elements of due process enumerated in section VIII.E. of the Code.
- D. For the purpose of this section of the Code, the duties of the University Appeals Board shall be to make recommendations to the President and/or the President's designated representative concerning the charge.
- E. The President and/or the President's designated representative shall have the responsibility and authority to evaluate the recommendation of the University Appeals Board and to determine an appropriate sanction.
- F. Appeals of the ruling of the President may be taken by the student to the Board of Trustees whose determination on the issue of suspension shall be final. (Note: If a designated representative of the President issued the suspension order, appeal will be directly to the President of the University).

## XI. The following sanctions and terms and conditions of sanctions may be imposed:

### A. Sanctions

1. Sanctions as authorized by, defined in, and applicable to the University Policy on Academic Honesty (Appendix D).
2. Expulsion from the University with no provision for readmission.
3. Dismissal from the University for not less than one calendar year following the effective date thereof. Dismissal shall:

- a. Be effective on the date of notice of dismissal.
  - b. Prescribe the conditions, including but not limited to the terms of dismissal; and
  - c. Prescribe the date and conditions upon which a student may petition for reinstatement.
4. Suspension from the University for not more than one calendar year following the effective date thereof. Suspension shall:
- a. Be effective on the date of notice of suspension unless otherwise stated in the notice;
  - b. Prescribe the conditions, including but not limited to the terms of suspension; and
  - c. Prescribe the date and conditions upon which a student may petition for reinstatement.
5. Strict disciplinary probation for a definite period of time. Strict disciplinary probation is a written notice to the student that the student's conduct is in violation of this Code and that further violations of rules and regulations will result in extension of the period of strict disciplinary probation, or dismissal or suspension.
6. Disciplinary probation for a definite period of time. Disciplinary probation is written notice to the student that the student's conduct is in violation of this Code and that more serious disciplinary action may result from further violations of this Code.
7. A written warning to a student that the student's conduct is in violation of this Code.
8. Termination of housing contract where such termination is the discontinuation of housing for students on the University premises or University-related premises.
9. Extension of a sanction which is an extension of the period of time a previously imposed sanction is in effect.

#### B. Terms and conditions of sanctions.

Terms and conditions may be attached to and made part of any sanctions imposed by the University.

- 1. *Mandatory terms and conditions of expulsion, suspension or dismissal.* If the student is expelled, suspended or dismissed under sections VI.A., VI.B., VI.C. or X. of this Code, and if the decision is upheld on appeal, he/she shall be denied all privileges accorded a student and shall be required to leave the University premises forthwith, except that he/she may appeal to the chief student affairs officer for entrance to the University premises or University-related premises for specified purposes.
- 2. Other terms and conditions which may be attached to sanctions of strict disciplinary probation or any lesser sanction:
  - a. Loss of eligibility to participate in extracurricular activities;
  - b. Loss of eligibility to participate in intercollegiate athletics;
  - c. Restricted or prohibited access to designated areas on University premises or University-related premises;
  - d. Restricted or prohibited contact with another person by whatever

means;

- e. Restitution for damages to, destruction of or misappropriation of University property or property of any person while on University premises or University-related premises which results from conduct in violation of this Code;
  - f. Periodic contact with a designated University official or counseling agency; and
  - g. Participation in designated rehabilitative, educational programs;
3. *Failure to observe terms and conditions of sanctions.* Failure to observe the terms and conditions attached to and made part of a sanction may constitute cause for the extension of the time period during which the sanction is in effect.

## XII. Student Organizations

Students are encouraged to organize and join associations and organizations to promote their common interests. Members of organizations individually and collectively are subject to the provisions of the Code and applicable policies. The president/chair of an organization is responsible for informing members of the terms and conditions of the Code and appropriate policies governing conduct by members of the organization.

### A. Organizational Accountability

An organization may be held responsible for violations of the terms of the Code or of applicable policies under any of the following conditions.

- 1. When the act is in violation of the Code or applicable policies and is committed by an officer or officers or member of an organization and when the act is supported by the constitution, by-laws, regulations, policies, practice, custom or tradition of the organization;
- 2. When the act is in violation of the Code or applicable policies and when its commission was authorized, requested, commanded, tolerated or performed by an officer or officers or member acting in behalf of the organization and within the scope of his/her office or membership;
- 3. When the act is in violation of the Code or applicable policies and is committed by an officer or officers or member who knew or reasonably should have known that the act was committed in behalf of the organization;
- 4. When the act is in violation of the Code or applicable policies and is committed by an officer or officers or member of the organization acting in behalf of the organization and within the scope of his/her office or membership;
- 5. When a purpose to impose organizational liability plainly appears in the Code or applicable policies defining the violation and the violation is committed by an officer or officers or members of the organization acting in behalf of the organization and within the scope of his/her office or membership; or
- 6. When the act is in violation of the Code or applicable policies and when the act consists of an omission in

discharging a specific duty imposed by law, by the Code or by applicable policies.

### B. Jurisdiction

- 1. The director of small group housing and greek life and/or designee shall have original jurisdiction in cases involving alleged violation of the Code or applicable policies by social fraternities and sororities.
- 2. The assistant vice president student affairs; student activities and orientation and/or designee shall have original jurisdiction in cases involving alleged violations of this Code by student organizations, excluding social fraternities and sororities.

### C. Procedures

- 1. The president/chair of an organization and/or his/her designee shall represent the organization in any proceedings involving alleged violations of this Code or applicable policies by the organization.
- 2. Any student, University employee or other person may report suspected violations of this Code, or appropriate policies, to the director of small group housing and greek life (section XII.B.1.) or the assistant vice president student affairs; student activities and orientation (section XII.B.2.).

### 3. Interview

- a. If the director of small group housing and greek life or the assistant vice president student affairs; student activities and orientation or their designee(s) have reason to believe the facts constitute a violation of the Code or appropriate policies, he or she shall contact the president of the organization in writing or in person - to schedule an interview.
- b. At the interview the president of the organization will be presented with written charges and will be informed of due process rights under section VIII.E. of the Code.

### D. Hearing

Hearings will be conducted within 15 days following the interview. The director of small group housing and greek life or the assistant vice president student affairs; student activities and orientation and/or their designee are authorized to grant a five-day extension for cases under their respective jurisdiction.

### E. Due Process

Student organizations shall have due process rights as are stated in section VIII.E. of the Code.

### F. Appeals

- 1. The University Appeals Board shall serve as the appellate body for decisions originating under this section.
- 2. Student organizations shall have the rights of appeal as are stated in section IX. of this Code.

### G. Applicability of Regulations

Student organizations are subject to regulations included in section VI. of the Code and applicable policies.

- 1. Regulations included in sections VI.A. and VI.B. of the Code and Appendix L with the maximum sanction of termination of registration or any lesser sanction authorized in section XII.H.
- 2. Regulations included in section VI.C. of the Code and Appendix L with the maximum sanction of suspension of



registration or any lesser sanction authorized in section XII.H.

3. Regulations included in section VI.D. of the Code and Appendices J and K with the maximum sanction of probation or any lesser sanction authorized by section XII.H.

#### H. Sanctions and Terms and Conditions of Sanctions

##### 1. Sanctions

- a. Termination of University recognition/registration with no automatic right of reinstatement. Termination shall:
    - 1) be effective on the date of notice of the termination;
    - 2) prescribe the conditions, including but not limited to the terms of termination; and
    - 3) prescribe the conditions upon which a student organization may petition for reinstatement.
  - b. Suspension of University recognition/registration for a definite period of time. Suspension shall:
    - 1) be effective on the date of notice of the suspension;
    - 2) prescribe the conditions, including but not limited to the terms of suspension; and
    - 3) prescribe the date and conditions upon which a student organization may petition for reinstatement.
  - c. Probation for a definite period of time.

Probation is a written notice to the president/chair of the organization that the organization is in violation of the terms of the Code or appropriate policies and that further violations will result in extension of the period of probation, or suspension or termination of registration.
  - d. A written warning to the president/chair of the organization that the organization is in violation of the Code or applicable policies.
  - e. An organization found in violation of the terms and conditions of the Code or applicable policies shall be subject to the maximum sanction of termination of registration/recognition or any lesser sanction authorized by the Code if found guilty subsequent to a prior finding of guilty for conduct for which the sanction imposed was suspension, probation or warning.
2. Terms and conditions may be attached to and made part of any sanction imposed on any organization by the University, including but not limited to the following.
    - a. Loss of eligibility to participate in intercollegiate activities;
    - b. Loss of eligibility to participate in intramural activities;
    - c. Loss of eligibility to participate in extracurricular activities;
    - d. Restitution for damages to, destruction of or misappropriation of University property or property of any person while on University premises or University-related premises;
    - e. Termination of housing agreement where such termination is the discontinuation of housing for the organization on University premises or University-related premises;
    - f. Loss of University funding;

- g. Loss of use of University name, logo and trademark where such use has previously been authorized;
- h. Loss of use of the name of the organization where such use has previously been authorized;
- i. Loss of eligibility for any University awards or recognition;
- j. Loss of representation on University committees, organizations or boards;
- k. Loss of privileges of registered student organizations enumerated in Appendix L of the Code;
- l. Participation in corrective educational programs; and
- m. Participation in appropriate community and/or campus service projects.

##### 3. Failure to observe terms and conditions.

Failure to observe the terms and conditions attached to and made part of a sanction may constitute cause for the extension of the time period during which the sanction is in effect.

#### XIII. Conduct in the Community

Students who violate the law in the course of their off-campus activities will incur penalties prescribed by civil authorities, but University authority will never be used to merely duplicate the functions of general law. The University, in addition, where a serious criminal offense is involved reserves the right to review any action taken by civil authorities regarding students. Disciplinary action taken on this basis shall conform to the terms of the Code.

#### XIV. Student Records

The maintenance of student records is an important function of the University. Students have the right to inspect information contained in their educational records and, within prescribed procedures, students have the opportunity for a hearing to challenge the content of their educational records. Information contained in a student's educational record will be released without a student's permission only for situations specified in the student record policy. Additional information about the student record policy is included in Appendix C.

#### XV. Amendment Procedure

- A. Any member of the University community may recommend a change of this Code to the chief student affairs officer. If it is endorsed, the proposal and any appropriate recommendations will be forwarded to the President. The recommended change shall be in the form of a written statement of the proposed amendment.
- B. The President will present the proposed amendment to the Board of Trustees.
- C. If the amendment is adopted by the Board, it will be adopted into the Code and officially announced to the entire University community.

#### Appendix A - Definitions

When used in this Code:

1. The term "University" means Bowling Green State University, its main and branch campus.
2. The term "University property" means all property owned, leased or on loan to the

University.

3. The term "University premises or University-related premises" means all lands, buildings and facilities owned, leased or controlled by the University or by fraternities or sororities and affiliated off-campus student residences. (Note: This definition does not include other housing located off University premises).
4. The term "student" means any person registered for enrollment in any University course or any person officially enrolled in a University course excluding administrative staff, classified staff or faculty members.
5. The term "University official" means any person employed by the University and authorized by the University to act in a prescribed manner in accordance with the statutes of the Ohio Revised Code applying to Bowling Green State University, the By-Laws and action of the Board of Trustees of Bowling Green State University, the Academic Charter and the employee's assigned duties and responsibilities.
6. The term "member of the University community" means any student, faculty member, University official or employee of the University.
7. The term "University document" means any University record, written communication or form.
8. The term "appellate body" means any board, person or agent authorized to conduct appeal hearings.
9. The term "student publication" means written material, including but not limited to brochures, newspapers, special interest magazines or college or department magazines edited and published by students for distribution to members of the University community.
10. The term "student judicial body" means any duly constituted organization authorized to conduct study disciplinary hearings and to recommend any course of University disciplinary action to the appropriate University official(s).
11. The term "student organization" means a group or association of students which has complied with the requirements of registration provided in this Code but does not imply University sponsorship of the organization or its programs and activities.
12. The term "days" means days classes are in session.
13. The term "residence unit" means all buildings and facilities on University premises or University-related premises used for student housing including residence halls, fraternities, sororities and affiliated off-campus student residences.
14. The term "residence life staff member" means any person employed by the University to act in a prescribed manner in accordance with the policies and procedures of the office of residential services.

#### Appendix B - Regulations

In developing responsible student conduct, disciplinary proceedings play a substantially secondary role to example, counseling, guidance and admonition. At the same time, the University has a duty and the corollary disciplinary power to protect its education purpose by setting standards of scholarship and conduct for its students by regulating the use of University facilities. In general, University discipline shall be limited to conduct adversely affecting the University's pursuit of

its missions, processes and functions. The following misconduct is subject to disciplinary action and/or criminal prosecution in the civil courts.

#### A. Level A Regulations

A student who is found in violation of the University Policy on Academic Honesty or any other of the following shall be subject to the maximum penalty of expulsion or any lesser sanction as authorized by the University Policy on Academic Honesty and the Code.

1. **Academic misconduct**, including all forms of academic misconduct wherever committed, is illustrated by but not limited to cases of plagiarism and dishonest practices in connection with examinations. (See Appendix D-University Policy on Academic Honesty).
2. **Damage, destruction or vandalism of property.** Damaging, destroying, defacing or vandalism of University property or property of any person while on University premises or University-related premises.
3. **Infliction or threat of bodily harm.**
  - a. Inflicting bodily harm upon any person while on University premises or University-related premises;
  - b. Taking any action for the purpose of inflicting bodily harm upon any person while on University premises or University-related premises;
  - c. Taking any action without regard for bodily harm which could result to any person while on University premises or University-related premises; or
  - d. Threatened use of force to inflict bodily harm upon any person while on University premises or University-related premises.
4. **Setting fires.** Setting fire to any material or property while on University premises or University-related premises without authorization.

#### B. Level B Regulations

A student who is in violation of any of following shall be subject to the maximum sanction of dismissal or any lesser sanction authorized by this Code.

1. **Disruption of University authorized activities.** Obstruction or disruption of teaching, research, administration, disciplinary procedures or other University activities, including its public service functions or other authorized activities, on University premises or University-related premises.
2. Conviction of an offense of violence as defined in Division I.1. of section 2901.01 of the Ohio Revised Code.
3. **Unauthorized possession or use of property.** Possession, keeping or use of University property or property of any person, organization or agency without authorization.
4. **Theft of property.** Theft of University property or property of any person while on University premises or University-related premises.
5. **Hazing.** Any mental or physical requirement, request or obligation placed on any

- person which causes or could cause discomfort, pain, fright or injury or which is personally degrading or which violates any local, state or federal statute or University policy.
6. **Unauthorized possession of computer programs, codes or data.** Possession or keeping of computer programs, codes or data without authorization.
  7. **Unauthorized copying or use of computer data, programs or codes and unauthorized use of computer accounts and data processing equipment.** Copying, using or causing to be copied or used computer data, programs or codes and/or using or causing to be used computer accounts and data processing equipment without authorization.
  8. **Unauthorized entry to, continued presence in or use of a University facility.** Unauthorized entry to, continued presence in or use of any building, structure, grounds or facility on University premises or University-related premises.
  9. **False reporting of emergency.** The making of a false report of a bomb, fire or other emergency in any building, structure or facility on University premises or University-related premises by means of activating a fire alarm or in any other manner.
  10. **Unauthorized use or alteration of emergency or safety equipment.** Unauthorized use or alteration of fire fighting equipment, safety equipment, safety devices or other emergency or safety equipment.
  11. **Interference with emergency evacuation procedure.**
    - a. Interference with emergency evacuation procedures prescribed for any building structure or facility on University premises; or
    - b. The failure to follow prescribed emergency procedures such as willful disregard of the emergency of a fire alarm signal.
  12. **Sexual Imposition** No person shall engage in sexual contact with another person when:
    - a. The sexual contact is offensive to the victim;
    - b. The victim's ability to appraise the nature of or control the offender's conduct is substantially impaired; or
    - c. The offender knows the other person submits because he/she is unaware of the sexual contact.
  13. **Possession, keeping and/or use of firearms, pellet guns and/or ammunition.** Possession, keeping and/or use of a firearm, pellet gun or ammunition of any description in a residence unit or any other area of the University premises or University-related premises.
  14. **Possession, keeping and/or use of a deadly weapon or explosive or incendiary devices.** Possession, keeping and/or use of a deadly weapon or any explosive or incendiary device of any description in a residence unit or any other area of the University premises or University-

related premises.

15. **Distribution or sale of drugs.** No person shall knowingly sell or offer to sell a controlled substance, narcotic drug or marijuana or cultivate, manufacture or otherwise engage in any part of the production of a controlled substance, narcotic drug or marijuana (see Ohio Revised Code sections 3719.01 and 3719.41 for definitions).
16. **Possession, keeping or use of drugs.** No person shall knowingly obtain, possess, keep or use a controlled substance, narcotic drug or marijuana unless prescribed by law. (See Ohio Revised Code sections 3719.01 and 3719.41 for definitions).
17. **Participating as an accomplice.** Participating as an accomplice or conspiring with another in any act that is in violation of the foregoing regulations.
18. **Repetition of misconduct.** A student who is found guilty of conduct proscribed by any paragraph of this Code shall be subject to the maximum sanction of dismissal or any lesser sanction authorized by this Code if found guilty subsequent to a prior finding of guilty for conduct for which the sanction imposed was dismissal (level B), suspension (level C) or strict disciplinary probation (level D).

#### C. Level C Regulations

A student who is found in violation of any of the following shall be subject to the maximum sanction of suspension or any lesser sanction authorized by this Code.

1. Conviction for violation of local, state or federal law not included in section VI.B.2. of the Student Code.
2. **Unauthorized use, making and/or making available to another person University keys.** Using, making, causing to be made and/or making available to another person any key or keys for any building, laboratory, facility or room of the University without authorization.
3. **Failure to produce identification.** Failure to identify oneself upon request of a University official.
4. **Furnishing false identification or information.** Furnishing false identification or misrepresenting oneself to a University official. Furnishing to a University office or to a University official a written or oral statement or other information known to be false or incomplete.
5. **Misuse of University documents.** Forging, transferring, altering or otherwise misusing any student fee card, identification card, schedule card, other University identification or any other document or record.
6. **Unauthorized use of University telephones and/or other communications devices (See appendix W).** Charging any long distance telephone call or telegraph message to any telephone, misusing telephone account numbers, or altering any telephone equipment or other communication devices by whatever means on University premises or University-related premises without proper authorization.

#### 7. Telephone harassment.

Making obscene, threatening or harassing telephone calls.

#### 8. Participating as an accomplice.

Participating as an accomplice or conspiring with another in any act that is in violation of the foregoing regulations.

### D. Level D Regulations

Any student who is found to be in violation of any of the following regulations shall be subject to the maximum sanction of strict disciplinary probation or any lesser sanction authorized by this Code.

#### 1. Alcoholic beverages.

Possession, keeping, consumption, purchasing and/or making available to another person alcoholic beverages in any form in violation of local or state statutes and/or University policy on University premises or University-related premises except in those areas of the University premises or University-related premises where the President or the President's designee has authorized the possession, keeping and/or consumption of alcoholic beverages.

#### 2. Violation of campus living unit policies published in Appendix R.

Violation of campus living unit policies published in Appendix R of this code that are referred to the director of standards and procedures for action under Appendix R, section B4.

#### 3. Violation of published policies not included in this Code including but not limited to:

- a. Conduct in a residence unit or dining area;
- b. Conduct in affiliated off-campus student residences;
- c. Conduct on University premises or University-related premises; or
- d. The use of University facilities, or the time, place and manner of public expression.
- e. Computer use rules distributed with computer applications or posted in computer laboratories.

#### 4. Playing a game of chance for money.

Playing a game of chance for money or for something of value or selling, bartering or disposing of a ticket, order or any interest in a scheme of chance by whatever name on University premises or University-related premises.

#### 5. Sales and solicitation.

All sales or solicitation on University premises must be authorized by the University. Any which are not authorized will be subject to the above sanction.

#### 6. Disorderly conduct on University premises or University-related premises.

- a. No person shall cause inconvenience, annoyance or alarm to another by:
  - 1) engaging in fighting, in threatening harm to persons or property or in violent or turbulent behavior; or
  - 2) making unreasonable noise, or making an offensively coarse utterance, gesture or display, or communicating unwarranted and grossly abusive language to any person; or

- 3) insulting, taunting, challenging another under circumstances in which conduct is likely to provoke a violent response (e.g., sexual or racial harassment); or
- 4) creating a condition which is physically offensive to persons, or represents a risk of physical harm to persons or property; or
- 5) hindering or preventing the movement of persons on University premises or University-related premises, so as to interfere with the rights of others, and by any act which serves no lawful and reasonable purpose of the offender.

- b. No person while voluntarily intoxicated shall engage in conduct likely to be offensive or cause inconvenience, annoyance or alarm to persons of ordinary sensibilities which conduct the offender should know, if he/she were not intoxicated, is likely to have such effect on others.
- c. No person while voluntarily intoxicated shall engage in conduct or create a condition which represents a risk of physical harm to himself, another or to the property of another.

#### 7. Participating as an accomplice.

Participating as an accomplice or conspiring to participate in any act that is in violation of the foregoing regulations.

3. Records will be inspected and reviewed by the student in the presence of the chief administrator of the department in which the records are on file or in the presence of the chief administrator's designee(s) provided that such requirement does not operate to effectively prevent the exercise of rights by the student under this section.

- a. Records may not be changed or deleted during the process of inspection and review.
- b. The student shall be entitled to a response to a reasonable request for explanations and interpretations of his or her educational records.
- c. Upon written request, the student shall be provided with a copy of his or her educational records at a fee not to exceed the actual cost to the institution of reproducing such records provided that the fee does not effectively prevent the student from exercising his or her rights to inspect and review his or her records.
- d. The student shall be advised of his or her right to request that the educational records be amended.

### B. Request to amend educational records

1. A student who believes that information contained in his or her educational records is inaccurate or misleading or otherwise is in violation of his or her privacy or other rights may request that the records be amended.
  - a. The request should be made in writing to the chief administrator of the department in which the records are on file or to the chief administrator's designee(s).
  - b. A request must specify those educational records to be amended and the reason(s) for amending the educational records.
2. A request by a student to amend information contained in his or her educational records shall be processed within 10 days of receipt of the request.
  - a. The chief administrator or the chief administrator's designee shall review the request and shall decide whether to amend the educational records.
  - b. The student shall be informed in writing of the disposition of the request and the reason(s) for the disposition.
  - c. The student will be advised of his or her right to a hearing under Section C in the event of a refusal to amend the educational records.

### C. Hearing to challenge content of records.

- Students shall have an opportunity for a hearing to challenge the content of their educational records to insure that such records are not inaccurate, misleading or otherwise in violation of their privacy or other rights.
1. A student may request, in writing, an opportunity for a hearing to challenge the content of his or her educational records.
    - a. The request for the hearing should

## Appendix C - Student Records

### A. Inspection and Review of Records

Persons who are attending or have attended Bowling Green State University have the right to inspect and review official records, files and data directly related to themselves, including material incorporated into their educational records in accordance with the University Policy on Student Records, excepting that they will not have access to certain educational records as stipulated in Section D. Persons currently enrolled as students shall be provided with a notification of the types of educational records which are maintained by Bowling Green State University and the University official(s) who maintain control over such records. Persons who have obtained matriculation status at Bowling Green State University have, for the purpose of this policy, access to their educational records under the conditions provided below.

1. A student may request, in writing, the opportunity to inspect and review his or her educational records.
  - a. The request should be made to the chief administrator of the department in which the records are on file or to his or her designee(s).
  - b. A request must specify those records to be inspected and reviewed.
2. A request by a student to inspect and review his or her educational records will be processed within 10 days of receipt of the request.

be made to the President or the President's designee(s).

b. A request for the hearing must:

- 1) identify in specific terms the portion(s) of the educational records to be challenged.
- 2) state the reason(s) for challenging the portion(s) of the educational records so identified.

#### 2. Hearing procedures.

- a. The hearing will be conducted by the designee(s) of the President, but in no case shall the hearing officer have a direct interest in the outcome of the hearing.
- b. The hearing will be granted within 15 days after receipt of the written request for a hearing.
- c. The chief administrator responsible for the educational record under challenge or the chief administrator's designee(s) shall represent the records in the hearings.
- d. Prior to the hearing, the hearing officer shall notify the student and chief administrator or the chief administrator's designee(s) (that person representing the records) of the time, place and date of the hearing of the specific portion(s) of the student's educational records to be challenged in the hearing.
- e. The hearing shall be limited to a consideration of that specific portion(s) of the student's educational records being challenged.
- f. The student may be assisted by an advisor of his or her choice, including an attorney.
- g. The student and institutional official representing the educational records have the right to present evidence and witnesses directly related to that portion(s) of the educational records being challenged.
- h. The hearing officer shall keep a record of the hearing.
- i. The hearing officer must provide the student with a written notification of the disposition of the challenge including a summary of the evidence and the reason(s) for the disposition.
- j. The decision shall be based solely upon the evidence presented at the hearing.

#### 3. Remedies

- a. The records may be amended; or
- b. The records may stand in which event the student shall be notified of his or her right to place in the educational records a statement commenting upon the information in the educational records and/or setting forth any reasons for disagreeing with the decision.

D. Records not subject to inspection and review. The following records are not subject to inspection and review:

1. Financial records of the parents of the student or any information contained therein.
2. Confidential letters and statements of recommendation, which were placed in the educational records prior to January 1, 1975, provided that the letters and statements are used only for the purposes which they were specifically intended, and the letters

and statements were solicited with a written assurance of confidentiality, or sent and retained with a documented understanding of confidentiality.

3. Confidential letters or statements of recommendation, which were placed in the educational records after January 1, 1975, and for which the student has signed a waiver of access:
  - a. With respect to admission to an educational institution, or
  - b. With respect to any application for employment; or
  - c. With respect to the receipt of an honor or honorary recognition.
4. Records of instructional, supervisory and administrative personnel and educational personnel ancillary thereto which are in the sole possession of the maker thereof and which are not accessible or revealed to any other person except a substitute.
5. Records and documents maintained by the Department of Public Safety provided:
  - a. Educational records are not disclosed to personnel of the Department of Public Safety;
  - b. The records and documents of the Department of Public Safety are kept apart from the educational record;
  - c. The records are maintained solely for law enforcement purposes; and
  - d. The records are not made available to persons other than law enforcement officials of the same jurisdiction.
6. Records of a person who is employed by the institution in a position not limited to student employees when such records are made and maintained in the normal course of business, relate exclusively to such persons in that person's capacity as an employee and are not available for use for any other purpose.
7. Records created or maintained by a physician, psychiatrist, psychologist or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity, or assisting in that capacity, and which are created, maintained or used only in connection with the provision of treatment; provided, however, that such records can be personally reviewed by a physician or other appropriate professional of the student's choice.
8. Records which contain only information relating to a person after that person is no longer a student.

#### E. Disclosure of personally identifiable information from educational records.

1. Information disclosed with student's consent.

A student's educational records or personally identifiable information contained therein shall not be disclosed without the student's written consent except as provided in Section E.2.

  - a. Consent shall be given by the student in writing and be signed and dated by the student.
  - b. The written consent shall include:
    - 1) the specific records to be disclosed;

2) the reason(s) for such disclosure; and

3) the party or class of parties to whom such records will be disclosed.

- c. A copy of the records to be disclosed will be provided to the student upon request.
- d. Information disclosed shall include a written statement that the party to whom the information is disclosed shall not permit another party to have access to such information without the consent of the student, except that the personally identifiable information which is disclosed to an institution, agency or organization may be used by its officer, employees and agents, but only for the purpose for which the disclosure was made.

#### 2. Disclosure of personally identifiable information from a student's educational records without a student's consent.

- Educational records or personally identifiable information may be disclosed without the student's written consent under the following circumstances only.
- a. Directory information (student's name, local address and telephone listing, home address and telephone listing; parents or legal guardian's name, address and telephone listing; date and place of birth; major field of study; class standing; participation in officially recognized activities and sports; weight and height of members of athletic teams; dates of attendance; degrees and awards received; and the most recent previous educational institution attended by the student) after public notice is given of the categories of information to be released and the student is given a reasonable period of time to inform the institution that any or all of the categories of information should not be designated as directory information with respect to that student. Disclosure of directory information from the educational records of an individual who is no longer in attendance may be made without following procedures outlined in this section.
  - b. To other school officials, including teachers within the educational institution who have legitimate education interests (Section G).
  - c. To officials of other schools upon request, in which the student seeks or intends to enroll, provided the student receives a copy of the records, if desired, and has an opportunity to a hearing under Section C.
  - d. To authorized representatives of the comptroller general of the United States; the secretary of Education, the commissioner of education, the director of the National Institute of Education, the assistant secretary for education or state educational authorities which may be necessary in connection with the audit and evaluation of federally supported educational programs or in

connection with the enforcement of, or compliance with, the federal legal requirements which relate to these programs.

- e. To a party who is the source of, or administers financial aid applied for, or received by the students when necessary to determine the eligibility of the student for financial aid, to determine the amount of financial aid, to determine the eligibility of the student for financial aid, to determine the conditions which will be imposed regarding the financial aid or to enforce the terms or conditions of the financial aid.
  - f. To state and local officials or authorities to whom such information is specifically required to be reported or disclosed pursuant to the Ohio Revised Code adopted prior to November 19, 1974.
  - g. To organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student programs and improving instruction, provided that such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representatives of such organizations and provided such information will be destroyed when no longer needed.
  - h. To accrediting organizations in order to carry out their accrediting functions.
  - i. To appropriate parties in a health or safety emergency if the knowledge of such information is necessary to protect the health and safety of the student or other persons considering such factors as:
    - 1) the seriousness of the threat to the health or safety of the student or other persons;
    - 2) the need for the information to meet the emergency;
    - 3) whether the parties to whom the information is disclosed are in a position to deal with the emergency; and
    - 4) the extent to which time is of the essence in dealing with the emergency.
  - j. To comply with a judicial order or a lawfully issued subpoena, upon condition that a reasonable effort is made to notify the student of all such orders or subpoenas in advance of the compliance therewith.
3. *Record of information released.* Each division and/or department shall maintain a record, kept with the educational records of each student, which will indicate all parties, except those excluded herein, which have requested or obtained access to a student's educational records maintained by the division and/or department. Such records will indicate specifically the legitimate interest that each party has in obtaining this information. Such records may be inspected by the

student, by the institutional official responsible for the custody of such records or his or her assistant and by other persons authorized by Section E.2b. for the purpose of auditing the record-keeping procedure. This section does not apply:

- a. To requests by or disclosure to a student;
  - b. To requests by or disclosure to school officials under Section E.2b.;
  - c. To request for or disclosure of directory information and
  - d. If there is written consent of the student.
4. The University retains the right to review all requests for the release of information and to deny the release of such information to persons other than the student except when required to do so by law, a judicial order or a subpoena.
- F. Waiver of the right to access to certain educational records.**
1. A student or a person applying for admission may, in writing, waive his or her right to access to confidential letters or statements of recommendation described in Section F.2., except that such waiver shall apply to recommendations only if:
    - a. The applicant or student is, upon request, notified of the names of all persons making confidential recommendations; and
    - b. Such recommendations are used solely for the purpose for which they were specifically intended.Such waivers may not be required as a condition for admission to, or receipt of any services or benefits from, Bowling Green State University.
  2. The student may, under Section F.1., waive his or her right of access to confidential recommendations:
    - a. Respecting admission to any educational agency or institution;
    - b. Respecting an application for employment; and
    - c. Respecting the receipt of an honor or honorary recognition.
  3. A waiver under this section may be revoked in writing with respect to any actions occurring after the revocation.

**G. Disclosure of personally identifiable information to University officials.**

1. Personally identifiable information may be disclosed to members of the University faculty, staff or to others who through assignment or appointment act on behalf of the University as needed to fulfill their normal educational function(s), or as might otherwise be required or permitted by this policy, by policies of the Board of Trustees or by applicable federal or state laws.
2. Access to personally identifiable information by faculty, staff or by others who through assignment or appointment act on behalf of the University must be based upon legitimate educational interests including activities related to the administrative function of the University, to teaching, research, advising, committee membership, maintenance of records, preparing correspondence and reports directly related to students, preparing statistical reports, transmittal of

records, evaluation or as might otherwise be needed to fulfill the conditions of this policy, the policies of the Board of Trustees or applicable federal and state laws.

**H. Types and location of educational records and University officials responsible for records.**

1. *Admissions Office* — Director of admissions. Application for admission, high school transcripts, college transcripts, ACT scores, letters of recommendation, correspondence and BGSU student profiles.
2. *Office of the Bursar* — Bursar. Financial records of the students.
3. *College and department offices* — college deans, department chair and academic advisers (may possess all or part of the records noted below). Application for admission, applications for graduate assistantships, letters of recommendation, transcript, personal information sheets, grades, degree plans, forms for course withdrawal, drop-add forms, change of grades, college transfer, ACT profile, academic appeal forms, senior check list, information related to any incident of academic dishonesty, results of proficiency tests, correspondence, adviser records, degree programs progress forms, evaluations, graduate assistant contracts, graduate comprehensive examination, scores on standardized tests, scholarship application letters and student employee records.
4. *Graduate College* — vice provost and dean of the graduate College.
  - a. Copy of application for admission form: social security number, date of birth, gender, race, citizenship status, veteran status, foreign language facility and educational history.
  - b. Academic grade card: Grade and credit hours earned for individual courses, accumulative grade point average, major field, faculty advisor and degrees earned.
  - c. Award of employment for assistantship or fellowship: Job title, duration of contract and stipend level.
  - d. Scores on standardized tests: Verbal, quantitative and advanced test scores on graduate study in business.
  - e. Tentative degree program form: List of all graduate courses and degree requirements as they are expected to be fulfilled at the time of beginning the degree program.
  - f. Degree progress form: Documentation of dates when a student completes thesis or dissertation requirements and comprehensive examinations.
  - g. Miscellaneous correspondence: Notification of placement on academic probation or removal therefrom, responses to petitions generated by individual students and faculty members, copies of forms used to maintain records (e.g., removal of incomplete grades) and responses to various written inquiries from a student.
5. *Computer Services* — director of computer services. Custodian of computer information related to progress toward a degree,

- adviser's name, parents' names and address, date and place of birth, race, residency status, information related to the student's academic program, high school data, activities, honors and awards received, standardized test scores, financial aid, information related to admissions and accounts receivable data.
6. *Office of the Director of Standards and Procedures* — director of standards and procedures. Disciplinary records and college transfer clearance forms.
  7. *Financial Aids* — director of financial aid. Information related to the application for and receipt of financial aid.
  8. *International Student Programs* — director of international programs. Information related to the application for and admission to the University of international students.
  9. *Placement* — director of placement. Information related to placement including data sheet, letters of reference, transcript, evaluations, certifications and autobiographical sketch.
  10. *Office of the Registrar* — registrar. Information related to progress toward a degree, transcripts, standardized test scores and registration records.
  11. *Residential Services* — assistant vice president student affairs; residential services. Information related to the application for the receipt of resident assistantships, evaluation of resident advisors and graduate assistants, personal data and information cards, off-campus housing information, roommate choice requests, and application for and receipt of University housing.
  12. *Student Employment* — director of financial aid and student employment. Information related to the application for and receipt of student employment, financial aid information and evaluation of student employees.
  13. *Affirmative Action and Handicapped Services* — director of Affirmative Action. Information related to federal and state demographic profiles, discrimination, racial and sexual harassment complaints and learning disabilities documents.
- I. Maintenance of Records**
1. Separate official files shall be maintained as follows:
    - a. Academic records, supporting documents and general educational records;
    - b. Records of disciplinary proceedings;
    - c. Medical, psychiatric and counseling reports;
    - d. Financial records;
    - e. Employment records;
    - f. Placement records.
  2. Records such as grade books, advising files, recommendations and counseling notes may be kept by members of the faculty and administrative staff.
  3. Expulsion may be recorded on a student's permanent academic record to reflect a severing of the academic career. Records of any student's

disciplinary action may be maintained only in the files of the director of standards and procedures and the appropriate judicial body. Such records may be maintained for five years after clear discontinuation from the University at which time such records shall be closed.

4. No student record shall be preserved beyond graduation or other final departure from the University except as follows:
  - a. Academic records, supporting documents and general educational records may be retained indefinitely subject to the limitations on disclosure previously stated.
  - b. Financial records may be maintained so long as needed.
  - c. Medical, psychiatric and counseling records may be retained indefinitely subject to the limitations on disclosure previously stated.
  - d. Records of extracurricular activities may be retained for five years after final departure from the University.
  - e. Employment and placement records may be retained indefinitely subject to the limitations on disclosures previously stated.
  - f. Disciplinary records as provided for in section I.3.
5. No record shall be destroyed:
  - a. For which there is an outstanding request by a student to inspect or review the record pursuant to Section A;
  - b. Which is placed in the educational record by the student pursuant to a hearing under Section C.3, as long as the record or contested portion thereof is maintained by the University; and
  - c. Which is a record of access pursuant to Section E.3, as long as the educational record to which the record of access pertains is maintained by the University.

- b. Statements about examinations within the specific course, e.g., frequency, kinds, importance, and
  - c. The statement that every instance of dishonesty as defined in (a) will be reported as described elsewhere in this policy.
3. Insofar as possible, temptations to potential violators should be removed. Specific suggestions include:
    - a. Only new tests should be used. Samples of course tests may be filed in the University Library. The Library will receive, file, and make available to students through the closed reserved system all tests forwarded by the teaching faculty but will not actively procure or permanently retain such tests. (Unless otherwise requested by a teaching department the normal retention period will not exceed five years.)
    - b. When test items are similar to those used in the past, strict security should be observed so that copies of such items are not taken from the test area.
    - c. Testing of large groups should be held in places other than rooms with high density seating.
    - d. There should be provision of sufficient proctors for the group being tested. Assistance should be provided by instructors and, where necessary, by student assistants.
  4. Faculty members should exemplify the highest levels of academic honesty at all times.
  5. Cases of academic dishonesty shall be reported to the dean of the college in which the student is enrolled, to the dean of the college in which the course is taught, and to the vice president for student affairs, either by the instructor or by a student in the class where the incident occurs. A memorandum stating the nature of the report and the disposition of the case shall be sent to the Academic Honesty Committee and to the dean of students by the student's dean. The student shall be informed in writing of the charges made and of his or her rights of due process in all hearings related to the matter.
  6. Penalties for offenses are defined as follows:

Expulsion	Dismissal with no provision for readmission
Dismissal for a stated period of time	After the time has elapsed, the student may apply for readmission on same basis as any student entering from another school
Suspension for a state period of time	May not register again until stated period of time has elapsed. The student is subject to all regulations dealing with his status at the time of suspension, e.g., academic warning.
Suspended penalty	Where any of the three above stated have been totally or partially suspended, a student who subse-

## Appendix D

University policy on Academic Honesty is being revised. Any changes will be published in the BG News.

### University Policy on Academic Honesty Objectives

1. The Academic Honesty Committee has set forth the following objectives and procedures regarding academic honesty: To communicate to all members of the University Community the conviction of the University and its faculty that cheating and plagiarism are destructive to the central purposes of the University and are universally disapproved.
2. To state procedures for accomplishing the above objective by students, faculty, academic deans and the University Academic Honesty Committee.

### Procedures

1. Both students and faculty should initiate discussions which will lead to the elevation of University mores on cheating and plagiarism.
2. Each faculty member should include in his or her introduction to a course:
  - a. A statement of his or her definitions and policies with regard to cheating and plagiarism.

		<b>Offense</b>	<b>Minimum Penalty</b>	<b>Maximum Penalty</b>	<b>Original Jurisdiction</b>
	quently violates the academic honesty policy is subject not only to the penalty prescribed for that subsequent offense but also to the suspended portion of the previously imposed penalty.	Cheating or plagiarism on examinations or other assignments in a course*	Failure on examination or assignment	Failure in course	Instructor in course
Failure in course	The student should be withdrawn from the course and a grade of WF assigned.	Stealing, duplicating or selling examinations or examination books to be given	Suspension for one semester	Expulsion	Student's academic dean
Failure in part of a course (test paper, etc.)	In accordance with practices of instructor	Substitution in class for a significant period without permission	Warning (for substitute)	Suspension for one year	Student's academic dean
Warning	Assigned by the academic dean. Facts are recorded in student's record.	Substitution in an examination	Suspension for two quarters	Dismissal for one year	Student's academic dean
		Plagiarism or other forms of dishonesty, by a graduate student, associated with non-normal course material (e.g., thesis, dissertation, preliminary or comprehensive examination, field experiences)	Suspension for one semester	Expulsion	Graduate dean in consultation with instructional/faculty member responsible
		Possession and/or use of stolen examinations, papers, or other course assignments	Suspension for one semester	Expulsion	Student's academic dean
		Misrepresentation on academic credentials	Dismissal for one year	Expulsion	Student's academic dean
		Other cheating	Warning	Suspension for one semester	Student's academic dean

Each penalty shall be considered to be a punishment of greater degree than the punishments listed below it (assuming dismissal time at least as long as suspension time). Academic credit earned at another institution during a period of suspension or dismissal for violation of the University policy on academic honesty will not be accepted at Bowling Green State University.

- Penalties for first offenses shall be in accordance with the following table.
- In any case in which the maximum penalty for the alleged offense is less than suspension, the instructor having original jurisdiction shall determine the penalty. In all such cases, the faculty member shall confer with the student before assessing the penalty. The instructor shall notify the student's academic dean of the penalty imposed. The first 10 days from the date on which the student receives notice of this penalty will be a transitional period during which the student may confer with the dean in question concerning his or her case.

In any case in which the penalty for the alleged offense is suspension, dismissal, or expulsion, the academic dean having original jurisdiction shall be required before making a decision to inform the vice president for student affairs that the offense, and notify the student of the charges and of the opportunity for a hearing. The student shall have five days from receipt of the notice to request a hearing with the dean. The vice president for student affairs shall supply the academic dean having jurisdiction with any relevant information and may make a recommendation as to the disposition of the case. A penalty of suspension, dismissal, or expulsion is to be determined by the academic dean having original jurisdiction.

The student's academic dean shall in all cases of academic dishonesty notify a student of the penalty imposed. All penalties shall begin immediately upon notification of the student in writing by the academic dean of its assessment unless appealed. If appealed the assessment is to be withheld until completion of the ap-

peals process. If the original decision is upheld, the penalty will be effective as of the original date of notification. If, during the period of the hearing or the appeal a semester or term ends grades and credits of the student shall be withheld pending final resolution of the case.

- The University Academic Honesty Committee shall have appellate jurisdiction in cases of academic dishonesty and shall establish its own procedural rules. The student's academic dean shall inform the student in writing of his or her right to appeal as described below. The student will have 10 days from the date on which he or she receives notice of the penalty to file an appeal. An appeal may be based on new evidence or on procedural errors in the proceedings, leading to the assessment of the penalty. Appeals are to be sent by the student in written form to the committee, with copies to be filed with the dean of the college in which the student is enrolled, and the dean of the college in which the course is taught. The committee shall have authority to initiate review of any case, if it so desires, and shall have authority to conduct an investigation of a case de novo. The Academic Honesty Committee shall have the power to suspend a penalty in whole or in part and to impose appropriate conditions as a corollary. This power may be exercised either upon recom-

\* Purchase of research papers or employment of a person or agency to prepare such papers is considered by the Academic Honesty Committee to be equivalent to plagiarism.

mendation of the dean who imposed the penalty or in the course of the review of a case by the committee. Final appeal jurisdiction in any case rests with the president of the University.

- When violations of academic honesty are such as to escape notice at the time of their commission but are discovered at some future time, penalties may be imposed at the time the violation is discovered. The procedures governing such penalties are the same as described above. The statute of limitations on all such offenses except those involving graduate theses or dissertations shall be one calendar year from the date of graduation of the person involved. Approved by the Faculty Senate January 5, 1971 on the basis of the report of the Academic Honesty Committee Amended by the Faculty Senate February 1, 1977, February 6, 1979, and May 1, 1979.

## Appendix E - Class Attendance

The faculty believes that classroom activities are essential to learning and to the application of knowledge. The student is responsible for knowing and meeting all course requirements, including tests, assignments and class participation, as indicated by the course instructor. The instructor has no obligation to give make-up examinations or to review other

classwork missed by a student as a result of absence.

Although an instructor may accept a student's cause for an absence as a basis for making up major tests and examinations, the responsibility for making up work missed during absence rests with the student.

The student health service does not issue "sick slips" to verify illness.

## Appendix F - Final Examination Policy

This is the official policy of the University on final examinations as revised by the Faculty Senate on November 29, 1977, and authorized by the President on February 14, 1978.

1. A final examination should be given in all courses where appropriate.
2. Consistent with traditional principles of academic freedom, the faculty member or group responsible for a course shall determine whether a final examination is or is not appropriate (such as in graduate seminars, PSI instruction, etc.)
3. Ohio Board of Regents specifies that an academic semester consists of sixteen weeks. The sixteenth week of the semester at BGSU is reserved for the scheduling of final examinations.
4. Final examinations shall be administered at times scheduled for that purpose, except with specific permission of the vice president for academic affairs.\*
5. In those courses where a final examination is deemed inappropriate, faculty shall conduct other appropriate course-related activities during the period scheduled for final examination.
6. Department chairs shall be responsible for implementing this policy.

\*Permission of the office of the vice president for academic affairs may be secured by providing a memorandum in writing stating the time for which the examination is scheduled, the time at which it is desired to offer it and the reason for the change. The memorandum should also certify that the students involved agree to the change and that provision has been made for make-up in all cases of conflict. This memorandum, endorsed by the chair of the department and the dean of the college involved, should be forwarded to the office of the vice president for academic affairs. An immediate response by telephone will be confirmed in writing by the next day. Permission will not be granted to reschedule examinations except during the designated final examination period. No permission from the office of the vice president for academic affairs is required in order to provide a make-up examination for one or two students on the grounds of conflict or other urgent reasons for being absent from the final examination.

## Appendix G - Sexual Harassment Policy

### Policy Statement

It is the policy of Bowling Green State University that sexual harassment will not be condoned. This policy applies equally to faculty, administrative and classified staff and students and is in keeping with the spirit and intent of guidelines on discrimination because of sex.

### Policy Guidelines and Procedures

#### A. Definition

Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic pursuits;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment or

academic decisions affecting such individual; or

3. Such conduct has the purpose or effect of unreasonably interfering with an individual's employment or academic performance or creating an intimidating, hostile or offensive working or educational environment.

#### B. Regulations

1. It is a violation of University policy for any member of the faculty, administrative and classified staff or student body to engage in sexual harassment as defined in Section A.
2. It is a violation of University policy to retaliate against anyone bringing forth an honestly perceived complaint of sexual harassment.

#### C. Responsibilities

1. On a University-wide basis, the Office of Affirmative Action is responsible for the coordination and implementation of Bowling Green State University's sexual harassment policy. This office will serve as the resource with regard to all matters of this nature.
2. Each dean, director, department chair and administrative head of an operational unit is responsible for the dissemination and implementation of this policy within his or her area of responsibility. Persons at this level are also responsible for referring reported incidents of sexual harassment to the Office of Affirmative Action.
3. It is expected that each faculty member, administrative staff member and classified staff member will ensure adherence to this policy within his or her area of responsibility. Such efforts are largely a matter of faith.
4. It is the responsibility of all members of the University community to discourage sexual harassment, report such incidents and cooperate in any investigation which might result.

#### D. Grievance Procedures

The procedures outlined below are designed to provide sufficient flexibility in which to deal with the wide range of incidents which fall under the term "sexual harassment." They are intended to be responsible for the particular situation at hand and will be as formal or informal as the allegations under review indicate.

##### 1. Procedures for the Complainant

- a. Any individual who believes that he or she has been sexually harassed should contact the Office of Affirmative Action. Staff in this office will initially discuss the matter with the complainant to ascertain, as fully as possible the validity of the charges and the scope of the problem. At this time, it will be determined if there is a basis for investigation.
  - b. Initial discussions with staff in the Office of Affirmative Action would not make reference to the name of any accused person unless the complainant is ready to file a formal complaint and proceed with an investigation.
  - c. Before the Office can begin its investigation, the allegations must be submitted, in writing, to the director of affirmative action. Until this occurs, the matter will not be discussed with anyone other than the complainant.
- d. An investigation will be conducted by a staff person in the Office of Affirmative Action only if the complainant has filed a formal, written complaint.
  - e. The role of the Office of Affirmative Action in the processing of the complaint will include, but is not limited to, the following:
    - 1) consultation with the complainant;
    - 2) discussion with appropriate persons suggested by the complainant who may have knowledge of the situation and can be of assistance in establishing the facts of the complaint; and
    - 3) preparing a complete investigative report of the complaint. This report will include recommendations for resolution. It will be submitted in writing to the appropriate vice president for appropriate administrative action. A copy will also be sent to the complainant and the respondent.
  - f. If the complainant is not satisfied with the action taken by the appropriate vice president, he or she may appeal, in writing, to the President of the University. The appeal must be filed within seven (7) calendar days of notification of the appropriate vice president's decision. The President will review the appeal and respond, in writing, to all parties - respondent, complainant, director of affirmative action and the appropriate vice president - concerning his or her disposition of the appeal. This must be done within ten (10) calendar days after receiving the appeal.
2. Procedure for the Respondent
    - a. Investigations regarding alleged instances of sexual harassment will be conducted by staff in the Office of Affirmative Action only if a formal, written complaint has been filed with the director of affirmative action.
    - b. The role of the Office of Affirmative Action in the processing of the complaint will include, but is not limited to, the following:
      - v) consultation with the respondent;
      - 2) discussion with appropriate persons suggested by the respondent who may have knowledge of the situation and can be of assistance in establishing the facts of the complaint; and
      - 3) preparing a complete investigative report of the complaint. This report will include recommendations for resolution. It will be submitted, in writing, to the appropriate vice president for appropriate administrative action. A copy will also be sent to the complainant and the respondent.
    - c. If the respondent is not satisfied with the action taken by the appropriate vice president, he or she may appeal, in writing, to the President of the University. The appeal must be filed within seven (7) calendar days of the notification of the appropriate vice president's decision. The President will review



the appeal and respond, in writing, to all parties - respondent, complainant, director of affirmative action and the appropriate vice president - concerning his or her disposition of the appeal. This must be done within ten (10) calendar days after the appeal.

### 3. Principles

In investigating complaints of sexual harassment, the following principles will be adhered to:

- a. Each complaint will be handled on an individual, case-by-case basis, taking a look at the record as a whole and at the totality of circumstances;
- b. The investigation will be conducted as fairly and expeditiously as possible;
- c. In investigating complaints of sexual harassment, confidentiality will be accorded the utmost respect for both the complainant and the respondent;
- d. An individual bringing forth an honestly perceived complaint of sexual harassment will not suffer any type of retaliation regardless of the outcome of the complaint; and
- e. The complaint will be resolved in a manner which is consistent with this policy and also fair and equitable to all parties concerned.

## Appendix H - Racial and Ethnic Harassment Policy

The policy of Bowling Green State University is that racial and ethnic harassment will not be condoned. Moreover, the University will use its influence to encourage the community at large to treat its students, faculty and staff and affiliated visitors in a manner consistent with the principles of this policy. The policy is in keeping with the spirit and intent of federal, state, municipal and University guidelines governing racial discrimination.

### A. Definition

Racial and ethnic harassment constitutes any physical or verbal behavior that subjects an individual to an intimidating, hostile or offensive educational, employment or living environment. Such harassment:

1. denigrates or stereotypes an individual because of his or her racial or ethnic affiliation;
2. demeans or slurs an individual through pictorial illustrations, graffiti or written documents or material because of his or her racial or ethnic affiliation;
3. makes unwarranted and disparaging references or innuendos in attributing an individual's personal conduct, habit or lifestyle to his or her racial or ethnic affiliation.

### B. Regulations

1. It is a violation of University policy and the Student Code for any member of the faculty, administrative and classified staff or student body to engage in harassment, as is defined in Section I.
2. It is a violation of University policy to retaliate against anyone bringing forth an honestly perceived complaint of racial or ethnic harassment.

### C. Responsibilities

1. On a University-wide basis, the Affirmative Action Office is responsible for the coordination and implementation of Bowling Green State University's Racial and Ethnic Harassment Policy. This office will serve as the resource with regard to all matters of this nature.
2. Each dean, director, department chair, and administrative head of an operational unit is responsible for the dissemination and implementation of this policy within his or her area of responsibility. Persons at this level are also responsible for referring reported unresolved incidents of racial and ethnic harassment to the Affirmative Action Office.
3. As a University policy, it is the responsibility of each faculty member, administrative staff member and classified staff member to ensure adherence to this policy within his or her area of responsibility.
4. It is the responsibility of all members of the University community to discourage harassment, report such incidents and cooperate in any investigation which might result.

### D. Grievance Procedures

The procedures outlined below are designed to provide sufficient flexibility in which to deal with allegations of racial or ethnic harassment. They are intended to be responsive to particular situations and to be as formal or informal as allegations dictate.

#### 1. Procedure for the Complainant

- a. Any individual who believes that he or she has been racially or ethnically harassed should contact the Affirmative Action Office. Staff in this office initially will discuss the matter with the complainant to ascertain, as fully as possible, the validity of the charges and the scope of the problem. At this time, it will be determined if there is a basis for investigation.
- b. Initial discussion with staff in the Affirmative Action Office should not make reference to the name of any accused person unless the complainant is ready to file a formal complaint and proceed with an investigation.
- c. Before the Office can begin its investigation, the allegations must be submitted, in writing, to the Director of Affirmative Action. Until this occurs, the matter will not be discussed with anyone other than the complainant.
- d. An investigation will be conducted by a staff person in the Affirmative Action Office only if the complainant has filed a formal, written complaint.
- e. The role of the Affirmative Action Office in the processing of the complaint will include, but is not limited to the following:
  - (1) consultation with the complainant.
  - (2) discussion with appropriate persons suggested by the complainant who may have knowledge of the situation and can be of assistance in establishing the facts of the complaint.

- (3) preparing a complete investigative report of the complaint. This report will include recommendations for resolution. It will be submitted, in writing, to the appropriate Vice President for administrative action. A copy will also be sent to the complainant and the respondent.

- f. If the complainant is not satisfied with the action taken by the Vice President, he or she may appeal, in writing, to the President of the University. The appeal must be filed within seven (7) calendar days of notification of the appropriate Vice President's action. The President will review the appeal and respond, in writing, to all parties — respondent, complainant, Director of Affirmative Action, and the Vice President — concerning his or her disposition of the appeal. This must be done within ten (10) calendar days after receiving the appeal.

#### 2. Procedure for the Respondent

- a. Investigations regarding alleged instances of harassment will be conducted by staff in the Affirmative Action Office only if a formal, written complaint has been filed with the Director of Affirmative Action.
- b. The role of the Affirmative Action Office in the processing of the complaint will include, but is not limited to the following:

- (1) consultation with the respondent,
- (2) discussion with the appropriate persons suggested by respondent who may have knowledge of the situation and can be of assistance in establishing the facts of the complaint.
- (3) preparing a complete investigative report of the complaint. This report will include recommendations for resolution. It will be submitted, in writing, to the Vice President for appropriate administrative action. A copy will also be sent to the complainant and the respondent.

- c. If the respondent is not satisfied with the action by the Vice President, he or she may appeal, in writing, to the President of the University. The appeal must be filed within seven (7) calendar days of the notification of the Vice President's action. The President will review the appeal and respond, in writing, to all parties — respondent, complainant, Director of Affirmative Action, and the Vice President — concerning his or her disposition of the appeal. This must be done within ten (10) calendar days after the appeal.

### 3. Principles

In investigating complaints of racial or ethnic harassment, the following principles will be adhered to:

- a. Each complaint will be handled on an individual, case-by-case basis, considering the complete record and all relevant circumstances.
- b. Investigation will be conducted as fairly and exceptionally as possible.

- c. In investigating complaints of racial or ethnic harassment, complete confidentiality will be maintained in consideration of both the complainant and the respondent.
- d. An individual bringing forth a complaint of racial or ethnic harassment will not suffer any type of retaliation regardless of the outcome of the complaint.
- e. The complaint will be resolved in a manner which is consistent with this policy and also fair and equitable to all parties concerned.
- f. Nothing in this policy should be interpreted as interfering with the practice of academic freedom at Bowling Green State University.
- g. The purpose of this policy is to end racial and ethnic harassment, and therefore it may not be used by a complainant to achieve personal goals not in conformity with the purpose of this policy.

Passed by Equal Opportunity Committee on 1/24/85.

Passed by Faculty Senate on 3/18/85.

Revisions passed by Equal Opportunity Committee on 3/25/85.

## Appendix I - University Hazing Policy

### A. Assumptions

1. Membership-related activities should be kept within properly reserved space. The activity must not interfere with the rights and activities of others and should always reflect the best interests of the members of the organization it represents and the University community as a whole.
2. The negligence or consent of the student/participant or any assumption of risk by the student/participant is not a defense to an action brought pursuant to this policy.
3. All Bowling Green State University recognized/registered student organizations and individuals will abide by this policy.
4. Individuals and/or organizations, including groups and organizations that encourage or promote violations, are responsible for any group activity in the event the hazing policy is violated. Violations will result in University disciplinary action or court action.

### B. Implementation

1. The officers, primarily the president or chairperson, of each organization are responsible for informing members (pledges, associate members, affiliates, guests) of the above policy. The policy will be read by the president or chairperson to the membership at the first meeting of the organization each semester and will be posted in a prominent place for the members to see.
2. Any person (pledge, associate member, member, affiliate, guest, University staff/faculty member) suffering or witnessing an action in violation of this policy is required to report the incident to appropriate University officials. Appropriate University disciplinary procedures

and municipal and state statutes are applicable, including Ohio Revised Code sections 3345.23, 2307.44 and 2903.31.

3. All student organizations must file the Hazing Compliance Form with the Office of the Chief Student Affairs Officer or the Chief Student Affairs Officer's designee by September 15 of each year to certify recognition of and compliance with the University Hazing Policy.
4. In all cases of alleged violations of this policy, faculty and alumni advisors and the national/international headquarters of any organization will be notified. During the period of investigation, all pledge/associate member activities of the organization shall be suspended.

### C. Definition

Bowling Green State University defines hazing as:

Any mental or physical requirement, request or obligation placed upon any person (a pledge, associate member, member, affiliate, guest) which could cause discomfort, pain, fright, disgrace, injury or which is personally degrading or which violates any federal, state, local statute or University policy.

Enforcement of the above definition shall include, but not be limited to, the following:

1. In cases where activities occur in a campus living unit, the hall director/unit director must approve the activity at least 24 hours prior to the event.
2. The chair of the group (president, pledge/associate member educator, etc.) and the adviser must approve all membership-related activities at least 24 hours prior to the event.
3. All pledge/associate member activities which are non-academic in nature must end ten days prior to final exams each semester.
4. Actions and activities which are explicitly prohibited include but are not limited to the following:
  - a. Forcing, requiring or endorsing pledges/associate members to drink alcohol or any other substance;
  - b. The unauthorized or illegal use of alcohol in any form or quantity during any new member activity.
  - c. The eating of spoiled foods or raw onions, goldfish or anything an individual refuses to eat;
  - d. Dropping food (eggs, grapes, liver, etc.) into mouths;
  - e. Calisthenics; such as sit-ups, push-ups and runs;
  - f. Chairings, "polings," pledge walks or other similar "traditional" activities;
  - g. Branding;
  - h. Causing excessive fatigue through physical and psychological shocks;
  - i. Paddle swats of any nature;
  - j. Pushing, shoving or tackling or any other physical abuse;
  - k. Unauthorized line-ups of any nature;
  - l. Throwing anything (whipped cream, garbage, water, paint, etc.) at an individual;
  - m. Theft of any property under any circumstances;

- n. Assigning or endorsing "pranks," such as stealing, party raids, harassing another organization;
- o. Defacing trees, grounds or buildings;
- p. Conducting a new member-related activity between the hours of 1 and 7 a.m. or awakening individuals during these hours;
- q. Permitting less than six continuous hours of sleep for associates/pledges each night;
- r. Engaging in unauthorized activity which involves compelling an individual or group to remain at a certain place or transporting anyone anywhere, within or outside the City of Bowling Green (road trips, kidnaps);
- s. Conducting unauthorized quests, treasure hunts, scavenger hunts, paddle hunts, big sister or little sister hunts;
- t. Conducting activities which do not allow adequate time for study during pre-initiation or initiation periods;
- u. Expecting participation in an activity that the full members will not do;
- v. Deceiving new members prior to the ritual designed to convince an associate/pledge that he/she will not be initiated or will be hurt;
- w. Requiring pledges/associate members to "march" in formation;
- x. Carrying of items such as coconuts, helmets, swords, burlap bags, shields, paddles, rocks, dog collars, bricks, etc.;
- y. Publicly wearing apparel which is conspicuous and not "normally" in good taste;
- z. Yelling and screaming at associates/pledges;
- aa. Calling associates/pledges demeaning names (scum, etc.);
- bb. Requiring or endorsing the pledges/associate members to yell when entering or leaving the chapter house;
- cc. Playing extremely loud music or music repeated over and over or any other audible harassment;
- dd. Not permitting pledges, associate members to talk for extended periods of time;
- ee. Engaging in public stunts and buffoonery;
- ff. Requiring or encouraging pledges/associate members to act like animals or other objects;
- gg. Nudity at any time;
- hh. Members messing up the house or a room for the associate members/pledges to clean.
- ii. Pledge/associate members messing up the house;
- jj. Running personal errands (servitude); or
- kk. Forcing, requiring or endorsing pledges/associate members to violate any University or national/international policy or any local, state or federal law.

### D. Jurisdiction

Original jurisdiction for cases involving violations of this policy shall conform to section XII of the Code.

## E. Sanctions

Sanctions applicable for violations of this policy shall conform to section XII of the Code.

## Appendix J - University Policy for Events Where Alcohol Is Present

At events where alcohol is used, served, sold, consumed, or possessed, the following guidelines must be observed by temporary permit holders and/or non-permit holders:

### I. GENERAL

- a. All State and local laws must be observed.
- b. All University rules and regulations must be observed and enforced.
- c. Alcoholic beverages must be served by assigned individuals legally able to do so. Participants may not serve themselves.
- d. Each person attending the event must provide a picture identification at the entrance to event. Persons admitted will be marked in an easily visible manner to indicate age.
- e. Monitors identified in an easily visible manner must be present at all events. Monitors must be **19** years of age or older. Monitors must not drink on duty and must not be in an intoxicated condition when reporting for duty.
- f. A non-alcoholic beverage must be present at all events at all times.
- g. Food must be available in an amount adequate to last through the entire event.
- h. A University staff member may not register, nor be the responsible University person, for an event sponsored by a student organization at which alcohol is served/sold.
- i. Alcohol is not to be taken from the event area. Individuals doing so will be in violation of the open container laws of the state of Ohio and are subject to arrest.
- j. The number of persons attending an event is limited by fire and safety regulations regarding capacity limits of the area as set by the Bowling Green Fire Department.
- k. The event must be held in a designated/approved area.
- l. Violations of these regulations related to use and sale of alcoholic beverages will result in immediate termination of the event, cancellation of such events for the sponsoring group for a maximum of one calendar year, and referral to the appropriate agency for disciplinary action.
- m. The responsible person has overall supervisory duties for the event, including: registration of the event; solicitation, training and supervision of monitors; ensuring that all aspects of the event comply with university policy and state law; and making sure the facilities used are cleaned after the event.

### TYPES OF EVENTS

- A. A private event is an event:
  1. at which alcohol is served but not sold.
  2. where a specific group of persons are invited.

3. where persons under **19** years of age may be present, but may not consume alcoholic beverages.
4. where a guest list is prepared and submitted in advance to the appropriate department.
5. where only those persons listed on the guest list are permitted to enter the event.
6. at which at least 50 percent of those individuals in attendance must be **19** years of age or older in order to have alcohol present.
7. which has one (1) monitor for every 20 people in attendance.
8. where the amount of alcohol present is determined based on the number of individuals of the legal drinking age. One keg per 50 people of the legal drinking age will be the standard.
9. where twenty (20) percent of the total quantity of beverage must be non-alcoholic.
10. which may have beer, malt liquor, wine, wine coolers, mixed beverages and spiritous liquor present.

### B. A public event is an event:

1. at which beer is sold.
2. that is open to persons **19** years of age or older.
3. at which alcohol is served in a designated area.
4. which has one (1) monitor for every fifty (50) people at the event.
5. that has a minimum of two (2) police officers present at all times, hired by the sponsoring group. The required number of officers present will be determined by the director of Public Safety.
6. where ten (10) percent of the total quantity of beverage present must be non-alcoholic.
7. for which the proper permits must be obtained from the Department of Liquor Control of Ohio. (Issuance of the permit is solely within the province of that department and subject to its rules and regulations. No more than two such permits may be issued to the same applicant in any thirty-day period. Application forms are available in 425 Student Services Building; in the Office of the assistant vice-president for student affairs; University student activities; and in the Office of Space Assignments, University Union.)
8. which must be registered in the Office of Student Activities and Orientation and the appropriate department **prior** to the booking of space with the Office of Space Assignments when it is an all-campus event.
9. which will not normally be scheduled from Sunday through Thursday and will not be scheduled the week prior to and during final examinations when it is all-campus event and when beer is served/sold.
10. where beer will not be served/sold later than 1:00 a.m. when it is an all-campus event. The maximum time for an event at which beer is served is four hours.

11. where advertising is not permitted off campus. Advertising must not state the price or quantity of the beer available. The organization sponsoring the event must be stated in all advertising.
12. which must be held in an indoor facility when it is an all-campus event and when beer is served/sold. Exceptions may be approved for special events by the chief student affairs officer. As condition for an exception, the following guidelines must be maintained:

- a. The entire area used must be fenced off by a double snow fence fencing system with ten (10) feet of space between the rows. Arrangements must be made by and costs paid by the sponsoring group.
- b. All groups sponsoring all-campus outdoor events at which beer is served must provide and pay for security personnel to be present through the event. A minimum of two bonafide police officers must be present. However, the number of officers required will be determined by the Director of Public Safety.
- c. Bathroom facilities, based on estimated crowd size, must be provided by the sponsoring group.
- d. The University guidelines governing the use of alcohol must be observed.

13. may only have beer present. Only alcoholic beverages supplied by the sponsoring organization may be in the designated area.

### III. DEPARTMENTAL POLICY

- A. Individual departments will establish specific written policies and procedures for the implementation of the University guidelines. All groups which utilize University facilities to sponsor functions where alcohol is present are expected to conduct themselves in accordance with civil law and University alcohol policy. Nonetheless, differences in the definition and implementation of procedures to ensure that behavior conforms to appropriate constraints is reasonable and should be acknowledged. Enforcement strategies employed by non-student sponsoring groups, i.e. faculty, alumni, conferences, presumably will be different from those utilized by student sponsoring groups. All sponsoring groups are responsible/accountable for the behavior of those who attend their functions.
- B. The chief student affairs officer of her designee will review all departmental alcohol policies and procedures for:
  1. consistency with the general University guidelines;
  2. consistency in all areas of campus;
  3. assurance that the submitted policies and procedures are implemented; and
  4. assurance that all persons/groups apprehended for violation of civil laws/University policies will be

held accountable, and appropriate jurisdictions and due process will prevail.

- C. The chief student affairs officer shall be responsible for:
1. keeping a file of all current departmental policies and procedures;
  2. updating the file annually; and
  3. placing in the reserve section of the main library a copy of both University guidelines and the departmental policies and procedures; and
  4. granting exceptions to this policy. All exceptions must comply with state law.

#### Definitions:

**Private:** An event at which alcohol is served but not sold; where a specific group of persons are invited; that is held in a designated/approved area; where the number of persons involved does not exceed the legal occupancy capacity of the room; where a guest list is prepared and submitted in advance; where only those persons listed on the guest list are permitted to enter the event; and where people under the age of 19 may be present, but may not consume alcoholic beverages.

**Public:** An event at which alcohol is sold; that is open to persons 19 years of age or older; that has the proper liquor permit(s) from the State of Ohio; and that is held in a designated area in an indoor facility where the number of individuals attending does not exceed the legal occupancy capacity. Holders of a D-5 permit will comply with the state laws applying to such permit holders.

**Note:** The age requirements for possession and consumption of alcoholic beverages are governed by Ohio state law. The current age requirements may change by action of the state legislature. Any such changes will be published in the *BG News* as amendments to this policy.

## Appendix K - Sponsored Events by Companies or Corporations with University Divisions and Registered Organizations

### A. Sponsored Event

1. A sponsored event or activity is one held or promoted by a Bowling Green State University division or registered student organization for which financial assistance, direct or indirect, is to be provided by external organizations.
2. The term sponsored event does not include the solicitation of or advertising in ongoing publications of the University nor to Athletic Department activities for which criteria are established by that department and the NCAA rules.

### B. Criteria for Selection of Sponsors

1. Sponsorship will be permitted in accordance with University rules and regulations.
2. The University division/registered student organization will be accountable

for the control of the sponsored event ensuring adherence with all University rules and regulations.

3. Sponsored events should lend themselves to the stated goals of the University division/registered student organization and should be consistent with the University's educational objectives, mission and image.
4. Events sponsored by alcohol (to exclude beer and wine) or cigarette companies are prohibited. This list is not exhaustive.
5. The University division/registered student organization must maintain first billing for sponsorship in all advertising so that exclusive or continuing sponsorship is not indicated. Such statements may read: "...organization presents in cooperation with" or "...organization presents with the support of."

### C. Selection

1. The University division/registered student organization will outline the appropriate mechanism for recognition of the sponsor's contribution to the event. Each offer of sponsorship will be reviewed and weighed on its own merit by the University division/registered student organization. A decision will be made by the assistant vice president student affairs; student activities and orientation. Decisions may be appealed to the Sponsored Events Review Committee.
2. Penalties for any violations will be in accordance with the Student Code.

### D. Sponsored Events Review Committee

1. A review committee composed of students, faculty and staff, chaired by the chief student affairs officer or the chief student affairs officer's designee, will monitor sponsored activities, act as an advisor when needed and lend institutional consistency to the implementation of such sponsorship. The committee will also serve as an appeals board to review decisions concerning sponsorship with University division/registered student organizations.

### E. Exceptions

Exceptions to this policy may be made by the chief student affairs officer or the chief student affairs officer's designee.

## Appendix L - Organizations

The Office of Student Activities and Orientation will register social, service, special interest, professional organizations, club sports and honoraries based on the following policies:

### A. Tentative Registration

1. Groups desiring to be registered must submit to the Office of Student Activities and Orientation a petition for new organization containing the following:
  - a. Proposed name of the organization;
  - b. Proposed purpose of the organization;
  - c. A list of sponsoring individuals including addresses and phone numbers. All sponsoring students must be in good academic standing;
  - d. The name of the faculty or staff adviser; and

e. A statement as to how the group's finances will be handled.

Once this petition is received and approved by the assistant vice president student affairs; University Student Activities, the group will be granted tentative registration for a period not to exceed thirty days. Tentative registration shall allow organizers access to University facilities for the express purpose of holding organizational meetings.

### B. Initial Registration of Student Organization

1. Initial registration of a new group will be accomplished when:
  - a. The requirements for temporary registration have been met.
  - b. A constitution has been submitted to and approved by the assistant vice president student affairs; university student activities which contains, but is not limited to, the following information:
    - 1) name of organization;
    - 2) affiliation with other group (local, state, national, etc.);
    - 3) purpose, aims, functions of the organization;
    - 4) membership requirements (how determined, who's eligible, etc.);
    - 5) adviser (term of service, how selected);
    - 6) officers (titles, term of office, how and when elected);
    - 7) meetings (frequency, special meetings and who calls them);
    - 8) quorum (number of members required to transact business);
    - 9) referendum and recall (procedures and handling);
    - 10) amendments (means of proposal, notice required, and voting requirements); and
    - 11) ratification (requirements for adopting the constitution).
  - c. An annual Student Organization Registration Form has been submitted listing the following:
    - 1) group's name;
    - 2) officer's names, current addresses and phone numbers;
    - 3) adviser's name, campus address, and phone number;
    - 4) meeting time and place;
    - 5) date of election; and
    - 6) a short description of the purpose of the group.

2. If the group is a chapter of an external organization, copies of the constitution and by-laws of the parent group must be on file with the Office of Student Activities and Orientation.

### C. Continuing Registration of Student Organizations

In order to retain their registered status, groups, which plan to be active during the academic year or the academic year and summer term, must submit an annual Student Organization Registration Form to the Office of Student Activities and Orientation during the first two weeks of fall semester. Groups failing to submit the Registration Form will be considered inactive until such time as the form is submitted. Inactive groups are not entitled to the privileges granted registered groups as stated in section (below).

### D. Club Sports

1. Student organizations which plan to function as a club sport, in addition to registering with the Office of Stu-

dent Activities and Orientation, are also required to file forms with the Club Sports office. These forms must be completed prior to the above-mentioned registration process.

#### Honoraries

1. Groups seeking registered organizational status as an honorary must first be approved by the University Honors and Awards Committee.

#### F. Exclusions

1. Organizations excluded from registration requirements under this policy with the Office of Student Activities and Orientation are those representing duly constituted governance bodies, residence units, fraternities and sororities, University appointed groups and other organizations not desiring the privileges offered registered groups.

#### G. Privileges of Registered Student Organizations

Registered student organizations shall be permitted:

1. To apply for use of University space through the Space Assignments Office;
2. To apply for University funding through the Advisory Committee on General Fee Allocations (ACGFA);
3. To establish financial accounts through the Bursar's Office;
4. To use the services of the Student Activities and Orientation Office;
5. To participate in the annual Student Organizations Fair; and
6. To be listed in the Student Organizations Directory published by the Office of Student Activities and Orientation.
7. To have access to a mailbox in the Student Activities and Orientation office.
8. To claim their affiliation with the university (see section H, 7).

#### H. Regulations Governing Student Organizations

1. Organizations shall not discriminate in their activities, programs, operations or membership selection on the basis of race, color, sex, religion, national origin, handicap or sexual preference. (Social fraternities and sororities recognized by Greek Life are exempt from Federal Title IX restrictions in regards to discrimination by sex.)
2. Officers of organizations must be currently enrolled students in good academic standing with the University.
3. It is the duty of the chief officer of the organization to keep the adviser of the organization informed of the group's activities.
4. Organizations shall inform the Office of Student Activities and Orientation of any changes in the officers or their constitution within 15 days of the change.
5. Hazing, in any form, is prohibited. (See Appendix I of the Code).
6. The University shall not be responsible for any contracts entered into by the organization or any debts incurred by an organization.
7. Use of University name:
  - a. No student organization may use the University's name or trademarks without the express

authorization of the University except to identify University affiliation.

- b. University approval or disapproval of any political or social issue may not be stated or implied by any organization.
  - c. In the event that the name of the University is used in a letterhead on organizational stationery or appears on organizational publications or advertisements, it must appear below the name of the organization and in smaller type.
  - d. Official letterhead stationery, logo or seal of the University may not be used in any way without written permission of the assistant vice president student affairs; university student activities who will act as liaison with the Office of Public Relations.
- I. Denial or Loss of Registration  
The assistant vice president student affairs; university student activities may deny registration to groups and organizations may lose registration for any of the following reasons:
    1. Failure to submit the yearly Organization Registration Form;
    2. Failure to notify Student Activities and Orientation of changes in officers, their addresses or their phone numbers, or the constitution of the organization within 15 days of said change;
    3. Providing false information on any required form;
    4. Misuse of University facilities;
    5. Failure to pay outstanding debts incurred in the name of the organization;
    6. Failure to adhere to stated purposes of the organization's constitution and by-laws;
    7. A request from the organization to no longer be registered;
    8. Violation of University regulations;
    9. If the purpose of the organization is determined by the assistant vice president student affairs; university student activities to be in conflict with University policies or state and federal regulations; or
    10. If a group that already exists has the same general purpose as that proposed.
  - J. Advisers  
For purposes of continuity, direction, counseling and fiscal responsibility, each organization must have an adviser who is either a faculty member or staff member of Bowling Green State University. Exceptions to this rule may be made through the Office of Student Activities and Orientation.
  - L. Financial Affairs
    1. As indicated in part F of this section, any registered student organization may apply for funds through the Advisory Committee on General Fee Allocations. These allocations are made once a year and are intended for use throughout the year as opposed to a single project. Organizations which are funded by the University shall not have the money received from ACGFA in an off-campus bank account. ACGFA money shall be subject to the rules and regulations of the state and University and are subject to audit.

Student organizations are encouraged to raise money to supplement money received from ACGFA. When organizations use ACGFA money to sponsor an income-producing program (e.g., admission charge), that portion of the income equal to the ACGFA money expended shall be deposited in the organization's University account. Income raised that is in excess of the ACGFA money expended, or income raised by the organization that does not involve the expenditure of ACGFA funds, shall be under the dominion and control of the organization subject to audit procedures agreed upon by the University and the organization; provided, however, that all income raised by cultural events, student activities, University Activities Organizations and university intramurals shall be deposited to their respective University accounts.

2. Student organizations desiring to be considered for funding by the Advisory Committee for General Fee Allocations must be registered and comply with Appendix L, Section C during fall semester.

#### M. Confidentiality of Registration Material

All material contained in the Student Activities and Orientation Office files for individual organizations will be considered non-confidential unless so noted by the group or its members at the time of registration. Such information includes, but is not limited to, constitution; adviser's name, address and phone number; officers' names, addresses and phone numbers.

#### N. Social Fraternities and Sororities

Students are free to organize and join social fraternities and social sororities providing these social fraternities and social sororities:

1. Are organized for legal purposes;
2. Do not conflict with the University's educational purpose;
3. Maintain membership in good standing with the appropriate governing council; and
4. Meet all other requirements for affiliation with the University as a social fraternity or social sorority.

### Appendix M - Policy On Posters, Notices, Handbills, Flyers and Banners

- A. Students, faculty, staff and registered University organizations may post announcements on the University's general purpose bulletin boards and kiosks. Such announcements should be limited to one per bulletin board and one per side of a kiosk. Announcements should indicate the name of the sponsoring individual or organization.
- B. Use of departmental bulletin boards will be in accordance with the rules of the department.
- C. The use of tape, paint, chalk or other substance used to convey a message on University property (to include buildings, sidewalks and signs) is prohibited.
- D. Banners may be displayed in the Union Oval with permission from Space Assignments. Banners must be secured

with rope only and must be removed by the sponsor upon the conclusion of the event. No banner will be displayed for more than one week.

- E. Distribution of announcements in University residence units are subject to the approval of Residential Services. The usage of table tents in campus dining facilities must be approved by Food Operations (Centrex Building) before approaching individual dining hall managers.
- F. Information on kiosks and general bulletin boards will be removed every Monday. New material may be placed on boards on a first come, first accommodated basis.
- G. Sic Sic, the campus spirit organization started under President Prout, will be exempt from this policy in regards to the displaying of their weekly spirit signs.
- H. Sanctions to be initiated for violators of the policy on posters, notices, handbills, flyers and banners.
  - 1. Individuals caught defacing University property, i.e. illegally using University property for the displaying of information, will be referred to the appropriate body for disciplinary action.
  - 2. The individual or group identified as displaying material illegally will be given notice to remove completely said material within 24 hours. If not removed, paid personnel will be hired to remove the information and the group or individual will be billed the cost of the removal.
  - 3. Property damaged by the illegal display of material will be repaired or replaced at cost to the individual or group responsible.

## Appendix N - Guest Speakers

- 1. It is the policy of the University to foster a spirit of free inquiry and to encourage the timely discussion of the broad range of issues provided that the views expressed are stated openly and are subject to critical evaluation. Within our prevailing standards of decency and honesty, this policy shall be construed to mean that no topic or issue is too controversial for intelligent discussion on the campus. Restraints on free inquiry should be held to that minimum which is consistent with preserving an organized society in which change is accomplished by peaceful, democratic means.
- 2. To this end, a registered student organization may invite guest speakers to the campus to address meetings subject only to the following provisions:
  - a. Space for the event must be registered with the Office of Space Assignments if University facilities and services are to be used. Individuals or registered student organizations interested in planning an all-campus event are urged to contact an adviser or the assistant vice president student affairs; student activities and orientation for assistance in making these arrangements.
  - b. Sponsorship must be by a registered student organization.
  - c. It must be made clear that the student organization, not the University, is extending the invitation and that any views the speaker may express are his or her own and not those of the University.
  - d. The student organization must take whatever steps are necessary to ensure that the meeting is conducted in an orderly manner.

- e. The student organization is encouraged to provide means for critical evaluation of the speaker's view, which might include an open question period following the speaker's presentation.
- f. The student organization must comply with any and all conditions for the orderly and scholarly conduct of the meetings as prescribed in Appendix N as well as the Ohio Revised Code.

## Appendix O - Assemblies

- 1. Students and student organizations may express their opinions both publicly and privately. They are free to support causes in either a planned or spontaneous manner, providing they do not disrupt the regular and essential operation of the institution. Students abuse this right when they damage property or interfere with the rights of others.
- 2. The University Space Assignments Office is available to register a planned activity and to designate indoor or outdoor locations where such assemblies can be held. Through registration, the University will endeavor to provide adequate facilities and security. It is the responsibility of organizers and/or sponsors of any meeting, rally, procession or demonstration to ensure that the activity does not disrupt other University functions.
- 3. A disturbance is defined as follows:
  - a. Any activity or conduct substantially interfering with or disrupting the lawful activity of others.
  - b. Any activity or conduct accompanied by a clear and present danger of personal injury or property damage.
  - c. Any activity or conduct which violates any regulations enumerated in Section VI of this Code.
- 4. Although normal police protection is assumed at all times, groups registering demonstrations may request special police attention by advising the Department of Public Safety of such activities in advance. For many practical reasons, absolute integrity of person and property cannot be guaranteed - especially in a mob or crowd situation.

## Appendix P - University Policy on Fund Raising on the Campus

- A. Campus regulations shall permit fund raising by registered University organizations. Except for limited purposes and groups to whom the President or the President's designee have given approval in advance, non-University groups may not use the campus or raise funds on the campus. Pursuant to these policies, University facilities are available without charge to recognized University organizations for non-commercial events such as: scholarship funds, loan funds, development of University facilities, expansion of research and teaching service activities of University departments and agencies, and other events approved by the assistant vice president student affairs; student activities and orientation.
- B. All on-campus drives for funds for community welfare agencies shall be approved by the President or the President's designee. University facilities may not be used without approval for community welfare drives.
- C. Types of fund raising activities by registered University organizations that

may be approved are those in which the funds raised will serve educational or public services.

- D. Funds raised from among the general University population shall not be used in any way for the personal, individual gain of members of the sponsoring organizations.
- E. Subject to special regulations concerning the time, place and manner of public expression, a registered University organization may sell materials clearly related to the purposes of the organization and may collect dues, initiation fees, donations and admission charges at its table, in outdoor discussion areas and at meetings, and may solicit funds in announcements, posters and handbills.
- F. A registered University organization using the campus to raise funds is not required to possess a tax-exempt certificate from the Internal Revenue Service. However, such organizations should indicate to donors whether or not the organization possesses a tax exempt certificate from the Internal Revenue Service. The organization must keep adequate records showing the means by which funds have been or will be spent and the amounts thereof. These records must be kept current, and they must be available for inspection and audit when a reasonable complaint of financial irregularity is made, or when there are grounds to believe that funds have not been used for the purpose of the organization or for a related specific purpose for which they were raised. If an audit is required, it may be ordered at the organization's expense.
- G. Any extramural organization using the campus to raise funds for a benefit type program, concert or other event, and where the proceeds are intended to benefit an extramural organization, the sponsoring organization, agency or unit must possess a tax-exempt certificate from the Internal Revenue Service and keep adequate records showing the means by which funds were raised on the campus, the uses for which the funds have been or will be spent and the amounts thereof. These records must be kept current, and they must be available for inspection and audit when a reasonable complaint of financial irregularity is made, or when there are grounds to believe that funds have not been used for the purpose of the organization or for a related specific purpose for which they were raised. If an audit is required, it may be ordered at the organization's expense.
- H. Raffles may be held by registered student organizations, which meet the criteria established by the State of Ohio. All raffles must be registered with the assistant vice president student affairs; student activities and orientation prior to the printing of any tickets or announcement of said raffle. No raffle of a 50/50 nature or one with a direct cash pay-out may be held by a student organization.
- I. Except as provided in these regulations and in residence hall policies, fund raising and any form of soliciting money on the University campus is prohibited.

## Appendix Q - Door-to-Door Political Canvassing

### A. Authorization

1. Each representative who wishes to canvass door-to-door within the campus living units shall be responsible for securing a letter from the assistant vice president student affairs; residential services authorizing that representative to canvass door-to-door within the campus living units.
2. In addition to the letter of authorization, each representative shall be given copies of the regulations governing canvassing within the living units.
3. Canvassing is defined to include only those approved activities which seek to elicit voter support for individuals who are candidates for elective offices at the federal, state or local levels of government, and also for those individuals who are candidates for campus-wide elective offices within the University community.

### B. Regulations

1. Each individual who engages in political canvassing within the campus living units is required to obtain a letter from the assistant vice president student affairs; residential services authorizing such activities within the campus living units.
2. Each individual who engages in political canvassing within the campus living units shall have in his/her possession a signed letter of authorization. It is required that the letter of authorization shall be shown to any University official or student upon demand.
3. Canvassing shall be permitted within the campus living units beginning three weeks prior to the date of the election.
4. Canvassing shall be permitted within the campus living units during the hours of 12 noon to 10 p.m.
5. In accordance with University residence hall visitation regulations, male canvassers shall be escorted while in women's residence units and female canvassers shall be escorted while in men's residence units. Each canvasser shall be responsible for providing for his/her escort.
6. Canvassers are not permitted to solicit contributions or to sell any item.
7. No amplifying devices may be used.
8. Canvassers shall honor "no canvassing" signs on student doors, and they will leave student rooms when requested to do so by the student(s).
9. Dining rooms and restrooms shall be considered "off limits" to canvassing. Candidates are permitted to meet with students in lounges and to distribute campaign literature as per University regulations.
10. Those individuals who violate the regulations must leave the campus living unit when requested to do so by a University official and said violators may thereafter be excluded from canvassing within the campus living units for the remainder of the three-week period during which door-to-door canvassing is permitted.

## Appendix R - Campus Living Unit Policies

The residential program at Bowling Green State University has a diverse set of objectives that include educational, operational management functions. An important goal is responsiveness to a broad range of student needs in an educational setting. The promotion of student development by Residential Services will foster awareness of social-personal value systems, receptivity and sensitivity to cultural experiences and general intellectual growth. The structured and informal learning experiences available in each residence unit are designed to assist in the resident's social, emotional and intellectual development, to initiate or further interpersonal relationships and to promote a sense of responsibility to and for others.

The success of a residential community depends on the willingness of each resident to accept responsibility for himself or herself as a member of the community. All members of the residential community are expected to help maintain a clean, safe living environment.

The following policies are designed to promote the right to privacy, an atmosphere conducive to study, the protection of personal and public property and respect for the needs and values of each individual.

Note: The term living unit supervisor includes the residential services central office staff, complex coordinator, hall directors, hall managers and unit directors.

### A. Regulations

#### 1. Alcoholic Beverages

- a. Persons drinking or serving alcoholic beverages in University residence units must observe the laws of the State of Ohio as defined in the Ohio Revised Code. The law states that persons under 19 years of age are not permitted to consume alcoholic beverages, and persons 19-21 years of age are not permitted to consume alcoholic beverages other than beer.
- b. Alcoholic beverages include beer, malt liquor, wine, mixed beverages and spiritous liquor.
- c. A resident may drink alcoholic beverages or may serve alcoholic beverages to guests in his/her own student room provided state and local laws and University regulations are observed. If the guest is of the opposite sex, the residence unit visitation policy must be observed.

- d. A resident or guest of a resident may not drink alcoholic beverages or possess an opened container (broken seal), glass, paper cup or other receptacle of alcoholic beverage in areas other than student rooms except during a registered program held in specified areas within the living unit or in an area designated by the unit supervisor where alcohol may be brought in individual servings from the resident's own room. Possession or use of an alcoholic beverage out-of-doors is restricted to programming at College Park. A resident is responsible for both informing his/her guest(s) of these policies and for the behavior of the guest(s) while visiting the living unit.

- e. A gathering in a student room will be considered an event and must be registered and follow private party procedures if (1) alcoholic beverages are being served to more than ten (10) persons; (2) 24 bottles or cans (maximum of 12 oz. each) of beer is available; (3) more than 288 oz. of beer is available. Use of kegs, beer balls, beer bong in a student room is not permitted.
  - f. Procedures for programming with use of alcoholic beverages are outlined in the unit supervisors manual. Copies of the procedures are available from the unit supervisor.
- NOTE: State legislation concerning use of alcohol is now in progress. Policies regarding the use of alcohol on campus will be revised as new legislation becomes effective.

#### 2. Bed Bunking

Beds may be bunked according to the procedures outlined on the forms available at the main desk or from the unit supervisor. Correct assembly is the responsibility of the resident. Bunked beds must be returned to their original position with casters replaced on each leg, caps replaced on the top of the posts and extenders returned to the unit supervisor, main desk and/or checked off the room inventory form at the end of the year or any time a resident moves out of the room. Only one set of extenders is permitted per double occupancy room.

#### 3. Bicycles, Mopeds, Motorcycles

Campus regulations regarding parking and storing of bicycles, mopeds and motorcycles must be observed. Motorcycles and mopeds are not permitted inside a residence unit. If a student brings a bicycle into the residence unit, it may not be parked or stored in corridors, restrooms, lounges, entryways, trunk rooms or in any area of the building other than the owner's room. The student is responsible for any damages or carpet soil caused by storing a bicycle in a student room. Riding bicycles inside a residence unit is prohibited. Bicycles, mopeds and motorcycles must be registered at Parking Services. See Parking Services publications regarding designated parking areas and policies.

#### 4. Candles and Incense

Because several fires in University residence units have been caused by the use of candles, the burning of candles, lanterns or similar "open flame" receptacles in student rooms is not permitted. The use of incense and incense spray is not permitted in residence units.

#### 5. Capacity Limits

The following capacity limits required for places of public assembly are established by the Bowling Green City Fire Department and will apply to University residence units.

Type of Area	Floor Area Required (not covered by furniture or other fixed items)
Fixed seats	6 sq. ft./occupant

Without fixed seats (Student Rooms)	15 sq. ft./occupant
Dance halls	15 sq. ft./occupant
Bars (seating & standing)	10.5 sq. ft./occupant

#### 6. Check-Out

When checking out of a room at the end of the year or at anytime during the year, the resident will follow the check-out procedures available at the main desk or from the unit supervisor. Each resident must be checked-out by a staff member. Twenty-four (24) hour advanced notice of check-out time to the unit supervisor/staff is required. It is the responsibility of the resident to properly complete the check-out procedures and to leave the room clean including vacuuming and dusting.

#### 7. Closing Hours

All exterior doors of large residence halls, except the main entrance, are locked by midnight. Only residents or residents and their guest(s) may enter the living unit after that time. Night clerks and night guards are on duty in each large residence hall after the closing hour. Residents must show identification upon the request of the night clerk or night guard. Non-residents are required to show a picture ID to enter the building when a night guard is on duty or at other designated times as announced. Each small group living unit establishes a closing hour for the unit. See items 18, 19 and 38 regarding closing and guests and visitation options.

#### 8. Consolidation of Vacancies

When a vacancy occurs in a student room, the continuing resident(s) has the option to (1) purchase the room, when space permits, as a single (private) room, (2) remain in the room and select a new roommate following room assignment procedures or (3) move to another vacancy with a new roommate(s). The unit supervisor and/or the On-Campus Housing Office, however, reserves the right to assign a student to any available space. Any resident who remains in a double room without a roommate will be billed for a single (private) room. No less than three residents may live in a five-person room or two persons in a four-person room.

#### 9. Cooking in Rooms

Cooking is not permitted in student rooms. Food may be prepared only in designated areas and kitchenettes. See the section titled "Electrical Appliances" for a list of appliances permitted in student rooms. Microwaves, hot plates and toaster ovens are not permitted in student rooms.

#### 10. Damages and Room Modification

**A STUDENT IS LIABLE FOR ALL DAMAGES TO THE RESIDENCE HALL RESULTING FROM NEGLIGENCE OR MISUSE.** Residents will be billed for all charges assessed the student room and may be billed for charges for damages in hall/wing and common areas and/or necessary custodial or maintenance services. Every effort will be made to identify the individual(s) responsible for damages in which case that individual(s) will pay all charges. Hall

residents, however, will share the cost of damages to the living unit when the responsible person(s) is not identified. A resident may not modify the structure or contents of the assigned room or other parts of the living unit except as permitted, in writing, by the Office of Residential Services.

#### 11. Dining Hall Utensils and China

Students must use carry-out paper supplies available at the serving line when taking food from the dining room. Cafeteria property and equipment must not be taken from the kitchens or dining room to any area including student rooms and lounges.

#### 12. Drugs

The use and/or possession of illegal/controlled drugs is governed by local, state and federal laws. The unit supervisor in cooperation with the resident/house officer and the director of residence education/director of small group housing and greek life will process all cases of use, possession, cultivation or sale or evidence of use, possession, cultivation or sale of drugs in residence units.

#### 13. Electrical Appliances

Following are the only appliances which may be used in student rooms. No electrical appliances may have an exposed heating element. All appliances must be UL approved.

Clocks	Popcorn Poppers
Coffee Pots	Radios
Computers	Compact Portable
Electric	Refrigerators
Blankets	Sewing Machines
Fans	Shavers
Hair Dryers,	Stereo Phonographs
Curling	or Tape Players
Irons	Sun Lamps
Hair Curlers	Televisions
Hot Pots	Typewriters
Irons	

University kitchen and dining room refrigerators and freezers may not be used to store personal food supplies or beverages.

#### 14. Elevators

Tampering with the alarm, misuse or defacing the elevator or entering the elevator shaft is not permitted.

#### 15. Escorts

Non-resident visitors of the opposite sex must always be escorted within the student room areas including stairwells of a residence unit. Unescorted, non-residents entering these areas can be charged with trespassing. Restroom facilities for visitors of the opposite sex are located in the main lobby area of the living unit. Restrooms on student room floors may not be used by guests of the opposite sex.

#### 16. Fire Drills and Safety Equipment

Fire drills are scheduled periodically in University residence units in compliance with state regulations. During fire drills, students will follow the drill instructions for the living unit. All residents must vacate the living unit any time the fire alarm is sounded. The laws of the State of Ohio provide for a fine of up to \$1,000 and/or imprisonment for six months if a person is found tampering with fire safety equipment. Fire safety laws are strictly enforced.

#### 17. Fireworks and weapons

Possession, keeping and/or use of a deadly weapon or explosive or incendiary device is not permitted in residence units.

#### 18. Guests — Non-BGSU Student

The resident is responsible for both informing his/her guest(s) of the policies and for behavior of the guest while visiting in the living unit. Guests are required to show a picture ID to enter a living unit when the night guard is on duty or at other designated times as announced.

Overnight guests (same sex only) should register at the main desk or with the unit supervisor or resident advisor. A guest may stay no more than three consecutive nights. There are no overnight accommodations in any residence unit for guests of the opposite sex. Guests of the opposite sex may not register for overnight occupancy.

#### 19. Guests — BGSU Student

Students visiting in any residence unit are required to observe all policies and regulations of the unit.

#### 20. Keys

Each RESIDENT is issued a student room key. Room keys should not be loaned to others at any time. A lockout key is available at the main desk or from the living unit supervisor to a resident showing proper identification. A lockout key is issued only to a room resident. The lockout key must not be loaned to another person. Residents should always lock the room door when leaving the room or while sleeping.

Exterior door keys may be issued to residents of small group living units. Exterior door keys must be returned to the living unit supervisor at the end of each semester and at other designated closing times as announced.

All keys for the residence unit issued to a student must be returned to the living unit supervisor when the resident checks out of the living unit.

If a student room door key is lost or stolen, a new lock will be installed. If a front door key is lost or stolen, all locks in the living unit will be changed. The student losing the key will be billed for the cost of the replacement of locks and keys.

#### 21. Loft Construction

Construction in student rooms must be in accordance with the residence life loft construction policy. A copy of the policy is available at the main desk or from the living unit supervisor. All furnishings in the room provided by the University must remain in the room and the room must be restored to the original condition at check-out time.

#### 22. Lounges and Furnishings

The unit supervisor has final authority regarding programs scheduled in a living unit. Space Assignments schedules meeting rooms in buildings other than residence units. Residents wishing to schedule space in the living unit must contact the unit supervisor 48 hours in advance of the program.



Lounge furnishings are provided for the use of all residents and guests. Residents must not move lounge furniture, wall hangings or rugs from the assigned location or to any other location within the living unit. Lounges cannot be used to provide overnight accommodations for guests. It is illegal to "tap" into cable TV outlets in living unit lounges.

All University furnishings provided in student rooms must remain in the room at all times. Storage space is not available for student room furnishings.

#### 23. *Noise*

Residents should always respect the rights of others with regard to quiet for studying or sleeping. Reasonable quiet is maintained at all times. In each living unit a program of "quiet" hours is established by the unit supervisor. During quiet hours, the noise level in the living unit must be kept at a minimum.

Practicing musical instruments in residence units is limited to designated practice areas and practice hours and only in units where such space is provided.

Stereo speakers and stereos must not be directed out the windows or used outside the living unit. Stereos must be played at a level which does not disturb others. A stereo is too loud if the sound can be heard by neighbors or in the corridor. Repeated disregard for the noise level in use of sound equipment may result in removal of the equipment from the student room.

#### 24. *Painting*

Painting of walls, doors, furnishings or any other fixtures in student rooms is not permitted.

#### 25. *Pets*

Pets are not permitted in residence units including student rooms except fish in an aquarium. Electrical aquarium accessories must be unplugged during times that residence units are closed for vacation periods.

#### 26. *Posters, Fliers, Advertising*

Permission to enter the living unit for the purpose of posting announcements or posters must be granted by the unit supervisor. No publicity materials may be placed on the outside of living units unless approved by the unit supervisor. Masking tape must never be used on the outside of buildings.

Advertising materials from non-student groups including local businesses, approved by the Office of Residential Services, may be placed at the main desk for students to take if they choose. No advertising materials will be distributed via mail boxes, student rooms or posted on bulletin boards.

Advertising for events where alcohol will be served must comply with procedures for programming with alcohol found in the unit supervisors manual. Copies of the procedures are available from the unit supervisor.

Distribution of announcements and posters in residence units must be approved by residential services. All posted materials will be removed and

discarded on Monday of each week.

Signs, posters or other materials may not be placed in student room windows unless authorized by the unit supervisor.

See Food Operations Policies regarding placing table tents and advertising in dining halls.

#### 27. *Restrooms*

Restrooms for guests are located near the main desk in the main lounge. Restrooms located in the student room areas of the building are for floor resident use only.

#### 28. *Roofs and Ledges*

For safety reasons, students are not permitted on the roofs of the residence units with the exception of those designated as sun decks in the Conklin small group living units. TV and/or radio antennas may not be placed on roofs, ledges or anywhere on the outside of residence units.

#### 29. *Room Changes*

Room changes within a residence unit must be approved by the unit supervisor PRIOR to moving.

Room changes between residence units must be approved by the On-Campus Housing office PRIOR to moving.

A short period is established at the opening of each semester during which no room or living unit changes are made in order to facilitate the move in-out procedures.

#### 30. *Room Inspection*

Residential Services staff members are authorized to inspect student rooms for acceptable standards of safety and hygiene, observance of residence life policies and procedures, University regulations and the requirements of public law, and for the maintenance and repair of equipment.

The time and date for whole hall/house inspections will be posted 24 hours in advance. The search of personal possessions in a student room will be conducted under search procedures outlined in the Student Code.

University officials including Residential Services staff members, reserve the right to enter a student room, locked or unlocked, at any time it is deemed necessary for immediate resolution of problems such as rule enforcement, maintenance problems, illness, hazards and other similar emergency situations.

#### 31. *Room Inventory and Clearance Record*

Each resident is required to complete a Room Inventory and Clearance Record at the time the resident moves into a room. The Record must be carefully and accurately completed since it will be used in the check-out procedure. At check-out, the cost of repair or replacement of University property damaged since the completion of the Inventory Sheet will be charged to the resident. Each resident is responsible for completing his/her own inventory form and for submitting the form to the unit supervisor or designee.

#### 32. *Soliciting/Selling*

Unauthorized soliciting in residence units is not permitted. Solicitation is defined as any activity that is design-

ed to advertise, promote or sell any product or commercial service or encourage support for or membership in any group, association or organization. Soliciting/selling includes residents conducting a business in a living unit such as beer distributor or selling such items as cosmetics, magazines, bagels, candy bars, etc. Advertising signs, posters and fliers may not be distributed or posted in living units.

#### 33. *Sports*

Playing of outdoor sports/recreational activities is not permitted within the residence unit.

#### 34. *Student Code*

The Student Code is a document which affects all students at the University. These policies are enforced in all living units. Failure to abide by these policies and/or the campus living unit policies will result in appropriate sanctions. Ignorance of the Code and/or the campus living unit policies may not be used as an excuse for non-compliance.

#### 35. *Trash*

All trash must be placed in designated trash receptacles and never emptied in restrooms or hallways. Incinerators or trash mashers are provided in large residence halls. Larger boxes, including pizza containers, must be folded or broken down before depositing in the incinerator shaft. Aerosol cans must not be placed in the incinerator since they will explode when exposed to heat.

#### 36. *Trespassing*

Unauthorized persons in campus living units can be charged with trespassing as indicated on notices placed at all outside entrances (Ohio Revised Code 2911.21). Identification must be shown upon request of a unit supervisor, resident advisor, night guard or other University official.

#### 37. *Vacation Periods*

All residence units, except Compton Hall, are closed during scheduled vacation periods. No students are permitted to stay in residence units during these periods. A resident, except a graduating senior, must check out of the living unit within 24 hours following his/her last examination. All living units will close at an announced hour following commencement and all residents must be checked out by that time. No resident will be admitted to the living unit during the time the building is closed. There is no mail distribution during vacation periods. Residents are responsible for making arrangements with the Post Office for forwarding mail.

#### 38. *Visitation*

Visitation hours are defined as the hours the student room areas of a living unit are open to parents and guests of the opposite sex. Each residence unit has established visitation hours. All guests must call the resident from the main reception area and be escorted to student rooms. Guests must be escorted at all times and are not permitted to roam throughout the living unit. The resident is responsible for the behavior of his/her guest(s) and will

be billed for any damages caused by the non-student guest. BGSU students visiting in any residence unit are required to observe all policies and regulations of that unit. There are no overnight accommodations in any residence unit for guests of the opposite sex. Such guests may not register for overnight occupancy.

39. **Wall and Door Decorations**

Residents will be responsible for damage, as determined by University officials, to walls and doors caused by hanging pictures, posters or other wall/door decorations. Holiday decorations may be used in student rooms according to Environmental Safety published procedures.

40. **Warnings**

A warning may be issued to a student for violating any campus living unit and/or University policy. When a student accumulates any two or more warnings, he/she may be referred to the director of standards and procedures. Copies of the written warnings will accompany the referral. A student may be referred to the director of standards and procedures at any time the unit supervisor deems it necessary.

41. **Water Beds**

Water beds are not permitted in residence units.

42. **Windows**

For health, safety and maintenance reasons, window screens and/or storm windows may not be removed at any time. Windows in Offenauer must not be opened.

B. **Penalties**

Failure to abide by the Campus Living Unit Policies will result in disciplinary action including but not limited to one or a combination of the following penalties:

1. disciplinary action by the unit supervisor
2. warning
3. referral to the director of Residence Education/Director of Small Group Housing and Greek Life
4. referral to the Director of Standards and Procedures for a disciplinary hearing under the *Student Code*
5. referral to the Department of Public Safety
6. a fine
7. restitution for repair and/or replacement of damaged property
8. charges for necessary cleaning
9. termination of privileges
10. cancellation of an event and/or future events.
11. tampering with any fire safety equipment will result in immediate referral to the Office of Standards and Procedures for recommended suspension from the University.

C. **Legal Matters**

1. The following violations of established University rules, regulations and policies and public law are often associated with residence halls. For further information, see the Ohio Revised Code, Student Code, the Office of Standards and Procedures or Public Safety.  
Larceny  
Trespassing  
Vandalism  
Malicious  
Destruction

Sexual Harassment  
Racial Harassment  
Forcing Entry into  
Coin revenuing  
Device  
Telephone Harassment  
Right to Privacy  
Theft (Petty/Grand)  
Infringing on Rights  
of Others  
Trigger Offenses  
(HB 511)

2. **Video Cassettes**

Federal copyright law restricts the use of cassettes to private showings and prohibits their public performance.

Note: These policies are subject to change. Please refer to the current Campus Living Unit Policies publication available in the Office of Residential Services.

## Appendix S - Unpaid Accounts

1. Unpaid University accounts may preclude registration for the ensuing semester.
2. Arrangements for satisfactory settlement of these accounts can be made with the Office of the Bursar.
3. Students who have checks returned to the Office of the Bursar for insufficient funds will be charged a service fee for each check returned.
4. Certain records shall be tagged as "frozen" when the Office of the Bursar indicates an unpaid account for a student. Transcripts of these "frozen" records will not be released until the account is cleared with the Office of the Bursar.

## Appendix T - Revised Code - Section 3345.22

In addition to the hearings provided in the Student Code, students should be aware that they may be subject to hearings under Section 3345.23 of the Revised Code. The material in this appendix is intended to provide students with general information about Section 3345.23 of the Revised Code. For specific details, students, faculty and staff are referred to Section 3345.23 of the Revised Code.

- A. A student of a state-assisted college or university in Ohio, arrested for any offense covered by division (D) of section 3345.23 of the Revised Code shall be afforded a hearing to determine whether he or she shall be immediately suspended from such college or university. Such hearing shall be held within not more than five days after the student's arrest, subject to reasonable continuances for good cause shown, which continuances shall not exceed a total of ten days.
- B. The arresting authority shall immediately notify the president of the college or university of the arrest of a student of such college or university for any offense covered by division (D) of section 3345.23 of the Revised Code, and the president shall immediately notify the chancellor of the Ohio Board of Regents of such arrest. The hearing to determine whether the student shall be immediately suspended shall be held in the county where the college or university is located, before a referee (attorney) appointed by the Board of Regents. Immediate notice of the time and

place of such hearing shall be given or sent to the student.

- C. The referee may administer oaths, issue subpoenas to compel the attendance of witnesses and the production of evidence and enforce such subpoenas, as well preserve the order and decorum of the proceedings over which he presides, by means of contempt proceedings in the court of common pleas as provided by law.
- D. The hearing shall be adversary in nature, and shall be conducted fairly and impartially, but the formalities of the criminal process are not required. A student whose suspension is being considered has the right to be represented by counsel, but counsel need not be furnished for him. The student also has the right to cross-examine witnesses against him or her, to testify, and to present the testimony of witnesses and other evidence in his or her behalf. In the absence of a waiver of the right against compulsory self-incrimination, the testimony of a student whose suspension is being considered, given at such hearings, shall not subsequently be used in any criminal proceeding against him or her.
- E. Upon hearing, if the referee finds by a preponderance of the evidence that the student whose suspension is being considered committed any offense covered by division (D) of section 3345.23 of the Revised Code, he shall order the student suspended, except that when the good order and discipline of a college or university will not be prejudiced or compromised thereby, the referee may permit the person to return to the college or university on terms of strict disciplinary probation. Subsequent violation of the terms of probation automatically effects a suspension. A student suspended under this section may be readmitted pursuant to division (A) of section 3345.23 of the Revised Code. A suspension under this section is in effect until the student is acquitted or convicted of the crime for which he was arrested. If convicted, he or she is dismissed pursuant to section 3345.23 of the Revised Code.
- F. Upon acquittal, or upon any final judicial determination not resulting in conviction, of the charges for which a student is suspended pursuant to this section, such suspension automatically terminates, and the student suspended shall be reinstated and the record of the suspension expunged from his or college or university record.
- G. An order of a referee pursuant to section 3345.23 may be appealed on questions of law and fact to the court of common pleas of the county in which the college or university is located, within twenty days after the date of the order. If the court to which such appeal is taken determines that the good order and discipline of a college or university will not be prejudiced thereby, it may permit the person suspended to return to the college or university on terms of strict disciplinary probation.
- H. A student afforded a hearing pursuant to section 3345.23 who does not appear at the hearing shall be declared suspended by the hearing officer.

I. *Trigger Offenses from Section 3345.23 O.R.C.*

Sections of O.R.C. Covered by Section 3345.23 (D)

2903.01 -	Aggravated Murder
2903.02 -	Murder
2903.03 -	Voluntary Manslaughter
2903.04 -	Involuntary Manslaughter
2903.11 -	Felonious Assault
2903.12 -	Aggravated Assault
2903.13 -	Assault
2903.21 -	Aggravated Menacing
2903.22 -	Menacing
2905.01 -	Kidnapping
2905.02 -	Abduction
2905.11 -	Extortion
2907.02 -	Rape
2907.03 -	Sexual Battery
2909.02 -	Aggravated Arson
2909.03 -	Arson
2909.04 -	Disrupting Public Services
2909.05 -	Vandalism
2911.01 -	Aggravated Robbery
2911.02 -	Robbery
2911.11 -	Aggravated Burglary
2911.12 -	Burglary
2917.01 -	Inciting to Violence
2917.02 -	Aggravated Riot
2917.03 -	Riot
2917.31 -	Inducing Panic
2921.03 -	Intimidation of Public Servant or Witness
2921.34 -	Escape
2921.35 -	Aiding Escape or Resistance to Lawful Authority
2923.12 -	Carrying Concealed Weapons
2923.13 -	Having Weapons While Under Disability

## Appendix U - All-Campus Functions

### A. Classification of Social Function.

#### 1. *Definition of Social Function*

Social functions are all-campus functions such as dances, parties and similar events which are held for primarily social purposes, sponsored by or for students or student organizations during the school term. Meetings of registered organizations are not considered as social functions.

#### 2. *Advanced Registration of Social Functions*

- All student social functions must be registered with and approved by the assistant vice president for student affairs; student activities and orientation. The event should be approved as far in advance as possible. The event and date must be approved before use of any facilities is obtained from the director of space assignments.
- Social functions sponsored by a Greek organization must also be approved by the director of Greek life.
- Failure to properly register a social function will necessitate its postponement. The holding of unauthorized social functions constitutes a violation of this regulation and will be referred for disciplinary action.

d. If it is necessary to cancel an event which has already been scheduled, both the assistant vice president for student affairs; student activities and orientation and the director of space assignments should be notified promptly.

### B. Classification of Student Activities

#### 1. *Definition of Student Activities*

Student activities are all-campus functions such as lectures, movies, concerts, Greek philanthropies and similar events sponsored by or for students, student organizations or the general public during the school term.

#### 2. *Advanced registration of student activities*

Student activities must follow the same advanced registration procedures as outlined above under advanced registration of social functions.

### C. Time and Hours Rules

- All social functions should be held primarily on weekends. Exceptions to this rule may be made by the assistant vice president for student affairs; student activities and orientation.
- No organization meetings or social functions will be approved three days prior to the beginning of final examination period. No meetings or social functions will be permitted during the final examination period.

## Appendix V - Library/Archives Regulations

Library/Archives regulations are made to protect the rights of all users, current and future. Use of the University Libraries and Archival Collections is a privilege offered to borrowers in good standing. Regulations exist in the following areas:

### A. Theft

Theft of library materials or equipment is a level B violation of the Student Code and is subject to the sanction of dismissal or any lesser sanction authorized by the code. In addition, such theft is a violation of state law and is subject to civil prosecution. Any officer or employee of the library is empowered by Ohio Revised Code 2935.041 to detain any person suspected of theft of Library/Archival property and to cause such person to be arrested.

### B. Defacement, Damage, Mutilation

Defacement or damage of Library/Archival materials or equipment (e.g. ripping a page out of a book or rendering portions of a book illegible in any manner), whether done on or off campus, is a level A violation of the Student Code, and is subject to the sanction of expulsion or any lesser sanction authorized by the Code. In addition, such defacement or damage is a violation of state law and is subject to civil prosecution. Any officer or employee of the library is empowered by Ohio Revised Code 2935.041 to detain any person suspected of such activities, and/or to cause such person to be arrested.

### C. Loan Periods and Fines

- Most books may be borrowed for 14 days. Some special areas of the Library/Archives limit circulation to 7

days, or do not permit materials to circulate for reasons of scarcity or demand. Periodicals do not circulate. Materials on reserve, because of their high demand, circulate for either 3 days, 1 day or 2 hours, as designated by the instructor.

2. Materials may be renewed repeatedly, as long as no other user has requested them and the borrower is currently registered. Materials may be renewed in person, or by phone from the library where they were borrowed. An outside bookdrop is available at Jerome Library 24 hours a day. Any BGSU Library materials may be returned there.

3. All users are guaranteed use of 14-day materials for two weeks; users can recall books from other users.

4. Materials not returned by the due date accrue a fine of 25 cents per item per day. The fine for reserve material is 25 cents per item per hour. All problems with return of materials should be communicated as quickly as possible to the circulation desk from which they were borrowed.

5. Overdue notices are sent as a courtesy, but the Library is not liable for changes in user addresses or receipt of such notices. Prompt return of Library materials is the user's responsibility. Books overdue 45 days are considered lost and are declared missing. Materials which are recalled and not returned by the recall date are similarly treated. Billing for such materials includes accumulated overdue fines, the replacement cost of the material and a processing charge. If materials are subsequently found and returned within 2 years, the replacement cost and a portion of the processing charge are refunded.

6. Unpaid bills are turned over to the Bursar's Office for collection.

### D. Miscellaneous

In order to maintain an environment conducive to study, research and the maintenance and health of both people and collections, the libraries do not allow eating of food except in designated areas, do not allow smoking in public or stack areas and enforce a policy against excessive noise or unruly, disruptive behavior. Library staff are authorized to request users to discontinue such behavior in the building. Repeated violation would be a Level D violation of the Student Code, and would be referred to standards and procedures for disciplinary actions.

## Appendix W - Telephone Policy

### A. BG Call Card

- Telecommunication Services will, upon application, provide a BG Call Card to be used by students in placing long distance telephone calls from a student room telephone.
- The BG Call Card can only be used from a student room telephone.
- No long distance calls or telegrams of any kind are to be charged to a student room telephone. A billing service charge will be assessed per long distance call or telegram.

4. The Bursar's bill will include BG Call Card charges. Students are responsible to pay the Bursar for charges against their BG Call Card. Monthly itemization of the BG Call Card charges will be mailed by the Office of Telecommunications.

#### **B. Telephone Attachments**

1. Telecommunication Services will furnish equipment, including special devices, necessary to provide telephone services.
2. No equipment, apparatus or device not furnished by Telecommunication Services may be attached to, used or connected without prior approval of Telecommunication Services.
3. A service fee may be charged to cover the cost of necessary repair if any attachment is made without prior approval.
4. The use of a recorder without a beep signal is prohibited.

#### **C. Avoiding Payment for Telecommunication Services**

1. Obtaining or attempting to obtain telecommunication services by using a false, fictitious or counterfeit telephone number or Call Card is prohibited.
2. Charging or attempting to charge telephone calls or telegrams to the telephone number or credit number of another person without valid authority is prohibited.
3. Avoiding or attempting to avoid payment for any telecommunication service by use of any fraudulent scheme, device, means or method is prohibited.

Any student who avoids or attempts to avoid payment for telecommunication services by fraudulent means will be subject to University disciplinary action and/or criminal prosecution.

#### **D. Profane, Indecent, Annoying and/or Threatening Telephone Calls**

1. The use of profane, indecent or threatening language to any person over the telephone is prohibited.
2. Annoying or harassing any person by repeated telephoning is prohibited.
3. Making certain false statements over the telephone is prohibited.
4. Making a false report to any person over the telephone concerning destructive/explosive devices is prohibited.

Any student who violates this section will be subject to University disciplinary action and/or criminal prosecution.

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## ACCESSIBILITY CODE

- AA** Totally accessible  
**A** Accessible with telephones, fountains, no accessible restrooms  
**B** Accessible first floor only, limited facilities  
**C** Totally accessible, limited facilities

Buildings with no designation are considered nonaccessible.

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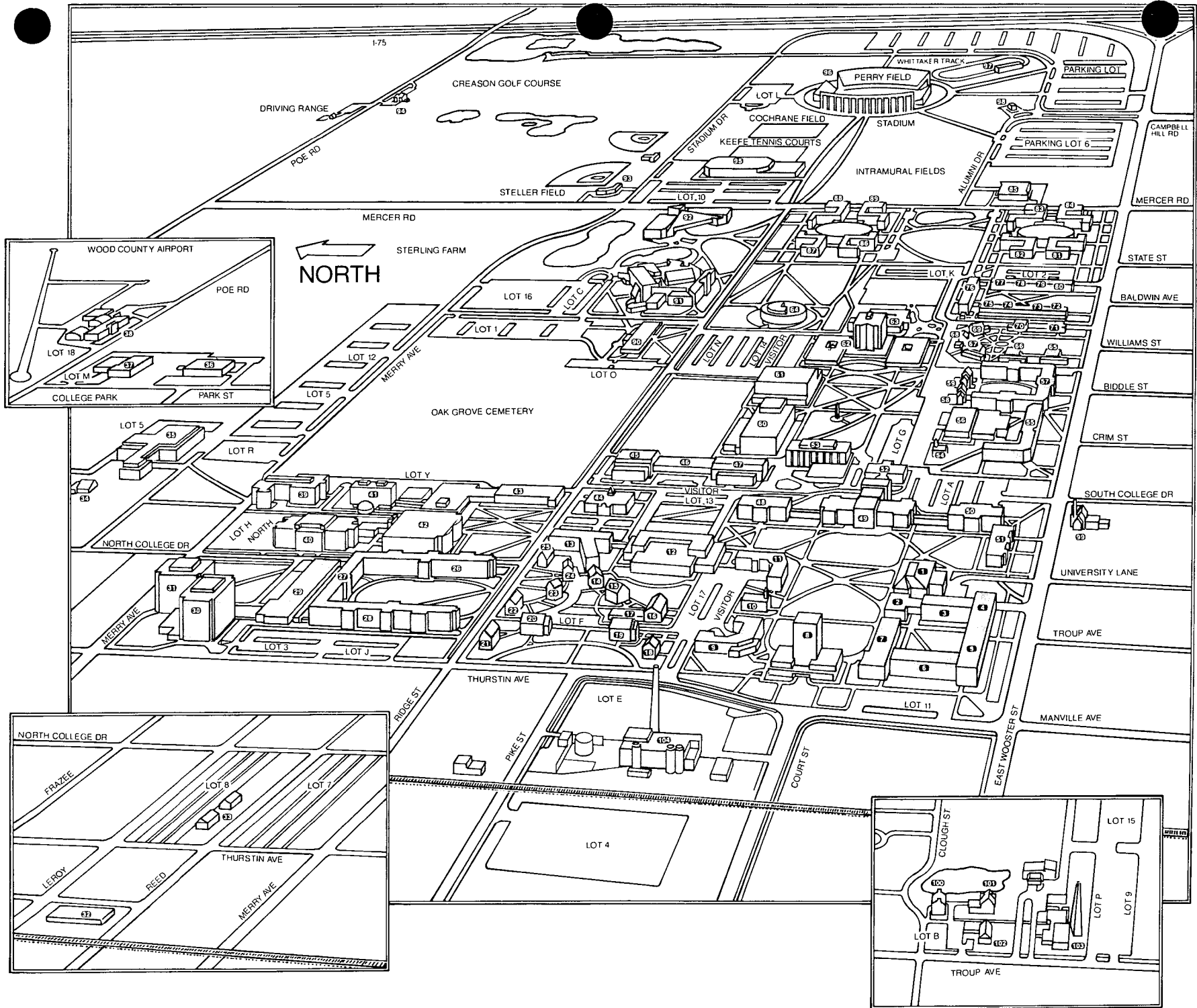
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