

METHODIST COLLEGE

ACADEMIC CATALOGUE

2005-2006



**Office of Academic Affairs
Methodist College
Fayetteville, North Carolina 28311**

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Methodist College is related by faith to the North Carolina Annual Conference, Southeastern Jurisdiction, The United Methodist Church. It is an independent corporation rather than an agency of the Conference and is responsible for its own debts and obligations.

Methodist College does not discriminate on the basis of age, race, sex, national or ethnic origin, religious denomination, or disabilities for otherwise qualified persons in the administration of its admission, educational policies, scholarships, loan programs, athletics, employment, or any other College-sponsored or advertised programs.

This catalogue is not an irrevocable contract. All regulations, provisions, and information herein are subject to change as conditions dictate.

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2005-2006 Academic Year Calendar

Fall Semester

August 2005

Saturday	August 20	New students arrive/Orientation
Sunday	August 21	Returning students arrive
Monday	August 22	Registration
Tuesday	August 23	Day classes begin
Friday	August 26	Advisee group meetings 11:00am
Tuesday	August 30	Last day to drop/add without record

September 2005

Friday	September 9	Last day to submit Intent to Graduate for December graduation
Monday	September 12	Opening Convocation
Friday-Sunday	September 23-25	Parents Weekend

October 2005

Friday	October 14	Midterm grades due
Monday-Tuesday	October 17-18	Fall Break
Friday-Saturday	October 21-22	Homecoming
Monday	October 24	Advisee group meetings 11:00am
Monday	October 31	Senior Pre-Registration

November 2005

Tuesday	November 1	Junior Pre-Registration
Wednesday	November 2	Sophomore Pre-Registration
Thursday	November 3	Freshman Pre-Registration
Friday	November 11	Intent to Graduate for May graduation due
Tuesday	November 22	Residence Halls close 5:00pm
Wednesday-Sunday	November 23-27	Thanksgiving Holiday
Sunday	November 27	Residence Halls open 2:00pm
Monday	November 28	Classes resume
Monday	November 29	Last day to WP/WF

December 2005

Tuesday	December 6	Last day of day classes
Wednesday	December 7	Reading Day/Last day to adjust Spring Schedule
Thursday-Thursday	December 8-15	Exams
Monday	December 12	Senior grades due
Saturday	December 17	Graduation Day
Monday	December 19	Residence Halls close 5:00pm
		Final grades due

MC at Night

Autumn Term I	August 15-October 8, 2005
Autumn Term II	October 17-December 10, 2005

2005-2006 Academic Year Calendar

Spring Semester

January 2006

Sunday	January 8	Students arrive/Orientation
Monday	January 9	Registration
Tuesday	January 10	Day classes begin
Friday	January 13	Advisee group meetings 11:00 am
Monday	January 16	Martin Luther King, Jr. Holiday (no classes)
Tuesday	January 17	Last day to drop/add without record
Friday	January 27	Last day to submit Intent to Graduate for May graduation

February 2006

Monday	February 6	Spring Convocation
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March 2006

Friday	March 3	Midterm grades due
Monday-Friday	March 6-10	Spring Break
Sunday	March 12	Residence Halls open 2:00pm
Monday	March 13	Classes resume
Monday	March 20	Advisee group meetings
Monday	March 27	Senior Pre-Registration
Tuesday	March 28	Junior Pre-Registration
Wednesday	March 29	Sophomore Pre-Registration
Thursday	March 30	Freshman Pre-Registration

April 2006

Monday	April 3	Awards Day
Friday	April 14	Good Friday (no classes)
Tuesday	April 18	Last day to WP/WF
Tuesday	April 25	Last day of day classes
Wednesday	April 26	Reading Day
Thursday-Thursday	April 27-May 4	Exams

May 2006

Monday	May 1	Senior grades due
Saturday	May 6	Graduation Day
		Residence Halls close 5:00pm
Monday	May 8	Final grades due

MC at Night

Spring Term I	January 3-February 25, 2006
Spring Term II	March 6-April 29, 2006

Summer School 2006

Term I	May 15-June 9, 2006
Term II	June 12-July 7, 2006 (July 4 Holiday)
Term III	July 10-August 4, 2006
Term IV (Evening)	May 15-July 8, 2006

INTRODUCTION TO THE COLLEGE

Mission Statement

Methodist College, historically supported by the North Carolina Annual Conference of the United Methodist Church, owes its origin and values to the life and teachings of Jesus Christ. The college is committed to an ecumenical spirit, respects diversity, and recognizes the dignity and worth of all human beings. The college's programs are based on the conviction that a liberally-educated person is sensitive to the needs and rights of others. Methodist College affirms the importance of intellectual values and ethical principles such as truth, virtue, justice, and love. The college community seeks to develop whole persons who will contribute substantially and creatively to the professions and to civic life. Therefore, Methodist College provides opportunities for spiritual, academic, and social growth, to the end that students may acquire enlightened minds and responsible spirits, as well as a continuing thirst for knowledge.

The purpose of Methodist College is to provide an undergraduate and graduate education firmly grounded in the liberal arts tradition that nurtures moral values and ethical decision making; to provide distinctive professional and graduate programs that complement the undergraduate programs; to provide educational and cultural services and resources to the community; and to prepare students for a variety of careers and educational pursuits.

General Goals

Student-Oriented Goals

1. To be immersed in an environment in which they are encouraged to develop good moral values, practice ethical decision making, and to have an opportunity to enhance their spiritual development.
2. To attain an understanding of themselves and their social and physical world through a broad study of the liberal arts and an in-depth study of an academic discipline.
3. To live meaningfully in the world, as reflected in satisfaction with their career development and social relations, through the understanding they have attained of themselves and the world.
4. To acquire competence in written and oral communication and in critical thinking.
5. To acquire proficiency in common uses of personal computers.

Graduate Level Goals

1. To graduate master's level students who are competent in their academic discipline.
2. To graduate master's level students who are ready for the job market and/or are equipped to pursue further graduate training.

Other Goals

1. To attract, develop, and retain a faculty that strives for excellence in teaching, scholarship, professional service to the community, and service to the college outside the classroom.
2. To provide significant services and facilities to groups within the community and state.
3. To engage in ongoing, integrated, and institution-wide research-based planning and evaluation processes that incorporate a systematic review of programs and services that result in continuing improvement and demonstrate that the college is effectively accomplishing its mission.

General Education/Core Curriculum Goals

Students who complete the General Education core will be able to demonstrate:

1. the skills needed for advanced studies: in written and oral communication, mathematical reasoning, and the use of computers;
2. basic knowledge of the fine arts, fitness and wellness, humanities, mathematics, natural science, and social science; and
3. the ability to think critically about complex subjects.

Accreditation

Methodist College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, telephone number 404-679-4501) to award Bachelor's and Master's degrees.

The college is also a member of the North Carolina Association of Colleges and Universities, the North Carolina Association of Independent Colleges and Universities, and the National Council for Accreditation of Teacher Education. It is approved by the Division of Certification and Standards of the North Carolina Department of Public Instruction for the preparation of public school teachers and by the University Senate of the United Methodist General Board of Education.

Methodist College, through its Reeves School of Business, is nationally accredited by the Association of Collegiate Business Schools and Programs to offer the following business degrees: the Bachelor of Arts (B.A.) in Business Administration, Accounting, and Finance/Economics; the Bachelor of Science (B.S.) in Business Administration, Accounting, Financial Economics and Marketing; the Associate of Arts (A.A.) with a subject concentration in Accounting, Business Administration, Financial Economics, and Marketing.

The Professional Golf Management (PGM) program is accredited by the Professional Golfers' Association of America (PGA).

The Athletic Training Program is fully accredited by the Commission on the Accreditation of Allied Health Education Programs (CAAHEP).

The Social Work Program is fully accredited by the Council on Social Work Education and offers a B.S.W. degree.

The Teacher Education Program, accredited by the North Carolina Department of Public Instruction, provides courses of study for the following teaching licenses: Elementary Education (K-6); Middle Grades Education (6-9) concentrations: language arts, mathematics, social studies, science;

Special Education: General Curriculum; Secondary Education (9-12): Mathematics, history; Special Subjects (K-12): Art, music, physical education; with add-on licensure programs in reading and academically and intellectually gifted (AIG).

The Physician Assistant Program received full accreditation from The Commission on Accreditation of Allied Health Education Programs in October, 1998. The Physician Assistant Program is fully accredited through the Accreditation Review Commission on Education for the Physician Assistant, Inc. (ARC-PA).

Founding

Methodist College was founded by the people of Cumberland County and the North Carolina Conference of the United Methodist Church in 1956 for the purpose of Christian higher education and the extension of the influence of science, art, and Christian culture. The college seal portrays the "Prophet of the Long Road," Francis Asbury, who was the first bishop of the Methodist Church in America, and also symbolizes his successors, the early Circuit Riding Clergy. The motto is *Veritas et Virtus*, "Truth and Virtue." While the college is deeply committed to the United Methodist Church, its function is to provide a liberal arts education for all.

Location and Facilities

The college is located in Fayetteville, North Carolina, part of the Carolina Sandhills region in the heart of golfing country and two hours from the coast. Designed by Stevens and Wilkinson of Atlanta, the award-winning campus has grown from three buildings at its opening in 1960 to its present forty-one major and minor structures. It consists of six-hundred acres, primarily in undeveloped woodland, including Cape Fear River frontage. Part is given over to a nature trail that is visited by many school children and garden clubs each year. Classes are held principally in the Trustees'/Classroom Building, the Science Building, the Mathematics and Computer Science Building, the Richard L. Player Golf and Tennis Learning Center, the Walter and Margaret Clark Hall, the Medical Science Building in the College Center, March F. Riddle Center, and Reeves Auditorium/Fine Arts Building (a community center for the arts). Other campus facilities include the eight residence halls, the Berns Student Center, the Joe W. Stout Hall, the Horner Administration Building, the O'Hanlon Amphitheater, tennis courts, an outdoor track, a driving range, putting greens, a golf course, and baseball and soccer fields. The Yarborough Bell Tower, located in the central mall of the campus, provides amplification for the carillon. The illuminated cross on the top of this ninety-five-foot structure is symbolic of our religious origin. Hensdale Chapel, located in the central mall, features a vaulted ceiling with an interior of red oak. A Schantz pipe organ enhances worship services and provides an excellent instrument for recitals. The Mallett-Rogers House, the oldest house in Cumberland County, was donated to the campus by the Florence Rogers Foundation, which also assisted with its on-campus conversion to an art gallery. Computing facilities available to students include the Computer Science, Business, Education, and the Computer-Assisted Composition Laboratories.

Davis Memorial Library

Davis Memorial Library, a vital component of Methodist College, provides access to resources, knowledge, information, and ideas for the intellectual inquiry of students, faculty and staff; supports the instructional program; and promotes scholarship on campus. Fundamental to this philosophy of service is a commitment to freedom of information and equity of access to information.

The library houses 97,000 book volumes, 1,760 video-recordings and many other formats for a total of 123,000 items. For electronic full-text sources students can select from over 15,000 journals and 24,000 e-books.

The majority of the library's electronic resources can be accessed both on and off campus by students. These resources include the Online Catalog and various databases for journal article searching including *Academic Search Elite*, various InfoTrac products, *Project Muse*, *Lexis-Nexis* and many others. A password is needed for off-campus access.

Services available include: research assistance, interlibrary loan, and information literacy classes. There are computers for student use as well as wireless service for laptops.

The Special Collections Room showcases letters and other materials relating to the Marquis de Lafayette, for whom Fayetteville is named, and a four volume facsimile set of the double elephant folio *Birds of America* by John James Audubon donated by Margaret Rose and Terry Sanford. In addition the library houses an extensive Bible collection donated by the Reverend Mr. Allen C. Lee, memorabilia of Carolina College, and the archives of both the College and the United Methodist Women of the North Carolina Conference.

To check out library materials, use some equipment, and view the MC archives a student must be a registered library user and show a current student ID. More information about the library can be accessed at <http://www.methodist.edu/library/davis.htm>.

Academics

The academic area has the following six schools: Arts and Humanities, Reeves School of Business, Information and Technology, Public Affairs, Science and Human Development, and the School of Graduate Studies.

Excellent teaching, professional development, and research are expected of faculty. Student surveys routinely cite the unique quality of classroom, library, and online experiences as reasons for recommending Methodist College to friends and family members. Seven faculty members completed authorship or co-authorship of book-length academic texts during the two preceding academic years. Numerous others published peer-reviewed articles, presented findings at regional and national conferences, published works of poetry, or served as editorial review panelists for major publications. The Music Department partnered with the Fayetteville Symphony Orchestra to select its new maestro, who serves jointly as a faculty member at Methodist College. The annual Southern Writers' Symposium brings to campus contemporary authors as well as scholars from across the country.

Methodist is committed to both tradition and progress. Proud to be in the mold of the higher educational institution that originated in America during the Colonial Period and persists into the twenty-first century, it realizes the demands placed on graduates by today's world and aims to combine the liberal arts base and spirit with career orientation and adaptability. Recent additions to the curriculum reflect this dual vision: Business Administration with concentrations in Health Care Administration, Professional Golf Management, Professional Tennis Management, and Resort Management; Marketing with concentrations in Professional Golf Management, Professional Tennis Management, and Resort Management; Physician Assistant; Sports Management; Athletic Training; Justice Studies; and Writing. Many alumni pursue graduate or professional school programs.

Diversity of the Student Body

Methodist College is remarkable for the diversity of its student population. The student body includes traditional residential students, commuters of all ages, a large Evening College contingent, soldiers from Fort Bragg, airmen from Pope Air Force Base, senior citizens, minorities, and international students. It has a cooperative program with the Defense Language Institute and, with three other campuses, is a member of the North Carolina Southeastern Consortium for International Education.

Religious Life

The college offers a well-balanced Religious Life Program coordinated by the Campus Chaplain, who also advises the Christian LYFE Council, an umbrella organization for all student religious activities (e.g., weekly worship services; Bible studies; fellowship meals; the Christmas Moravian Love Feast; Thanksgiving, Maundy Thursday, and Easter Sunrise Services; and Faith-in-Life Week). The Fellowship of Christian Athletes brings resource persons to campus, presents programs in area churches, and participates in service projects in the local community.

Athletics

A primary goal of the Department of Intercollegiate Athletics at Methodist College is to provide positive enriching programs that complement and reinforce the educational pursuits of our student-athletes. We subscribe to the NCAA Division-III philosophy statement, regarding fair play and amateur athletics competition. The safety and physical well-being of all student-athletes is primary in every aspect of our program. Methodist College strives to provide fair and equitable programs for men and women.

The athletic programs also assist in the recruitment and retention of students. Additionally, Methodist College encourages and promotes good sportsmanship by both our student-athletes and spectators.

Methodist College competes in 19 intercollegiate sports (10 for women and 9 for men) as a member of both the USA South Athletic Conference and the Mason-Dixon Conference.

During the 2004-05 athletic season, Methodist College participated in three NCAA Division III National Tournaments at the team level - men's basketball, men's golf and women's golf. The Lady Monarchs golf team hosted the 2005 NCAA Division III National Tournament at nearby MidPines Resort, and won their eighth straight Division III National Championship. It was the Lady Monarchs' 18th national title in the last 20 years. In addition, the men's golf team finished fourth at the NCAA Division III National Championship, marking the 18th straight season Methodist College has finished in the Top Five in the nation in men's golf.

On the individual side, sophomore Charlotte Williams became the eighth player in the history of women's golf at Methodist College to win the individual NCAA Division III National Championship, while Freshman Katie Dick was selected 2005 Division III Freshman of the Year, and head coach Vici Pate was selected 2005 Division III Coach of the Year.

In the USA South Athletic Conference, Methodist College won conference regular season championships in baseball, men's basketball, men's golf and men's tennis to win the 2005 USA South President's Cup for the top male athletic program. In addition, the Lady Monarchs won USA South championships in tennis and softball. Overall, 72 Methodist athletes earned All-Conference honors.

ADMISSIONS POLICY

Methodist College admits academically qualified students of any age, race, sex, national or ethnic origin, or religious faith. Candidates applying for admission are accepted as either freshmen, transfer students, re-admitted students, special (non-admitted) students, or visiting students.

Application Process:

The Regular Academic (Day) Program

- 1—Submit a completed Day Application-For-Admission Form.
- 2—Include an application fee of \$25.00 (non-refundable).
- 3—Forward official copies of all appropriate academic credentials to the Admissions Office.
- 4—Forward a copy of immunization records (North Carolina State Law) to the Admissions Office.
- 5—Arrange an interview with the Admissions Office (optional but recommended for all applicants).

MC at Night (Evening) Program

- 1—Submit a completed Evening College application-for-admission form.
- 2—Completion of English Placement Examination
- 3—Request that official copies of all appropriate academic credentials, including a high school transcript, be forwarded to the Evening College Office of Admissions.
- 4—Arrange an interview with the Assistant Dean for Evening College and Summer School, Room T-305, Trustees Building (630-7074).

5—Students withdrawing from the Evening Program on or before the last day to drop classes will receive a refund of the amount paid. Those students withdrawing from the college after the last day to drop classes will not be eligible for a refund.

Students entering the Evening College have one semester to meet all admission requirements. However the English Placement Test must be completed before the initial registration. Students who do not complete the above requirements and are not fully admitted to the College are not eligible for Financial Aid, other Third Party Tuition Assistance programs, Veteran Benefits, or a Methodist College transcript.

Freshmen

Students applying for admission as freshmen must be graduates of accredited secondary schools or hold a General Education Diploma (GED). They must have 16 units of high school credit, including four units of English. It is also recommended that applicants have three units of mathematics (algebra I, II, and geometry), three units of science, three units of social science, and two units of foreign language. The areas considered when reviewing freshman applicant credentials include course curriculum (grades 9-12), standardized test scores (ACT or SAT), grade point average (grades 9-12), and class rank. All prospective student files are reviewed on an individual basis, and extracurricular achievements and recommendations are considered. It is the policy of Methodist College to admit those students who, in the professional judgment of the admissions staff and the college faculty, appear to be prepared academically for success at the college. This judgment involves a careful weighing of all criteria listed above. Students holding a High School Equivalency Diploma or GED are required to submit official copies of the High School Equivalency transcript or GED test results. They must also provide standardized test scores (SAT or ACT) and official High School transcripts unless they have reached their twenty-first birthday by the date of enrollment. Homeschooled students must submit official transcripts from a state approved homeschool and meet all other freshman admissions requirements.

Transfer Students

Applicants seeking admission as transfer students must fulfill the following requirements. They must have official copies of all High School transcripts, High School Equivalency transcript, or GED test results, and post-secondary transcripts forwarded to the Admissions Office. They must show overall academic success at all former institutions. Standardized Test Scores (SAT or ACT) must also be provided unless students have reached their twenty-first birthday by the date of enrollment or have completed 31 or more semester hours of college transfer credit. All transfer student applicants must be eligible to return to the last post-secondary institution attended. All transfer students must complete the English Placement Examination before registering for classes.

Students Seeking Re-admission

Students seeking re-admission to the college must make a formal application through the Office of Admissions. They must be given clearance by the Admissions Office, Financial Aid Office, Business Office, Registrar's Office, and the Office of Student Development and Services before being considered for re-admission.

Evening to Day Admissions

Students who wish to switch from Evening College enrollment to Day Program enrollment on a full or part-time basis must make formal application to the Day Program. All materials required of other Day Program applicants, with the exception of the application fee, are required.

Special Students

Admission of Special Students

Special students at Methodist College are defined as non-degree seeking students who enroll in courses on a one-time or intermittent basis for reasons including personal enrichment, professional development, or completion of graduate school prerequisites. Special students can be separated into two groups: those who have completed a bachelor's degree and those who have not. Students who have completed a bachelor's degree must submit an official transcript from the degree granting institution as proof of graduation to be admitted as a special student. Students who have not completed a bachelor's degree must submit an official high school transcript or GED results to be admitted. Special students will be allowed to register for up to 30 semester hours before being required to apply as degree-seeking, regular students and meet all admissions requirements. Special student enrollment is subject to the availability of space in the desired course(s). Special students wishing to enroll in a course with prerequisite requirements must be able to show successful completion of those prerequisites through provision of official college transcript(s). Special students may not live on campus, participate in intercollegiate athletics, receive federal financial assistance or utilize veteran's benefits.

Visiting Students

An applicant seeking admission as a visiting student must have a letter of permission from his or her resident college forwarded to the Admissions Office.

High School Dual Enrollment

High school-age students who possess outstanding academic potential and who would benefit by attending Methodist College, may do so under the following circumstances:

- A. The student should be at least sixteen years of age and classified as a junior based on high school courses completed.
- B. High school-age students may attend Methodist College on a space-available basis. The schedule of courses to be taken must be approved by the Vice President for Academic Affairs.
- C. Interested students must submit an application as a special student to the Office of Admissions.
- D. The applicant may be required to submit a letter from his/her guidance counselor or home school administrator.

Tuition for Special Students

Special students will be charged the standard per hour tuition as described in the Finances section, below.

International Student Admission Requirements

- A. Complete and submit an international application with \$25.00 application fee to the office of the Director of International Programs.
- B. Provide the Director of International Programs with an official copy of the student's secondary school transcript translated into English, along with proof of graduation from that school.
- C. If a foreign or a U.S. college or university was attended, that institution must provide the Office of International Programs an official transcript and a detailed description of each completed course translated into English.
- D. To award transfer credit from any institution of higher learning outside of the United States (not regionally accredited by the American Council on Education), tran-

scripts must be translated and evaluated by an independent agency approved by the Registrar.

- E. If English is your second language, have the testing agency provide us with official copies of the results of the Test of English as a Foreign Language (TOEFL). If the paper-based TOEFL is used, a minimum score of 500 is required. If the computer-based TOEFL is used, a minimum score of 173 is required. If the student attended an accredited ELS Language Center, that center must provide an equivalency score as a substitute for taking the official TOEFL.
- F. A fully completed Methodist College Confidential Financial Information form must be submitted in which parents or sponsor indicate by signature ability and willingness to fully fund the first year at Methodist College, including personal expenses. If the student is funding attendance at Methodist College, the student should complete and sign this form. If a financial aid grant from Methodist College is received, only those costs not covered by the grant are to be paid.
- G. A completed Methodist College Medical Record Form and Immunization Record (as noted on the Medical Record Form instructions) must be submitted. Submission of this document is required by the State of North Carolina for all students.
- H. Two passport-style color photographs of the student must be provided.

As soon as the college has received items A through F above, a letter of acceptance and an Immigration Form 20 will be sent to the student who should then schedule an appointment with the U.S. Consulate to obtain his/her F-1 Nonimmigrant Student Visa.

Professional Golf Management (PGM) Admission Requirements

PGM applicants will be evaluated based on the quality of SAT or ACT scores, Grade Point Average, and golf handicap. PGM applicants must comply with the following policies and procedures:

1. They must first be accepted to Methodist College.
2. Admission to the PGM Program will be granted to the most qualified applicants based on the quality of SAT or ACT scores, Grade Point Average, and golf handicap. This procedure will be used for early, regular, and late admission (see below). There are 100 spaces available (subject to change).
3. All applicants must have submitted a PGM application.
4. All applicants must have submitted a recommended golf handicap of eight (8) or less for men or fourteen (14) or less for women verified by the United States Golf Association (USGA), a Professional Golfers' Association of America (PGA) golf professional, a high school golf coach, or must have successfully passed the PGA Playing Ability Test (PAT).
5. All applicants must have a letter of recommendation from a PGA golf professional or high school golf coach.
6. Transfer Policy: Students may have no more than thirty-six (36) credit hours to be considered for admission.
7. **Early Admission:** Students wishing to be considered for early admission into the PGM Program must have all required materials submitted by November 1. Students selected for early admission into the PGM Program will be notified of their acceptance by November 15. Students receiving the acceptance letter have until December 31 to reserve a space in the PGM Program. A non-refundable PGM deposit of five hundred dollars (\$500)* is required to reserve a space. Students not responding by December 31 will forfeit their early admission and will be candidates for regular admission. No more than 50 percent of the incoming class will be selected for early admission. All students not selected for early admission will be considered for regular admission. No transfers will be accepted during early admission. Students must

make a campus visit and meet with a PGM staff member to be considered for early admissions.

8. **Regular Admission:** Students wishing to be considered for regular admission into the PGM Program must have all required materials submitted by January 1. Students selected for regular admission into the PGM Program will be notified of their acceptance by January 15. Students receiving the acceptance letter have until March 1 to reserve a space in the PGM Program. A non-refundable PGM deposit of five hundred dollars (\$500)* is required to reserve a space. Students not responding by March 1 will forfeit their regular admission and will be candidates for late admission. All students not selected for regular admission will be considered for late admission.
9. **Late Admission:** Students wishing to be considered for late admission into the PGM Program must have all required materials submitted by March 1. However, there may not be any spaces available in the program at that time. Students selected for late admission into the PGM Program will be notified no later than May 1. Any student accepted under late admission will be able to reserve a space in the PGM Program on a first-come, first-served basis by paying the PGM deposit. A non-refundable PGM deposit of five hundred dollars (\$500) is required to reserve a space.

* Students who wish to do so may request, in writing, an extension of the PGM deposit until May 1. However, students requesting an extension are not guaranteed a space in the PGM Program. Deposits paid after March 1 will be accepted on a first-come, first-served basis.

FINANCES

Basic Expenses for Academic Year 2005-2006

Undergraduate Program

Rates per semester unless otherwise specified:

	Commuting Student	Residential Student	
Tuition*	\$8,790.00	\$8,790.00	(Alternate Meal Plans will be available at registration)
Board	—	1,660.00	
Room Rent	—	1,725.00	
TOTALS	\$8,790.00	\$12,175.00	(Includes local telephone service; double occupancy in Cumberland, Sanford, Weaver and Garber)

* Full time day tuition; 12–18 credit hours (includes online courses, but see policy on combining regular day program and evening college)

21 Meal Plan	1,660.00
14 Meal Plan	1,620.00
7 Meal Plan for the Pines and Cape Fear Commons residents	895.00
75 Meal Block Plan for the Pines and Cape Fear Commons residents and commuters	560.00
Residence Hall Cost (including computer network access):	
Garber/Sanford/Cumberland/Weaver	1,725.00
Pearce/West	1,960.00
Cape Fear Commons	2,700.00
The Pines	2,035.00

Private room fee (Cumberland, Sanford, Weaver and Garber, if available)	870.00
Residential hall dues	27.00
Residential hall dues (per summer session)	11.00
Key, mattress, and damage deposit (residential students only)	100.00
Room charge—summer (per day term)	385.00
Tuition per day s.h. in excess of 18 s.h. or below 12 s.h. (Does not apply to PA program)	570.00
(Fee is not charged if overload is caused by enrollment in a music or theatre ensemble or by a 0.5 s.h. seminar required by PGM, PTM or RMT)	
Tuition per s.h. for a student in the Regular Program who enrolls in Evening College courses	175.00
Tuition per s.h. for a student in the Evening College	175.00
Tuition per s.h. including book charges for a student in the Evening College ...	215.00
Tuition per s.h. for Summer School	175.00
Tuition for Distance Learning Courses (per credit hour)	195.00
Student activity and entertainment fee for Day College students – optional for audits	60.00
Student activity fee for Evening College students (optional)	60.00
(includes Reeves Auditorium cultural events, admission to events in the PAC, use of the PAC, and student body elections)	
Directed study	305.00 per s.h. in addition to regular tuition fee
Independent study	180.00 per s.h. in addition to regular tuition fee
Auditing a course	95.00
Graduation fee	105.00
Late charge for filing the Intent-to-Graduate form	105.00
Course challenge fee or CLEP Testing fee	120.00
PGM Specialty Fee for PGM Certified students (yearly fee due fall semester / non-refundable)	1,800.00
Golf fee- all services including golf course usage	600.00
Tennis laboratory fees	280.00
ROTC summer camp credit	125.00
Transcripts—first two copies free; subsequent price per copy	10.00
Proficiency and/or applied music lessons (music majors and minors)	
one half-hour lesson per week	160.00
two half-hour lessons per week	295.00
three or more half-hour lessons per week	375.00
Late registration for class	145.00
Application fee	25.00
Room reservation fee (returning students)	100.00
Student reservation fee for newly entering commuter student (non-refundable)	100.00
Student reservation fee for newly entering resident student (non-refundable) ...	200.00
Student reservation fee for newly entering PGM resident student (non-refundable)	500.00
International student insurance-fall	240.00
International student insurance-spring and summer	310.00
International student insurance-summer only	95.00
Mandatory Student Medical Service Fee (full time day students)	45.00
Mandatory Student Medical Service Fee (full time day students)-summer	23.00
Auto registration (Day Program – per year)	120.00
Auto registration (Day Program)	65.00
Auto registration-summer	27.00
Auto registration (Evening Program - per year)	48.00

Auto registration (Evening Program).....	27.00
Second Car (regardless of initial registration type)	5.00
Methodist College 10 payment Plan Fee (annual)	60.00
Methodist College 2 payment Plan Fee (per semester)	35.00
Late Payment Fee	40.00
Returned Check Charge.....	25.00

Senior Citizens (65 and older) may obtain full tuition remission for up to 18 s.h. per semester, but they are subject to all admission requirements of Methodist College.

In order to meet changing economic conditions, the Board of Trustees reserves the right to revise charges as conditions demand; but no changes will be made during a semester.

Policy on Combining Regular Day Program and Evening College

Evening College tuition is charged separately and is not waived by the fact that a person is a full-time day student.

Methodist College Regular Day Program and Evening College are recognized as two completely separate units for the calculation of tuition. A student who qualifies as a full-time day student (12 or more s.h.) will be charged the full-time day tuition. If the student elects to enroll in additional courses in the Evening College, that student will be assessed an additional \$175 per s.h. for the evening courses.

A student enrolled in at least 9 but less than 12 s.h. in the regular day program, may enroll in additional semester hours in the Evening College to total between 12 and 18 s.h. as a total load and will be assessed the full-time day tuition. Any hours in excess of 18 hours in the Evening College will be assessed at the rate of \$175 per semester hour.

A student enrolled in less than 9 s.h. in the regular day program and additional semester hours in the Evening College will be assessed \$570 per s.h. for the day courses, and \$175 per s.h. for the evening courses.

Students whose academic course load drops below 12 semester hours may lose eligibility for Financial Aid and participation in athletics and are not considered to be full-time students. Methodist College requires that student-athletes must be actively enrolled in at least 12 semester hours in the day program to participate.

Enrollment Deposit

The \$100.00 (commuter), \$200.00 (residential student), and \$500.00 PGM Program enrollment deposit is applied to the student’s first semester account. This fee is necessary to reserve a space in the incoming class, residence hall and/or PGM Program for new students. This reservation fee is non-refundable. Students who are switching from MC at Night (Evening College) enrollment to Day Program enrollment, students receiving some military and Veteran’s benefits and students who are dependents of Methodist College personnel are not required to pay an enrollment deposit. Students are advised to send payment in the form of a check or money order made payable to Methodist College to: Office of Admissions, Methodist College, 5400 Ramsey Street, Fayetteville, NC 28311-1420.

Financial Aid

The purpose of the financial aid program is to provide a diverse program of scholarships, grants, loans, student employment, and other forms of aid for all students who need assistance in meeting their educational needs; to enrich the college environment with academically gifted students through scholarships; to improve academic caliber of the student body by awarding better packages containing more grant money to students whose background predicts a high GPA; and to provide counseling for new and continuing students in need of financial aid. Methodist College bases its consideration of financial aid on two

criteria: qualifications of need (in accordance with the guidelines of the Free Application for Federal Student Aid (FAFSA)) and qualifications of academic ability. Financial aid is determined by confidential information provided by the student and parents which includes family income, assets, number of dependents, and in some cases, unusual or special circumstances. To insure maximum consideration for all types of financial assistance, the applicant must be in the process of receiving his/her first bachelor's degree, enrolled in at least 12 semester hours in the Day program and have completed the FAFSA. Visiting students are not eligible for any financial aid from Methodist College.

The Financial Aid Office is located in Joe Stout Hall and is open for operation Monday through Friday from 8:00am-5:00pm. Methodist College offers a variety of institutional financial aid based on academic excellence, need, and other considerations. All institutional money, to include Endowed Scholarships, is awarded to Full-time degree seeking Day students only. Visiting students are not eligible for any financial aid from Methodist College. The amount of institutional money an individual student can be awarded varies, however a cap has been established. The need based institutional cap is set at \$10,500 for residential (on campus) students and \$7,500 for commuting (off campus) students per academic year (\$5250 and \$3750 per semester). Various scholarships can be renewed from year to year for a maximum of five academic years or ten semesters. Some institutional scholarships are awarded for a maximum of four academic years or eight semesters. The Financial Aid Office has a listing of the various scholarships and number of years or semesters the scholarships will be renewed. Scholarship guidelines are subject to change from one academic year to the next. Students should contact the Financial Aid Office regarding their particular scholarship(s) for any changes. Methodist College reserves the right to reduce or cancel any scholarships due to GPA or changes in a student's financial need. The college also participates in the following financial aid programs: Federal Title IV (grants, loans, student employment), state (North Carolina Legislative Tuition Grant (NCLTG) and North Carolina Contractual Grant), and the Board of Higher Education and Ministry of the United Methodist Church (scholarships and loans). Federal Title IV financial aid eligibility is six years or twelve semesters. For students enrolled in the Evening College program, the Federal Pell Grant, Federal Stafford Loan, NCCG and NCLTG are the only types of financial aid available. However, before any institutional, state, and federal scholarships/grants can be renewed, the student must reapply for financial aid by completing the FAFSA, must not be on Academic Probation (as listed in this catalogue), and must be maintaining Satisfactory Academic Progress (SAP), which is explained in the section listed below.

Financial aid scholarships and various grants are not available to students enrolled in less than 12 semester hours (s.h.). A student initially enrolled as full time (12 s.h.) can not drop below 12 s.h. before the end of the semester or that student will be ineligible for all institutional, state and most federal financial aid and the scholarship(s)/grant(s) previously awarded will be revoked. If a student withdraws completely from all classes, either officially or unofficially, federal guidelines require that the institution calculate any Title IV money that may have to be returned to the federal government. Methodist College also has an institutional refund policy in which institutional money may have to be returned.

Methodist College Office of Financial Aid Policy of Satisfactory Academic Progress Introduction: Revised January 2005

The Higher Education Act of 1965, as amended by Congress in 1980 mandated institutions of higher education to establish minimum standards of "Satisfactory Academic

Progress” for students receiving financial aid. Additional legislation recently called for further refinement of this policy effective January 1, 1984. Satisfactory Academic Progress evaluates both the quality (quality point balance) and the quantity (credit hours earned) of the student’s academic work and will be evaluated at the end of each academic year the student has completed. Methodist College makes these standards applicable to all financial aid offered at Methodist College. This includes all Federal (Title IV), State (North Carolina), and Institutional (Methodist College) funding: Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Federal Perkins Loans, Federal Work-Study Program, and Federal Family Education Loans, North Carolina Legislative Tuition Grant (NCLTG), Student Incentive Grant (NCSIG), and State Contractual Grant (NCCG), Methodist College’s scholarships/grants and endowed scholarships.

Standards of Satisfactory Academic Progress

To receive financial aid under the Federal Title IV Programs, North Carolina need-based grants, and institutional controlled scholarships a student must be making “Satisfactory Academic Progress” (SAP) toward graduation. SAP for a full-time undergraduate student (minimum 12 semester hours each semester of enrollment) is defined as follows:

At the End of:	Year 1	Year 2	Year 3	Year 4	Year 5
	2 sems.	4 sems.	6 sems.	8 sems.	10 sems.
Cumulative Hours Attempted	1-24 hrs	25-48 hrs	49 -79 hrs	80-110 hrs	over 110 hrs
Minimum Cumulative Hours Passed	15 hrs	36 hrs	60 hrs	90 hrs	124 hrs
Minimum Cumulative GPA	1.3	1.5	1.7	1.9	2.0

In evaluating the student’s qualitative progress, the student must earn a quality point balance to meet the requirement of being academically eligible to return as defined in the academic catalogue.

In evaluating the student’s quantitative progress, the student’s credit hours earned is reviewed. The student has a maximum time frame to complete the credit hour degree requirement. Students will be allowed to receive Federal and State financial aid for a maximum of twelve (12) semesters or six (6) years. This is the maximum allowable time for receipt of financial aid regardless of whether the student did or did not receive financial aid during any period of his/her enrollment. A student can not have more than 150 percent of the published length of the education program to graduate. For most students, 12 semesters is the maximum time frame allowable for degree completion (standard 8 semesters or 100 percent plus an additional 4 semesters or 50 percent). Students will be allowed to receive institutional financial aid for a maximum of ten (10) semesters or five (5) years. However, some institutional scholarships are awarded for a maximum of eight (8) semesters or four (4) years. The Office of Financial Aid has a listing of these particular scholarships.

Students will be allowed to receive federal/state financial aid for a maximum of 186 attempted hours. Example: If a student has attempted 180 semester hours, has a 2.0 gpa and has completed ten (10) semesters, then the student will be allowed to receive only federal financial aid for six (6) semester hours or one-half (1/2) time enrollment status (since Methodist College only offers state and institutional financial aid to full-time day students). This particular student in the example may pursue as many hours as he/she desires but would be considered enrolled one-half time for financial aid purposes. No financial aid will be awarded to students who have exceeded 186 attempted hours. (186 semester hours allows students the necessary additional time which may be required to obtain an additional major and to accommodate transfer students).

Withdrawals or incompletes will not be exempt from the chart. Students will be required to complete the number of credits as outlined on the chart. Part-time students will be evaluated on a pro-rata basis of hours attempted during each period of enrollment under the same standards as full-time students. Federal regulations state the institution's standard of satisfactory progress must include the student's total academic history in determining cumulative hours attempted.

A transfer student's credit hours brought in will be considered as credit earned for purposes of the 150 percent time frame to complete a program. Thus if a transfer student brings in 39 credit hours and enrolls full-time, three semesters will have been utilized and he/she will have an additional 9 semesters to complete the program of study. A transfer student's completion of credits percentage will apply only to credits attempted at Methodist College.

If, after one academic year, the student has not met the minimum requirements for renewal of financial aid, the student will be permitted to receive financial aid for one year on a probationary basis. A certified letter will be mailed to the student outlining the minimum standards that must be met for renewal of financial aid beyond the one year probation. Summer sessions are not counted in the one year. At the end of a probationary year, students who have not attained the required Minimum Cumulative Hours Passed or Minimum Cumulative GPA, will be placed on financial aid suspension. A student who wishes to appeal his/her suspension of financial aid must submit a letter to the Director of Financial Aid stating the reasons for failing to meet the satisfactory academic progress requirements and whether or not the difficulties have been resolved. Upon review of the letter, the Director of Financial Aid may also request additional documentation (medical, legal etc...). The student will be notified, in writing, of the director's decision. If denied, the student may request a special review at the end of a semester to try to have his/her aid reinstated for the remainder of the school year. Students are personally responsible for requesting (in writing) a mid year review by appealing directly to the Director of Financial Aid, otherwise only one determination of SAP will be conducted each academic year, not to include the summer sessions.

After termination/denial of financial aid, a student will be considered for financial aid only when one or more of the following conditions have been met:

- Sufficient credit hours are earned, and/or
- The quality point balance meets the required level to be academically eligible to return, and/or
- It is established, through the appeals process, that the student encountered some type of extenuating circumstances during the semester in question that hindered academic performance.

A student who is deficient in hours may take transferable courses at other institutions with prior approval from the Registrar's Office and by notifying the Financial Aid Office in writing. Students who need to improve their quality point balance must take their course work at Methodist College. Note: A student with unsatisfactory academic progress is not eligible for financial aid during the summer sessions.

Students returning to Methodist College following academic suspension or financial aid suspension must meet SAP standards set forth above before financial aid eligibility will be reinstated.

Veteran Benefits

This institution is approved by the North Carolina State Approving Agency for the enrollment of persons eligible for education assistance benefits from the U. S. Department of Veterans Affairs (DVA). Entitled veterans, participants in the Montgomery G. I. Bill contributory program, active duty military in voluntary education programs, drilling National Guard, drilling Reservists, and eligible spouses and offspring who have applied, met all admissions criteria, been fully accepted, and actively matriculated may be certified to the U. S. DVA Regional Office as enrolled and in pursuit of an approved program of Education.

For information concerning monetary benefits contact the U.S. Department of Veterans Affairs Regional Processing Office in Decatur, GA (888) 442-4551 or their web site www.va.gov. For information about the available programs at this institution contact the Campus Director of Veteran Services (630-7174).

Payment/Billing/Interest Policy

It is the policy of Methodist College that all previous semester charges must be paid before new semester charges can be processed. Evening program and Summer School sessions are payable up to the first day of classes, but earlier payment is suggested to reserve classes. Day students' deadlines for paying new semester charges (for all returning students and new students pre-registered before July 1 for Fall 2005 and December 1 for Spring 2006) are two weeks prior to the start of classes:

Fall 2005—August 9, 2005

Spring 2006—December 27, 2005

Those new students accepted by the college after July 1 and December 1 may pay for their charges up to the first day of classes.

The college offers three (3) methods of payment for a new semester or term, as specified below:

- a—All tuition, room, board and fees for the semester (less any pending financial aid and loans) are payable on or before the dates listed above.
- b—A ten-payment plan is offered through Methodist College, Inc. that begins June 1 of each year and requires 10 equal monthly installments with no interest charge on the payments and a \$60 enrollment fee.
- c—A minimum of one-half (1/2) of the balance (after pending financial aid and loans are deducted) must be paid on or before the dates listed above, and the remaining one-half is due and payable 30 days thereafter, as specified on the promissory note. There is a \$35 enrollment fee. Payments not received within 2 weeks of the required due date indicated on the promissory note will result in the students' immediate dismissal from the college, unless other acceptable payment arrangements have been made with the Business Office.

Summer School terms require that one-half of the balance due for all sessions registered be paid at or before the first day of classes, with the remaining one-half payable within 10 days of the start of classes, as specified on the promissory note. The enrollment fee is \$35 per semester. Evening college students are required to pay one-half (1/2) of the balance due at or before the start of the term, and the remaining one-half three weeks thereafter. A late fee of \$40 will be assessed on payments received more than 5 days after the due date.

Interest will be charged on unpaid installment payments, as well as on financial aid and loans that are still unprocessed and therefore unposted to the students' account after the following dates:

Day Program:

Fall Semester:	November 1	Summer Semester—Term I: July 1
Spring Semester:	April 1	Summer Semester—Term II: August 1
		Summer Semester—Term III: September 1

Evening Program:

Fall Term I:	November 1	Spring-Term I: April 1
Fall Term II:	January 1	Spring Term II: June 1
		Summer Term IV: July 1

Interest is charged at a rate of 1.5% per month (18% APR) on the average daily balance owed, at the end of each month following the appropriate date above.

- 1—Other charges that are incurred during a semester, such as library fines, traffic citations, etc. are given a payment period before interest is charged. Interest is not charged on these items until the end of the month in which the charges were billed. The student is responsible for payment of any additional charges separately from any required installment payments, and these balances must be completely paid off in the month the charges are billed.
- 2—Official transcripts or other statements of work completed will not be released as long as money is owed to the college.
- 3—Statements are sent to parents and/or students monthly during the semester as required.
- 4—If statements are to be mailed to any address other than the home address, the Business Office must be notified in advance.
- 5—Deduction of financial assistance:
 - a—Scholarship and Grant moneys awarded to the student are deducted from the student's account after the Financial Aid Department has received the signed Financial Aid Award Letter from the student and validated the award to the Business Office. Awards are made on an annual basis, but are posted to each student's account (if fully processed) after the drop/add period is over. Loan moneys are posted to students' accounts after receipt from the lending institution by electronic funds transfer or, if in check form, after endorsement by the student or parent. The North Carolina Legislative Tuition Grant (NCLTG), North Carolina Contractual Scholarship and Military Tuition Assistance (MTA) moneys are not credited to student accounts until shortly before these funds are received by the school. **Students that have not completed their financial aid processing before the end of the fourth week of classes will be subject to dismissal, unless acceptable arrangements have been made with the Financial Aid Office.**
 - b—Moneys from financial assistance awarded by agencies or individuals other than Methodist College are credited to the student's account after a copy of such awards is provided to the Director of Financial Aid, and the award is validated to the Business Office.
- 6—Students who drop/add classes that will change full-time or part-time status must inform the Business Office. The students' charges and financial aid can be affected by a change of status.
- 7—No student who has an outstanding financial balance may participate in graduation ceremonies.

8—Students will be charged fully for all classes not dropped by the end of the drop/add period.

Refunding of Excess Financial Aid

Procedures for refunding of credit balances

Credit balances are created by Financial Aid and payments that exceed charges.

Financial Aid Processing

Loans—Students are not eligible for Stafford and Plus Loan moneys until the drop/add period is over. Once this period is complete, and the student is still enrolled, loan funds are credited to student accounts as received. Some students are subject to two loan disbursements instead of one. All assessed charges are deducted from the first disbursement and any credit balance is refunded to the student. First time Stafford Loan borrowers receive their first loan disbursement thirty days after classes begin. The loan disbursement date is not the refund date.

State Grants, State Scholarships and Military Tuition Assistance—North Carolina Legislative Tuition Grant, North Carolina Contractual Scholarship, and Military Tuition Assistance moneys are not credited to student accounts until shortly before the funds are received. The NCLTG is credited before October 15 and March 15, while the North Carolina Contractual scholarship is credited before October 15 and at the end of the drop/add period of the Spring term. MTA is also credited before October 15 and March 15, unless for evening students, for whom it is credited at the end of each term.

Pell Grants, Perkins Loans, Institutional Aid, Outside Scholarships, other aid—These forms of aid are credited to the students account after the drop/add period is over, if this aid has been awarded and all paperwork has been processed and approved. Otherwise, it is credited after processing.

Processing of Charges

Tuition—Charges for classes are assessed after all drop/adds are processed. This is complete approximately two weeks after the drop/add period is over.

Room and Board—Charges for room and board are not completed until all room occupants are verified. This occurs approximately three weeks from the start of classes.

Books and Supplies Charged on a Bookslip—Actual book charges are assessed against the student accounts approximately one week after the drop/add period is over. This allows the students sufficient time to charge books and supplies.

Other Charges—Charges for dorm dues, damage deposits, golf and tennis lab fees, entertainment fees, applied music lessons, late registration fees, and other fees are charged within three to four weeks of the start of classes.

Processing of Refunds

The Business Office processes refunds on a first-come, first-served basis. No refunds can be issued until all charges are posted to all accounts

Refund List—The Business Office establishes refund lists to schedule student refunds. After the student has confirmed that they have a credit balance with the Business Office, they may request to be put on a refund list. The lists are started no earlier than three weeks after the start of classes, and continue throughout the semester.

Students will be given an identification number and the date when their refund will be available for pick-up once they are put on a refund list.

Calculating the Refund—The Business Office requires approximately one week to issue a refund check after a student is put on a refund list. This allows time for analyzing and verifying all charges and credits, determining eligibility for loans and grants, calculating multiple refunds, and scheduling multiple checks for disbursement.

Pick-up Checks—Refund checks are available for pick-up after 3:00 P.M. on the scheduled date. Please have a valid student ID card, driver license, or a picture ID available for positive identification. Checks not picked up within two weeks of issuance will be mailed.

The following dates are the earliest dates available for refunds:

The earliest scheduled pick-up dates for Fall 2005 are:

- September 8, 2005—Evening Student/Term I
- September 15, 2005—Day Students
- November 10, 2005—Evening Students/Term II

The earliest scheduled pick-up dates for Spring 2006 are:

- January 26, 2006—Evening Student/Term I
- February 2, 2006—Day Students
- March 30, 2006—Evening Students/Term II

The earliest scheduled pick-up dates for Summer 2006 are:

- June 8, 2006—Day Students/Term I
- June 8, 2006—Evening Students
- July 6, 2006—Day Students/Term II
- August 3, 2006—Day Students/Term III

Refund Checks are available for scheduled students on Tuesdays and Thursdays after 3:00 P.M. Students that drop classes and fall below twelve semester hours will be subject to partial or full loss of their financial aid.

Refund/Repayment Policy on Withdrawals From College

Effective August 1, 2000, Methodist College adopted the provisions of the Higher Education Amendments of 1998 for calculating the return of unearned Title IV funds. If a student withdraws from the college and is receiving federal Title IV funds, a federal refund calculation is performed. Title IV funds include Federal Stafford Loans, Federal Plus Loans, Federal Supplemental Educational Opportunity Grants, Federal Pell Grants and Federal Perkins Loans and other federal programs. If no Title IV funds are involved, then only the Institutional calculation is performed. The college will credit any refund amount due to the student's account if the student also owes a repayment or unpaid charges to the college. The date of withdrawal is considered as the formal date on the Withdrawal Form. Students may obtain instructions for withdrawal from the Registrar's Office. If the student fails to withdraw formally from the college, then the date of withdrawal is considered to be the last documented date of attendance. Worksheets are used to calculate each student's refund. Examples of these calculations are available in the Financial Aid Office.

Federal Refund Calculation

If a recipient of Title IV aid withdraws before completing 60 percent of the period of enrollment, the institution must calculate the amount of Title IV aid the student did not earn and return these funds to the appropriate sources. The amount of unearned aid equals the difference between Title IV aid that was dispersed or could have been dispersed and

the amount of Title IV aid that was earned. This earned aid calculation is based on a percentage of the calendar days completed divided by the total calendar days in the enrollment period. Students withdrawing after 60 percent of the semester is completed are not eligible for a refund.

Institutional Calculation

1—Evening College and Summer Programs

Students withdrawing from the Evening and Summer Programs on or before the last day to drop classes will receive a refund of the amount paid. Those students withdrawing from the college after the last day to drop classes will not be eligible for a refund.

2—Regular Academic (Day) Program

Students withdrawing from the college during the first week of classes (during the drop/add period) will receive a refund of the refundable amount paid. Those students withdrawing from the college will be refunded the following percentages of tuition and room expenses:

1 st Week	100.00%
2 nd Week	90.00%
3 rd Week	75.00%
4 th Week	70.00%
5 th Week	65.00%
6 th Week	60.00%
7 th Week	55.00%
8 th Week	50.00%
After 8 th Week	0.00%

Board (cafeteria) charges will be prorated on a weekly basis from the first day of classes through the withdrawal date. Any student failing to officially withdraw from a course will be charged for the course irrespective of attendance.

Students withdrawing from the college or those reducing their course load below a certain level will be subject to a reduction or cancellation of their financial aid. Withdrawing students are subject to refunding of financial aid moneys to the following sources, in order of priority: Unsubsidized Federal Stafford, Subsidized Federal Stafford, Perkins Loan, Federal Plus Loan, Pell Grant, FSEOG, Other Title IV Aid Programs. Any remaining funds are returned to the student.

Moving Off-Campus During a Semester

Students enrolled in college courses who elect to move off-campus during the first week of classes will not be assessed any charges for room. After this period, the student will be assessed 25% of the total room charges during the second week of classes, 50% during the third week, and 75% during the fourth week of classes. No reduction in cost is available after the fourth week of classes. Board (cafeteria) charges will be prorated on a weekly basis from the first day of classes through the last date of occupancy. Residence hall dues will not be prorated.

Moving On-Campus During a Semester

Students who elect to move on-campus after the first two weeks of classes of the fall and spring semesters will be charged room and board on a prorated weekly basis. Residential hall dues are not prorated. Summer terms are not prorated.

COLLEGE LIFE AND REGULATIONS

This catalogue is supplemented by other official documents and publications, such as the *Student Handbook*, the *Faculty Manual*, and the official minutes of academic committees.

Housing During Holidays and Summer Sessions

The college does not assume financial or supervisory responsibilities for students during periods when it is closed but often assists students in finding accommodations in the Fayetteville area and, for a nominal fee, can provide transportation at the beginning and end of a holiday period, as needed.

Family Educational Rights and Privacy Act

Access to student records is regulated by the Family Educational Rights and Privacy Act (20 U. S. C. 1232), FERPA, designed to protect the privacy of the student's records. Methodist College complies fully with this act and categorizes the following as directory information to be released in the best interests of the student as determined by the college: name, address, telephone number, date and place of birth, parents' names, major field of study, participation in officially recognized activities and sports, most recent previous educational institution attended, weight and height of members of athletic teams, dates of attendance at Methodist, and degrees and awards received. Under the terms of FERPA, students have the right to withhold disclosure of any or all directory information by filing, annually, non-disclosure requests with the Registrar. Methodist College assumes that the absence of such a request indicates student approval of disclosure.

Any student who is currently enrolled at Methodist College or who has been previously enrolled has the right to review and request the amendment and/or correction of all records pertaining to him/her maintained by the college. The institutional policy statement concerning these and other privacy rights is the Methodist College Student Educational Records Privacy Policy (MCSERPP), to be found in the Office of the Registrar in Horner Administration Building and in the Student Handbook. Students retain the right to file a complaint with the United States Department of Education alleging a failure of Methodist College to abide by the provisions of FERPA and the enabling regulations.

The college catalogue constitutes annual notification to students currently in attendance, as well as to the parents of those students, of their rights under FERPA and MCSERPP.

Students desiring to make changes to official records with regard to name, address, student number, and date of birth, must do so by completing the Methodist College Information System Data Correction Form obtained in the Registrar's Office.

Student Right to Know Act

The Student Right To Know Act and Campus Security Act were signed into law in 1990, and amended with the Higher Education Technical Amendments of 1991. Section 103 of this act requires that all institutions of higher learning disclose to current and prospective students graduation/completion rates as of July 1, 1993.

Honor Code

In the pursuit of academic studies at Methodist College, every student has the responsibility of obeying the Honor Code, which prohibits cheating (including plagiarism), theft, and academic misrepresentation. Each student is responsible for becoming familiar with the Honor Code. All work submitted to instructors must be in compliance with the rules of

the Honor Code and “pledged” as an indication of its conformity to the rules of the Honor Code. Violations of the code may be reported by any member of the Methodist College Community.

Academic endeavor is undermined by cheating, plagiarism, theft, or lying for academic advantage. The faculty has the duty to promote an atmosphere of honest learning through its own example as a community of scholars but also through the establishment and support of a system by which students charged with academic wrongdoing can be fairly judged and punished. That system at Methodist College is founded on the following principles:

- 1—Student civil rights must be protected. Among these are the right to an orderly hearing following due process, the right to confront accusers, the right to avoid self-incrimination, and the right to present evidence and call witnesses.
- 2—Grading is the prerogative of the faculty member, even in cases in which cheating has occurred. In those cases, however, in which the student is dissatisfied with such a private settlement, fairness dictates that faculty members accept the recommendations of the college community resulting from a hearing process.
- 3—More severe penalties (suspension and expulsion) are the responsibility of the college as a whole, and decisions involving such penalties require the participation of the faculty, the students, and the administration.
- 4—A fair and independent appeal process is vital to protect student rights and correct abuses.
- 5—Although the relationship between student and teacher is essentially a private one and while academic violations can and should be kept between two parties and resolved to their satisfaction, fairness to the larger community requires that all violations be reported to the Honor Board. In cases in which matters cannot be resolved in this way, they may be appealed, by either party, to the Honor Board. Repeat violators face mandatory Honor Board hearings.
- 6—Consistency requires that a relatively small and fixed group hear and judge Honor Board cases.
- 7—The adversary system utilized in litigation is not used in Honor Board cases; rather, the procedure is more conversational in character.

Jurisdiction—Plagiarism and cheating in academic work, theft, and academic misrepresentation (lying) are offenses that fall under the jurisdiction of the Methodist College Honor Code. Students must understand what these offenses are and how to avoid them.

Cheating—Students must complete all tests and examinations without help from any other source. They may not look at another student’s paper or at any opened textbook or notebook while taking tests. They may not use any kind of “crib” sheet, i.e., any papers or materials that have helpful information on them. Possession of a “crib” sheet while taking a test is considered evidence of intention to cheat. Students may not ask another student for information during a test or give another student information. Students may not talk to another student while a test is being given except with the explicit permission of the professor. These rules apply to take-home examinations and to all others unless the professor says otherwise. Students who find a misplaced test question sheet should return it as soon as possible to the professor whose test it is. Exceptions to these rules can be made only by the professor.

Plagiarism—Anything that is written in a paper, book report, or any other assignment must be in the student’s own words or must properly and fully indicate the source(s). Anything that students copy word for word from another source is a direct quotation. All direct quotations must be shown as such and must be properly documented. Students must also rewrite paraphrased material in a style and language that are distinctively their own; merely rearranging the words found in a scholarly source is plagiarism. Material that is paraphrased must be documented. For methods of documentation and all other aspects of manuscript form, students should follow either current practices advocated by the Modern

Language Association (MLA) or other reliable manuals recommended by individual departments and/or professors.

Students may not submit as their own or copy any part of their papers from another student's paper, a paper they have bought, or anything written by a friend or relative. Students may not use an outline written by somebody else. They may not knowingly permit another student to copy their papers. Within limits, students are allowed and even encouraged to get the help of other students on papers. They may get ideas or suggestions on source materials from other students and may have another student read the paper for clarity and correctness. However, once students start putting words on paper, they must be on their own, and every word written must be their own. Students should check with professors if they are not sure what can or cannot be done.

Academic Misrepresentation—Students may not lie to gain academic advantage. Cases of academic misrepresentation include, but are not limited to, presenting forged or false excuses for class absences and lying to teachers concerning class assignments.

Theft—The taking of property belonging to another without his/her consent, with intent to deprive the owner of the property and/or to appropriate the item(s) for academic gain, constitutes theft.

Honor Board

Organization—The Honor Board hears two types of cases. First, a student may appeal to the Honor Board if he/she considers a faculty member's settlement unfair. Second, any member of the college community may bring a case directly to the Honor Board. These cases are heard by an Honor Board panel with student participation and with the right to appeal to the Vice President for Academic Affairs. At the end of each academic year, the files are consigned to the care of the Registrar for permanent storage.

The Honor Board is appointed by the Academic Standards Committee, a committee appointed by the faculty and approved by the President. The chair of the Academic Standards Committee serves as a non-voting moderator of the Honor Board. The Board consists of two students (designated by the Student Government Association and approved by the President) and three faculty members (designated by the chair of the Academic Standards Committee). The chair of the Academic Standards Committee keeps the files and records of the Honor Board and arranges the time, place, and personnel for the hearing panels.

Process—A faculty member who learns of a possible violation from personal observation, physical evidence, or the complaint of a student may wish to settle the matter directly with the offending student. The maximum penalty by a faculty member is an *F* in the course. The faculty member is obligated to inform the student of his/her decision and to report any infraction, the name of the student involved, and the decision on the matter to the Honor Board chairperson for the permanent record. If the faculty member considers a more severe penalty appropriate, he/she may bring the case directly to the Honor Board, having first given the grade of *F* for the course. All written communications should be hand delivered and not entrusted to campus mail. Students who learn of possible violations may also bring such matters to the Honor Board. Repeat violators face a mandatory Honor Board hearing.

Appeal Procedure

- 1— One wishing to allege a violation or dispute an allegation or penalty contacts the chair of the Academic Standards Committee to initiate an appeal and files the appeal in writing. The Academic Standards chair arranges an Honor Board Panel, the time, and the place of for the hearing and notifies the parties involved.
- 2— The Academic Standards chair informs the accused of the right to have any person from the college community attend as an advisor and a counsel. The proceedings are tape-recorded.

- 3— The accuser briefly describes the alleged offense and the penalty imposed (if applicable).
- 4— The accused states the reason for his/her appeal.
- 5— The accuser, in the presence of the accused, presents the evidence for the alleged offense and the rationale for the penalty, using personal testimony, the testimony of others, and the physical evidence of tests or papers, as appropriate. The panel members ask any questions needed to clarify the issue.
- 6— The accused (or his/her representative) presents evidence for the accused's position in the presence of the accuser, using personal testimony, the testimony of others, and interpretation of the physical evidence, as appropriate. The panel members ask any questions needed to clarify the issue, except that the accused is not required to incriminate himself/herself.
- 7— The panel retires to consider its decision and reconvenes as soon as possible to announce it. Its deliberations in reaching a decision are not recorded. It decides penalties as follows: F on the assignment(s)/evaluation(s), F in the course, suspension, or expulsion. Panel decisions are by majority vote, and the complainant is obligated to accept the panel's decision.
- 8— If the panel finds in favor of the accuser (or adds additional penalties), the accused has the right to appeal in writing to the Vice President for Academic Affairs within 24 hours or by the end of the next working day, whichever is later. No formal grounds for this appeal are necessary.
- 9— The moderator of the panel sends the Vice President for Academic Affairs a report on the board's decision and the tape recording of its deliberations. A copy of the report is kept is also kept in the permanent file.
- 10— The Vice President for Academic Affairs may use the tape recordings as the basis for a judgment on any appeal or may choose to speak to the parties involved and examine the physical evidence. The Vice President communicates the result of any appeal in writing to the accused and to the Academic Standards chairperson for the permanent file and states the reason for any change. The accused remains in class pending resolution of the appeal.
- 11— A decision of the Vice President for Academic Affairs may be appealed to the President of the college. Such appeals must be in writing and must be submitted by the accused within 24 hours or by the end of the next working day, whichever is later, after the receipt of the decision. No formal grounds for appeal are necessary. The President may make any decision which he/she deems fit.

Penalties

- 1—Grade of *F*—The student is given a failing grade on the particular assignment(s) involved.
- 2—Grade of *F* in the course—The student is given a failing grade in the course. This course can be repeated.
- 3—Suspension—The student's enrollment at the college is terminated involuntarily. The student can apply for re-admission after a specified amount of time and can return if his/her application is approved by the Vice President for Enrollment Services and the Vice President for Student Development and Services. Notice of suspension is not placed on the student's transcript. Instead, it becomes a matter of separate record in the student's permanent file and is revealed only when deemed appropriate by the Vice President for Academic Affairs or the President.
- 4—Expulsion—The student is required to leave the college permanently and is not allowed to return. He/she forfeits all fees paid except board fees paid in advance. Notice of expulsion is placed on the student's official transcript.

ACADEMIC REGULATIONS

Student Responsibility for Requirements and Registration

Every full-time student admitted to Methodist College is enrolled in a degree program that is normally completed in four academic years. The Professional Accounting and Professional Golf Management programs each require an additional semester. The college provides counseling resources, and every student has a faculty advisor to assist in planning his/her program. However, each student accepts full responsibility for reading all materials and information included in this *Academic Catalogue* and the satisfactory completion of all graduation requirements. Students must consult with their advisors before making changes in their academic programs.

Dates for registration are published in the academic calendar. A late registration fee is imposed for anyone registering after this date. Students are not permitted to attend any class until they have registered, nor can they register after the cut-off date for entering classes as designated in the academic calendar.

Pre-Registration

In order to register for classes, a student first pre-registers. The pre-registration period is commenced by advisor-advisee meetings, the dates of which are listed in the calendar. Students' schedules are entered electronically by the Academic Advisor in consultation with the student. Students receive mid-semester grades from their advisors at this time as well.

Classification of Students

- 1—Full-Time Students: Those enrolled for 12 s.h. or more per semester (an Evening College semester consists of two terms)
- 2—Part-Time Students: Those enrolled for fewer than 12 s.h. per semester
- 3—Special Students: Those not enrolled in an academic program but admitted by the college for specific courses
- 4—Class Standings: Students are classified according to s.h. completed:
Freshmen—0 to 29.5 s.h. completed Juniors—62.5 to 94 s.h. completed
Sophomores—30 to 62 s.h. completed Seniors—94.5 s.h. or more completed

Academic Standing

All students at Methodist College must demonstrate continuous satisfactory progress toward graduation. A minimum GPA of 2.00 in the major, the concentration; the minor, overall, and residency is required for graduation. However, a few specialized major fields and concentrations require a higher minimum GPA. Students should study the requirements for graduation and consult regularly with their advisors.

Course Load

A student's standard course load for the fall and spring day/evening semesters/terms is 12 to 18 s.h. All students must have the approval of the Vice President for Academic Affairs or Registrar for 19 or more semester hours. The maximum course load during any one semester is 24 s.h. This limit cannot be waived. An additional fee per semester hour is charged for each academic semester hour over 18.

The maximum course load for the Summer School is 18 semester hours. This includes all combinations of day and evening terms. Summer students should not be registered for more than six semester hours at any given time.

A student whose academic course load drops below 12 semester hours during the fall or spring semesters may lose eligibility for Financial Aid and for participation in athletics

and are not considered to be full-time students. NCAA eligibility requires that student-athletes must be enrolled in 12 semester hours in the day program.

A residential student whose academic load drops below 12 semester hours is not eligible for continued residence unless authorized by the Vice President for Student Services.

Dropping/Changing Courses

Day Fall/Spring Semesters

- 1—A student cannot add a class after the first five school days of any semester.
- 2—A student can drop a class as late as the fifth school day without academic penalty.
- 3—A student dropping a class after five school days as specified in the academic calendar will be awarded a grade of *WP* or *WF*. The *WF* grade will be treated the same as an *F* in computing the student's GPA.
- 4—A student withdrawing from the institution after five school days as specified in the academic calendar will receive a grade of *WP*, *WF*, or *WD*.

Summer Sessions—Term I, II, III

- 1—A student may drop or add a class during the first two days of the term.
- 2—A student dropping a class after two school days as specified in the academic calendar will be awarded a grade of *WP* or *WF*. The *WF* grade will be treated the same as an *F* in computing the student's GPA.
- 3—A student withdrawing from the institution after two days as specified in the academic calendar will receive a grade of *WP*, *WF*, or *WD*.

MC At Night

- 1—A student cannot add a class after the first five school days of any term in any semester.
- 2—A student can drop a class as late as the fifth school day without penalty.
- 3—A student dropping a class after five school days as specified in the academic calendar will be awarded a grade of *WP* or *WF*. The *WF* grade will be treated the same as an *F* in computing the student's GPA.
- 4—A student withdrawing from the institution after five days as specified in the academic calendar will receive a grade of *WP*, *WF*, or *WD*.

All changes to academic programs or schedules must be properly submitted to the Office of the Registrar and receive the approval of the student's academic advisor and instructors.

Withdrawal from the College

A student withdrawing from the college must follow the procedures for withdrawal. The process begins in the Office of the Registrar; and the student must be cleared by other areas, including the Business Office, the Vice President for Student Services, and the Vice President for Academic Affairs, as indicated on the withdrawal form. Failure to withdraw properly from the college may result in the student being awarded failing grades for the semester.

Attendance Policy for 100 Level Classes

Credit will not be awarded for any 100 level course in which a student is absent for whatever reason (sickness, family emergencies, college athletic events, etc.) for more than 20% of the first thirteen weeks of the semester. When absences, for whatever reason, exceed 20% during the first thirteen weeks of the semester, the registrar will drop the student from the class and notify the student, the faculty member, and the faculty advisor. (In the day program this is a total of eight absences for MWF classes and a total of six

absences for TR classes.) A student dropped for excessive absences will receive a grade of *WF*.

A student dropped for excessive absences may appeal to the Office of the Academic Dean for reinstatement to the class. Appeals must be in writing and be received within five days of notification of the removal. The Office of the Academic Dean will consult with the professor of the class regarding reinstating a student who has appealed.

It is the student's responsibility to know how many classes he/she has missed. Ignorance of the number of classes missed is not a justification for not being dropped for excessive absences. Student-athletes must consider absences due to athletic events when considering their class schedules. Student-athletes who expect to miss classes due to scheduled athletic events should plan not to be absent from class for other reasons. Freshmen, sophomores, juniors, and seniors enrolled in 100 level courses must adhere to the attendance policy.

Faculty members may enforce a more rigorous attendance policy for the 100 level classes. These policies should be stated in the syllabus provided at the beginning of the semester. The attendance policy for 200, 300, and 400-level courses are at the discretion of the faculty member and should be stated in the course syllabus.

Grading System

Letter Grade	Quality Point per semester hour	Letter Grade	Quality Point per semester hour
A+	4.3	C	2.0
A	4.0	C-	1.7
A-	3.7	D+	1.3
B+	3.3	D	1.0
B	3.0	D-	0.7
B-	2.7	F	0.0
C+	2.3		

I An *I* is awarded when extenuating circumstances warrant an extension of time for completion of the course. The course work must be completed within a reasonable period, not to exceed the end of the next academic semester; otherwise, the *I* becomes an *F*.

WP Withdrew passing. No quality points awarded

WF Withdrew failing. No quality points awarded; computed in GPA as *F*.

WD Withdrew, no grade awarded. Requires the approval of the Academic Dean. No quality points awarded.

AU Audit/no grade awarded. No quality points awarded.

P Course taken on pass/fail basis. Pass. No quality points awarded.

F Course taken on pass/fail basis. Fail. No quality points awarded.

Grade Appeals and Student Complaints

Should a student have a grievance which is academic in nature (i.e. with a particular faculty member regarding a certain course, etc.), the student should complete a Methodist College Academic Grievance Form. Forms can be obtained from the Registrar's Office. Once the grievance form is completed by the student, it should be submitted to the faculty member involved, and the student and faculty member should meet to resolve the issue. If no resolution of the issue can be made at this stage, the student should meet with the faculty member's immediate supervisor(s). If these conferences do not satisfactorily resolve the issue, the student may request a hearing with the Academic Standards Committee. Students having questions regarding the Academic Grievance Procedure should contact the Office of the Vice-President for Academic Affairs.

Quality Points

To graduate, a student must complete a minimum of 124 s.h. The minimum grade point average (GPA) is 2.0; the GPA is obtained by dividing the total number of quality points by the total number of hours attempted. Pass/fail and the first three repeated courses are not included in the calculation of the GPA. Each graduate must also obtain the minimum 2.0 GPA in all courses taken in the major subject area, the concentration subject area, the minor subject area, and in residency at Methodist College. The GPA is computed separately for each category.

Cancellation of Courses

The college reserves the right to cancel any scheduled course at any time through the first meeting of the class. All published class schedules are tentative and are not contractual in nature.

The college reserves the right to cancel or discontinue any course because of insufficient enrollment or for other reasons. In order to assure quality education, the college reserves the right to limit further registrations when the maximum number set by the department has been reached. The college reserves the right to make changes in schedules and/or faculty when necessary.

Right to Change Requirements

The faculty reserves the right to change academic curricula and requirements. When the catalogue changes, the student has two options: to be governed by the catalogue under which he/she enrolled or to be governed by the new catalogue. Requirements from the two catalogues cannot be mixed. A student wishing to switch to a current catalogue must notify the Registrar in writing during that academic year. No student can graduate under the terms of any catalogue dated more than six years prior to the graduation date. (This catalogue expires in August, 2011.)

Implementation of Outcomes Assessment and Institutional Effectiveness

Methodist College is involved in the implementation of Outcomes Assessment and Institutional Effectiveness measures to enhance the educational process. Participation in testing, surveys, questionnaires, and subject-area examinations in the major may be required.

Computing Resources Policy

All computing resources and facilities of Methodist College, including all laboratories and individual computer sites, are to be used solely for legitimate and authorized academic and administrative purposes. Any unauthorized use of the computer systems, resources, or facilities will be subject to disciplinary action, including but not limited to the loss of computing privileges, suspension, expulsion, and/or legal action.

Computing accounts will be distributed to staff, faculty, and currently enrolled students upon application. Any person found utilizing an account other than his/her own may be subject to disciplinary action.

All accounts are distributed to users by the Office of Institutional Computing. It is the user's responsibility to protect his/her account against unauthorized access. All accounts, including programs and data, may be monitored by Institutional Computing personnel to insure proper and efficient system use, to identify possible software problems, or to check for security violations.

Users are not to attempt to access or make use of any other user's programs or data. Users shall not copy system files, software components, or computer management programs, nor are users to attempt to access such programs except for the purposes for which

they are intended. In addition, users are not to attempt to modify or repair any equipment belonging to Methodist College unless expressly authorized to do so.

Most of the software programs on Methodist College's computer systems are copyrighted or proprietary in nature and have been purchased or leased by Methodist College for use on a single computer system. No employee or student shall copy or modify this software or utilize this software on computer systems other than those designated in the license agreement. Violation of software agreements may result in disciplinary or legal action. If questions arise pertaining to licensing rights of software, the Office of Institutional Computing should be contacted.

Copies of public domain software shall not be made without prior written authorization from the Office of Institutional Computing.

No person shall use Methodist College computer resources for monetary gain, development of software intended for sale, or to copy public domain software for other than personal, non-commercial use. Any copies of public domain software must contain the same limitation notices as the originals.

ALTERNATIVES TO TRADITIONAL CLASSROOM CREDIT

Pass/Fail Option

Juniors and seniors may take one elective course during each of the last four semesters in residence on a pass/fail basis. This course cannot be used to fulfill a requirement of the major, minor, concentration, or general education core. The grade received is excluded from the GPA and earns no quality points. In order to enroll in a course on a pass/fail basis, the student must complete a pass/fail form in the Office of the Registrar when he/she registers for the course. Once a course is commenced on this basis, it cannot be changed to a graded course.

Auditing a Course

Any Methodist College course can be audited without credit by completing the "Request To Audit A Course" form obtained in the Registrar's Office. Once a course is commenced on an audit basis, it cannot be changed to a graded course. Students are advised to refer to the fee schedule elsewhere in this catalogue for audit costs. Auditing a course is subject to space limitations and approval of the instructor.

Students wishing to audit a course who are not currently enrolled at Methodist College, or who are enrolled in the Evening College and wish to audit a Day course, must make formal admission to the College as outlined in the section on special students.

Directed Study Policy

Directed Studies cannot be used to replace previously earned academic grades. Only in unusual circumstances can a student register for a non-scheduled course as a directed study. Any non-scheduled course in the Methodist College Catalogue, with the exception of courses numbered 499, taught on a one-to-one basis is considered a directed study. The reasons for the request must be approved by the faculty advisor, the course instructor, the department chair and the Vice President for Academic Affairs. Directed studies are offered by full-time faculty members only.

Directed study fees and contact hours are the same for students enrolled in the day program, evening college or a summer term. A student registered for a directed study must pay \$305 per directed study semester hour credit in addition to the regular tuition rate. Directed studies have a minimum of seven contact hours per semester hour credit. Students cannot take more than two directed studies at Methodist College. Exceptions to any of these policies can be made only by the Vice President for Academic Affairs.

Independent Study Policy

Independent Studies cannot be used to replace previously earned academic grades. An independent study is reserved as an opportunity for well-qualified upper-division students to engage in special research in their major. Regular courses from the Methodist College Catalogue are not offered as Independent Studies. Independent studies must be approved by the faculty advisor, the faculty supervisor, the Department Chair and the Vice President for Academic Affairs. Independent studies are supervised by full-time faculty members only.

Independent study fees and contact hours are the same for students enrolled in the day program, evening college or a summer term. A student registered for an independent study must pay \$180 per independent study semester hour credit in addition to the regular tuition rate. Independent Studies have a minimum of three contact hours per semester hour credit. Exceptions to any of these policies can be made only by the Vice President for Academic Affairs.

Challenge Examination

Some Methodist College courses can be challenged by passing a validating examination. A request to take a challenge examination must be addressed to the appropriate department chair, who will make the final determination as to whether a specific course qualifies. Satisfactory performance on the validating examination earns degree credit on a pass-fail basis. The fee is \$120.00 to sit for the challenge examination. Any student who takes a challenge examination for a course and fails the challenge examination, must wait a minimum six months before retaking the challenge examination for that course. In addition, the student must pay the challenge examination fee again.

Credit by Examination

Students may earn up to 45 s.h. of credit by examinations endorsed by the American Council on Education.

Foreign Language Credit: Upon receipt of official CLEP or ACTFL (American Council on the Teaching of Foreign Language) written and reading grade reports, a maximum credit of fourteen semester hours in a foreign language can be awarded. Credit hours awarded through the CLEP or ACTFL examination program do not affect the student's GPA; they cannot be used to replace grades previously earned at Methodist College; nor can they be used to fulfill residency requirements. All testing fees will be paid by the student.

International Baccalaureate (IB) Credit: The Registrar may award up to 6 semester hours of transfer credit in a specific discipline for Higher Level International Baccalaureate scores of 5 and above (A1 or A2 exams are required for English). Academic departments have the authority to require a higher score in their discipline(s). A department also has the authority not to accept any IB credit. The maximum transfer credits for Higher Level International Baccalaureate awarded by Methodist College is 30 semester hours.

Other Credit by Examination: Upon initial receipt of official ACTFL, CLEP/DANTES grade reports or transcripts acceptable to the Registrar, credit may be earned through the College Level Examination Program (CLEP) General Examinations, CLEP Subject Examinations, College Board Advanced Placement Examinations, the ACT Proficiency Examination Program (PEP), and DANTES Subject Standardized Tests (DSST's).

Transfer Credit

The Registrar is responsible for determining the acceptability of academic credit from other institutions into Methodist College. In determining the transferability of academic credit, the following minimum guidelines will be followed, with the understanding that Methodist College is at no time under any obligation, legal or otherwise, to accept the academic credits of any institution, except where provided for in reciprocal contractual

agreements among colleges. Credit will be awarded only in areas that fall within the regular curricular offerings of the institution and must be appropriately related to the student's current educational goals.

- A. A maximum of 62 semester hours of course work will be accepted from two-year post secondary institutions. Only courses which fulfill 100/200 level courses at Methodist College will be transferred from a community/junior college.
- B. A maximum of 62 semester hours of credit may be awarded from non-traditional learning sources, including military training courses, Army Military Occupational Specialties (MOS's), Navy Ratings, Coast Guard Ratings, Marine Corps (MOS's), and Air Force Specialty Codes (AFSC's). Credit will be awarded in accordance with the recommendations stated in the ACE Guide.
- C. A maximum of 95 semester hours of course work, from all sources, will be accepted as transfer credit by Methodist College. For degree completion, at least 25% of the semester credit hours must be earned through instruction by Methodist College.
- D. Courses taught as 100/200 level courses at any institution will not be transferred as equivalent to 300/400 level courses at Methodist College.
- E. Formal evaluations of all transfer credit will be provided for current students who have earned a minimum of six semester hours with a grade point average of 2.0 or higher at Methodist College.
- F. Academic credit from post-secondary institutions will be evaluated as follows:
 - A course with a grade of C- or higher may be accepted if it meets the following criteria:
 - 1) The institution awarding the grade was accredited by a regional accrediting agency at the time the grade was earned; and
 - 2) Methodist College has an equivalent course or the course is applicable as general elective credit.

Course grades of less than C- will not be accepted. Courses taken on an audit or pass/fail basis will not be accepted.

Innovative Learning Opportunities

Qualified upper-division students can, with the approval of the appropriate department and the Vice President for Academic Affairs, pursue non-traditional programs (e.g., internships in state and federal agencies, resident study at foreign institutions, independent study and research) on and off campus for credit.

Visiting Student Letters

At the time a student completes his/her first class at Methodist College, he/she is considered, for enrollment purposes, a Methodist College student. In order to receive subsequent academic credit at Methodist College for course work taken at another institution after becoming enrolled, the student must obtain written approval from the Office of the Registrar in the form of a visiting student letter.

The Registrar may issue a visiting student letter to a student who maintains legal domicile outside the Methodist College service area (Cumberland County and its contiguous counties) and who wishes to complete course work during the summer from an institution near his/her domicile. A visiting student letter will not be issued to a student to attend an institution within the Methodist College service area (Cumberland County and its contiguous counties).

A student may also enroll in an online course provided the legal domicile of the student and the accredited institution are outside of the Methodist College service area. Online

course credit will not be accepted if Methodist College is offering an equivalent course online.

Any one visiting student letter will not authorize more than nine semester hours of credit and will not be issued to replace the grade of a course previously taken at this institution.

A student seeking teacher licensure only or lateral entry must complete all courses listed on the Individualized Education Plan (IEP) prepared by the Education Department at Methodist College.

GUIDELINES/AIDS FOR STUDENTS WITH ACADEMIC DIFFICULTIES OR DISABILITIES

Repeating a Course

A student can repeat any course taken at this institution, but forgiveness is limited to a total of three repeats, whether the same course or any combination of three courses. No single course may be taken more than three times. For the first three repeats, the higher grade will be the grade of record. Only the higher graded course will be considered in the hours attempted. The exhaustion of forgiveness occurs with the fourth repeat, and the original grade is not removed in the calculation of the GPA. In determining hours for graduation, no course may be counted more than once. Students with an F in their major must repeat that course and receive a passing grade to clear their academic record within the major field.

Grades originally awarded at this institution must be repeated at this institution if the new grades are to be recorded on the Methodist College transcript. CLEP, Dantes, Challenge, Directed Studies, Independent Studies, and pass/fail grades cannot be used to replace previously earned academic grades. A transfer grade cannot replace a grade earned at Methodist College.

Students receiving veterans' benefits may be prevented from repeating a class that has been passed. Students are advised to contact the College Veteran Services Office for exceptions to this policy.

Academic Warning and Probation Policy

A student's academic standing (good standing, academic warning, probation, and suspension) will be assessed as follows:

- 1—Academic standing is assessed at the end of the autumn and spring semesters.
- 2—The status of academic warning or academic probation is applied in accordance with the performance levels below:

Hours Attempted*	Academic Warning	Academic Probation
12 s.h. to 29.5 s.h.	1.500 GPA to 1.999 GPA	GPA less than 1.500
30 s.h. to 62 s.h.	1.600 GPA to 1.999 GPA	GPA less than 1.600
62.5 s. h. to 94 s.h.	1.800 GPA to 1.999 GPA	GPA less than 1.800
more than 94 s.h.	1.900 GPA to 1.999 GPA	GPA less than 1.900

*Hours attempted include all hours attempted at Methodist College and all applicable transfer credits.

- 4—Students who are on academic warning must adhere to the following:
 - a—Enroll in 12-15 semester hours.
 - b—Repeat all failed courses that are core requirements for their degree or required for their major.

- c—If students have not already done so, enroll in and earn a minimum grade of C in Interdisciplinary Studies (IDS) 115—Study Skills.
 - d—Maintain regular contact with their academic advisors.
- 5—**Students on academic probation must adhere to all of the following:**
- a—Enroll in 12-15 semester hours.
 - b—Repeat all failed courses that are core requirements for their degree or required for their major.
 - c—If students have not already done so, enroll in and earn a minimum grade of C in Interdisciplinary Studies (IDS) 115—Study Skills.
 - d—Maintain regular contact with their faculty advisor and the Advisor for Academic Probation.

Suspension, Dismissal, and Re-admission

- 1—Counting only the autumn and spring academic periods, students placed on academic probation for any three semesters will be suspended unless the GPA for the semester in question is 2.0 or higher.
- 2—At the end of an autumn or a spring academic semester, students who have attempted 24 semester hours or more (or who have amassed 24 semester hours or more toward graduation) and who have a cumulative GPA of less than 1.0 will be suspended.
- 3—Suspensions and/or dismissals of students are executed by the Office of the Vice President for Academic Affairs and are reflected on transcripts.
- 4—Any student who is academically suspended or dismissed may appeal in writing to the Vice President for Academic Affairs, who will submit the appeal to the Academic Standards Committee.
 - a—The letter of appeal should state in detail any extenuating circumstances that may have affected the student’s academic performance.
 - b—If the appeal is approved, the student will be allowed to continue on a probationary status. The student will be subject to the provisions of the Academic Warning and Probation Policy.
 - c—Students who have been suspended a second time for academic reasons are dismissed from Methodist College.
- 5—A student academically suspended from Methodist College who wishes to re-apply after the passage of one fall or spring semester must adhere to all of the following:
 - a—Successfully complete six semester hours of courses previously approved by the Registrar with a minimum GPA of 2.0 and no grade less than C- during a Methodist College summer session or at another institution.
 - b—Apply to the Office of the Vice President for Academic Affairs for readmission to Methodist College at least two weeks prior to the beginning of the semester in which the student wishes to re-enroll at Methodist College.
 - c—Students who have been suspended must submit an application for readmission to the Office of Admissions and be formally admitted before enrolling in day, summer or evening classes.
 - d—Accept probationary status and be subject to the Academic Warning and Probation Policy. In the event that the student was suspended as a result of having been on academic probation for three semesters, any subsequent probation will result in dismissal from Methodist College.
- 6—Students who have been suspended a second time for academic reasons are dismissed from Methodist College.

Tutoring Services

The faculty and staff endeavor to provide students with the means for academic success. Academic support and tutoring are available, free of charge, to the student. Profes-

sional and peer tutors are available as are individual and group tutoring sessions. Professional tutoring and peer tutoring are available in various subjects.

- 1—**Peer Tutors**—are available to help all students in their course work. Aid includes clarification of course content as well as help in preparing for tests and assignments.
- 2—**Professional Tutors**—have the minimum of a Bachelor's Degree in the subject they are tutoring. They also help students with their course work and study skills.
- 3—**Audiotapes, Books and Videotapes**—There are a variety of resources to help students with problems such as stress management, time management, test-taking anxiety and study skills.

For information about any of these services, please contact Tutoring Services located in the North Administration Building.

Disability Services

Methodist College is in compliance with the Americans with Disabilities Act. If students require accommodations due to disabilities they must bring the appropriate documentation to the Director of Disability Services located in Pearce Hall no later than the first week of classes during which the accommodations are required. Together the students and the Director will decide upon the modifications to be implemented. Accommodations cannot be instituted retroactively.

The Writing Center

The Writing Center is a specialized, cross-disciplinary facility dedicated to individual instruction in writing. It is open to all members of the Methodist College community—students, faculty, and staff. Trained professional tutors are available to assist writers with all aspects of writing. The Center is located in the Trustees' Building, room 101, and is open forty hours per week. Tutoring is by appointment, which can be made by visiting the Center.

MC AT NIGHT (EVENING COLLEGE)

The Evening College Office is located in the Trustees'/Classroom Building (T-305) and is open from 12:00-8:00 P.M. Monday through Thursday, and 9:00 A.M.-6:00 P.M. on Friday. Advising is available on the main campus and at Fort Bragg (Room 16, Building T-3571, near the corner of Knox and Randolph Streets). Methodist College is also involved in a cooperative program with the Defense Language Institute Foreign Language Center (DLIFLC) for the awarding of Associate of Arts Degrees in languages taught by that institution.

Residents of North Carolina and military personnel stationed in North Carolina and their resident dependents are eligible for the North Carolina Legislative Tuition Grant NCLTG if they carry 12 s.h. per semester (6 s.h. per Evening College term). In addition, the Army and the Air Force pay a significant percentage of the tuition for eligible service members. Interested students should contact the Methodist College Financial Aid Office or the Fort Bragg office (436-3624) for details.

Student Activity Fee for Evening College Students

Evening students can, by paying a fee in addition to other charges, be issued a card entitling them to admission to cultural events in Reeves Auditorium (on the same basis as regular day students) and admission to athletic contests. This fee is payable in the business office on a yearly basis (academic year). The card also entitles them to the use of the facilities at the Riddle Center (PAC) and the right to participate in Student Government

Association activities. Evening students are never allowed to participate in athletic programs or to live in the residence halls.

MC at Night Programs

Some degrees are available in their entirety through the Evening College. Contact the Evening College Office for details.

Academic Advising

Academic advising for Evening College students is available on the main campus and at the Fort Bragg office. Formal evaluations of all transfer credit are provided for students who have earned a minimum of 6 semester hours with a GPA of 2.00 or higher at Methodist College.

The college provides academic advising; however, **each student accepts full responsibility for reading all materials and information included in this *Academic Catalogue***. Students must consult with their advisors before making changes in their academic program.

Students register for or drop/add an Evening College class Monday through Friday at the Fort Bragg office or in the Office of the Registrar on the main campus. The college reserves the right to cancel a class through its first scheduled meeting. Published class schedules are tentative and are not contractual in nature.

Tuition for the Evening College is payable at the time of registration either by cash, charge card, or personal check. Military Tuition Assistance and Veterans' Educational Benefits are available. Students should contact the Financial Aid Office on the main campus or the Fort Bragg office for details. Tuition-assistance forms must be initiated before the student can enter class; the college will aid in this process.

Evening College students desiring to transfer into the Academic Day College must complete a Day College application form and meet all other entrance requirements as specified elsewhere in this catalogue. An Evening College student enrolled in 9 s.h. in the Regular Academic Day Program and sufficient hours in the Evening Program to qualify as full-time (12 or more s.h.), will be charged as a full-time day student.

Combining Regular Day Program and Evening College

Evening College tuition is charged separately and is not waived by the fact that a person is a full-time day student.

Methodist College Regular Day Program and Evening College are recognized as two completely separate units for the calculation of tuition. A student who qualifies as a full-time day student (12 or more s.h.) will be charged the full-time day tuition. If the student elects to enroll in additional courses in the Evening College, that student will be assessed tuition for the evening courses.

A student enrolled in at least 9 but less than 12 s.h. in the regular day program, may enroll in additional semester hours in the Evening College to total between 12 and 18 s.h. as a total load and will be assessed the full-time day tuition. Any hours in excess of 18 hours in the Evening College will be assessed at the Evening College rate.

A student enrolled in less than 9 s.h. in the regular day program and additional semester hours in the Evening College will be assessed at the day tuition rate for the day courses, and at the evening tuition rate for the evening courses.

SUMMER SESSION

Methodist College conducts a summer semester that includes both day and evening classes. The academic calendar should be consulted for the exact dates of the summer terms. Full details, including dates, course listings, policies and schedules, can be obtained from the Office of the Evening College or the Office of the Registrar.

MC ONLINE

All courses taught on the Internet at Methodist College (known as MC Online) have the same content and quality of materials and instruction as the face-to-face on campus courses. The major difference is mode of delivery. Internet delivered courses are 12 weeks in length with daily 24-hour, 7-day a week access. Course descriptions are published at the MC Online web site: www.methodist.edu/mconline. Courses offered by MC Online may be taken to fulfill graduation requirements.

Online students have access to Davis Memorial Library, where they may access NC Live. The Media Specialists in the library are available through the use of email to assist in special research projects for online students.

Online policies and information, including admissions policies, are published on the MC Online web site. Methodist College reserves the right to cancel an online class due to limited enrollment. Tuition for online classes does not include the cost of textbooks, software, other course materials, or technological equipment. Payment arrangements must be made prior to the start of the online course. Contact the Business Office at (910) 630-7012 with questions.

ORGANIZATIONS AND HONOR SOCIETIES

Campus Government and Leadership

Omicron Delta Kappa—a national leadership society
Residence Hall Association

ROTC-Raider Team
Student Government Association

Student Publications

Carillon—the student annual
Tapestry—the literary and art magazine
Pride—the campus newspaper

Social, Recreational, and Entertainment Groups

Alpha Epsilon Omega
Dance Team

SAC (Student Activities Council)
Pep Band

Intramurals, Sports, and Pep Clubs

Campus Recreation Intramural Program

Outdoor Adventure Club

Religious, Service, Honorary, and Professional Organizations

Accounting Club
African-American Society/Minority Student Association
Alpha Chi
(National Honor Scholastic Society)
Alpha Phi Sigma (National Criminal Justice Honor Society)
Alpha Psi Omega (National Theatre Honorary Fraternity)
Alpha Sigma Lambda (National Honor Society for Adult Learners in Continuing Education)
American College of Health Care Executives
Beta Beta Beta (Science Honorary)
Campus Crusade for Christ
Chi Delta Chi (Veterans/Family Members Honor Society)
Christian LYFE Council
Commuter Student Association
Computer Science and Mathematics Club
Crime Stoppers
Criminal Justice Association
Delta Mu Delta (National Business Honor Society)
Dr. Harvey Estes Student Society (PA Student Organization)
Fellowship of Christian Athletes
Health Occupations Society
International Club
Global Studies/Political Science/History Club
Kappa Delta Pi (International Education Honorary Society)

Marketing Club
Methodist College Athletic Training Association
Methodist College Democratic Party
Methodist College Golf Association
Methodist College Investment Club
Methodist College Men's Volleyball Club
Methodist College Professional Tennis Association
Methodist College Republican Club
Phi Alpha (National Social Work Honor Society)
Phi Alpha Theta (National History Honor Society)
Phi Sigma Iota (Foreign Language Honorary)
Pi Sigma Alpha (National Political Science Honor Society)
Psi Chi (Psychology Honor Society)
Psychology Club
Sigma Omega Chi (Sociology Honor Society)
Sigma Tau Delta (English Honor Society)
Social Work Club
Student Council for Exceptional Children
Student Education Association
Student Chapter of the Council for Exceptional Children
Students in Free Enterprise

Creative and Performing Arts

Circuit Players—a theatre production group
Concert Choir
Monarch Playmakers
National Association of Teachers of Singing

Scholarship Vocal Ensemble
Show Choir
Stage Band
Student Music Educators National Conference

Academic Honors and Recognitions

The President's List

Students who achieve a 3.70 GPA with at least 44.4 quality points during the semester on a total course load of 12 or more semester hours, with no grade of D, F, or I and no developmental courses, are named to the President's List. Students awarded the grade of "I" will not be considered for the President's List even though the incomplete grade may be changed later and subsequently qualify the student for this honor status.

The Dean's List

Students who achieve a 3.20 or better GPA with at least 38.4 quality points during the semester on a total course load of 12 or more s.h., with no grade of D, F, or I and no developmental courses, are named to the Dean's List. Students awarded the grade of "I" will not be considered for the Dean's List even though the incomplete grade may be changed later and subsequently qualify the student for this honor status.

Honors and Awards

Alpha Chi is a National Honorary Scholastic Fraternity chartered in 1922. The North Carolina Mu Chapter was installed on October 8, 1976. Membership is limited to the top 3% of the junior class and the top 5% of the senior class.

The **Alpha Psi Omega Outstanding Theatre Contribution Award** is given upon vote by the local chapter of the national honorary fraternity.

The **American Institute of Chemist Student Award** is sponsored by the American Institute of Chemist Foundation, Inc. to a senior student majoring in the area of chemistry, chemical engineering, or biochemistry who demonstrated a record of ability, leadership, and professional promise. The award consists of a certificate and a one-year Student Associate membership in the American Institute of Chemist Foundation.

The **Anthony J. DeLapa Art Achievement Award** was established in 2003 to honor Dr. Anthony J. DeLapa for his contributions to the college in the position as Vice President of Academic Affairs and as the Department Chair for Education. The award is presented annually to a junior or senior Art or Art Education major selected by the Fine Arts Division. The student is recognized for his/her academic excellence and contribution to the arts as well as their demonstrated outstanding potential as an artist. Only qualifying students with a 3.0 GPA or higher in their major will be considered. The award consists of a \$250 honorarium, certificate, and a memorial plaque, located in the Fine Arts Division and inscribed with the recipient's name.

The **Balaez-Ambrose Mathematics Award** was established by James Loschiavo, a 1969 (*Summa Cum Laude*) graduate, to honor Dr. Ofelia M. Balaez and Mr. Robert B. Ambrose, Professors of Mathematics. It is presented to the mathematics student with the greatest academic potential. The student must have completed 18 s.h. of work in mathematics by or during the second semester of his/her junior year. It consists of \$100.00 in cash and a certificate of recognition.

The **Clark Award in Accounting** was established in 1990 by Lynn G. Clark to honor Samuel J. Clark, Director of Computing at Methodist College and a previous Registrar and Director of Extension Services. He came to the college as an Instructor of Accounting, and this award is given yearly to the most outstanding junior or senior Accounting major. The award is given based on a vote of the faculty of the Accounting Department. It consists of a \$100 United States Savings Bond.

The **Clark Memorial Science Service Award** was established in 1984 by the Biology faculty to honor Dr. Fred E. Clark, Dean of Academic Affairs and Professor of Biology. It is given to the student making the greatest contribution to the Science Department programs and activities.

The **Walter B. Clark Maximum Effort Award** was established in 1995 to honor Mr. Walter B. Clark, founder of Mid-South Insurance Company and is presented to a graduating Reeves School of Business student at Awards Day. It is given to an individual who has demonstrated maximum effort in overcoming hardship, commitment, work ethic, and is likely to be successful in the future. Nominations are open to students and faculty. The advisor for the nominated student should substantiate the award criteria. The award consists of a \$100 honorarium and a plaque of recognition.

The **Joe Cannata Memorial Award** is given in memory of former Methodist College student Joe Cannata. The recipient is a senior Sociology major selected by the Sociology faculty in recognition of academic achievement and service in advancement of the discipline.

The **Robert S. Christian English Achievement Award** was established in 2002 by the English Department faculty to honor Dr. Robert S. Christian for his many years of service to the department and to the college as a whole. The award is presented annually to the graduating senior English major deemed to be most worthy of receiving the award by members of the English Department faculty. Only graduating English majors with an overall GPA of 3.40 or higher in courses counting toward fulfillment of requirements for the major in English will be considered. Also, other distinguished contributions to the intellectual and cultural life of the department and of the college as a whole will be evaluated. The award consists of an honorarium of \$200 and a certificate.

The **Yolanda M. Cowley Award** was established in 1971 to honor Dr. Cowley, Professor of Spanish. The award is presented to the Spanish student with the greatest academic potential. The student must have at least a minor in Spanish. Students whose native tongue is Spanish are not, as a rule, eligible. It consists of a \$100.00 United States Government Bond and a certificate of recognition.

The **CRC Press Freshman Chemistry Achievement Award** is sponsored by CRC Press LLC to a student who is currently enrolled in the General Chemistry course on the basis of outstanding academic achievement in chemistry. The award consists of a complimentary copy of the CRC Handbook of Chemistry and Physics and a commemorative scroll to be mounted on the inside cover of the book.

The **Cumberland Oratorio Singers Choral Award** is given annually by the Cumberland Oratorio Singers to a member of the Methodist College Chorus whom the conductor feels most nearly embodies the characteristics of an ideal choral singer. It is an award of \$100 and an engraved plaque.

The **David G. Wilson Community Service Award** was established in 2002 by Joseph F. Doll to honor David G. Wilson, the first Executive-in-Residence of the Reeves School of Business. The award is presented to a student in the Reeves School of Business who has shown by action an outstanding level of service to their non-college community. The award consists of a \$100.00 honorarium, a framed certificate, and a memorial plaque, to be located in the Reeves School of Business, bearing the award winner's name.

The **Samuel R. Edwards Award** was established by the faculty in 1990 to honor Mr. Edwards who served simultaneously as first Registrar, Admissions Director, Director of Financial Aid, and Instructor of Physical Education. The award will consist of an engraved plaque presented at the December graduation to a graduating Evening College student in recognition of his/her academic excellence, spiritual development, and community service.

The **Marie C. Fox Philosophy Award** was established by the first professor of Philosophy at Methodist College, is presented to the philosophy student who has exhibited outstanding analytic ability, philosophical perspective, and creative potential. The honorarium is a \$50.00 United States Government Bond or the cash equivalent.

The **Willis C. Gates Music Award for Excellence in Performance** was established by the music faculty in 1979 to honor Dr. Gates, one of the original faculty members of Methodist College and the first Chair of the Department of Music. The award is presented to the student deemed by the music faculty the finest performing artist of the academic year. The student's name is inscribed on a plaque that is on permanent display at the college and is presented with a smaller plaque commemorating the award.

The **Gautam Award in Business Administration** was established in 1978 by John Junius Grandefeld (1975) to honor Dr. Sid Gautam and is given to the student manifesting the same dedicated interest and creativity in the field of finance and investments as Dr. Gautam in his teaching. The recipient must be majoring in Business Administration/Economics, be a rising junior or senior with a 3.2 or better GPA, and have demonstrated an interest in pursuing a career in finance and investment. The award is a \$100.00 United States Savings Bond or the cash equivalent.

The **Outstanding Health Care Administration Student Award** was established in 1995 by the Sandhills Healthcare Executives Forum, a local affiliate of the American College of Healthcare Executives (ACHE). The award is presented annually to a Health Care Administration graduating senior for scholastic achievement, service to the community, and for active membership in the ACHE. The award consists of a \$250.00 honorarium, a plaque, and the individual's name will be permanently inscribed on a memorial plaque.

The **Pauline Longest Education Award** is presented to a senior member of the Student Education Association who has contributed to the work of the chapter and has demonstrated outstanding potential as a teacher. Established in 1974 as the Student Education Award, it was renamed in 1978 to honor the original advisor to the chapter and consists of a fifty-dollar honorarium and a certificate of recognition.

The **Longleaf Press Writing Award** was established in 2003 and is presented annually to a graduating senior Writing major who, in the opinion of the Writing and English faculty, has demonstrated the greatest potential as a writer and/or editor and has a cumulative GPA of at least 3.4 in all Writing courses completed. The award consists of an honorarium of \$200 and a certificate.

The **Dr. William P. Lowdermilk Student Achievement Award** was established in 1995 by the Fayetteville Rotary Club to honor Reverend Lowdermilk for both his service to Rotary International and his 32 year service to Methodist College from 1963-1995. Nominations for the annual award come from students, faculty, and staff, based on set criteria including meeting the "Four-Way Test" of Rotary. The student is selected by representatives from the College and the Fayetteville Rotary Club. A \$2,000 award is made to the student from a fund of the College at the Annual Lowdermilk Rotary Night held on the campus in March. The student's name is inscribed on a plaque that is on permanent display at the college and the student is presented with a smaller plaque commemorating the award.

The **Mass Communications Outstanding Major of the Year Award** is presented each spring to a Mass Communications senior. The recipient is selected on the basis of his/her academic achievement and his/her participation in extracurricular activities within the Communications program and throughout the college and community. The winner will receive a certificate and a check for \$100. His/her name will also be engraved upon a departmental plaque that includes the names of winners from previous years.

The **Military Officer's Association of America Award**, which was established in 1979, is presented by the Cape Fear Chapter of the Military Officer's Association of America to honor a basic or advanced cadet with an excellent academic performance (a GPA of 3.0 or better) and excellent ratings in leadership positions. The cadet must have participated extensively in ROTC and must have excellent potential for service to the community and nation. The award consists of a certificate of recognition and the inscription of the recipient's name on a permanent wall plaque.

The **George and Lillian Miller Award**, established by Methodist College's first Dean of Women who was also a member of the History Department, is presented to the history student with the greatest academic potential. The student must have completed 18 s.h. of work in history by or during the second semester of his/her junior year. The honorarium is a fifty-dollar United States Government Bond or the cash equivalent.

The **Ott-Cooper Science Award** was established in 1971 by Mrs. Pauline Longest to honor the first and second Chairmen of the Science and Mathematics Division, Drs. Charles N. Ott and William C. Cooper. It is presented to a senior science major for scholastic achievement, interest, participation in Science Department activities and potential for success in a science-related career; consists of \$100.00 and a certificate of recognition.

The **Peer Tutor Merit Award** was established by the Academic Development Center to proudly acknowledge the Methodist College Peer Tutors. In order to become a tutor, students must have a GPA of 3.0 or higher in the subject(s) to be tutored.

The **Peer Mentor Merit Award** serves to recognize efforts of Peer Mentors in aiding the adjustment of college freshmen students to their new environment. Peer Mentors serve as role models and as a source of information and advice to the students. Peer Mentors help instructors facilitate the freshmen orientation classes.

Phi Alpha is a national honor society for social work majors chartered in 1962. The Methodist College Eta Rho Chapter was approved March, 1998. Eligible students must be admitted to the Social Work Program, completed a minimum of 9 s.h. of social work courses, achieved an overall GPA of 3.0 and a GPA of 3.25 in required social work courses.

The **Plyler Award in the School of Arts and Humanities**, established as the Plyler Humanities Award in 1988 by Dr. Lorenzo Plyler and his family in memory of the late Elizabeth (Betty) Plyler, consists of \$100.00 presented to a graduating senior in the School of Arts and Humanities chosen by the Chairs of the Departments within the School of Arts and Humanities.

The **Plyler-Knott Award in Religion**, established and now funded by Lynn Moore Carraway, Michael Safley, James Malloy, and William Presnell, honors Drs. Lorenzo Plyler and Garland Knott, Professors of Religion. It is given to the outstanding religion student and consists of a \$100.00 United States Government Bond and a certificate of recognition. The winner must plan to enter a religious vocation and have successfully completed 12 s.h. of religion.

The **J. Elaine Porter French Award**, established in 1990 by Mr. Fred Epeley, friend and colleague of Mrs. Porter, is presented to the French student with the greatest academic potential. The student must have at least a minor in French. Students whose native tongue is French are not, as a rule, eligible. It consists of a \$100.00 United States Government Bond and a certificate of recognition.

The **Methodist College President's Award** is presented to the cadet who has displayed the highest level of leadership and military excellence since entering ROTC.

The **Publisher's Award** was established in 1983 to honor a student demonstrating superior achievement in collegiate journalism. Mr. Charles Broadwell, publisher of the *Fayetteville Observer*, provides the award and permanent plaque.

The **Pulliam Award**, established in 1994 to honor Bruce R. Pulliam, Associate Professor of Social Science. The fifty-dollar honorarium is presented to the graduating History major with the highest GPA in History.

The **Charles M. Reeves, Jr. Outstanding Scholar Award** was established in 1993 to honor Mr. Charles M. Reeves, Jr. The award is presented to an outstanding senior at Award's Day. The recipient must have 106 s.h. for the academic semester ending in December and should be involved in extracurricular activity, preferably in the business areas. The award consists of a \$100 honorarium and a certificate of recognition.

The **Outstanding Justice Studies Graduate Award** is presented to the outstanding justice studies graduate in recognition of outstanding leadership, service and academic achievement. The award recipient is chosen by the justice studies faculty.

The **Outstanding Justice Studies Service Award** is presented to the outstanding justice studies student in recognition of outstanding loyalty and service to the justice studies program. The award recipient is chosen by the justice studies faculty.

The **Outstanding Political Science Student Award** was established by the Department of Government Studies in 2002 to recognize a student who has exhibited outstanding leadership, service, and academic achievement. The student must be majoring in Political Science and selected by Department faculty. The award consists of a \$100 savings bond and a certificate of recognition. The student's name will be inscribed on a plaque permanently displayed in the Trustees' Building.

The **Outstanding Social Work Student and Senior Awards** were established by the Social Work Department, to honor top students as selected by the Social Work faculty, in recognition of leadership, service and academic achievement.

The **Student Webmaster Award** is presented annually to the student who has made the greatest impact on the College's web site. Criteria include either excellence in creativity and design for areas of the site or non-technical contributions, such as service to the Webmaster or the Web Committee. The award consists of a \$50 honorarium and a certificate of recognition.

The **Lura S. Tally Award for Leadership Excellence** was established in 1999 to recognize a student who has exhibited outstanding leadership. The recipient must be minoring in Leadership Studies and have a demonstrated record of leadership excellence. The student is selected by Leadership Program faculty and representatives from the Advisory Board of the Tally Center. The award consists of a \$500.00 honorarium and a certificate of recognition. The student's name will be inscribed on a plaque that is on permanent display in the Trustees' Building.

The **Wall Street Journal Award** is presented to a rising junior with a 3.2 or better G.P.A. in the Reeves School of Business. The award consists of a year subscription to *The Wall Street Journal* and a certificate of recognition presented at the Outlook Symposium.

The **Lucius Stacy Weaver Award**, established in 1964 by the family of Dr. L. Stacy Weaver to honor Methodist College's first President, is an engraved plaque presented to an outstanding member of each graduating class for academic excellence, spiritual development, leadership, and service.

PROGRAM AND DEGREE REQUIREMENTS

Degrees Awarded

Methodist College confers eight degrees* upon completion of the respective academic program and the approval of the faculty. It reserves the right to refuse a degree if the character or conduct of the student does not represent the college in an acceptable manner. Baccalaureate degrees are conferred upon completion of a course of study with a minimum of 124 approved semester hours. (Professional Accounting requires a minimum of 154-156 s.h. and Professional Golf Management requires a minimum of 136 s.h.). Associate degrees are conferred upon completion of a course of study with a minimum of 62 approved semester hours. Courses numbered below 100 cannot be counted toward the semester-hour minimum for an associate or a baccalaureate degree.

The **Master of Business Administration (M.B.A.)** degree is awarded in 1 field.

The **Master of Medical Science (M.M.S.)** degree is awarded in 1 field.

Bachelor of Arts (B.A.) degrees are awarded in 54 fields.

Bachelor of Science (B.S.) degrees are awarded in 46 fields.

The **Bachelor of Social Work (B.S.W.)** degree is awarded in 1 field.

Bachelor of Music (B.M.) degrees are awarded in 2 fields.

The **Associate of Arts (A.A.)** degree is awarded to persons completing a prescribed two-year course of study in the liberal arts.

The **Associate of Science (A.S.)** degree is awarded to persons completing a prescribed two-year course of study in such areas as biology, chemistry, health care administration, mathematics, science, computer science, and pre-engineering.

* A ninth degree—the **Master of Justice Administration (M.J.A.)**—will be offered in 1 field upon notification of regional accreditation.

Award of Second Baccalaureate Degree

The award of a second Baccalaureate degree at Methodist College requires that the student complete an additional residency of 31 s.h. of course work after the completion of all requirements for award of the first baccalaureate degree; minimally this will require 155 total s.h. of course work of the following:

—completion of all general education core requirements required for the award of each degree; and

—completion of all major area courses required for the award of each degree.

Of the additional residency requirement, 15 s.h. of course work must be completed at the upper level (300/400 level courses).

Academic Majors

For the baccalaureate degree, a major is a planned program of study that is a student's primary area of academic specialization. A major may involve courses from one or more academic disciplines.

Students should select their majors at least by the sophomore year and follow the respective departmental curriculum patterns established for each major. The college offers 62 majors:

Major Program

Major Program	Degrees Offered
Accounting	AA, BA, BS
Applied Exercise Science	BA, BS
Art	AA, BA
Athletic Training	BA, BS
Biology	AS, BA, BS
Business Administration	AA, BA, BS
Business Administration with a focus in Golf, Tennis, and Resort/Club Management	MBA
Cardiac Rehabilitation	BS
Chemistry	AS, BA, BS
Computer Information Technology	BS
Computer Science	AS, BA, BS
Elementary Education	BA, BS
English	AA, BA
Financial Economics	AA, BA, BS
French	AA, BA
German	AA
History	AA, BA, BS
Global Studies	BA

Justice Administration	MJA
Justice Studies	AA, BA, BS
Marketing	AA, BA, BS
Mass Communications	AA, BA, BS
Mathematics	AA, AS, BA, BS
Middle Grades Education	BA, BS
Music	AA, BA
Music Education (K-12)	BM
Music Performance	BM
Occupational Environmental Management	BS
Organizational Communication and Leadership	AA, BA, BS
Physical Education	BA, BS
Physician Assistant	MMS
Political Science	AA, BA, BS
Professional Accounting	BA, BS
Psychology	BA, BS
Religion	BA
Social Work	BSW
Sociology	AA, BA, BS
Spanish	AA, BA
Special Education: General Curriculum K-12	BA, BS
Strength and Conditioning	BA, BS
Theatre	AA, BA
Writing	AA, BA

Academic Minors

For the baccalaureate degree, a minor is a secondary area of academic specialization involving courses in one or more academic disciplines. The college offers 34 minors:

Accounting	Gerontology	Physical Education
Art History	Justice Studies	Political Science
Biology	Leadership Studies	Psychology
Business Administration	Marketing	Real Estate
Cardiac Rehabilitation	Mass Communications	Religion
Coaching	Mathematics	Social Work
Chemistry	Music	Sociology
Computer Science	Organizational Communication	Spanish
Education	and Leadership	Strength and Conditioning
English		
Financial Economics		
French (temporary inactive status)	Paralegal	
German (temporary inactive status)	Philosophy	

Requirements for each minor are listed in the catalogue under the departmental descriptions.

Concentrations

For the baccalaureate degree, a concentration is a restricted minor that provides a field of in-depth study in conjunction with a designated major field.

Required Courses and Curriculum Patterns

To avoid serious course scheduling difficulties, all entering freshmen must enroll in available and appropriate core/general education courses. Students should complete as many of their core/general education requirements as possible during their freshman and sophomore years and must continue in the sequential English courses until the English requirement has been fulfilled. Curriculum checksheets for each major are available at http://www.methodist.edu/academic_services and from the student's academic advisor.

Writing Across the Curriculum

To enhance the writing skills of our students, the following guidelines are established:

- 1—Core/general education requirements described in the Department of English and Writing section of this *Academic Catalogue* must be followed.
- 2—Each student, day or evening, must take at least one writing-enrichment course in his/her major field.
- 3—Faculty teaching courses designated by their departments as writing-enrichment courses will inform their classes of this requirement.
- 4—ENG 320 will not be considered a writing-enrichment course for Accounting and Business majors.

Library Competency Requirement

Students at Methodist College are required to complete a Library Competency class conducted by one of the professional librarians at Davis Memorial Library. Successful completion of the Library Competency requirement will be recorded on student transcripts. For most students, this requirement is met by the successful completion of IDS 110.

All students must meet the Library Competency Requirement within a scheduled period that begins from the time of enrollment. Any student not completing the requirement by the registration period in the following chart will not be allowed to register for classes for the following semester or term.

TIME OF ENROLLMENT	STUDENT TYPE	COMPLETE REGISTRATION
August 2005	Day	October 2006
January 2006	Day	March 2007
May 2006 (Term 1)	Day	October 2007
August 2005 (Term 1)	Evening/Weekend	January 2007
October 2005 (Term 2)	Evening/Weekend	January 2007
January 2006 (Term 3)	Evening/Weekend	August 2007
March 2006 (Term 4)	Evening/Weekend	August 2007
May 2006 (Term 5)	Evening/Weekend	August 2007

Computer Competency Requirement

All students must satisfy the computer competency requirement prior to completing 60 semester hours at Methodist College or must be currently enrolled in the CSC 100 course. The passing score is a minimum of “80” on a 100 point scale. If the student passes the Computer Competency Examination the score will be recorded on his/her transcript. Any student who does not score a minimum of 80 on the examination will be required to take the CSC 100 course and earn a minimum of “C” in the course to have the computer competency requirement satisfied.

Residency

Residency is defined as course work successfully completed at this institution. It does not include CLEP Examinations, course work approved through a visiting student letter, credit earned through challenge examinations, or course work waived as a result of taking proficiency examinations. Residency requirements are determined by the type of degree sought:

B.A., B.S., B.M., B.S.W. degrees: 31 s.h., to include 24 s.h. at the 300/400 level, and fifty percent of the major must be taken in residency.

B.H.S., M.M.S., M.B.A., M.J.A. degrees: satisfactory completion of all courses in the respective program curricula.

A.A., A.S. degrees: 16 s.h. in residency.

The student’s final semester must be completed in residency unless waived by the Vice President for Academic Affairs or in those cases where military (S.O.C.) contractual arrangements prevail.

Vocational and/or Pre-Professional Programs

Pre-Theology—Interested students are advised to contact the Chair of the Department of Philosophy and Religion.

Though not always a requirement, a religion major provides the student with certain advantages at the seminary level. The American Association of Theological Schools recommends that pre-seminary training include a total of 90 s.h. in religion, English, history, philosophy, psychology and other social sciences, and a foreign language (French, German, Latin, Hebrew, or Greek), with an area of concentration chosen from religion and philosophy, language and literature, or social science. Suggested minimum semester hours are as follows:

English Composition and Literature	12 s.h.
Philosophy (history, content and method)	3 s.h.
Speech	3 s.h.
Psychology	3 s.h.
History (ancient, modern European, American)	6 s.h.
Other Social Sciences	9 s.h.
Religion	6-12 s.h.

Pre-Medicine, Pre-Dentistry, Pre-Nursing—Interested students are advised to contact the Chair of the Department of Science.

Pre-medical, pre-dental, and pre-nursing students should obtain as fundamental and broad a preparation in the humanities as is possible and consistent with thorough preparation in the sciences. Since professional schools vary, students should be familiar with the respective entrance requirements, which usually include general biology, inorganic and organic chemistry, general physics, English, foreign language, and history.

Pre-Physical Therapy—Interested students are advised to contact the Chair of Biology or Wellness and Exercise Science Departments.

Pre-Engineering—Interested students are advised to contact the Pre-Engineering Advisor in the School of Science and Human Development.

Pre-Law—Interested students are advised to contact the Pre-Law Advisor in the Department of Government Studies.

No major is particularly recommended for students interested in attending law school. The student must secure a strong, broad, educational background that develops the ability to read and comprehend, to speak and write clearly and correctly, and to think precisely and analyze complex factual situations.

In addition to courses in the core curriculum and the major, students interested in law school should complete courses in advanced expository writing, logic and ethics, political science, American and English history, a foreign language, accounting, sociology, psychology, and economics. Computer proficiency is essential.

ROTC Program/Military Science—Interested students are advised to contact the Chair of the Department of Military Science.

Students can, upon successful completion of the ROTC Program, be commissioned in the United States Army. The ROTC program is divided into Basic and Advanced levels. Students admitted to the Advanced phase qualify for financial assistance while in the program.

Interested students are advised to contact the Chair of the Department in Military Science for Methodist's AFROTC agreement with Fayetteville State University.

GRADUATION POLICIES

Declaration of Intent to Graduate

Any candidate for a Methodist College degree must file an "Intent to Graduate Form" in the Office of the Registrar not later than the date specified in the academic calendar for the next scheduled graduation. The graduation fee must be paid no later than one month prior to the date of graduation. The College assumes no responsibility for making special

adjustments for students who fail to file graduation applications by the designated time. If a candidate fails to file his/her intent by the deadline, a late filing fee will be charged. All financial obligations must be satisfied before a student can participate in graduation ceremonies.

Requirements for Graduation

For the requirements for the **Master Degree**, please see the specific master's program in the School of Graduate Studies section of this catalogue.

Methodist College confers the **baccalaureate degree** when the student exhibits the following qualifications:

- 1—Has earned at least 124 approved s.h. of credit with a minimum cumulative GPA of 2.00 (or higher if required by department) in (1) overall, (2) residency, (3) the major, (4) the minor, and (5) the concentration.
- 2—Has satisfactorily completed the appropriate general education/core requirements for the degree.
- 3—Has satisfactorily completed all course requirements specified for the major, minor, and/or concentration field of study.
- 4—Has satisfactorily completed a minimum of 31 s.h. in residency to include 24 s.h. at the 300/400 level and satisfactorily completing at least 50% of the major/minor/concentration at Methodist College. (The student's final semester must be completed in residency unless waived by the Academic Dean, or in those cases where military S.O.C. contractual arrangements prevail.)
- 5—Is in good standing in character, conduct, and financial obligations to the college and has been recommended by the faculty.

A candidate failing to meet any of the aforementioned requirements must wait until the next commencement following the completion of the graduation requirements to receive a diploma and to participate in the commencement exercises. The student will not be recognized as an official graduate until that time.

Methodist College confers the **associate degree** when the student exhibits the following qualifications:

- 1—Is in good standing in character, conduct, and financial obligations to the college.
- 2—Has earned at least 62 approved s.h. of credit with a minimum cumulative GPA of 2.00 and a minimum GPA of 2.00 in all courses taken at Methodist College.
- 3—Has satisfactorily completed the general education/core requirements for the degree.
- 4—Has completed all requirements for a concentration or for the general studies program. He/she must have at least a C average (2.00 or better GPA) on all courses taken in that concentration. In the event that any course in the concentration is failed, the student must repeat the course successfully at Methodist College.
- 5—Has earned a minimum of 16 s.h. in residence at Methodist College.
- 6—Has at least a C average (2.00 or better GPA) in all courses taken at Methodist College in the subject concentration.
- 7—Has been recommended by the faculty.
- 8—Has filed a Declaration of Intent to Graduate form in the Office of the Registrar before the deadline specified in the academic calendar and paid the non-refundable graduation fee at the time the intent is filed. If a candidate fails to qualify after filing the Declaration of Intent to Graduate form and fee but does qualify at some later time, he/she must submit another application for graduation. If a candidate fails to file his/her intent by the deadline, a late filing fee will be charged.

A candidate failing to meet any of the above requirements must wait until the next commencement after satisfying the requirements to receive a diploma and to participate in the commencement exercises. The student will not graduate until that time.

Graduation Exercises

The college conducts formal graduation exercises in December and May. Special features are the presentation of the bachelor’s hood to each graduate, the presentation of their countries’ flags to the college by international students, and the honor cordon formed by the faculty to honor the graduates.

International Students and the Ceremony of the Flags

The Ceremony of the Flags has been a custom of Methodist College since 1985. Graduates from foreign countries whose flags have not yet been given to the college are invited to arrange for a formal presentation during their graduation ceremonies. Those students should contact the Office of the Vice President for Academic Affairs.

Graduation with Honors for Baccalaureate Degrees

Students who attain high scholastic achievement while in residency at Methodist College will be recognized at graduation as “Honor Graduates.” The appropriate designation will appear on the student’s diploma and permanent academic record. Only the student’s cumulative residency grade point average will be considered for graduation honors as follows:

<i>Summa Cum Laude</i>	3.90
<i>Magna Cum Laude</i>	3.70
<i>Cum Laude</i>	3.40

To graduate with honors, baccalaureate students must have completed a minimum of 60 semester hours of graded courses at Methodist College. Pass/Fail grades are not considered in the hours required for honors.

Closing of Records

When a student graduates with a baccalaureate or a master’s degree, his or her academic record for that degree is complete. No courses can be added to that degree and the graduation GPA and class ranking cannot be changed by repeating courses.

General Education/Core Requirements

Course Abbreviations

Methodist College utilizes the following standardized listing of three-letter abbreviations to indicate courses and programs on the official transcript:

ACC	Accounting	LAN	Foreign Language
ARS	Aerospace Studies	LAW	Paralegal Studies
ART	Art	LSS	Leadership
ATP	Athletic Training	MAT	Mathematics
AXS	Applied Exercise Science	MBA	Master of Business Administration
BHC	Health Care Administration	MJA	Master of Justice Administration
BIO	Biology	MKT	Marketing
BUS	Business Administration	MSC	Military Science (ROTC)
CHE	Chemistry	MUS	Music
CIT	Computer Information Technology	OCL	Organizational Communication and Leadership
COM	Communication	PGM	Professional Golf Management
CSC	Computer Science	PHA	Physician Assistant
ECO	Finance/Economics	PHI	Philosophy
EDU	Education	PHY	Physics
EFL	English as a Foreign Language	PSC	Political Science
ENG	English	PSY	Psychology
ENM	Occupational Environmental Management	PTM	Professional Tennis Management
FRE	French	REL	Religion
GEO	Geography	RMT	Resort Management
GER	German	SCI	Science
GGY	Geology	SMA	Sports Management
GLS	Global Studies	SOC	Sociology
GRN	Gerontology	SPA	Spanish
HIS	History	SPE	Special Education
HUM	Humanities	SSC	Social Science
IDS	Interdisciplinary Studies	SWK	Social Work
INF	Information Science	THE	Theatre
JUS	Justice Studies	WEL	Wellness and Exercise Science
		WRI	Writing
		WST	Women's Studies

Course Numbering

100-199—primarily for freshmen
300-399—primarily for juniors
500-599—graduate

200-299—primarily for sophomores
400-499—primarily for seniors

General Education/Core Requirements for the Bachelor of Arts

(Students should consult the portions of this Academic Catalogue relating to their preferred majors/minors/concentrations to ensure completion of specific core requirements.)

	S.H.
INTERDISCIPLINARY STUDIES	
Interdisciplinary Studies 110	2
Interdisciplinary Studies 410	1
	3
COMPUTER COMPETENCY	
Computer Science 100	0-3
Must be satisfied with a grade of C or better before reaching Junior status (May be fulfilled by examination)	0-3
COMMUNICATIONS	
English 100 or 207 as needed, 101, and either 102 or 103 (Entry level is determined by scores attained on standardized ACT/SAT, high school English grades, and/or placement testing.) (Continual enrollment in composition courses mandated until requirements are fulfilled.)	6-9
Organizational Communication and Leadership 151	3
Foreign Language courses in one language through the 202 level or demonstration of competence	0-14
	9-26
HUMANITIES	
Any literature course in the department of English except English 361 or 362	3
Religion, 2 courses (See Religion, core requirements.)	6
Philosophy 211, 212, or 220	3
	12
FINE ARTS	
Art 151, Music 151, Theatre 162 or 163, or 3 hours in applied music/ensemble or theatre ensemble	3
	3
MATHEMATICS AND NATURAL SCIENCE	
Mathematics 105 or higher	3
1 physical and 1 biological science (See Science, core requirements.)	6-8
	9-11
SOCIAL SCIENCE	
History 103 and 104	6
Economics 261 or 262*, Geography 252, Political Science 151, Psychology 101, Sociology 151 or 256*	6
* A maximum of 3 s.h. of Economics and 3 s.h. of Sociology may apply to the general education core.	12
WELLNESS AND EXERCISE SCIENCE	
Wellness and Exercise Science 101 and either 201 or 235; or 218	2-3
	2-3
Total Semester Hours	50-73

General Education/Core Requirements Bachelor of Science and Bachelor of Social Work

(Students should consult the portions of this *Academic Catalogue* relating to their preferred majors/minors/concentrations to ensure completion of specific core requirements.)

	S.H.
INTERDISCIPLINARY STUDIES	
Interdisciplinary Studies 110	2
Interdisciplinary Studies 410	1
	3
COMPUTER COMPETENCY	
Computer Science 100	0-3
Must be satisfied with a grade of C or better before reaching Junior status. (May be fulfilled by examination).	0-3
COMMUNICATIONS	
English 100 or 207 as needed, 101, and either 102 or 103 (Entry level is determined by scores attained on standardized ACT/SAT, high school English grades, and/or placement testing.) (Continual enrollment in composition courses mandated until requirements are fulfilled.)	6-9
Organizational Communication and Leadership 151	3
	9-12
HUMANITIES	
Religion, 2 courses (See Religion, core requirements.)	6
2 literature courses in the department of English (except English 361 and 362) OR 2 philosophy courses OR a combination from each area OR 2 courses in one foreign language at the level in which the student places	6-8
	12-14
FINE ARTS	
Art 151, Music 151, Theatre 162 or 163, or 3 hours in applied music/ensemble or theatre ensemble	3
	3
MATHEMATICS AND NATURAL SCIENCE	
2 math courses OR 1 math and 1 computer science course, as follows: Mathematics 105 (or higher) and Computer Science 201 or (higher)	6
Science, 3 courses (See Science, core requirements.)	9-12
	15-18
SOCIAL SCIENCE	
History 103 and 104	6
Economics 261 or 262, Geography 252, Political Science 151, Psychology 101, or Sociology 151 or 256	3
	9
WELLNESS AND EXERCISE SCIENCE	
Wellness and Exercise Science 101 and either 201 or 235; or 218	2-3
	2-3
Total Semester Hours	50-65

General Education/Core Requirements for the Bachelor of Music

	S.H.
INTERDISCIPLINARY STUDIES	
Interdisciplinary Studies 110	2
Interdisciplinary Studies 410	1
	3
COMPUTER COMPETENCY	
Computer Science 100	0-3
Must be satisfied with a grade of C or better before reaching Junior status. (May be fulfilled by examination).	0-3
COMMUNICATIONS	
English 100 or 207 as needed, 101, and either 102 or 103 (Entry level is determined by scores attained on standardized ACT/SAT, high school English grades, and/or placement testing.) (Continual enrollment in composition courses mandated until requirements are fulfilled.)	6-9
Foreign language through the 202 level (or demonstration of competence) Vocal Performance majors must take two languages (chosen from French, German, and Italian) through the 102 level or demonstrate competence.	0-16
	6-25
HUMANITIES	
Any literature course in the department of English except English 361 and 362	3
Religion (See Religion, core requirements.)	3
Philosophy 211, 212, or 220	3
	9
FINE ARTS	
Fulfilled within the major	0
	0
MATHEMATICS AND NATURAL SCIENCE	
Mathematics 105 or higher	3
1 Physical and 1 Biological science (See Science, core requirements.)	6-8
	9-11
SOCIAL SCIENCE	
History 103 and 104	6
Economics 261 or 262*, Geography 252, Political Science 151, Psychology 101, Sociology 151 or 256*	6
* A maximum of 3 s.h. of Economics and 3 s.h. of Sociology may apply to the general education core.	12
WELLNESS AND EXERCISE SCIENCE	
Wellness and Exercise Science 101 and either 201 or 235; or 218	2-3
	2-3
Total Semester Hours	41-66

The Associate of Arts Degree in General Studies

General Education/Core Requirements	S.H.
INTERDISCIPLINARY STUDIES	
Interdisciplinary Studies 110	2
	2
COMPUTER COMPETENCY	
Computer Science 100	0-3
Must be satisfied with a grade of C or better. (May be fulfilled by examination).	0-3
	0-3
COMMUNICATIONS	
English 100 or 207 as needed, 101, and either 102 or 103 (Entry level is determined by scores attained on standardized ACT/SAT, high school English grades, and/or placement testing.) (Continual enrollment in composition courses mandated until requirements are fulfilled.)	6-9
Organizational Communication and Leadership 151	3
Foreign language or Computer Science 201 or above	3-4
	12-16
HUMANITIES AND FINE ARTS	
Any literature course in the English department except English 361 and 362	3
Religion, 2 courses (See Religion, core requirements.)	6
Philosophy 211, 212, or 220	3
Art 151, Music 151, Theatre 162 or 163 or 3 hours in applied music/ensemble or theatre ensemble	3
	15
MATHEMATICS AND NATURAL SCIENCE	
Mathematics 105 or higher (Entry level determined by scores attained on standardized ACT/SAT and/or placement testing)	3
Science (See Science, core requirements.)	6-8
	9-11
SOCIAL SCIENCE	
History 103 and 104	6
Economics 261 or 262, Geography 252, Political Science 151, Psychology 101, Sociology 151 or 256 (Choose 2 from 2 areas.)	6
	12
WELLNESS AND EXERCISE SCIENCE	
Wellness and Exercise Science 101 and either 201 or 235; or 218	2-3
	2-3
ELECTIVES	
	0-10
	0-10
Total Semester Hours	minimum 62
Total hours required in residence—16	

The Associate of Arts Degree with a Subject Concentration

A—General Education/Core Requirements	S.H.
INTERDISCIPLINARY STUDIES	
Interdisciplinary Studies 110	2
	2
COMPUTER COMPETENCY	
Computer Science 100	0-3
Must be satisfied with a grade of C or better. (May be fulfilled by examination).	0-3
	0-3
COMMUNICATIONS	
English 100 or 207 as needed, 101, and either 102 or 103 (Entry level is determined by scores attained on standardized ACT/SAT, high school English grades, and/or placement testing.) (Continual enrollment in composition courses mandated until requirements are fulfilled.)	6-9
Organizational Communication and Leadership 151	3
	9-12
HUMANITIES AND FINE ARTS	
Any literature course in the English Department except English 361 and 362 Religion (See Religion, core requirements.)	3
Philosophy 211, 212, or 220	3
Art 151, Music 151, Theatre 162 or 163, or 3 hours in applied music/ensemble or theatre ensemble	3
	12
MATHEMATICS AND NATURAL SCIENCE	
Mathematics 105 or higher (Entry level is determined by scores attained on standardized ACT/SAT and/or placement testing.)	3
Science (See Science, core requirements.)	6-8
	9-11
SOCIAL SCIENCE	
History 103 and 104	6
Economics 261 or 262, Geography 252, Political Science 151, Psychology 101, Sociology 151 or 256 (Choose 1 from 2 areas.)	6
	12
WELLNESS AND EXERCISE SCIENCE	
Wellness and Exercise Science 101 and either 201 or 235; or 218	2-3
	2-3
Core Semester Hours	44-51

B—Areas of Subject Concentration for the Associate of Arts Degree (Students should refer to the department listings for specific course requirements.)

Accounting	German	Political Science
Art	History	Sociology
Business Administration	Mass Communications	Spanish
Justice Studies	Mathematics	Theatre
English	Music	Writing
Financial Economics	Organizational Communication	
French	and Leadership	

C—Methodist College/Defense Language Institute Cooperative Program

Methodist College cooperates with the Defense Language Institute Foreign Language Center (DLIFLC) in a program permitting a DLIFLC graduate to utilize American Council of Education (ACE) recommended s.h. credits to obtain an Associate of Arts (A.A.) degree with a subject concentration in the following DLIFLC-taught courses:

Arabic—Modern Standard	Hebrew	Rumanian
Arabic—Egyptian	Italian	Russian
Chinese—Mandarin	Japanese	Slovak
Czech	Korean	Spanish
Dutch	Lingali	Tagalog
French	Persian Farsi	Thai
German	Polish	Turkish
Greek	Portuguese	Vietnamese

Total s.h. required—62; total hours required in residence—16

Associate of Science Degree with a Subject Concentration

A—General Education/Core Requirements	S.H.
INTERDISCIPLINARY STUDIES	
Interdisciplinary Studies 110	2
	2
COMPUTER COMPETENCY	
Computer Science 100	0-3
Must be satisfied with a grade of C or better. (May be fulfilled by examination).	0-3
	0-3
COMMUNICATIONS	
English 100 or 207 as needed, 101, and either 102 or 103 (Entry level is determined by scores attained on standardized ACT/SAT, high school English grades, and/or placement testing.) (Continual enrollment in composition courses mandated until requirements are fulfilled.)	6-9
Organizational Communication and leadership 151	3
	9-12
HUMANITIES AND FINE ARTS	
Any literature course in the English Department except English 361 and 362	3
Religion (See Religion, core requirements.)	3
Philosophy 211, 212, or 220	3
Art 151, Music 151, Theatre 162 or 163 or 3 hours in applied music/ensemble or theatre ensemble	3
	12
SOCIAL SCIENCE	
History 103 and 104	6
Economics 261 or 262, Geography 252, Political Science 151, Psychology 101, Sociology 151 or 256	3
	9
WELLNESS AND EXERCISE SCIENCE	
Wellness and Exercise Science 101 and either 201 or 235; or 218	2-3
	2-3
Core Semester Hours	34-41

B—Subject Concentrations

Biology: 153 plus at least 16 s.h. of 300- or higher-level courses for a total of 19/20 s.h. in biology; SCI 141 and 143 for a total of 6 s.h.; MAT 105 or higher for a total of 3 s.h.; 28/29 s.h. for the concentration.

Chemistry: 151 and 152 plus at least 12 s.h. of 300- or higher-level courses for a total of at least 20 s.h. in chemistry; SCI 141 and 142 for a total of 6 s.h.; MAT 105 or higher for a total of 3 s.h.; 29 s.h. for the concentration.

Mathematics: 231 and 232, 250, and 312 plus 9 additional s.h. beyond 250 (not to include 307 and 410) for a total of 21 s.h. of Mathematics; SCI 141, 142, and 143 for a total of 9 s.h.; 30 s.h. for the concentration.

Science: BIO 153, CHE 151 and 152, PHY 151 and 152, GGY 153, and a 4-s.h. science elective, excluding the 141-143 non-major courses, for a total of 28 s.h. of Science; MAT 105 or higher for a total of 3 s.h.; 31 s.h. for the concentration.

Computer Science: CSC 201, 202, 220, 301, 310, and 325 for a total of 18 s.h. in Computer Science; MAT 231, 250, and 251 for a total of 9 s.h.; SCI 141, 142, and 143 for a total of 9 s.h.; 36 s.h. for the concentration.

Health Care Administration: Core requirements for the A.S. degree; ACC 251 and 253; BUS 225; SCI 141, 142, and 143; MAT 105 or higher; and 18 s.h. of Health Care Administration classes. Requirements; 39 s.h. for the concentration.

Total s.h. required—62; total hours required in residence—16



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INTERDISCIPLINARY PROGRAMS

HONORS PROGRAM

Jennifer Rohrer-Walsh and Richard Walsh, Co-Directors

The Honors Program enhances students' liberal arts education by immersing them in the great books as a supplement to the college's cores and majors.

Admission: Entering freshmen with a high school G.P.A. of 3.2 (on 4.0) scale and an SAT of 1100 may apply to the program. Teachers may nominate already enrolled students for the program. Interested students may also seek admission by contacting one of the directors of the program.

Grading in Honors Courses:

A—carries 4 quality points per semester hour and is included in calculation of GPA

P—carries no quality points per semester hour and has no effect on GPA

F—carries 0 quality points per semester hour and is included in calculation of GPA

Students must pass each reading seminar in order to remain in the program. Students dismissed from the program may appeal to the Honors Program Advisory Board.

The program requires completion of the five reading seminars and a personal capstone project. In each reading seminar, students compile a portfolio summarizing, criticizing, and comparing their readings. Honors Program hours count toward graduation. Students who successfully complete the five reading seminars receive three credit hours to be applied in Humanities and three credit hours to be applied in the Social Sciences. Credits used for Religion (Humanities) are not considered Hebrew-Christian tradition (see Religion core requirements).

Completion of the program distinguishes students for further education and employment.

HONORS COURSES

HON 101 HONORS SEMINAR 1: READING IN GREEK TEXTS 2 s.h.
Introduction to critical reading methods. Readings in antiquity and in Greek civilization. This course is offered every fall semester.

**HON 102 HONORS SEMINAR 2: READING IN CLASSICAL AND
MEDIEVAL TEXTS** 2 s.h.
Introduction to genre, narration, and cultural context. Readings in Roman, Medieval, and early Renaissance texts. This course is offered every spring semester.

**HON 201 HONORS SEMINAR 3: READING IN RENAISSANCE AND
ENLIGHTENMENT TEXTS** 2 s.h.
Introduction to modernity. Readings in Renaissance, Reformation, and Enlightenment texts. This course is offered every fall semester.

HON 202 HONORS SEMINAR 4: READING IN NINETEENTH-CENTURY TEXTS 2 s.h.
 Introduction to reception history. Readings in late eighteenth and nineteenth-century texts. This course is offered every spring semester.

HON 301 HONORS SEMINAR 5: READING IN TWENTIETH-CENTURY TEXTS 2 s.h.
 Introduction to ideological and de-centering readings. Readings in twentieth-century texts. This course is offered every fall semester.

HON 401 HONORS PROJECT 3 s.h.
 Capstone project in which student pursues a research project integrating the honors program, core, and major. Done under the direction of a faculty expert and the honors program co-directors. This course is offered as needed.

HUMANITIES

HUM 201-204 HUMANITIES ENRICHMENT SERIES .5 s.h. each
 Up to 2 s.h. of elective credit (1/2 s.h. per semester). Must attend fourteen campus events during the course of the semester. Campus events include, but are not limited to: fine arts programs, convocations, lectures, award ceremonies, the Southern Writers' Symposium, art shows, concerts, seminars, Student Government Association programs, and worship services in Hensdale Chapel. A list of approved events will be distributed to participants each semester. Grading pass/fail. Attendance checked by tickets/programs turned in after events and by program evaluations. Monitored by the Vice President for Student Development and Services. This course is offered as needed.

HUM 285 LIBRARY RESEARCH SKILLS 2 s.h.
 This course will explore various bibliographic tools including print periodical indexes and general reference books, online searching (web searching, evaluation of web sites, electronic databases, and online library catalogs), and copyright and plagiarism. Students completing this class will master independent research skills for all disciplines. Prerequisite: sophomore standing. This course is offered even Spring semesters and odd Summer sessions.

INTERDISCIPLINARY COURSES

Ms. Nicolette Campos, Coordinator

IDS 110 THE METHODIST COLLEGE EXPERIENCE 2 s.h.
 This course is designed to be the foundation course in the IDS series and as such should be taken before IDS 410. Students will learn the structures and applications of critical and ethical thinking and will be introduced to the importance of leadership and community service. A student who is over 21 years of age or who has successfully completed 12 semester hours or more of transfer credit at an accredited college or university before entering Methodist College may waive this requirement. Military experience credit does not waive the requirement. This course is offered in the fall and spring semester.

IDS 115 STUDY SKILLS

3 s.h.

This course is designed to help students improve their study skills and habits through a systematic, individualized program of instructions. Topics include reading comprehension, dissecting a text, note-taking, listening skills, oral communication, and time and stress management. Emphasis will be placed on practicing and applying learned skills throughout the course. Prerequisite: permission of Assistant Dean for Academic Services if not on academic probation. This course is offered every fall and spring semester.

IDS 120 INTRODUCTION TO POLITICAL ARGUMENTATION AND DEBATE

2 s.h.

Instruction in techniques and theory of various forms of educational and competitive debate formats. Students will learn the basic principles and practices of argumentation, including building an affirmative case, refutation, and cross-examination. Students will research and debate the annual NDT/CEDA resolutions, NFA Lincoln Douglas resolutions, parliamentary and public debate-style resolutions. This course is offered every semester.

IDS 220, 221, 320, 321, 420, 421**COMPETITIVE POLITICAL ARGUMENTATION AND DEBATE** 1 s.h. each

Participation on debate team including weekly meetings, research, practice debates, and intercollegiate tournaments under the supervision of the debate coach. Prerequisites: taking IDS 120 and/or permission of the instructor. Courses are offered each semester.

IDS 301 LEADERSHIP FOR LIFE

3 s.h.

Skills in developing an understanding of the psychological and moral development of young adults. Includes coping strategies for daily life on campus and in the global community, raising individual consciousness, assessment of one's value system and the understanding and development of leadership skills. This course is offered as needed. Cross listed as LSS 300.

IDS 410 PERSONAL ACADEMIC AND CAREER PLANNING

1 s.h.

Within this capstone course students will take stock of their experiences at Methodist College to include assessment and analysis of skills, accomplishments and future planning. Students will be given information and exercises designed to guide them toward postgraduate and career preparation. Students will incorporate reflective thought with oral and writing proficiency. Topics of discussion will include finalizing a professional résumé, job interview skills, what to expect the first year after graduation, the roles and responsibilities of becoming an alumnus, and the importance of continuing community service. This course is a graduation requirement for all Methodist College students and should be taken during the junior or senior year. This course is offered in the fall and spring semester.

WOMEN'S STUDIES**Ms. Robin Greene, Coordinator****Degree awarded:** none

Requirements for the minor in Women's Studies: 18 s.h. including WST 200, ENG 342, and HIS 385; plus 9 s.h. from the following courses: WST 202 or 485, and SOC 372, 383, or 392

Requirements for the major and A.A. Concentration: not available

WOMEN'S STUDIES COURSES

WST 200 INTRODUCTION TO WOMEN'S STUDIES 3 s.h.

Introduction to the impact of gender, the role of values, institutions, and socialization processes in the lives of women in our own and other cultures; contributions of various disciplines to the study of women; critical approaches and tools for doing research related to women's experience. This course is offered as needed.

WST 202 INTERNSHIP 1-3 s.h.

To be performed at the Women's Center or elsewhere, as approved by the director. This course is offered as needed.

ENG 342 FEMINIST THEORY AND WOMEN IN LITERATURE 3 s.h.

See ENG 342.

SOC 372 MARRIAGE AND THE FAMILY 3 s.h.

See SOC 372.

SOC 383 GENDER AND SOCIETY 3 s.h.

See SOC 383.

HIS 385 SPECIAL TOPICS IN HISTORY 3 s.h.

Reading and research, reports, and discussion of selected topics in history. Open to History and Political Science majors and to others by permission of the department chair. Topics vary and are announced in advance of each offering. This course is offered as needed. When offered as a course in Women's Studies, this Special Topics course becomes a study of the women's movement, including such issues as women in the anti-slavery movement, women and work, women and higher education, the suffrage movement, the settlement house movement, and contemporary feminism. This course is offered as needed.

SOC 392 HUMAN SEXUALITY 3 s.h.

See SOC 392.

WST 485 SPECIAL TOPICS 3 s.h.

Topics will vary, focusing on interdisciplinary work arising from feminist scholarship. Permission of the director.



SCHOOL OF ARTS AND HUMANITIES

Dr. John Sill, Dean

The School of Arts and Humanities includes a number of liberal arts programs. A number of the disciplines help the student understand himself/herself and her/his world. For example, history and sociology look at past and present cultures. Psychology examines the self. Philosophy and religion ask a number of fundamental questions about the meaning of existence. Several disciplines help us communicate, especially English, writing, and foreign languages. Self-expression through art, music, drama, and literature enrich the author/composer/artist/performer and the audience.

The twofold mission of the School of Arts and Humanities is 1) to provide a strong introduction to these disciplines within the liberal arts core curriculum and 2) to prepare students who major in one of these disciplines for a career or graduate program. Majors offered include the traditional liberal arts subjects as well as a number of professional majors or concentrations. A number of the disciplines may be combined with the appropriate education courses to achieve teacher certification. Even those majors not specifically tied to a professional course of study are highly valuable for career skills as well as personal growth. For example, competency in a foreign language is a marketable skill, as is writing proficiency.

Whether you are taking core, elective, or major courses, your experiences in the School of Arts and Humanities will expose you to interesting perspectives, stimulate you to think critically, and challenge you to discover new insights about yourself and your world.

FINE ARTS

Dr. Keith Dippre, Coordinator

DEPARTMENT OF ART

Ms. Silvana Foti, Chair

Degrees awarded: B.A., A.A.

Requirements for the major:

Areas of concentration

Painting: 42 s.h.—ART 151, 101, 102, 203, 205, 207 or 215, 300, 305, 306, 309 or 310, 353, 354, 401, and 405

Printmaking: 42 s.h.—ART 151, 101, 102, 203, 205, 207 or 215, 300, 309, 310, 311, 312, 353, 354, and 401

Ceramic Sculpture: 42 s.h.—ART 151, 101, 102, 203, 205, 207, 215, 300, 307 or 315, 407 or 415, 309 or 310, 353, 354, and 401

Requirements for teacher licensure in Art (P-12): Chair: Ms. Silvana Foti. After declaring this major, the student must apply in writing to the art and the education departments. The following entrance requirements must be met before the student is accepted into the block courses: 46 s.h.—(1) ART 151, 101, 102, 203, 205, 207 or 215, 300, 301, 309 or 310, 353 or 354, 362, and 401, plus a minimum of 9 hours of studio courses in a specific area of concentration arranged by the art faculty and the student; (2) Satisfactory scores on the Praxis Series PPST exams in Reading, Writing, and Mathematics. (NTE Core Battery I and II will be accepted if taken before July, 1995); EDU 142, EDU 200, EDU 240, EDU 242, EDU 251, SPE 255, EDU 330, EDU 342,. Student teaching block courses: EDU 407, EDU 417, EDU 420, and EDU 421.

Requirements for the minor: 18-24 s.h.—ART 151, 353, or 354, plus twelve hours (not to be taken in the same area) in studio to be chosen in consultation with the art faculty. Prerequisites: ART 101 and 203 are prerequisites for all studio courses.

Requirements for the AA Concentration: 18-24 s.h.—ART 151, 353, or 354, plus twelve hours in studio (depending on the type of concentration) to be chosen in consultation with the art faculty. Prerequisite: ART 101 and 203 are prerequisites for all studio courses.

Writing-Enrichment Course(s): ART 353, 354

Computer Competencies: Adobe Photoshop software is introduced in basic studio courses and continued experimentation is promoted in intermediate and advanced courses.

ART 101 and 203 are prerequisites for all studio courses. A minimum of twelve hours in one studio skill is required for both an art and art education major.

The art department serves the college by providing (1) art courses fulfilling the fine arts requirement for the general education program; (2) elective courses for all students; (3) the

major and minor in art; (4) special preparation for teaching art in the public schools; and (5) individual and group student exhibitions.

The Fayetteville Museum of Art and the Fayetteville and Cumberland County Arts Center expose students to works by a variety of artists. The art department itself is staffed by practicing artists who regularly exhibit their work.

The art department seeks students willing to work hard and perform with a degree of independence. Each student is encouraged to explore various media and techniques to provide a broad base from which to select and pursue his/her primary goal.

Demonstrated competency through actual performance is a basic criterion for being accepted and/or continuing in any of the programs. The exit evaluation assesses the student's ability and promise as an artist or as a special subject teacher in art.

All art and art education courses must be completed with a grade no lower than a C-. Minimum grade point average of 2.00 required for graduation.

Additional Expenses for Art Department programs: Major additional costs for art courses will include the purchase of various art supplies, such as scissors, rulers, paint, brushes and other materials as necessary to complete project assignments. This includes the purchase of additional materials for ART 362, Theory and Practice in Art Education. These additional costs for ART 362 will be in the range of \$500 or more.

Requirements for transfer students: Anyone seeking college transfer credit for Art or Art Education courses must present (1) a portfolio of no fewer than twelve samples, (2) a college transcript or transcripts, and (3) college catalogue(s) from previously attended colleges.

Portfolio review: Student work is reviewed each spring when the student presents a balanced selection of works from all studio courses taken since the previous review and displays the work effectively. The art faculty provides a written evaluation describing the level of performance as "superior," "satisfactory," or "unsatisfactory."

Senior Exhibition: This is required of graduating art and art education majors but is optional for art minors. If the gallery (the Mallett-Rogers House) is inaccessible, an alternate site for exhibiting senior work can be selected, subject to approval by the art faculty. The department maintains the right to retain samples of student work for its collection and to exhibit these works.

Studio Policies: Students are asked to maintain a clean, workable studio and to keep noise to a minimum.

ART COURSES/ART HISTORY

ART 151 SURVEY OF ART 3 s.h.

Western art history, covering major movements (prehistoric to the nineteenth century), concentrating on painting, sculpture, and architecture. Includes Indian, Chinese, Japanese, Pre-Columbian, African, and American Indian art. Students are required to create an art project for this course. This course is offered every fall and spring semester.

ART 353 RENAISSANCE AND BAROQUE: HISTORY AND THEORY 3 s.h.

Major developments of painting and sculpture from the early fourteenth through the eighteenth centuries, with emphasis on stylistic trends of Italian and Northern European Renaissance and Baroque Art, including that of Germany, Holland, and France. Research paper is required. Prerequisite: ART 151 or permission of the art faculty. This course is offered every fall semester.

ART 354 NINETEENTH- AND TWENTIETH-CENTURY: HISTORY AND THEORY 3 s.h.

Major developments of modern art from the late eighteenth century to the present, with emphasis on European and American art movements and trends and developments in painting, sculpture, and architecture, including Neo-Classicism, Romanticism, Realism, Impressionism, Post-Impressionism, Fin de SiÈcle, Fauvism, Cubism, Dadaism, Surrealism, and Abstract and Modern Art. Includes also Japanese, Pre-Columbian, African, American Indian, Indian, and Chinese art. Research paper is required. Prerequisite: ART 151 or permission of the art faculty. This course is offered every spring semester.

STUDIO COURSES

ART 101 and 203 are prerequisites for all studio courses. A minimum of twelve hours in one studio area is required.

ART 101 BASIC DESIGN I 3 s.h.

The elements and principles of two-dimensional design: line, shape, form, value, texture, color, and space, with emphasis on problem-solving and organization in a composition. This course is offered every fall semester.

ART 102 BASIC DESIGN II 3 s.h.

A variety of two-dimensional and three-dimensional principles using color. Lectures and critiques. Prerequisite: ART 101. This course is offered every spring semester.

ART 203 BASIC DRAWING 3 s.h.

The drawing fundamentals, introducing a wide range of subject matter, media, and techniques, with emphasis on the relationships of pictorial elements in the organization of composition. Prerequisite: ART 101 or permission of the art faculty. This course is offered every fall or spring semester.

ART 300 INTERMEDIATE DRAWING 3 s.h.

Continuation of the drawing sequence with emphasis on creative pictorial organization. Prerequisite: ART 101, 203, or permission of the art faculty. This course is offered every fall or spring semester.

- ART 303 DRAWING MEDIA AND TECHNIQUES** 3 s.h.
 Experimental investigation of non-traditional methods of drawing and extending traditional concepts of drawing beyond their perimeters. Prerequisite: ART 101, 102, 203, and 300, or permission of art faculty. This course is offered as needed.
- ART 403 ADVANCED DRAWING** 3 s.h.
 Further development of drawing skills, visual awareness, and personal expression and interpretation. Continued experimentation with media. Prerequisites: ART 101, 102, 203, and 300, or permission of the art faculty. This course is offered every fall or spring semester.
- ART 205 BASIC PAINTING** 3 s.h.
 Exploration of expressive properties of oil and acrylic techniques individually, in combination, and with textual surfaces. Prerequisites: ART 101, 102, and 203 or permission of the art faculty. This course is offered every fall and spring semester.
- ART 305, 306 INTERMEDIATE PAINTING I AND II** 3 s.h. each
 More experimentation with techniques: emphasis on color, form, and personal expression. Prerequisites: ART 101, 102, 203 and 205. This course is offered every fall and spring semester.
- ART 405, 406 ADVANCED PAINTING I AND II** 3 s.h. each
 Skills necessary for expressive problem-solving. The student establishes his/her personal painting style and direction. Prerequisites: ART 101, 102, 203, 205, 305, and 306 or permission of the art faculty. This course is offered every fall and spring semester.
- ART 309 RELIEF PRINTMAKING** 3 s.h.
 Relief printmaking processes, including woodcut, linocut, silkscreen, and stencil techniques. Prerequisites: ART 101, 102 and 203. This course is offered every third semester.
- ART 310 PRINTMAKING (ETCHING)** 3 s.h.
 Etching and engraving processes with emphasis on composition. Techniques include dry-point, line etching, softground, liftground, aquatint, and embossing. Small editions required. Prerequisites: ART 101 and 203 or permission of the art faculty. This course is offered every fall or spring semester.
- ART 311 INTERMEDIATE PRINTMAKING (ETCHING)** 3 s.h.
 Emphasis on color multi-plate, viscosity, and stencil. Prerequisite: ART 101, 102, 203, and 310 or permission of the art faculty. This course is offered every fall or spring semester.
- ART 312, 411, 412 ADVANCED PRINTMAKING (ETCHING) I, II, AND III** 3 s.h. each
 For a printmaking concentration. Individual problem-solving, exploration of various concepts (e.g., forms and imagery), and development of a personal statement. Color printing required. Prerequisite: ART 101, 102, 203, 300, 310, and 311 or permission of the art faculty. This course is offered every fall or spring semester.
- ART 207, 307, 407 FIGURATIVE SCULPTURE I, II, AND III** 3 s.h. each
 Three-dimensional design in clay, concentrating on creative concepts and form. Some experimentation with abstract forms based on the human figure. Prerequisite: ART 101, 203, or permission of the art faculty. This course is offered every fall or spring semester.

ART 215 CERAMIC SCULPTURE

3 s.h.

Fundamental handbuilding techniques and the properties of clay with emphasis on three-dimensional sculptural forms, relief, glazing, decoration, and firing. Prerequisite: ART 101, 203, or permission of the art faculty. This course is offered every fall or spring semester.

ART 315, 415 ADVANCED CERAMIC SCULPTURE I AND II

3 s.h. each

Design and technical skills with emphasis on combining techniques, surface decoration in relation to form, originality, and creativity. Prerequisite: ART 215 or permission of the art faculty. This course is offered every fall or spring semester.

ART 219, 319, 419 CRAFTS I, II, AND III

3 s.h. each

Application of the elements and principles of design to paper, weaving, stitchery, batik, metal collage, scrap materials, etc. Prerequisite: ART 101 or permission of the art faculty. This course is offered as needed.

ART 213, 314 PAPERMAKING I AND II

3 s.h. each

Papermaking techniques from basic materials and methods of handmade paper to more complex processes utilizing color, cast paper, three-dimensional applications, and paper as a medium. This course is offered as needed.

ART 301 BASIC PHOTOGRAPHY

3 s.h.

Lectures; laboratory work; darkroom and field experience; black-and-white camera work; and a brief survey of motion picture and video tape techniques, with emphasis on expression, composition, creativity, and self-criticism. A photographic essay thesis required. A 35 mm (or larger) camera required. This course is offered as needed.

ART 302 ADVANCED PHOTOGRAPHY

3 s.h.

Extensive field and laboratory work with regular critiques. Advanced techniques while developing individual creativity. Prerequisite: ART 301. This course is offered as needed.

ART 385, 485 SPECIAL TOPICS IN ART I AND II

1-6 s.h.

Allows advanced juniors and seniors to experiment in areas of special interest or in special topics not otherwise provided in the art curriculum. May combine several areas in which students have demonstrated proficiency. Involves a series of problems designed by the student in consultation with the instructor. A contract establishes responsibilities and credit hours. Two classroom contact hours required per each s.h. of work. Courses cannot be taken concurrently and cannot be repeated. Students enroll for a maximum of six hours per semester and a maximum of twelve hours overall. Prerequisite: Permission of the art faculty. This course is offered as needed.

ART 401 SENIOR COMPREHENSIVE

3 s.h.

This course is a part of the art major and art education major requirements to be taken at the conclusion of the student's course of study. It is designed to provide professional preparation and hands-on experience in the following areas: planning and hanging exhibitions, writing news releases, and preparing receptions and professional portfolios and resumes. The exhibition receives no course credit but is graded as honors, pass, or fail. In the first semester of the senior year, the candidate meets with the art faculty to discuss the requirements for the exhibition and then submits a proposal. This course is offered as needed.

ART 499 INDEPENDENT STUDY IN ART

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

SPECIAL PREPARATION FOR TEACHING ART IN THE PUBLIC SCHOOLS

ART 362 THEORY AND PRACTICE IN ART EDUCATION

4 s.h.

Current trends and theories in art education investigating the role of art in society, the school curriculum, and child development, with emphasis on positive self-expression, creative thinking, and perceptual sensitivity. Lesson planning, student presentations and a wide variety of studio experiences, including photography, motion picture, and video tape techniques and computer graphics. Grades P-12. The course includes one hour of lecture and three hours of studio. The course does not count toward a major or minor in art. Major additional costs for this course will include the purchase of a textbook, paint, brushes, paper and other miscellaneous art supplies, which will be in the range of \$500 or more. Prerequisite: For all students, junior status and successful completion of EDU 142 and 242 are required. Elementary Education majors must also have successfully completed or be concurrently enrolled in EDU 346. This course is offered every fall semester.

DEPARTMENT OF MUSIC

Mrs. Jane Weeks Gardiner, Chair

The music department provides training in music, music education and performance. A Concentration in Arts Management is also offered in conjunction with the B.A. in Music. The objective is to produce graduates who are prepared to teach music, perform, conduct, further advance their study of music in graduate school, and/or promote the arts in the larger community.

The Department of Music provides a course of study for the Special Subjects (K-12) teaching license in North Carolina. Refer to the Department of Education section of this catalogue for a summary of Reciprocity, Requirements for Admission to Teacher Education and Requirements for Admission to Student Teaching. Each of these guidelines is applicable to the Music Education curriculum. Students in this program may require more than eight semesters to complete the curriculum.

To be accepted as a candidate for a B.M. in performance, the student must audition no later than the end of the second semester. To be accepted as a candidate for a B.M. in Music Education, the student must audition no later than the end of the fourth semester.

Music majors must earn a "C" or higher in all music courses required for their music degree. For each semester a full-time student is enrolled as a music major, a passing grade must be earned in MUS 071 (Concert Attendance).

Music majors whose main applied field is not piano must develop keyboard facility and are required to study piano until proficiency is demonstrated (the equivalent of the MUS 278 level). Proficiency level will be determined through jury examinations. Music Education majors must study piano until achieving a passing grade on the Piano Proficiency Exam. Non-music majors can enroll in music courses for which they are qualified, including private instruction in applied music and ensemble.

Degrees awarded:

- B.A. in Music
- B.A. in Music with Arts Management Concentration
- B.M. in Music Education
- B.M. in Performance
- A.A. with a Concentration in Music

Requirements for the major in Music (B.A.): 31 s.h. of MUS 107, 108, 264, 161, 162, 207, 208, 261, 262, 311, 313, 361, 465. Continuous enrollment in applied music is required. Continuous enrollment in ensemble is required. Continuous enrollment in MUS 071 (with a passing grade). MUS 167-468 does not fulfill the ensemble requirement.

Requirements for the major in Music Performance (B.M.): 31 s.h. of MUS 107, 108, 161, 162, 207, 208, 261, 262, 264, 311, 313, 361, 465. To be accepted as a candidate for a B.M. in Performance, the student must audition successfully no later than the end of the second semester. Continuous enrollment in the major instrument is required. Continuous enrollment in ensemble is required. Vocal performance majors must take Music 165 and 265. A full recital and a half recital are required. MUS 167-468 does not fulfill the ensemble requirement. Continuous enrollment in MUS 071 (with a passing grade).

Requirements for the major in Music Education (B.M.): Coordinator: Ms. Betty Neill Parsons. Requires 34 s.h. of MUS 107, 108, 161, 162, 207, 208, 261, 262, 264, 301, 303, 304, 311, 313, 361, 465. To be accepted as a candidate for a B.M. in Music Education, the student must audition successfully no later than the end of the fourth semester. Continuous enrollment in the major instrument is required. For students whose major instrument is not piano, satisfactory completion of the Piano Proficiency Exam is required. For students whose major instrument is not voice, a minimum of two semesters of voice lessons are required. Continuous enrollment in ensemble is required; MUS 167-468 does not fulfill the ensemble requirement. Enrollment in applied music and ensemble is not required during the student teaching semester. The Piano Proficiency Exam must be successfully completed prior to the student teaching semester; EDU 142, 242, 342, 410 and 418 plus additional requirements of the Teacher Education Program; a half recital in the major instrument (prior to the student teaching semester). Continuous enrollment in MUS 071 (with a passing grade).

Requirements for the major in Music with a Concentration in Arts Management (B.A.): 31 s.h. of MUS 107, 108, 161, 162, 207, 208, 261, 262, 264, 311, 313, 361, 465. A minimum of 8 s.h. continuous enrollment in an instrument or voice; continuous enrollment in ensemble; ART 151; THE 162; ACC 251; BUS 225, 343 and 345; MKT 351 and 380. Continuous enrollment in MUS 071 (with a passing grade). MUS 167-468 does not fulfill the ensemble requirement.

Requirements for the minor: 20 s.h. in music courses, including MUS 107, 108, 161, 162, 264, plus nine hours in applied music and/or ensemble, selected in consultation with the Department Chair. Four semesters of MUS 071 (with a passing grade). MUS 167-468 does not fulfill the ensemble requirement.

Requirements for the AA Concentration in Music: 20 s.h. in music courses, including MUS 107, 108, 161, 162, 264, plus nine hours in applied music and/or ensemble, selected in consultation with the Department Chair. Four semesters of MUS 071 (with a passing grade). MUS 167-468 does not fulfill the ensemble requirement.

Writing-Enrichment Course: MUS 313

Requirements for teacher licensure only: Students will be granted licensure only when they have at least a bachelor's degree and have met the requirements under the Secondary Education and Special Subjects (K-12) section of the Education Department; competency equal to a grade of C or better in the following courses: MUS 208, 262, 311, 313, 465, 301, 303, and 304, plus study in applied music until the piano proficiency exam is passed and presentation of a half-recital. Students must also have ensemble experience equal to at least seven semesters. Continuous enrollment in MUS 071 (with a passing grade) is required. MUS 167-468 does not fulfill this requirement.

THEORETICAL MUSIC

MUS 107 AURAL SKILLS I 1 s.h.

Development of the ability to recognize and sing various intervals and rhythms by sight and sound. Students will learn to read the tonal and rhythmic language of music. Class meets two hours a week. MUS 107 should be taken in conjunction with MUS 161. This course is offered every fall semester. This course is designed for music majors and minors.

MUS 108 AURAL SKILLS II 1 s.h.

Continuation of MUS 107. MUS 108 should be taken in conjunction with MUS 162. This course is offered every spring semester. Prerequisites: MUS 161 and 107.

MUS 161 BASIC MUSICIANSHIP I 3 s.h.

Theory, with emphasis on basic musical terminology, scales, intervals, rhythms, chord structures, and analysis. This course is offered every fall semester. MUS 107 should be taken in conjunction with this course.

MUS 162 BASIC MUSICIANSHIP II 3 s.h.

Continuation of MUS 161. This course is offered every spring semester. MUS 108 should be taken in conjunction with this course. Prerequisites: MUS 161 and 107.

MUS 207 AURAL SKILLS III 1 s.h.

Continuation of MUS 108. MUS 207 should be taken in conjunction with MUS 261. This course is offered every fall semester. Prerequisites: MUS 162 and 108.

MUS 208 AURAL SKILLS IV 1 s.h.

Continuation of MUS 207. MUS 208 should be taken in conjunction with MUS 262. This course is offered every spring semester. Prerequisites: MUS 261 and 207.

MUS 261 BASIC MUSICIANSHIP III 3 s.h.

Theory, harmony, and analysis. This course is offered every fall semester. MUS 207 should be taken in conjunction with this course. Prerequisites: MUS 162 and 108.

MUS 262 BASIC MUSICIANSHIP IV 3 s.h.

Theory with emphasis on chromatic harmony, modulation, and twentieth century composition techniques. This course is offered every spring semester. MUS 208 should be taken in conjunction with this course. Prerequisites: MUS 261 and 207.

MUS 365 INTRODUCTION TO MUSIC TECHNOLOGY 2 s.h.
 Laboratory experience and class lecture on current music hardware and software. Exploration of the various utilization of software and technology in teaching and teaching strategies. Investigation of the musical protocol of MIDI as well as basic computer/musical instrument hardware setups. Keyboard skills are desirable. This course is offered periodically. Prerequisite: MUS 162 or permission of the instructor.

MUS 366 INTRODUCTION TO IMPROVISATION 2 s.h.
 Learning the basics of keyboard improvisation with attention to the interpretation of various chord and melodic structures with regard to styles and voicings. This course is offered periodically. Prerequisite: MUS 262 and permission of the instructor.

MUS 465 INTRODUCTION TO COMPOSITION AND ARRANGING 3 s.h.
 Composition and arranging of music in various forms; traditional and contemporary approaches and media, including computer-assisted composition. This course is offered every spring semester. Prerequisite: MUS 262.

HISTORY AND LITERATURE OF MUSIC

MUS 071 CONCERT ATTENDANCE pass/fail
 Music majors must attend a specified number of live musical performances each semester to successfully complete this course

MUS 151 SURVEY OF MUSIC IN WESTERN CIVILIZATION 3 s.h.
 This course fulfills the general education requirement. Development of listening ability through historical survey of Western musical development. Musical examples from Medieval through present day are utilized. No prior knowledge of music is required. This course is offered every fall and spring semester.

MUS 264 INTRODUCTION TO MUSIC LITERATURE 3 s.h.
 Survey of music literature course for music majors. This course is directed toward the study of scores, analysis of musical genre and style, and informed listening. All periods of music, from Medieval to Contemporary, will be addressed. This course is designed to be taken in the first two years of study, but not earlier than the second semester of the first year. It is a prerequisite for MUS 311 and 313.

MUS 311 MUSIC HISTORY: MEDIEVAL THROUGH THE CLASSIC ERA 3 s.h.
 Medieval, Renaissance, Baroque, and Classic periods; the rise of new forms, and stylistic and theoretical analysis of major works. This course is offered every fall semester. Prerequisites: MUS 162 and MUS 151.

MUS 313 MUSIC HISTORY: CLASSICISM TO THE PRESENT 3 s.h.
 Beethoven to the contemporary experimental scene with stylistic and theoretical analysis of major works. This course is offered every spring semester. Prerequisites: MUS 151, 162 and 311.

MUS 340 SACRED CHORAL MUSIC LITERATURE 3 s.h.
 A survey of choral literature for Christian denominations. Literature from every historical period will be introduced, including contemporary Christian choral music. Emphasis will be placed on studying scores, recordings and assessing appropriate literature for a variety of church settings. Prerequisites: MUS 262, 311, and 313. This course is offered periodically.

MUS 385 INDEPENDENT STUDY IN MUSIC 1-3 s.h.
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, and the department chair, before approval by the Vice President for Academic Affairs. Credit to be determined.

MUS 400 SELECTED TOPICS IN MUSIC 2-3 s.h.
Special courses offered periodically.

CONDUCTING

MUS 361 CONDUCTING 3 s.h.
The techniques of conducting and score-reading in vocal and instrumental music. Prerequisite: permission of the instructor. This course is offered every spring semester.

MUSIC EDUCATION

MUS 301 STRING TECHNIQUES 1 s.h.
Methodology of teaching stringed instruments for students seeking teacher licensure. Each student learns to demonstrate characteristic tone quality and elementary technique on at least one stringed instrument. This course is offered every spring semester.

MUS 302 STRING INSTRUMENT PEDAGOGY 2 s.h.
This course is designed to prepare students to teach private lessons in violin, viola or cello from beginning through early advanced levels. The course addresses teaching principles of a wide range of contemporary pedagogues including Shinichi Suzuki, Ivan Galamian and Kato Havas. Offered as needed.

MUS 303 WOODWIND TECHNIQUES 1 s.h.
Methodology of teaching woodwind instruments for students seeking teacher licensure. Each student learns to demonstrate characteristic tone quality and elementary technique on each woodwind instrument. This course is offered every fall semester.

MUS 304 BRASS AND PERCUSSION TECHNIQUES 1 s.h.
Methodology of teaching brass and percussion instruments for students seeking teacher licensure. Each student learns to demonstrate characteristic tone quality and elementary technique on each brass and percussion instrument. This course is offered every spring semester.

MUS 362 MUSIC FUNDAMENTALS FOR CLASSROOM TEACHERS 3 s.h.
For students seeking teacher licensure in Grades K-6. Includes reading notation, singing, playing instruments, and techniques for utilizing music in the classroom. This course is offered every spring semester.

MUS 409 PIANO PEDAGOGY 3 s.h.
Materials and methods for teaching beginning piano through intermediate and early advanced levels with emphasis on notation, scales, technique, style, and interpretation. Students observe private and group instruction and are supervised in the teaching of beginning piano students. Prerequisite: permission of the instructor. This course is offered as needed.

EDU 410 MUSIC MATERIALS & METHODS IN ELEMENTARY & SECONDARY EDUCATION I

2 s.h.

(See EDU 410-418 in the Education Department section). Materials and methods of teaching music to elementary and secondary students with emphasis on voice development and organization and teaching of choral and instrumental groups. EDU 410 is taken immediately before the student teaching semester.

This course is offered as needed.

EDU 418 MUSIC MATERIALS & METHODS IN ELEMENTARY & SECONDARY EDUCATION II

2 s.h.

(See EDU 410-418 in the Education Department section).

Materials and methods of teaching music to elementary and secondary students with emphasis on voice development and organization and teaching of choral and instrumental groups. EDU 418 is taken during the student teaching semester. This course is offered as needed.

APPLIED MUSIC

An additional fee is charged for all private music lessons. (See “Finances.”) Emphasis is on acquiring musical concepts and technical proficiency, as well as the thorough study of representative literature.

Frequent opportunities to perform are provided in recitals, including general student recitals and partial or full formal recitals. Additional performance opportunities are made available through accompanying vocal and instrumental soloists and ensembles. One s.h. is granted for successful completion of a course involving one lesson (1/2 hour). Two s.h. are granted for two lessons each week.

A jury examination is normally required at the end of each semester. A full recital (about sixty minutes) and a half-recital (about thirty minutes) are required of all students pursuing the B.M. in Performance. Candidates for the B.M. in Music Education are required to present a half-recital.

MUS 105-406 OPERA WORKSHOP

1 s.h.

Study through rehearsal and performance of operatic literature and other works for the musical stage. Prerequisite: permission of instructor. This course is offered as needed.

MUS 111-112 CLASS VOICE FOR NON-MUSIC MAJORS

2 s.h.

This course is intended for students with no previous voice instruction, other than perhaps high school or church choir experience. Through vocal exercises, demonstrations, videos, aural skills development, and other means, students will develop their own singing abilities, musical understanding and performance skills.

MUS 125 INTRODUCTION TO CLASSICAL GUITAR TECHNIQUE AND LITERATURE

2 s.h.

In a classroom setting, students will be introduced to beginning technique for the classical guitar. Purchase or rental of a guitar and foot stool are required.

MUS 175-478 PIANO PROFICIENCY

1-2 s.h.

MUS 114-416 APPLIED PIANO

2 s.h.

MUS 117-418 VOICE PROFICIENCY	1-2 s.h.
MUS 121-422 ORGAN	2 s.h.
MUS 131-433 APPLIED VOICE	2 s.h.
MUS 165 DICTION FOR SINGERS: ITALIAN AND ENGLISH	2 s.h.
Diction in the four major languages of Western music. Taken in conjunction with applied voice. Required of Voice Performance majors. This course is offered as needed.	
MUS 265 DICTION FOR SINGERS: GERMAN AND FRENCH	2 s.h.
Diction in the four major languages of Western music. Taken in conjunction with applied voice. Required of Voice Performance majors. Prerequisite: MUS 165. This course is offered as needed.	
MUS 141-443 STRINGS (orchestral and guitar)	2 s.h.
MUS 154-456 WOODWINDS	2 s.h.
ENSEMBLES	
MUS 167-468 SHOW CHOIR (“Synergy”)	1 s.h.
Rehearsal and performance of various styles of popular music, with appropriate choreography. Members of this elective musical ensemble may be required to purchase performance outfits. Along with performances, standards must be met in team building, cooperation, punctuality, dependability, productivity, responsibility and persistence. This course is open to vocalists and instrumentalists. Successful participation in this ensemble can fulfill core fine arts requirements. This course does not fulfill ensemble requirements for music majors. This course is offered every fall and spring semester. Open to non-music majors.	
MUS 190-491 CHAMBER MUSIC	1 s.h.
Rehearsal and performance of works and arrangements for string, woodwind, and keyboard instruments. The ensemble is open to non-music majors.	
MUS 192-493 CONCERT CHOIR	1 s.h.
Rehearsal and performance of choral literature of various periods. Two rehearsals weekly. Open to non-music majors. This course is offered every fall and spring semester.	
MUS 194-495 ORCHESTRA	1 s.h.
Rehearsal and performance of ensemble works for orchestra and smaller chamber ensembles. Performances may occur on or off campus. Open to non-music majors.	
MUS 198-499 JAZZ ENSEMBLE	1 s.h.
Rehearsal and performance of works and arrangements for brass, woodwind, keyboard and percussion instruments. Meets twice weekly. The ensemble is open to non-music majors.	

DEPARTMENT OF THEATRE

Dr. Paul F. Wilson, Chair

Purpose: The Theatre program is designed to give majors a theatre education firmly grounded in the liberal arts, preparing them for further study in a graduate school or higher-level training program prior to pursuing a career; to serve non-majors through Core courses and electives; to educate the potential audience; and to provide opportunities for self-expression to those wishing to pursue Theatre as an avocation.

Goals:

1. All members of the Methodist College community will have the opportunity to participate in the production component(s) of the Theatre program, as a performer, a technician, or a member of the audience.
2. Students who complete the Theatre Appreciation component of the General Education/ Core Curriculum will have a basic understanding of the principles of drama and the processes of theatre production.
3. Graduates who complete a major in Theatre will demonstrate basic knowledge of the canons of theatrical literature, history, and theory necessary as a foundation for producing a theatrical performance.
4. Graduates who complete a major in Theatre will demonstrate knowledge of the fundamental performance skills required for producing a theatrical event.
5. Graduates who complete a major in Theatre will demonstrate knowledge of the fundamental technical skills required for producing a theatrical event.

Degrees awarded: B.A., A.A.

Requirements for the Major in Theatre: 42 s.h.

18 s.h. of fundamental courses: THE 162, 163, 300, 310, 365, 467; plus 24 s.h. chosen from among the following:

Technical Orientation (suggested track): THE 160-460 1 s.h. each; THE 230, 361, 362, 368, 369, 370, 485, 490, 499, MUS 161; ART 101; ART 203

Performance Orientation (suggested track): THE 150-450 1 s.h. each; THE 366, 370, 468, 485, 490, 499, COM 366, EDU 340, ENG 326, ENG 374, ENG 407, MUS 161

Requirements for the Minor in Theatre: Students who would normally wish to pursue a minor are urged to complete the requirements for the A.A. in Theatre.

Requirements for the AA Concentration: 21 s.h.—THE 162, 163, 300, 310, 365, plus 6 s.h. chosen from: THE 361, 362, 368, or 369; OCL 256, COM 366, EDU 340, ENG 326, ENG 374, or ENG 407

Writing-Enrichment Course THE 300, 310, 485

THEATRE COURSES

THE 150-450 STAGE PERFORMANCE ENSEMBLE

1 s.h. each

A minimum of thirty hours of work as a performer in Theatre Department productions. Practical application of performance tools such as character analysis, scene study, stage speech, improvisation, dialects, pantomime, clowning, and/or period styles will be dealt with as dictated by the needs of the specific production. May be taken four times. This course is offered every fall and spring semester.

THE 160-460 STAGECRAFT ENSEMBLE

1 s.h. each

A minimum of thirty hours of work as a technician on co-curricular theatrical productions, either onstage or backstage. Practical application of stagecraft techniques used in scenery, lighting, costumes, properties, makeup and/or sound will be dealt with as dictated by the needs of the specific production. May be taken four times. This course is offered every fall and spring semester.

THE 162 SURVEY OF THEATRE

3 s.h.

Develops an appreciation of theatre for audiences with emphasis on theatre crafts, styles, and modes. Students must attend two theatrical productions. This course is offered in the fall and spring semesters. Fulfills the Fine Arts requirement in the Core Curriculum.

THE 163 BASIC STAGECRAFT

3 s.h.

A practical course devoted to the crafts of theatre production with emphasis on costuming, lighting, make-up, properties, scenery, and sound effects. Student must attend two theatrical productions. This course is offered in the fall and spring semesters. Fulfills the Fine Arts requirement in the Core Curriculum.

THE 230 COMPUTER APPLICATIONS IN THEATRE

3 s.h.

An introduction to theatrical applications of computer technology, with an emphasis on (a) Computer-assisted Design and Drafting (CADD) and (b) computer-driven lighting systems, and (c) use of the Internet as a research tool. Topics covered under (a) will include: drawing, dimensioning, layers, text, and use of components in creating ground plans, elevations, perspective drawings, and lighting plots. Students will also be introduced to fundamentals of 3-D rendering. Topics covered under (b) will include programming, automating, and executing a variety of cues and special effects. Prerequisite: THE 163 or permission of the instructor.

THE 300 THEATRICAL BACKGROUNDS

3 s.h.

The development of theatre and drama from the Greeks to the present day. Prerequisite: THE 162 or THE 163 or permission of the instructor, and completion of core requirements in English. This course is offered every spring semester in odd-numbered years.

THE 310 THEATRICAL LITERATURE

3 s.h.

The development of theatrical texts from the Greeks to the present day. Readings will include plays from all significant periods and genres. Emphasis will be placed on texts as an element of theatrical production, and their relationship to other elements such as acting, directing, and design. Prerequisite: THE 162 or THE 163 or permission of the instructor, and completion of core requirements in English. This course is offered every fall semester in even-numbered years.

- THE 361 COSTUMING LABORATORY** 2 s.h.
A laboratory course devoting equal time to theories and work on costumes for current productions. Prerequisite: THE 163 or permission of instructor. This course is offered every spring semester in odd-numbered years.
- THE 362 MAKE-UP LABORATORY** 2 s.h.
A laboratory course devoting equal time to theories and work on make-up for current productions. Prerequisite: THE 163 or permission of instructor. This course is offered every spring semester in even-numbered years.
- THE 365 ACTING** 3 s.h.
Acting crafts with emphasis on performance. Prerequisite: THE 162 or 163 or permission of the instructor. This course is offered every spring semester in even-numbered years.
- THE 366 ADVANCED ACTING** 3 s.h.
Advanced acting with an emphasis on acting styles. Prerequisite: THE 365 or permission of the instructor. This course is offered every spring semester in even-numbered years.
- THE 368 SCENE DESIGN LABORATORY** 2 s.h.
A laboratory course devoting equal time to studying scene design theories and their practical applications. Prerequisite: THE 163 or permission of the instructor. A computer-intensive course. This course is offered every fall semester in odd-numbered years.
- THE 369 LIGHTING DESIGN LABORATORY** 2 s.h.
A laboratory course devoting equal time to theories and work on lighting for current productions. Prerequisite: THE 163 or permission of the instructor. A computer-intensive course. This course is offered every fall semester in even-numbered years.
- THE 370 STAGE MANAGEMENT LABORATORY** 2 s.h.
Study of the production process of stage management for theatrical enterprises and managing current productions. Prerequisite: THE 163 or permission of the instructor. This course is offered every spring semester in odd-numbered years.
- THE 467 PLAY DIRECTION** 3 s.h.
The craft and art of play direction. Students direct one-act plays. Prerequisite: THE 162 or 163 or permission of the instructor. This course is offered every spring semester in odd-numbered years.
- THE 468 ADVANCED PLAY DIRECTION** 3 s.h.
An emphasis on directing styles and creating the fully mounted production. Prerequisite: THE 467 or permission of the instructor. This course is offered every spring semester in odd-numbered years.
- THE 485 SPECIAL STUDY IN THEATRE** 1-3 s.h.
An exploration of the student's special interest in theatre, either academic or production-oriented. Prerequisite: Permission of the department chair. Writing-enrichment course. This course is offered every fall and spring semester.
- THE 490 SPECIAL PRODUCTION IN THEATRE** 3 s.h.
A cumulative student production with written pre-production plans, a public performance, and a post-production evaluation. Prerequisite: Permission of the department chair. This course is offered as needed.

THE 499 INDEPENDENT STUDY IN THEATRE

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

HUMANITIES

DEPARTMENT OF ENGLISH AND WRITING

Dr. Emily Wright, Chair

ENGLISH

Degrees awarded: B.A., A.A.

Requirements for the major: 36 s.h. of English at the 200 level or above (excluding 207, 251, 252, 253, 254, 255, 256, 260, 312, 361, and 362); to include 15 s.h. of survey courses (211, 212, 221, 222, 231, 232), and 323 and 18 additional hours, on the 300/400 level courses. ENG 374 (Shakespeare) is strongly recommended. All English majors are required and encouraged to take courses in foreign languages, philosophy, and the fine arts.

Requirements for the minor: 18 s.h. chosen from any English courses at or above the 200 level except 207, 251, 252, 253, 254, 255, 256, 260, 312, 361, and 362 and including at least two 300- or 400-level English courses.

Requirements for the A.A. concentration: 18 s.h. chosen from any English courses at or above the 200 level except 207, 251, 252, 253, 254, 255, 256, 260, 312, 361, and 362 and including at least two 300- or 400-level English courses.

Requirements for teacher licensure

Coordinator: Dr. Gilda Benstead

(Note: The teacher licensure program in English is on inactive status and no new students are being accepted at this time.)

Students seeking licensure to teach English in secondary schools must include ENG 322 and 323 plus either 342 or 350 in the major, with 371 and 374 strongly recommended. Additionally, such students are required to take ENG 362 over and beyond the 36 s.h. required for the major in English. Students must also complete the professional sequence in Education including EDU 411.

Objectives of the English Education program: Students will demonstrate the following:

I—knowledge of all components of the high school English curriculum (literature, grammar, writing, and speaking skills).

II—skill in planning and implementing instruction that will help high school students appreciate literary heritage, understand how the English language functions, and develop and refine skills for effective oral and written expression.

III—skill in adapting instruction to the achievement levels of students.

Core/general education requirements: ENG 100 if needed, 101 and 102 (or 103 in lieu of 102), plus any 200-, 300-, or 400-level literature course(s) (except 361 and 362). Note: ENG 207 and 260 as well as 251, 252, 253, 254, 255, 256, and 312 are not literature courses and therefore fulfill no core requirement described above. All new students will be placed in an appropriate English course (ENG 100, 101, 102 or 103, 207), either on the basis of SAT or ACT scores, high school English grades or an English Placement Test given to entering transfer students at the beginning of their first semester at Methodist College. Entering freshmen who place into ENG 100 must take and pass that course before attempting English 101. Transfer students who have taken English 101 and/or ENG 102 and who place into ENG 207 must take and pass that course before attempting any other core requirements in English. Transfer students who have had no English and who place into ENG 100 must take and pass that course before attempting ENG 101. A passing grade in ENG 100 (if needed) is a prerequisite for ENG 101; a passing grade in ENG 101 is a prerequisite for ENG 102 (or 103); and ENG 102 (or 103) is a prerequisite for all other English courses. Only students who earn A's and B's in ENG 102 or 103 should take 300- or 400-level English literature courses to satisfy the general literature requirement under humanities in the B.A. and B.M. core/general education curricula and the literature option under humanities in the B.S. core/general education curriculum. Other students should satisfy the literature requirement under humanities by taking 200-level surveys in either English, American, or world literature. Students must take English courses every semester until they have passed ENG 100 (if needed), 101, and 102 (or 103); the department strongly recommends that they continue to enroll in English courses regularly until all remaining core requirements in English are completed.

Writing-enrichment courses recommended for majors in English: 300 and 400 level English courses, with the exception of 322, 324, 325, 326, 361, and 362.

THE CAC LABORATORY: Methodist College has a unique Computer-Assisted Composition (CAC) approach emphasized in many writing courses.

Requirements for the writing concentration available in the English major and minor: With permission of the Chair of the English Department, a student may apply 9 s.h. of the following writing courses to the English major or 6 s.h. to the English minor: ENG/WRI 321, 324, 325, 326, 327.

COURSES IN ENGLISH

ENG 100 SKILLS DEVELOPMENT IN ENGLISH 3 s.h.
A course in grammar and Computer-Assisted Composition (CAC) to meet the needs of students with skill deficiencies in English. Students who place into English 100 must pass the course before taking English 101. One hour of CAC lab per week at discretion of instructor. This course is offered every fall and spring semester.

ENG 101 COMPOSITION 3 s.h.
Writing, stressing standard English and competence in expository prose. Students must pass ENG 101 before taking ENG 102. A research paper is required. One hour of CAC lab per week at discretion of instructor. This course is offered every fall and spring semester.

ENG 102 COMPOSITION AND INTRODUCTION TO LITERATURE 3 s.h.
A continuation of 101 with emphasis on analysis and interpretation of various literary genres and on research techniques. Research paper required. Prerequisite: ENG 101. ENG 102 is a prerequisite for all other courses listed under English. This course is offered every fall and spring semester.

ENG 103 COMPOSITION, CREATIVE WRITING, AND INTRODUCTION TO LITERATURE 3 s.h.
A continuation of 101 with special emphasis on creative writing and interpretation of various literary genres. Serves as a rigorous introduction to upper-level creative writing courses. Includes writing short fiction, poems, a play, and a research paper. May be substituted for ENG 102 to fulfill basic core requirements. Such substitution is not allowable if a student has previously taken ENG 102 and received a grade of F or WF. This course is offered every spring semester or as needed.

ENG 207 REVIEWING WRITING 3 s.h.
A course in writing, stressing standard English and competence in expository prose, required of transfer students who may have transfer credit for ENG 101 and/or 102 but who failed the English Placement Test. One hour of CAC lab per week at discretion of instructor. May not be substituted for any other English courses that are core requirements. Does not count toward the major or minor in English, Writing, or Communications. This course is offered every fall and spring semester.

ENG 211, 212 SURVEY OF ENGLISH LITERATURE 3, 3 s.h.
211: Beowulf through the mid-eighteenth century. Prerequisite: ENG 102. 211 is offered every fall semester; 212: the end of the eighteenth century to the present. Prerequisite: ENG 102. 212 is offered every spring semester.

ENG 221, 222 SURVEY OF AMERICAN LITERATURE 3, 3 s.h.
221: the seventeenth century through c. 1865 with attention to the cultural-intellectual background. 221 is offered every fall semester; 222: 1865 to the present with emphasis on large literary movements. Prerequisite for each: ENG 102. 222 is offered every spring semester.

ENG 231, 232 SURVEY OF WORLD LITERATURE 3, 3 s.h.
231: Ancient through Renaissance. Prerequisite for each: ENG 102. 231 is offered every fall semester; 232: Neoclassical through Modern. Asian and Third-World literature included. 232 is offered every spring semester.

ENG 251 WRITING FOR COMMUNICATIONS MEDIA I 2 s.h.
News, news-gathering, and news and feature structures, including preparation of copy for publications. Experience and practice in reporting techniques and problems and ethics in laboratory work based on campus and community assignments. Submission of assigned news stories. Can be counted toward only one program. Creditable toward either major or minor in either COM or WRI. Not creditable toward either major or minor in ENG. Prerequisites: Passing grades in ENG 101 and 102 (or 103) or special permission of the instructor. This course is offered every fall semester.

ENG 252 COMMUNICATIONS PRACTICUM I 1 s.h.
 A CAC (Computer-Assisted Composition) writing laboratory that must be taken by all students enrolled in ENG 251. May also be taken separately by students who wish to receive college credit for work with the college newspaper. Prerequisites: Passing grades in ENG 101 and 102 (or 103) or special permission of the instructor. Can be counted toward only one program. Creditable toward either major or minor in either COM or WRI. Not creditable toward either major or minor in ENG. This course is offered every fall semester.

ENG 253 WRITING FOR COMMUNICATIONS MEDIA II 2 s.h.
 Reporting and feature writing, including writing for the broadcast media. Further practice in reporting and in writing of articles, editorials, and interpretive journalism. Prerequisites: Passing grades in ENG 101 and 102 (or 103) or special permission of the instructor. Can be counted toward only one program. Creditable toward either major or minor in either COM or WRI. Not creditable toward either major or minor in ENG. This course is offered every spring semester.

ENG 254 COMMUNICATIONS PRACTICUM II 1 s.h.
 A CAC (Computer-Assisted Composition) writing laboratory which must be taken by all students enrolled in ENG 253. May also be taken separately by students who wish to receive college credit for work with the college newspaper. Prerequisites: Passing grades in ENG 101 and 102 (or 103) or special permission of the instructor. Can be counted toward only one program. Creditable toward either major or minor in either COM or WRI. Not creditable toward either major or minor in ENG. This course is offered every spring semester.

ENG 255 COMMUNICATIONS PRACTICUM III 1 s.h.
 A CAC (Computer-Assisted Composition) writing laboratory which may be taken for elective credit by students who wish to receive college credit beyond ENG 252 and ENG 254 for work with the college newspaper. Prerequisites: ENG 252 and 254. Not creditable toward either the major or minor in English, Mass Communications, or Writing. This course is offered as needed.

ENG 256 COMMUNICATIONS PRACTICUM IV 1 s.h.
 A CAC (Computer-Assisted Composition) writing laboratory which may be taken for elective credit by students who wish to receive college credit beyond ENG 252 and ENG 254 for work with the college newspaper. Prerequisites: ENG 252 and 254. Not creditable toward either the major or minor in English, Mass Communications, or Writing. This course is offered as needed.

**ENG 260 REVIEW/APPLICATION OF GRAMMAR FOR
 ELEMENTARY SCHOOL TEACHERS** 3 s.h.

Review and application in writing of traditional grammar and standard English usage for future elementary school teachers (K-6). Current elementary level language arts textbooks will be considered. Fulfills no general core requirements either in English or in Humanities; not credited toward majors or minors in Communications, English, and Writing. Required of majors in Elementary Education and Special Education: General Curriculum. Cross listed as EDU 260. This course is offered annually in the fall semester. Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement of the course professor.

- ENG 312 WRITING ABOUT ETHICS, MASS MEDIA, AND SOCIETY** 3 s.h.
 Topics to be included: the social responsibilities of journalists or other mass communicators, the media's role in the social change, and the media's reactions to political and economic pressures. Completion of ENG 101 and 102 or 103 with passing grade. Not creditable towards the 36 s.h. major or 18 s.h. minor in English or Writing. This course is offered as needed.
- ENG 320 BUSINESS WRITING** 3 s.h.
 Practical written business communications—letters, memoranda, reports, proposals, and resumes. One hour of CAC lab per week at discretion of instructor. Creditable to one program only: either Business, English, Mass Communications, or Writing. Prerequisites: ENG 101 and 102. This course is offered every spring semester.
- ENG 321 TECHNICAL WRITING** 3 s.h.
 See WRI 321. Can be counted toward only one program. This course is offered as needed.
- ENG 322 ADVANCED GRAMMAR** 3 s.h.
 The history of the English language; an analysis of the structure of English grammar: sounds, parts of speech, sentence patterns, prose style, and the new grammars. This course is offered every spring semester in even-numbered years.
- ENG 323 ADVANCED EXPOSITORY WRITING** 3 s.h.
 Study and analysis of models of excellence; practice in various techniques and types of composition; use of computers specific to the discipline of English. This course is offered every spring semester in odd-numbered years.
- ENG 324 CREATIVE WRITING: FICTION** 3 s.h.
 See WRI 324. Can be counted toward only one program. This course is offered as needed.
- ENG 325 CREATIVE WRITING: POETRY** 3 s.h.
 See WRI 325. Can be counted toward only one program. This course is offered as needed.
- ENG 326 CREATIVE WRITING: DRAMA** 3 s.h.
 See WRI 326. Can be counted toward only one program. This course is offered as needed.
- ENG 327 FEATURE WRITING FOR POPULAR MAGAZINES** 3 s.h.
 See WRI 327. Can be counted toward only one program. This course is offered as needed.
- ENG 342 WOMEN'S LITERATURE** 3 s.h.
 Concentrated study of literature written by women. The course emphasizes the historical context of women's poetry, prose, and fiction; introduces students to major figures in women's literary history; identifies recurrent themes in writings by women; and introduces students to feminist literary theory. Cross listed as WST 342. This course is offered in alternate years.
- ENG 350 THE AFRICAN-AMERICAN EXPERIENCE IN LITERATURE** 3 s.h.
 Literature by or about African-Americans. All genres included. This course is offered as needed.

- ENG 361 LITERATURE FOR CHILDREN** 3 s.h.
Literature available to students in grades K-6, with emphasis on historical development, literary genres, and pedagogical strategies. Required for those in Elementary K-6 but not credited toward either the major or minor in English. Cross listed as EDU 361. This course is offered as needed. Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement of the course professor.
- ENG 362 LITERATURE FOR ADOLESCENTS** 3 s.h.
Literature available to students in middle and secondary schools (grades 6-12) with emphasis on integrating literature in the communication skills program and on strategies for promoting appreciation of literature among students in Middle and Secondary schools. Required of Middle School Education majors and of English majors seeking secondary level teacher licensure. Not credited toward either the 36 s.h. major or 18 s.h. minor in English. Cross listed as EDU 362. This course is offered as needed. Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement of the course professor.
- ENG 371 CHAUCER** 3 s.h.
The English medieval period with particular emphasis on Chaucer's *Canterbury Tales*, *Troilus and Criseyde*, and minor poems. This course is offered as needed.
- ENG 374 SHAKESPEARE** 3 s.h.
Representative Shakespearean plays with attention to historical background and cultural setting. This course is offered in alternate years.
- ENG 391 NINETEENTH-CENTURY BRITISH ROMANTICISM** 3 s.h.
Representative poetry and prose of nineteenth-century British Romanticism. This course is offered as needed.
- ENG 394 VICTORIAN LITERATURE** 3 s.h.
Representative poetry and prose of the Victorian Age. This course is offered as needed.
- ENG 404 MYTH AND CULTURE** 3 s.h.
An examination of myth and culture through a reading of scholarly literature and myth. Cross listed as REL 404. Creditable to program only. This course is offered in the spring semester in even-numbered years.
- ENG 405 MODERN FICTION** 3 s.h.
Tradition and experiment in modern fiction, concentrating on British and American novels and short stories. This course is offered in alternate years.
- ENG 407 MODERN DRAMA** 3 s.h.
Plays of the modern theatre, emphasizing main trends and representative works. This course is offered as needed.
- ENG 409 MODERN POETRY** 3 s.h.
British and American poetry from the late 19th century to the present with emphasis on principal trends and poets and on analysis and interpretation. This course is offered as needed.

ENG 411 THE AMERICAN RENAISSANCE 3 s.h.
The works of native Romanticists of America's Golden Age, e.g., Emerson, Thoreau, Melville, Hawthorne, Poe, and Whitman. This course is offered as needed.

EDU 411 ENGLISH TEACHING METHODS FOR SECONDARY/SPECIAL SUBJECT AREAS 3 s.h.
Methods, materials, and evaluation procedures for teaching English. See EDU 411-419. This course is offered as needed.

ENG 412 AMERICAN REALISM 3 s.h.
The writings of major American realists and naturalists from Twain, Howells, and James to Dreiser, Norris, and Crane, with emphasis on philosophical foundations and literary practices. This course is offered as needed.

ENG 414 LITERATURE OF THE SOUTH 3 s.h.
The fiction, poetry, and drama of the South, emphasizing fiction and North Carolina writers. This course is offered in alternate years.

ENG 416 ENGLISH/WRITING INTERNSHIP 1-3 s.h.
Experiential learning. An opportunity for an upper-level Writing or English major to work either in the public or private sector at a position involving writing, editing, or research. The student is assigned duties approved by the Department Chair, a supervising English or Writing instructor, and an on-site supervisor. Written reports by the student are required. Prerequisites: Junior or Senior status, a minimum GPA of 2.5 in all Writing and English classes, and permission of the supervising instructor. For elective credit. Not creditable toward either the 18 s.h. at the 200 level or above in English or the 18 s.h. at the 200 level or above in Writing required by those majors.

ENG 485 SPECIAL STUDIES IN ENGLISH 3 s.h.
To be determined. In-depth study involving research or research/travel and writing. Prerequisite: permission of the department chair. This course is offered as needed.

ENG 499 INDEPENDENT STUDY IN ENGLISH TBA
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

WRITING

Degree awarded: B.A., A.A.

Requirements for the major in Writing: 18 s.h. of English at the 200 level or above, including 322 and 323 and excluding 207, 260, 312, 361, and 362, with ENG 374 strongly recommended; plus six of the other courses listed under writing below (e.g. 251 and 252, 253 and 254, 320, 324, 325, 326, 327, 353)

Requirements for the minor in Writing: 9 s.h. of English at the 200 level or above, excluding 207, 260, 361, and 362; plus three of the other writing courses listed below

Requirements for the A.A. Concentration: 9 s.h. of English at the 200 level or above, excluding 207, 260, 361, and 362; plus three of the other writing courses listed below

Writing-enrichment courses recommended for majors in Writing: 300 and 400 level English courses with the exception of 322, 324, 325, 326, 361, and 362

Prerequisites: ENG 101 and 102 (or 103, with 103 preferred), plus three hours in a survey of British, American, or world literature

WRITING COURSES

WRI 251, 253 WRITING FOR THE MEDIA I and II 2, 2 s.h.
See ENG 251, 253. Can be counted toward only one program.

WRI 252, 254 COMMUNICATIONS PRACTICUM I and II 1, 1 s.h.
See ENG 252, 254. Can be counted toward only one program.

WRI 320 BUSINESS WRITING 3 s.h.
See ENG 320. Can be counted toward only one program.

WRI 321 TECHNICAL WRITING 3 s.h.
Development of writing skills necessary in technical and scientific fields. One hour of CAC lab per week at discretion of instructor. This course is offered as needed.

WRI 322 ADVANCED GRAMMAR 3 s.h.
See ENG 322. Required for writing majors.

WRI 323 ADVANCED EXPOSITORY WRITING 3 s.h.
See ENG 323. Required for writing majors.

WRI 324 CREATIVE WRITING: FICTION 3 s.h.
The development of fiction-writing skills, using short stories and novels as models. Students produce a minimum of 10,000 words. This course is offered as needed.

WRI 325 CREATIVE WRITING: POETRY 3 s.h.
The development of poetry-writing skills, using traditional and modern forms as models. Students produce a portfolio of their work. This course is offered as needed.

WRI 326 CREATIVE WRITING: DRAMA 3 s.h.
The development of play-writing skills, using a broad selection of plays, ancient to modern, as models. Each student writes at least one play. Film and/or television drama can serve as alternate focuses. One hour of CAC lab per week at discretion of instructor. This course is offered as needed.

WRI 327 FEATURE WRITING FOR POPULAR MAGAZINES 3 s.h.
Magazine and feature-section writing. Each student attempts publication of material written in the class. One hour of CAC lab per week at discretion of instructor. This course is offered as needed.

WRI 353 PRINT MEDIA DESIGN AND PRODUCTION 3 s.h.
See COM 353. Can be counted toward only one program.

WRI 416 ENGLISH/WRITING INTERNSHIP

1-3 s.h.

Experiential learning. An opportunity for an upper-level Writing or English major to work either in the public or private sector at a position involving writing, editing, or research. The student is assigned duties approved by the Department Chair, a supervising English or Writing instructor, and an on-site supervisor. Written reports by the student are required. Prerequisites: Junior or Senior status, a minimum GPA of 2.5 in all Writing and English classes, and permission of the supervising instructor. For elective credit. Not creditable toward either the 18 s.h. at the 200 level or above in English or the 18 s.h. at the 200 level or above in Writing required by those majors.

WRI 485 SPECIAL STUDIES

3 s.h.

To be determined. In-depth study involving research or research/travel and writing. Prerequisite: permission of the department chair. This course is offered as needed.

WRI 499 INDEPENDENT STUDY IN WRITING

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF MODERN LANGUAGES AND LITERATURE

Dr. Cristina Francescon, Chair

Degrees awarded: B.A., A.A.

Core/General Education requirements: Bachelor of Arts: competency equal to the completion of the intermediate level (the 202 course) or 2-4 consecutive courses (101, 102, 201, 202), depending on placement, in one foreign language; Bachelor of Science: 2 consecutive courses in one foreign language or 6 s.h. in philosophy and/or literature; **Bachelor of Music:** same as B.A. except for Vocal Performance majors who must show competency equal to the completion of courses through the 102 level in two languages chosen from French, German, and Italian.

Requirements for the AA Concentration: 18 s.h. of the same language, including 301.

Placement testing: Students wishing to continue in foreign language must take the department placement test if they have had more than two years study of the language in high school or can demonstrate proficiency beyond the elementary level. Core requirements are satisfied in accordance with performance for those continuing with foreign language study. CLEP or ACTFL credit: applied as 1-4 courses (at the 100/200 level) in fulfillment of the core/general education requirements.

LAN 101, 102, 201, 202, 301, 302 FOREIGN LANGUAGE

3 or 4 s.h.

Sequential learning and acquisition of reading, writing, speaking, and understanding such foreign languages as Arabic, Russian, Portuguese, and Latin. Offered upon sufficient demand and availability of an instructor. Placement and prerequisites determined by the department. This course is offered as needed.

LAN 260 FOREIGN CULTURE

3 s.h.

The history and civilization of a specific country or cultural area, such as Russia, the Far East, a section of Africa, or the Western hemisphere (the United States for international students), from its origins to the present, including the artistic heritage and the recent political situation. Instruction in English. Presupposes some knowledge of world geography and history. This course is offered as needed.

LAN 307 INTRODUCTION TO TEACHING FOREIGN LANGUAGES

3 s.h.

Basic principles, materials and methods for teaching second languages, including English as a Second Language, to children and beginners at any age. This course is part of the TESL certificate program and required of all French and Spanish majors seeking K-12 certification to teach in N. C., as well as for Elementary Education majors with a minor in French or Spanish who seek a foreign language “add-on” to their K-6 license. Prerequisites: 12 semester hours in French or Spanish or demonstration of minimal competency in a second language or enrollment in TESL certificate program with minimal knowledge of a second language. This course is offered as needed.

LAN 350 INTRODUCTION TO LINGUISTICS AND LANGUAGE ACQUISITION

3 s.h.

Basic principles of human speech and language learning. Introduces all major fields of linguistics including phonetics, phonology, morphology, semantics, discourse analysis, syntax and human language universals. First and second language processing strategies and sequences are reviewed so as to establish sound methodological principles of teaching languages. Required for TESL Certificate program. This course is offered as needed

EDU 416 TEACHING METHODS FOR THE SECONDARY SCHOOL (7-12)

3 s.h.

Theory and applied methods and materials and evaluation procedures for teaching foreign languages in grades 7-12. Required for K-12 licensure in French or Spanish. Requires approval for student teaching or permission of the department. This course is offered as needed.

ENGLISH AS A FOREIGN LANGUAGE

International students whose first language is not English will be required to take an English placement test. Based on their scores, students will be placed in ENG 100, ENG 101, or the EFL program. International students who test out of EFL or whose first language is English must meet the B.A. core requirements in French, German, or Spanish or may satisfy these requirements with CLEP or ACTFL.

International students whose scores and performance in English (including their TOEFL scores) do not indicate sufficient mastery for enrollment in ENG 100 or 101 are required to take 12 s.h. of English as a Foreign Language during their first two semesters at Methodist College. The required courses are EFL 096 and 097 Writing Skills in the English Language (6 s.h.) and EFL 121 and 122 English Conversation (6 s.h.). EFL 091, 092, 096, and 097 do not count toward graduation requirements or the awarding of honors. Upon completion of the EFL courses the student is required to enroll sequentially in ENG 100 (if required), ENG 101 and ENG 102 to meet the core requirements for any of the degree programs.

ENGLISH AS A FOREIGN LANGUAGE COURSES

EFL 091, 092 READING SKILLS IN THE ENGLISH LANGUAGE I, II 3, 3 s.h.
These courses emphasize vocabulary, comprehension, paraphrasing, and writing to annotate and summarize selected readings from a variety of academic disciplines. Attention is given to readings in all academic areas. These courses do not count toward graduation requirements or the awarding of honors. EFL 091 is offered in the fall semester; EFL 092 is offered as needed.

EFL 096, 097 WRITING SKILLS IN THE ENGLISH LANGUAGE I, II 3, 3 s.h.
Students will learn basic composition skills for writing genres within various academic disciplines. Attention will be given to all levels of composition including sentence structure, punctuation, grammar and discourse level structures. These courses do not count toward graduation requirements or the awarding of honors. EFL 097 is offered in the spring semester.

EFL 121, 122 ENGLISH CONVERSATION I, II 3, 3 s.h.
These courses emphasize spoken vocabulary, American idioms, pronunciation, grammar, fluency in speaking, and understanding the English language and its cultural implications. EFL 121 is offered in the fall semester; EFL 122 is offered in the spring semester.

EFL 207 REVIEWING ENGLISH 3 s.h.
This class is a combination of reading, writing, and conversation for foreign-born students whose SAT, ACT, TOEFL or English Placement Test scores indicate a weakness in the English language. This course is pass/fail and is offered as needed.

CERTIFICATE PROGRAM IN TEACHING ENGLISH AS A SECOND LANGUAGE

Dr. Cristina Francescon, Program Director

Ms. Jan Turner, Coordinator

New program beginning fall 2005

The Department of Modern Languages and Literature, in cooperation with the Departments of English, Education, and Mass Communications and Organizational Communication and Leadership, offers a program of five courses designed to acquaint the student to language study and an understanding of the process of learning another language along with effective methods and skills needed to assist speakers of other languages in their learning English. A certificate in Teaching English as a Second Language will be awarded the candidates who have completed this program and have at least 60 semester hours of college level credit. The courses which include those listed below plus additional courses not yet listed will serve to satisfy the competencies as set forth by the State Department of Public Instruction (SDPI) for an add-on in TESL.

The required courses (offered at least once a year in the respective departments) are as follows: LAN 350 Introduction to Linguistics and Language Acquisition, 3 s.h.; ENG 260 Review and Application of Grammar and Writing, 3 s.h.; LAN 307 Introduction to Teaching Foreign Languages, 2 s.h.; OCL 306 Intercultural Communications, 3 s.h.; and an individually determined practicum, EDU 242 Field Experience II, 1 s.h. These courses, considered electives with any major or minor, may be taken in any sequence, except for the practicum which will be arranged after at least three of the courses have been taken. Upon successful completion of the entire sequence of 12 s.h., the Department of Modern Languages and Literature will award the official certificate, however there will be no record of this program on the student's transcript.

This certificate will serve many purposes. Interested students should discuss this program with the Chair of the Department of Modern Languages and Literature and/or the TESL Program Director.

FRENCH

Dr. Joan Bitterman, Coordinator

Degrees awarded: B.A., A.A.

Requirements for the major: 24 s.h. of 300/400 level French courses, including 301, 401, and one of the following: 302, 320, 306 (251 may be counted if a grade of *B* or better is obtained.).

The French major is on temporary inactive status

Requirements for the minor: 12 s.h. in 300/400 level French courses, including 301 (251 may be counted if a grade of *B* or better is obtained.).

Requirements for the AA Concentration: 18 s.h. of French courses, including 301.

Writing-Enrichment Course: FRE 401

FRENCH COURSES

FRE 101, 102 ELEMENTARY FRENCH I, II 4, 4 s.h.
The four skills (speaking, listening, reading, and writing) are addressed in class as are many aspects of French/francophone culture. A functional approach to language usage with emphasis on oral skills for communicative purposes. The phonetics and phonological features are presented and practiced with gradual introduction to the linguistic forms of the written language. Each course consists of four class hours and one hour independent laboratory per week. Prerequisite for 102: FRE 101 or equivalent proficiency. These courses are offered every fall and spring semester.

FRE 201, 202 INTERMEDIATE FRENCH I, II 3, 3 s.h.
Review and expansion of the four skills (speaking, listening, reading, and writing) are emphasized as is French/francophone culture through the review and detailed study of functional grammar and through selected readings. The goal is to develop these skills to a level of proficiency necessary to understand and communicate French at a level of moderate difficulty. Prerequisite for 201: FRE 102 or equivalent proficiency. Prerequisite for 202: FRE 201 or equivalent proficiency. These courses are offered every fall and spring semester in sequence only.

FRE 251 BUILDING ORAL PROFICIENCY IN FRENCH 2 s.h.
Structured conversation emphasizing practical classroom vocabulary and situations. Recommended for teachers who want to conduct their classes in the target language and who must meet American Council for Teaching Foreign Languages (ACTFL) oral proficiency standards for licensure. Meets three hours per week. This course may be counted toward the 12 hours required for a minor in French with the permission of the Chair of the Department and toward the major if a grade of *B* or better is obtained. Prerequisite: two years of college-level French or the equivalent or permission of the instructor. This course is offered as needed.

FRE 301 REVIEW OF FRENCH GRAMMAR 3 s.h.
Drill and reinforcement of intermediate language skills. Graded reading with accompanying comprehension drills, grammatical analysis, and structured conversation. Three class hours per week, which may include supervised laboratory work. Prerequisite: FRE 202 or a satisfactory score on the placement test. This course is offered in the fall semester.

FRE 302 CIVILIZATION AND STRUCTURED CONVERSATION 3 s.h.
The history, geography, government, arts, and current political and economic structure of France through readings, Internet searches, and oral and written reports in French. Audio-visual materials, videos, current French periodicals, computer-generated projects such as spread sheets and power point presentations, field trips and guest lecturers are integrated into the class. Prerequisite: FRE 301 or permission of the instructor. This course is offered in alternate spring semesters.

FRE 303 SURVEY OF FRENCH LITERATURE I 3 s.h.
French literature from its beginnings through the seventeenth century, covering the major figures, styles, and genres. All readings in French. Conducted partially in French. Prerequisite: FRE 301 or permission of the instructor. This course is offered in alternate fall semesters.

FRE 304 SURVEY OF FRENCH LITERATURE II 3 s.h.
The transition from the Classicism of the seventeenth century to the Age of Enlightenment, including the Philosophes, Voltaire, and Rousseau, with major literary movements and genres from the nineteenth century to the present. All readings and most classes in French. Prerequisite: FRE 301 or permission of the instructor. This course is offered in alternate spring semesters.

FRE 306 BUSINESS FRENCH 3 s.h.
Basic commercial French vocabulary and business procedures for activities such as letter writing, interviewing, making reservations, billing, ordering, and working in the various areas of French/francophone commerce. Includes appropriate computer technology and skills such as the Minitel and Internet searches, spread sheets, email, Power Point, etc. Prerequisite: FRE 301 or permission of the instructor. This course is offered as needed.

FRE 320 HISTORY AND CIVILIZATION OF THE FRANCOPHONE WORLD 3 s.h.
Survey of the historical, political, and cultural development of countries where the French culture and language have influenced their heritage. Geography, economic factors, language, arts, and literature are covered in each of these regions: Europe, Africa, North America, the Far East and the Caribbean. Conducted primarily in French, using current periodicals, audio-visual materials, Internet resources, databases, email and Power Point presentations. Prerequisite: FRE 301 or permission of the instructor. This course is offered in alternate spring semesters.

FRE 401 ADVANCED GRAMMAR, COMPOSITION, AND TRANSLATION 3 s.h.
Analysis of and practice with syntax, idiomatic expressions, and usages that present special problems to American learners. Compositions and translations assigned in different styles on topics pertaining to French culture. Prerequisite: FRE 301 or permission of the instructor. Designated as the writing-intensive course required for all French majors. This course is offered as needed.

FRE 412 TWENTIETH-CENTURY LITERATURE 3 s.h.
Literary trends in prose, poetry, and theatre since 1900, including Catholic literature, Surrealism, Existentialism, the Theatre of the Absurd, and the Nouveau Roman. Conducted primarily in French. Prerequisite: FRE 301 or permission of the instructor. This course is offered as needed.

FRE 451 ADVANCED CONVERSATION 2 s.h.
Intensive listening and speaking practice with native speakers and with tapes, radio broadcasts, videos, etc., which will help students attain a minimum score of 2+ on the American Council of Teaching of Foreign Languages (ACTFL) oral proficiency rating scale. Meets three hours per week. Prerequisites: FRE 251 (for non-native speakers) and 301, or permission of the instructor. This course is offered as needed.

FRE 452 PHONETICS 2 s.h.
The phonetic system as it pertains to teaching French. Rigorous refinement of students' pronunciation through the application of phonetics to vocabulary of everyday situations, readings, and intonation drills. The International Phonetic Alphabet is used to compare the sound systems of French and English. Required for teacher licensure. Prerequisite: 1 year of college-level French or its equivalent, or permission of the instructor. This course is offered in alternate years.

FRE 485 SEMINAR IN FRENCH STUDIES 1-3 s.h.
In-depth study of a specific period of French literature or civilization determined by the department. Can be utilized for credit on multiple topics. Prerequisite: Permission of the department chair. This course is offered as needed.

FRE 499 INDEPENDENT STUDY IN FRENCH TBA
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

GERMAN

Dr. Joan Bitterman, Coordinator

Note: The minor is on inactive status and no new students are being enrolled. Students may register for 100 and 200 level courses

Degree awarded: A.A.

Requirements for the minor in German: 12 s.h. of 300 level German courses, including 301.

Requirements for the AA Concentration: 18 s.h. of German courses, including 301.

GERMAN COURSES

GER 101, 102 ELEMENTARY GERMAN I, II 4, 4 s.h.
A functional introduction to the structure of the German language. The class activity develops the four skills (speaking, listening, reading, and writing) as well as basic linguistic skills that enable the student to appreciate the common origins and features of German and English. State-of-the-art audio-visual materials are used in class. Four hours of class and one hour independent laboratory per week. Prerequisite to 102: 101 or a satisfactory demonstration of equivalent proficiency. These courses are offered every fall and spring semester in sequence only.

GER 201, 202 INTERMEDIATE GERMAN I, II 3, 3 s.h.

Readings, videos, and conversational practice provide the student experience with the contemporary German idiom and culture. Grammar review and exposure to expressions used in everyday life enable the student to understand German of moderate difficulty as well as the customs and features of the German-speaking countries. Prerequisite for 201: 102 or a demonstration of equivalent proficiency. Prerequisite for 202: 201 or a demonstration of equivalent proficiency. These courses are offered every fall and spring semester in sequence only.

GER 301 ADVANCED CONVERSATION AND GRAMMAR 3 s.h.

Conversation and comprehension drills and advanced grammatical analysis based on readings from literary works and periodicals. For future language teachers, but also meets cultural and professional needs. Prerequisite: GER 202 or permission of the instructor. This course is offered in alternate fall semesters.

GER 302 GERMAN CIVILIZATION 3 s.h.

German geography, history, culture, and literature. Conducted primarily in German. Prerequisite: GER 202 and 301 or a demonstration of oral proficiency. This course is offered in alternate spring semesters.

GER 303 SURVEY OF GERMAN LITERATURE I 3 s.h.

The development of German literature from its beginnings through 1750. Prerequisites: GER 301 and 302 or permission of the instructor. This course is offered in alternate fall semesters.

GER 304 SURVEY OF GERMAN LITERATURE II 3 s.h.

German literature from the late eighteenth century to the present. Prerequisite: GER 301 and 302 or permission of the instructor. This course is offered in alternate spring semesters.

GER 306 BUSINESS GERMAN 3 s.h.

Basic commercial German vocabulary for business skills such as letter writing, making reservations, billing, ordering, and working with the various departments of a German business. E-mail and use of Internet in German are integral components. Prerequisite: GER 301 or permission of the instructor. This course is offered as needed.

GER 385 SEMINAR IN SPECIALIZED READING IN GERMAN 1-2 s.h.

For students who have finished the minor or want to retain their language proficiency. Prerequisite: GER 202 or permission of the department chair. This course is offered as needed.

GER 399 INDEPENDENT STUDY IN GERMAN TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, and the department chair, before approval by the Vice President for Academic Affairs. Credit to be determined.

SPANISH

Cristina Francescon, Coordinator

Degrees awarded: B.A., A.A.

Requirements for the major in Spanish: 24 s.h. of 300/400 level Spanish courses, including 301 and 305 or approved substitute in the case of demonstrated proficiency, 310 or 320, and 402.

Requirements for the minor in Spanish: 12 s.h. of 300/400 level Spanish courses, including 301 and 305 or approved substitute in the case of demonstrated proficiency.

Requirements for the AA concentration: 18 s.h. of Spanish courses, including 301 and 305 or approved substitute in the case of demonstrated proficiency.

Writing-Enrichment Course: SPA 402

SPANISH COURSES

SPA 101, 102 ELEMENTARY SPANISH I, II 4, 4 s.h.

Development of the four language skills: listening, speaking, reading, and writing. Emphasis on oral skills for communicative purposes; the phonetic as well as the phonological features of Spanish are presented and practiced in both courses. Gradual introduction into the linguistic conventions used in the written form of the language. Each course consists of 4 class hours and 1 unsupervised laboratory hour per week. Prerequisite for 102: SPA 101 or a satisfactory score on the placement test. These courses are offered every fall and spring semester. No native speakers or Spanish heritage speakers may take this course.

SPA 201, 202 INTERMEDIATE SPANISH I, II 3, 3 s.h.

Review and expansion of the four language skills: listening, speaking, reading, and writing. Primary emphasis on oral skills for communicative purposes as in the 100 level. Additional development of reading comprehension and expository writing skills. A functional approach to language usage aimed at reinforcing the students' linguistic competence and performance. Prerequisite for 201: SPA 102 or a satisfactory score on the placement test. Prerequisite for 202: SPA 201 or a placement test score that indicates preparation for the 202 level. These courses are offered every fall and spring semester in sequence only.

SPA 251 BUILDING ORAL PROFICIENCY IN SPANISH 2 s.h.

Structured conversation emphasizing practical classroom vocabulary and situations. Recommended for non-native teachers who want to conduct their classes in the target language and who must meet American Council for Teaching Foreign Languages (ACT-FL) oral proficiency standards for licensure. Meets two hours per week. Prerequisite: Two years of college-level Spanish or the equivalent or permission of the department chair. This course is offered as needed. May be taken more than once for credit.

SPA 300 PHONETICS, PHONOLOGY AND PRONUNCIATION 2 s.h.

A comprehensive study of the speech sounds that occur in Spanish and English: what these sounds are, what patterns they produce, how they are produced and how these sounds change in different circumstances. In addition to pronunciation practice, careful attention will be given to the study of the international phonetic alphabet and phonetic transcription and to the physiological properties of the speech apparatus. Recommended especially for those who are planning to teach. Prerequisite: SPA 101,102,201,202 or permission of department chair.

- SPA 301 SPANISH CONVERSATION AND GRAMMAR** 3 s.h.
(Required course for all majors and minors)
Accurate language use (form) and language usage (meaning) for communicative purposes. Syntax, phonetics, comprehension drills, grammatical structures, and structured conversation. Prerequisite: SPA 202 or permission of the department chair. This course is offered in the fall semester.
- SPA 305 SPANISH WRITING AND COMPOSITION** 3 s.h.
(Required course for all majors and minors)
This course focuses on intensive writing practice through task-oriented compositions and a comprehensive review of grammatical forms and usage. This course must be taken before SPA 402 Advanced Composition.
- SPA 306 BUSINESS SPANISH** 3 s.h.
Commercial Spanish vocabulary for business skills, such as letter writing, making reservations, billing, ordering, using the metric system, and working with various departments of a business in the Spanish language. Includes appropriate computer applications. Prerequisite: SPA 301 and 305 or permission of the department chair. This course is offered as needed.
- SPA 310 CIVILIZATION AND CULTURE OF SPAIN** 3 s.h.
The history, geography, arts, literature, and current political structure of Spain through readings in Spanish. Conducted in Spanish using A-V and Internet resources with required computer-generated applications. Prerequisite: SPA 301 and 305 or permission of the department chair. This course is offered alternate years.
- SPA 320 SPANISH-AMERICAN CIVILIZATION OF HISPANIC AMERICA** 3 s.h.
The history and geography of Spanish America. The blend of Hispanic heritage and native civilizations in colonial times. Arts, literature, and current issues in different countries, with Internet resources and computer applications. Conducted in Spanish. Prerequisite: SPA 301 and 305 or permission of the department chair. This course is offered alternate years.
- SPA 401 ADVANCED SPANISH GRAMMAR** 3 s.h.
An introduction to linguistics: brief diachronic study of the Spanish language; dialectal and sociolectal differences in present-day Spanish. Review of different approaches to grammar from Nebrija to the present. Emphasis on transformational grammar to describe and explain the phonological, morphological, and syntactical features of the language system. Required of students for licensure K-6 and K-12. Prerequisite: SPA 301, 305 or permission of the department chair. This course is offered alternate years.
- SPA 402 SPANISH COMPOSITION AND TRANSLATION** 3 s.h.
Writing clear and grammatical expository prose and translating accurately from Spanish into English and English into Spanish. For students preparing to teach Spanish and for bilingual education. Prerequisite: SPA 301 and 305 or permission of the department chair. Designated writing-enrichment course for Spanish majors. This course is offered as needed.

SPA 411 SURVEY OF LITERATURE OF SPAIN I 3 s.h.
 Spanish literature through the Golden Age (prose and poetry of the Middle Ages and the Renaissance, the mystics, the creation of the national theatre, the drama from Lope de Vega to CalderŪn, Cervantes and the modern novel, the Baroque, Quevedo, and Gongora). Conducted in Spanish. Prerequisite: SPA 301 and 305 or permission of the department chair. This course is offered alternate fall semesters.

SPA 412 SURVEY OF LITERATURE OF SPAIN II 3 s.h.
 Spanish literature from the 18th century to the present: Neoclassicism, Romanticism, Realism, and the literary trends of the 20th century. Conducted in Spanish. Prerequisite: SPA 301 and 305 or permission of the department chair. This course is offered alternate spring semesters.

SPA 415 SPANISH LITERATURE: CERVANTES 3 s.h.
 The life, thought, and works of Cervantes, with emphasis on Don Quixote. Conducted in Spanish. Prerequisite: SPA 411 or permission of the department chair. This course is offered as needed.

SPA 420 SURVEY OF SPANISH-AMERICAN LITERATURE I 3 s.h.
 Spanish-American literature from the colonial period to the beginning of the 19th century. Conducted in Spanish. Prerequisite: SPA 301 and 305 or permission of the department chair. This course is offered alternate years.

SPA 421 SURVEY OF SPANISH-AMERICAN LITERATURE II 3 s.h.
 Major writers and styles of Spanish-American literature, 19th-20th centuries. Conducted in Spanish. Prerequisite: SPA 301 and 305 or permission of the department chair. This course is offered alternate years.

SPA 485 SPECIAL STUDIES IN SPANISH 1-3 s.h.
 In-depth study of a specific subject in Spanish literature or linguistics determined by the department. Credit to be determined. Prerequisite: permission of the department chair. This course is offered as needed.

SPA 499 INDEPENDENT STUDY IN SPANISH TBA
 An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF HISTORY

Dr. Carl Dyke, Chair

GEOGRAPHY

GEO 252 REGIONAL GEOGRAPHY 3 s.h.
 A study of the regions of the world with emphasis on topography, climate, natural resources, urban and rural life, cultural aspects, and political life. Required of Elementary Education and Special Education: General Curriculum majors. This course is offered every fall and spring semester.

GLOBAL STUDIES

Dr. Rebecca Wendelken, Coordinator

Global Studies is an interdisciplinary major consisting of four main areas of study: economics, history, language, and political science. Students are also required to take courses in geography, literature, and religion.

Degrees awarded: B.A.

Requirements for the major: 48 s.h.: ECO 261 and 262; ECO 452 or PSC 451; PSC 151, 227 and 351; 3 s.h. of foreign language at the 300 or above level; GEO 252; ENG 231 or 232; SOC 256; and GLS 460*. In addition, students are required to take an additional 15 s.h. beyond those listed above. At least 9 s.h. must come from one of the following groups of courses; the remaining 6 s.h. may be selected from any of the other groups.

Group A: 300/400 level language courses

Group B: PSC 305, PSC 347, PSC 451, PSC 440, one course in the Area Studies sequence (PSC401-410), PSC 425 (with the permission of the coordinator)

Group C: ECO 420, ECO 452, ECO 465, BUS 332, BUS 343

Group D: HIS 301, HIS 322, HIS 331, HIS 346, HIS 370, HIS 381, HIS 385 (with the permission of the coordinator), HIS 411.

* HIS 455 or PSC 460 may be substituted for GLS 460 with the permission of the coordinator.

No minor or AA subject concentration is available.

Writing-Enrichment Course: GLS 460/HIS 455/PSC 460

GLS 460 SENIOR SEMINAR IN GLOBAL STUDIES

3 s.h.

Selected problems of contemporary international issues with an emphasis on research. Required for all Global Studies majors. A designated writing-enrichment course. Juniors admitted with permission of the instructor. This course is offered as needed. PSC 460 or HIS 455, with appropriate prerequisites may be substituted for GLS 460.

HISTORY

History provides a course of study that enables students to develop basic skills in research, analysis, and critical thinking needed to adapt to the changing world. The study of history is a foundation of a liberal arts education because a basic knowledge of the past is a prerequisite for engaged participation in the present.

As an introduction to history, all Methodist College students take two semesters of world history to enhance their cultural literacy, promote appreciation of different cultures, and develop analytical skills.

A history major learns to research, evaluate, and articulate ideas and information. The major is reading intensive so that students learn to comprehend a reasoned argument and analyze its supporting evidence. History is a broad and inclusive major, and historians increasingly use tools from other disciplines to make informed judgments about the past. The scope of history has expanded significantly to include virtually every aspect of human experience.

History majors work in a wide range of careers both in the private and public sectors of the economy. Teaching on the secondary level is a common career path for history majors,

but they are also well qualified for a number of graduate programs, including law school, public administration, and MBA programs. The paralegal minor at Methodist College also complements the history major and enhances job prospects for history majors.

Degrees awarded: B.A., B.S., A.A.

Requirements for the major: The History Core (or equivalent), and 30 additional s.h. in history at the 200 level or above, including 201, 202, 210 and 455

Requirements for the minor: 18 s.h. in History at the 200 level or above, including 210 and either 201 or 202

Requirements for the A.A. concentration: 18 s.h. in History at the 200 level or above, including 201, 202 and 210

Requirements for licensure in Social Studies (9-12): Coordinator, Dr. Rebecca Wendelken. Completion of the requirements for a History major plus; ECO 261, GEO 252, PSC 151, SOC 151, and three more semester hours among any social sciences besides history (economics, political science, psychology, geography, or sociology); EDU 142, 200, 240, 242, 251, 330, 342, 407, 412, 420, 421; SPE 255.

Writing-enrichment course(s): HIS 455

HISTORY COURSES

HIS 103 WORLD HISTORY I 3 s.h.
This course explores the human past from prehistory to 1500 A.D. with an emphasis upon political, socioeconomic, and cultural developments. Students should be able to recognize and analyze historical connections between people, places, and different arenas of activity in pre-modern world civilizations. Recommended only for students who have passed ENG 101. This course is offered every fall and spring semester.

HIS 104 WORLD HISTORY II 3 s.h.
This course explores the human past from 1500 A.D. to the present with an emphasis upon political, socioeconomic, and cultural developments. Students should be able to recognize and analyze historical connections between people, places, and different arenas of activity. Recommended only for students who have passed ENG 101. This course is offered every fall and spring semester.

HIS 201 UNITED STATES HISTORY I 3 s.h.
The transition of civilization from Europe and Africa to America, emphasizing political, social, and economic events to 1865. This course is offered every fall semester.

HIS 202 UNITED STATES HISTORY II 3 s.h.
The history of the United States since 1865 with emphasis on diversity in modern America and America's rise to a world power in the twentieth century. This course is offered every spring semester.

- HIS 210 HISTORIAN'S APPRENTICESHIP** 3 s.h.
An introduction to historiography, varied historical sources, document analysis, and writing on a topic determined by the instructor. Required of all history majors and minors and to be taken in the sophomore year or as soon as possible. This course is offered every spring semester.
- HIS 301 TOPICS IN MODERN ASIAN HISTORY** 3 s.h.
Survey of traditional Asian culture and development since 1600, with an alternating geographic focus at the discretion of the instructor.
- HIS 311 ANCIENT HISTORY** 3 s.h.
Ancient Near-Eastern civilization and/or the Hellenic, Hellenistic, and Roman worlds. This course is offered only in the Evening College.
- HIS 312 MEDIEVAL HISTORY** 3 s.h.
This course covers European and Mediterranean societies from the Germanic migrations (ca. 450) until the beginning of the era of global exploration (ca. 1500). Topics include the rise of Christianity in Western Europe, feudalism, chivalry, the Crusades, and urbanization.
- HIS 313 RENAISSANCE AND REFORMATION EUROPE** 3 s.h.
Examines the cultural, economic, religious, political and social developments in Europe from the Black Death (1348) to the Peace of Westphalia (1648).
- HIS 322 TOPICS IN EARLY MODERN HISTORY** 3 s.h.
This course explores the emergence of modernity. Emphasis will be on the accelerating pace of change, political, social, economic, intellectual revolutions, globalization, and struggles for identity in a world in flux.
- HIS 325 TOPICS IN MODERN HISTORY** 3 s.h.
This course examines the consequences and corollaries of modernity in the 20th century, including war, revolution, genocide, colonization and decolonization, social, political, and cultural instability, and world influence.
- HIS 331 TOPICS IN LATIN AMERICAN HISTORY** 3 s.h.
This course covers various topics and time periods in Central and South American history, including the Caribbean. This course is offered only in the Evening College.
- HIS 347 AMERICAN FOREIGN POLICY** 3 s.h.
Cross listed with PSC 347: American foreign policy. Offered fall semester in even-numbered years.
- HIS 360 AMERICAN CIVIL WAR AND RECONSTRUCTION ERA** 3 s.h.
Emphasis upon why the American Civil War occurred, how it was fought, and how it affected American society.
- HIS 362 HISTORY OF NORTH CAROLINA** 3 s.h.
The history of North Carolina from the Colonial period to the present with emphasis on economic, political, and cultural developments. Prerequisite: HIS 201 or 202. Every spring semester.

- HIS 370 CONTEMPORARY WORLD HISTORY** 3 s.h.
A survey of the world since 1945 emphasizing Africa, Asia, and Latin America. The major links between Europe, the United States, Africa, Asia, and Latin America will be explored. Every fall semester.
- HIS 380 TOPICS IN U.S. SOCIAL AND CULTURAL HISTORY** 3 s.h.
Topics in selected U.S. social and cultural traditions, with emphasis on the diverse ways people have made sense of the world and their place within it. Explores practices of thinking and living and the connections between them, from major specialized theories and philosophies to everyday common sense.
- HIS 381 TOPICS IN EUROPEAN SOCIAL AND CULTURAL HISTORY** 3 s.h.
Topics in selected European social and cultural traditions, with emphasis on the diverse ways people have made sense of the world and their place within it. Explores practices of thinking and living and the connections between them, from major specialized theories and philosophies to everyday common sense.
- HIS 382 HISTORY AND GENDER** 3 s.h.
Investigates the historical meanings and practices of womanhood and manhood in diverse cultures. Topics include family relationships, sexuality, morals, politics and society.
- HIS 385 SPECIAL TOPICS IN HISTORY** 3 s.h.
Reading and research, reports, and discussion of selected topics in history. Open to History and Political Science majors and to others by permission of the department chair. Topics vary and are announced in advance of each offering. This course is offered as needed.
- HIS 411 MODERN RUSSIA** 3 s.h.
The history of Russia with particular emphasis on the Soviet and post-Soviet periods. Topics include Russian culture and religion, Russian expansion, westernization, the 1917 Revolution, the Stalinist period, the Cold War, and Russia after Communism.
- HIS 421 AMERICAN MILITARY EXPERIENCE** 3 s.h.
See MSC 421.
- HIS 422 TWENTIETH CENTURY AMERICAN HISTORY** 3 s.h.
In-depth study of modern America with a focus upon a variety of social, cultural, and political topics including the Cold War, Civil Rights Movement, the Vietnam War, and recent social and economic change.
- HIS 430 HISTORY MUSEUM INTERNSHIP** 3 s.h.
Experiential learning acquired through placement with museum staff at the Museum of the Cape Fear or other regional museums. The student is assigned duties and responsibilities approved by the Director of Internships and supervised and evaluated by the college instructor and on-site supervisor. Work may include oral history projects, research and preparation for exhibits, and preparation of educational material related to museum activity. Interns work for fifteen to twenty hours per week. Weekly class contact, journal or written reports are required. Prerequisite: seniors only and permission of the department chair is required before registration. This course is offered as needed.

HIS 455 SENIOR SEMINAR: THE CRAFT OF HISTORY 3 s.h.
Historical interpretation of major issues and research using original and secondary resources on topics selected by the instructor. Required for all history majors in their senior year. Prerequisite: seniors only and permission of the instructor. This course is offered every fall semester.

HIS 499 INDEPENDENT STUDY IN HISTORY TBA
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF PHILOSOPHY AND RELIGION

Dr. Michael Potts, Chair

PHILOSOPHY

Philosophy meets the needs of students (a) who major in other fields but want a theoretical background for such professions as law, education, business, or the ministry or (b) who want to sample the philosophical discipline in their elective courses.

Core/General Education requirements in Philosophy: B.A. and B.M. only: PHI 211, 212, or 220; B.S.: 6 s.h. of any course listed in philosophy

Requirements for the minor: 15 hours—including PHI 211 and 212

PHILOSOPHY COURSES

PHI 211 INTRODUCTION TO PHILOSOPHY 3 s.h.
The principal problems of philosophy with criticism of writings in such areas as ethics, metaphysics, political theory, and epistemology. This course is offered every fall and spring semester.

PHI 212 LOGIC 3 s.h.
This course is an introduction to basic deductive logic. Topics covered include symbolization, truth tables, and proofs in both propositional and predicate logic. Some modal logic may also be covered. This class is offered in the spring semester.

PHI 220 MORAL PHILOSOPHY AND CONTEMPORARY ETHICAL PROBLEMS 3 s.h.
Ethical theory (moral philosophy) with emphasis on the tools of ethical decision-making and application to contemporary issues (e.g., abortion, euthanasia, war, capital punishment, medical ethics). Recommended for all students preparing for the helping professions. This course is offered in the spring semester, even-numbered years.

PHI 301 HISTORY OF WESTERN PHILOSOPHY 3 s.h.
Survey of the history of Western philosophy from the pre-Socratics to the contemporary period. This course is offered in the fall semester, odd-numbered years.

PHI 320 BUSINESS ETHICS

3 s.h.

After a brief consideration of ethical theory, this course will examine selected ethical issues which arise from business, such as corporate responsibility, whistleblowing, environmental issues, and privacy. Particular emphasis will be placed on the role of the virtues in business practice. This course is offered in the spring semester, odd-numbered years. Cross listed as BUS 320

PHI 330 PHILOSOPHY OF RELIGION

3 s.h.

Philosophical examination of religion; topics include arguments for the existence of God, the nature and reliability of religious experience, the problem of evil, the nature and attributes of God, the meaning of religious language, and life after death. This course is offered in the fall semester, even-numbered years.

PHI 340 MEDICAL ETHICS

3 s.h.

After a brief consideration of ethical theory, this course will examine selected ethical issues raised by clinical practice, medical theories, and biomedical research and technologies. This course does not meet the medical ethics requirement for the Methodist College Physician Assistant Program. This course is offered every fall semester.

PHI 350 PHILOSOPHY OF SCIENCE

3 s.h.

A philosophical examination of such topics as scientific explanation; hypothesis formation and confirmation; paradigms, laws, and theories; models and the status of unobservable entities; holism and reductionism; science and values; the nature and scope of scientific progress; the limits of scientific explanation. This course is offered in the spring semester, odd-numbered years.

PHI 420 ETHICAL FOUNDATIONS OF CRIMINAL JUSTICE

A study of the basic concepts, arguments, and methods of ethics as they apply to those who work in the field of criminal justice. Students will be introduced to the classic theories of normative ethics. Emphasis is placed on the case study approach and ethical decision-making. Prerequisite: Junior standing or permission of the instructor. This course is offered every fall semester. Cross listed as JUN 420.

PHI 485 SEMINAR IN PHILOSOPHY

3 s.h.

Significant works, problems, and thinkers in the field of philosophy. Can be repeated for credit. Cross listed with REL 485 as applicable. Prerequisite: permission of the department chair. This course is offered as needed.

PHI 499 INDEPENDENT STUDY IN PHILOSOPHY

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

RELIGION

Degree awarded: B.A.

Requirements for the major: A major in Religion requires the completion of 36 s.h. of religion courses in the Department of Philosophy and Religion. PHI 301 and 330 may be treated as religion courses for purposes of the religion major. REL 104 will not count toward the religion major, nor will philosophy courses other than PHI 301 and PHI 330.

Requirements for the minor in Religion: 15 s.h., including 6 s.h. of upper-division courses

Writing-Enrichment Course(s): REL 302 and 352.

Core/General Education requirements in Religion: 6 s.h., at least 3 of which must deal primarily with the Hebrew-Christian tradition. For the A.A. or A.S. degree, core requirement in Religion, the 3 s.h. must deal primarily with the Hebrew-Christian tradition. Most students will fulfill this requirement by taking REL 103 and 104; however, students may take other courses if all prerequisites are met. Neither REL 103 nor REL 150 may be used to fulfill the 3 s.h. Hebrew-Christian tradition requirement.

A program in religion is especially helpful to students preparing for seminary or graduate school or for students who wish to develop both critical thinking and a deeper understanding of the human condition as background or support for other programs.

COURSES IN RELIGION

REL 103 INTRODUCTION TO RELIGION 3 s.h.
Introduction to religion as a human experience. An introduction of the material (e.g. myth, ritual, institutional arrangements, art) and intellectual (conceptions of the sacred, evil, and liberation) elements of religion. Particular attention directed to religion's cultural manifestations. This course is offered as needed.

REL 104 INTRODUCTION TO BIBLICAL LITERATURE 3 s.h.
Selected biblical passages studied as literature with emphasis on the religious and cultural influence of the English Bible. This course is offered every semester.

**REL 105 RELIGION IN AN AGE OF SCIENCE:
SUPPLEMENTAL SPIRITUAL INFORMATION** 3 s.h.
Examination of science's questions, methods, history, and results in their relationship to and as a supplement to the enduring religious issues. This course is offered every semester.

REL 106 RELIGION AND AMERICAN CULTURE 3 s.h.
A historical survey from colonial times to the present of the diversity of religious groups in America. The course examines the relationships that develop between particular religious groups and the larger American culture with particular attention given to the emergence of a "common Protestant religious culture" and the challenges to that Protestant culture. This course is offered every semester.

REL 107 RELIGION AND FILM 3 s.h.
An introduction to religion's material and intellectual elements through an examination of film's interpretation of religion and of the human condition as well as film's tendency to fulfill certain religious functions. This course offered as possible.

REL 150 EASTERN RELIGIOUS TRADITIONS 3 s.h.
This course will survey the major religious traditions of the East, including Hindu, Buddhist, Confucian and Taoist thought. This course is offered every fall semester.

- REL 151 WESTERN RELIGIONS AND VIOLENCE** 3 s.h.
This course will introduce students to Judaism, Christianity, and Islam, focusing on their commitment to ethical monotheism and how such a commitment relates to their positions on the role of violence. This course is offered every other academic year.
- REL 201 SURVEY OF THE OLD TESTAMENT** 3 s.h.
Old Testament writings with emphasis on Hebrew history and faith from the perspective of historical and literary criticism. This course is offered every fall semester.
- REL 202 SURVEY OF THE NEW TESTAMENT** 3 s.h.
New Testament writings with emphasis on the faith of the early Christian community and the cultural milieu (social, political, cultural, and religious) out of which Christianity arose. This course is offered every spring semester.
- REL 301 THE OLD TESTAMENT PROPHETS** 3 s.h.
The prophetic tradition in Israel and the lives and messages of Israel's prophets. Prerequisite: REL 201 or permission of the instructor. This course is offered in the fall semester in odd-numbered years.
- REL 302 JESUS AND THE GOSPELS** 3 s.h.
The modern quest for the historical Jesus, a detailed study of the Gospel accounts, and the cultural significance of Jesus. Prerequisite: REL 202 or permission of the instructor. This course is offered in the fall semester in even-numbered years.
- REL 352 RELIGION IN AMERICA** 3 s.h.
Where is "religious truth" found? In the teachings of the church, in the Bible, in the world, in the inspiration of the heart? And is religion primarily about what we think, what we feel, or what we do? This seminar uses selected primary readings from American theologians to discuss competing views of the task of the theologian and of what religion in America should be about. This course is offered in the fall in the even-numbered years.
- REL 403 READING THE BIBLE** 3 s.h.
Exploration of diverse reading strategies (historical, literary, ideological criticism, etc.) in different content areas of the Bible (Prophets, Gospels, etc.) Prerequisite: REL 201 or 202 or permission of the instructor. This course is offered in the spring semester in odd-numbered years.
- REL 404 MYTH AND CULTURE** 3 s.h.
An examination of myth and culture through a reading of scholarly literature and myth. Cross listed as ENG 404. Creditable to program only. This course is offered in the spring semester in even-numbered years.
- REL 405 EARLY AND MEDIEVAL CHRISTIAN HISTORY AND THOUGHT** 3 s.h.
The development of Christianity from Pentecost to the eve of the Reformation with particular attention to doctrinal debates and significant thinkers/writings. This course is offered in the fall semester in odd-numbered years.

REL 406 REFORMATION AND MODERN CHRISTIAN HISTORY AND THOUGHT

3 s.h.

The development of Christianity from the Reformation to the present with particular attention to significant thinkers/writings and to the crisis sparked by modernity. This course is offered in the spring semester in even-numbered years.

REL 485 SEMINAR IN RELIGION

1-3 s.h.

Significant works, problems, and thinkers in the field of religion. Topics vary. Can be repeated for credit. Cross listed with PHI 485 when the topic is applicable. Prerequisite: permission of the instructor. This course is offered as needed.

REL 499 INDEPENDENT STUDY IN RELIGION

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF PSYCHOLOGY

Dr. Robert Ritzema, Chair

Psychology is the science of behavior and mental processes (perception, emotion, and cognition), and the application of the knowledge acquired to the resolution of personal and social problems. For students seeking either a BA or BS, the Department of Psychology offers a major in psychology with an optional applied concentration in either human performance or counseling/clinical psychology. The concentration in human performance combines the related specialties of human factors and industrial/organizational (I/O) psychology. Human factors applies psychology to the design of systems, machines, and products so that people can use them more comfortably, safely, and effectively. I/O psychology applies psychology to improve the productivity and satisfaction of members of organizations (such as employees in manufacturing plants). The concentration in counseling/clinical psychology combines the related areas of counseling psychology and clinical psychology. Counseling psychology applies psychology to common problems in living, such as in choosing a career or resolving issues in a personal relationship. Clinical psychology applies psychology not only to common problems in living but also to psychological disorders, such as a phobia or a clinical depression. Basic and applied specialties in psychology are numerous and extraordinarily diverse. Not all students majoring in psychology pursue one of the two applied concentrations.

A major in psychology is an excellent choice for some students. Some students majoring in a different area who have the ability to complete two majors may wish to major in psychology as well. Given its nature, it complements many other academic areas.

Degrees awarded: B.A., B.S.

Requirements for the major in Psychology: 41 s.h., to include PSY 101, PHI 212, PSY 250, 355, and 485, and any four courses from the set of PSY 304, 340, 361, 370, 395, 405, and 431.

Requirements for the Counseling/Clinical concentration: 43 s.h., to include PSY 101, PHI 212, PSY 250, 304, 330, 341, 347, 355, 361, 395 or 431, 405, and 485. Requirements include those for the major.

Requirements for the Human Performance concentration: 43 s.h., to include PSY 101, PHI 212, PSY 250, 310, 320, 330, 347, 355, 361, 370, 395, and 485. Requirements include those for the major.

Requirements for the minor: 15 s.h., to include PSY 101.

The A.A. concentration in Psychology is not available.

Writing-Enrichment Course: PSY 355

Majoring in psychology requires completing both PSY 101 and PSY 250 with a grade of C or better, and as in other majors, completing a major in psychology requires a GPA of 2.0 or better within the major. Completing a concentration in the psychology major requires a GPA of 2.7 or better both within the concentration and overall.

COURSES IN PSYCHOLOGY (Semesters and frequencies of course offerings indicated are tentative.)

PSY 101 GENERAL PSYCHOLOGY 3 s.h.
Introduction to the science of psychology. Substantive topics include the history of psychology, the biology of psychological processes, psychological development, perception, learning, memory, personality, and social psychology. This course is offered every semester.

PSY 250 STATISTICS FOR PSYCHOLOGY 3 s.h.
Covers the role and conceptual basis of statistics in psychological research, descriptive statistics, basic principles of probability, sampling distributions, the logic of hypothesis testing, and parametric and nonparametric inferential statistics (e.g., confidence intervals, t-tests, analysis of variance, correlation/regression, and chi square). Prerequisites: PSY 101 or SOC 151 and MAT 105 or higher. This course is offered in the spring semester and occasionally in the fall semester.

PSY 301 INTRODUCTION TO GERONTOLOGY 3 s.h.
Aging, including historical perspectives; demographic trends; psychological and physiological processes of later life; and social role behavior in such areas as retirement, politics, religion, family life, housing, death, and dying. Cross listed as SOC 301. This course is offered as needed.

PSY 304 LIFE-SPAN HUMAN DEVELOPMENT 3 s.h.
The physical, cognitive, and psychosocial changes that usually occur to a person from conception through old age. Theories of psychological development and development through adolescence emphasized. Prerequisite: PSY 101. Cannot receive credit for PSY 304 if credit is received for EDU 300. This course is offered every fall semester.

PSY 310 INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY 3 s.h.
The application of psychology to improve the productivity and satisfaction of members of an organization. Topics include personnel selection, performance appraisal, job analysis, job training, work motivation, job satisfaction, group processes, leadership, and organizational theory and development. Prerequisites: PSY 101 and either ECO 216 or PSY 250. This course is offered every third or fourth semester.

PSY 320 HUMAN FACTORS

3 s.h.

The application of psychology to the design and evaluation of person-machine-environment systems. Topics include the human operator as a receiver, processor, and emitter of information; the effects of fatigue and environmental stress; and human factors in accident research. Prerequisites: PSY 101 and PSY 250. This course is offered every third or fourth semester.

PSY 330 PSYCHOLOGICAL COUNSELING

3 s.h.

Development of basic skills in psychological counseling, attainment of a general understanding of the major theoretical approaches to counseling and a general theory, and acquired integration of the skills and theoretical approaches through application of the general theory. Prerequisites: PSY 101 and one of the following: EDU 300, PSY 304, PSY 341, or PSY 405. This course is offered every spring semester.

PSY 340 PHYSIOLOGICAL PSYCHOLOGY

3 s.h.

Anatomy and physiology of the brain and nervous system and their impact on behavior. Topics include neural communication, psychopharmacology, research methods, movement, emotion and stress, sexual behavior, ingestive behavior, learning and memory, human communication, and neurological disorders. Prerequisites: PSY 101 and either SCI 142 or BIO 153. This course is offered every spring semester.

PSY 341 ABNORMAL PSYCHOLOGY

3 s.h.

Abnormal behavior and mental processes. Topics include the distinction between normality and abnormality, the classification and diagnosis of psychological disorders, the neurotic and psychotic disorders, and the major therapeutic approaches. Prerequisite: PSY 101. This course is offered every fall semester.

PSY 347 PSYCHOLOGICAL TESTS AND MEASUREMENTS

3 s.h.

Theory of the measurement of behavior and mental processes, application of the theory, and tests of cognitive abilities, personality, and vocational interest. Special attention given to the use of psychological tests in psychological counseling. Prerequisites: PSY 101 and PSY 250. This course is offered every spring semester..

PSY 355 EXPERIMENTAL PSYCHOLOGY

4 s.h.

Scientific research methods used in psychology with an emphasis on the experimental research method. Includes reviewing literature of a psychological research topic, designing and conducting an experiment, and preparing a research report of the experiment using APA style. Designated writing-enrichment course for psychology majors. Prerequisites: PSY 101, PHI 212, and PSY 250 with a grade of "C" or higher. This course is offered every fall semester.

PSY 361 SOCIAL PSYCHOLOGY

3 s.h.

The influence others have on an individual's mental processes and behavior. Topics include the social self, person perception, attitudes, interpersonal attraction, social influence, prosocial behavior, aggression, group dynamics, and applied social psychology. Prerequisite: PSY 101. Cannot receive credit if credit received for SOC 393. Cross listed as SOC 361. This course is offered in the fall semester.

PSY 370 PERCEPTION

3 s.h.

The sensory and cognitive processes utilized to construct a phenomenological reality, emphasizing brightness, color vision, length and form perception, depth perception, and theories developed to explain these phenomena. Prerequisite: PSY 101. This course is offered every third semester.

PSY 385 SPECIAL TOPICS IN PSYCHOLOGY 3 s.h.
 A topic in psychology not covered in depth in any of the other established courses in psychology. Prerequisite: PSY 101. This course is offered at departmental discretion.

PSY 395 MEMORY AND COGNITION 3 s.h.
 Theories and data pertaining to cognitive psychology. Attention, imagery, memory structure and organization, rehearsal strategies, concept formation, language, and problem-solving emphasized. Prerequisite: PSY 101. This course is offered every third or fourth semester.

PSY 405 THEORIES OF PERSONALITY 3 s.h.
 Theories of the behavior and mental processes that characterize an individual. Included are psychoanalytic, humanistic, existential, trait, and behavioral theories. Prerequisite: PSY 101. This course is offered every third or fourth semester.

PSY 410 PSYCHOLOGY PRACTICUM 4 s.h.
 Observation of and supervised experience assisting with the provision of psychological services within a clinical or business setting. Requires the completion of 50 “practice hours,” which may require as many as 100 hours work at the clinical or business setting. Prerequisites: Majoring in psychology with a concentration in counseling/clinical psychology or human performance; completion of 79 semester hours toward a baccalaureate degree; completion of 21 semester hours toward the concentration which includes the completion of PSY 101, 250, 330, and 347; completion of PSY 310 or 320 for a practicum in a business setting, completion of PSY 341 for a practicum in a clinical setting; a GPA of 2.7 or higher within the relevant concentration and overall; and approval of faculty of the department. Requests for approval from faculty of the department must be made in writing after consultation with the chair of the department one week before preregistration. An appeal to waive a prerequisite may be made to the faculty of the department through the chair. This course is offered every spring semester.

PSY 431 PRINCIPLES OF LEARNING 3 s.h.
 Theories and supporting data related to animal and human conditioning. Habituation, classical conditioning, operant conditioning, schedules of reinforcement, generalization, and discrimination emphasized. Prerequisite: PSY 101. This course is offered every third or fourth semester.

PSY 485 RESEARCH SEMINAR 3 s.h.
 Each student selects a research problem in psychology, reviews the problem in the literature, forms a causal hypothesis, designs and conducts an experiment to test the hypothesis, analyzes and interprets the data, and reports the experiment in a manuscript prepared APA style. Prerequisites: PSY 101, PHI 212, PSY 250, and 355. This course is offered every spring semester.

PSY 499 INDEPENDENT STUDY IN PSYCHOLOGY TBA
 An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined. Prerequisite: PSY 101.

DEPARTMENT OF SOCIOLOGY

Marilyn Vital, Acting Chair

GERONTOLOGY

Dr. John Sill, Coordinator

Requirements for the minor in Gerontology with certification: 18 s.h. including GRN 301 and 350; SWK 235 or BIO 306; GRN 450 or 470; and 6 s.h. from one of the following tracks:

Health Care (BHC 300, BHC 430, SOC 305, SOC 388); Wellness and Exercise Science (WEL 203, WEL 205, WEL 218, WEL 400); Social Work (SWK 302, SWK 315, SWK 380, SOC 305, SOC 388)

A student doing a senior level research project or internship in his or her major field may substitute that course for GRN 450 or 470 if it focuses on senior adults and meets the approval of the Coordinator of the Gerontology Program.

GERONTOLOGY COURSES

GRN 301 INTRODUCTION TO GERONTOLOGY 3 s.h.

Aging, including historical perspectives; demographic trends; psychological and physiological processes of later life; and social role behavior in such areas as retirement, politics, religion, family life, housing, death, and dying. Cross listed as SOC 301.

This course is offered as needed.

GRN 305 DEATH AND DYING 3 s.h.

See SOC 305.

GRN 350 PHYSIOLOGY OF AGING 3 s.h.

This course will examine changes with aging in various body systems, diseases found primarily among the aging, and maintenance of health in aging, especially through nutrition and exercise programs. Prerequisite: SWK 235 or BIO 306. Cross listed as SOC 350.

This course is offered as needed.

GRN 380 SOCIAL WORK WITH OLDER ADULTS 3 s.h.

See SWK 380.

GRN 450 RESEARCH SEMINAR 3 s.h.

Students will design and conduct a research project on some aspect of aging. Prerequisites: Senior standing, completion of 12 s.h. within the Gerontology Program including GRN 301, and consent of the instructor. This course is offered as needed.

GRN 470 INTERNSHIP 3 s.h.

Student placement in an approved community setting for supervised learning experience. Minimum requirements of 100 hours in the agency and a weekly on-campus seminar. Prerequisites: senior standing, completion of 12 s.h. within the Gerontology Program including GRN 301, and consent of the instructor. This course is offered as needed.

SOCIOLOGY

SOC 151 or consent of the instructor is a prerequisite for all other sociology courses except 220, 256 and 361.

SOC 151 and SOC 256 may be used to meet the Social Science core requirements.

Degrees awarded: B.A., B.S., A.A.

Requirements for the major: 42 s.h.—SOC 151, 253, 282, and 431; SOC 450 or 470; SWK 332; Statistics (SOC 220, PSY 250, MAT 220 or ECO 216); plus 21 additional s.h. in Sociology.

All students must receive a grade of C in all core courses taken in the Sociology major.

Requirements for the minor: 18 s.h. in sociology, including SOC 151.

Requirements for the A.A. Concentration in Sociology: 18 s.h. in sociology, including SOC 151 and 253.

Writing Enrichment Course: SOC 431

SOCIOLOGY COURSES

SOC 151 PRINCIPLES OF SOCIOLOGY 3 s.h.

The science of human society with emphasis on description and analysis of society, culture, the socialization process, social institutions, and social change. This course or consent of the instructor is a prerequisite for all higher numbered Sociology courses except SOC 220, 256 or 361. This course is offered every fall and spring semester.

SOC 220 APPLIED STATISTICS 3 s.h.

Descriptive and inferential statistics, the logic of probability and hypothesis testing with emphasis on applications in social science research. Statistics covered include measures of central tendency, variability, association and tests of significance. Prerequisite: MAT 105. This course is offered every fall and summer semester.

SOC 253 SOCIAL PROBLEMS 3 s.h.

Social disorganization, personal deviation, and value conflicts and choices as they affect the individual and selected social institutions. This course is offered every spring semester in the day and every fall semester in the evening.

SOC 256 CULTURAL ANTHROPOLOGY 3 s.h.

A cross-cultural survey and an analysis of social institutions, religion, art, beliefs, values, and political and economic systems in a variety of societies with emphasis on non-industrial societies. This course is offered as needed.

SOC 282 INTRODUCTION TO SPSS FOR WINDOWS 3 s.h.

This course is an introduction to *SPSS for Windows*, a comprehensive software for data analysis. The student will gain theoretical knowledge and critical thinking skills as well as hands-on data analysis experience. Prerequisite: SOC 220, MAT 220 or PSY 250. This course will be taught every spring and summer semester.

- SOC 301 INTRODUCTION TO GERONTOLOGY** 3 s.h.
Aging, including historical perspectives; demographic trends; psychological and physiological processes of later life; and social role behavior in such areas as retirement, politics, religion, family life, housing, death, and dying. This course is offered as needed.
- SOC 305 DEATH AND DYING** 3 s.h.
Personal and societal reaction to death with emphasis on euthanasia and suicide and the experience of the dying individual in relation to self, family, and care-providing institutions. This course is offered as needed.
- SOC 309 CRIMINOLOGY** 3 s.h.
The nature and types of delinquent and criminal behavior; the nature of the criminal and the crime; social, cultural, and psychological factors involved in illegal behavior; control and prevention; police, courts, probation, and correctional institutions. Cross listed as JUS 309. This course is offered every fall and spring semester.
- SOC 311 JUVENILE DELINQUENCY** 3 s.h.
The nature and causes of juvenile delinquency, including individual, community, and labeling theories with attention to such social responses as prevention programs, juvenile courts, probation, correctional institutions, and rehabilitation. Prerequisite: SOC 309 or consent of instructor. Cross listed as JUS 311. This course is offered as needed.
- SOC 315 HELPING PROCESS** 3 s.h.
See SWK 315.
- SOC 332 METHODS OF SOCIAL RESEARCH** 3 s.h.
The scientific method, research design, including single systems design and program evaluation, data-gathering techniques, and data analysis. The student will develop and conduct an original research project. Cross listed as SWK 332 and JUS 332. This course is offered every fall semester.
- SOC 350 PHYSIOLOGY OF AGING** 3 s.h.
See GRN 350.
- SOC 360 MINORITY RELATIONS** 3 s.h.
Racial, ethnic, religious, and other minority groups, particularly in America, with emphasis on current patterns in intergroup relations, dynamics and patterning of prejudice, and discrimination and majority-minority relations. This course is offered as needed.
- SOC 361 SOCIAL PSYCHOLOGY** 3 s.h.
The influence others have on an individual's mental processes and behavior. Topics include the social self, person perception, attitudes, interpersonal attraction, social influence, prosocial behavior, aggression, group dynamics, and applied social psychology. Prerequisite: PSY 101. Cannot receive credit if credit received for SOC 393. Cross listed as PSY 361. This course is offered in the fall semester.
- SOC 372 MARRIAGE AND THE FAMILY** 3 s.h.
Love, sexuality, mate selection, marriage, divorce, and child-rearing in a changing society. This course is offered as needed.
- SOC 380-399 SPECIAL TOPICS IN SOCIOLOGY/ANTHROPOLOGY** 3 s.h.
Courses on fields of special interest.

SOC 383 GENDER AND SOCIETY

3 s.h.

A study of the impact of gender on society and the individual. Examines sources of gender identity. Considers effects of gender in such areas as social stratification, politics, work, religion, and the family. Reviews the history and impact of the women's movement. This course is offered as needed.

SOC 384 GROUP DYNAMICS

3 s.h.

The sociology of the small group combining group theory and research with the practice of group skills. Various types of groups are studied (primary, task, therapeutic). Topics examined include effects of group size, leadership, communication, cohesiveness, group culture, decision-making and problem solving. This course is offered as needed.

SOC 386 DRUGS AND SOCIETY

3 s.h.

Examines the impact of various types of psychoactive drugs on society. Includes recreational and psychotherapeutic drugs available both legally and illegally. The effects of various drugs and the history of governmental regulations of controlled substances are considered as well as current social problems associated with drug use and various attempts to deal with the drug problem. This course is offered as needed.

SOC 388 MEDICAL SOCIOLOGY

3 s.h.

A study of the health care system and social factors in health and illness, including the social demography of health, epidemiology, health and illness behavior, health care professions, the hospital as a social system, the sick role, medical ethics, and health care policy. This course is offered as needed.

SOC 389 DEMOGRAPHY

3 s.h.

A study of population characteristics and change. Includes a study of the interaction of such factors as birth rates, death rates, migration patterns, urbanization, aging, etc. This course is offered as needed.

SOC 390 SPORT IN SOCIETY

3 s.h.

A study of sport as a social institution, including its relationships with such other institutions as education, the economy, and the media. Examines such topics as the functions of sport, sport as a career and as a business, the role of minorities and gender differences in sport, and such ethical issues as cheating, drug use and violence within the world of sports. This course is offered as needed.

SOC 391 THE UTOPIAN VISION

3 s.h.

The search for utopia or a perfect society has been conducted through literature as well as experiments in communal living. This course examines such issues as what would be characteristics of the ideal society and whether such a society is possible. Includes an examination of utopian literature as well as the history of several American communal societies past and present. This course is offered as needed.

SOC 392 HUMAN SEXUALITY

3 s.h.

A study of historical, biological, cultural, legal and ethical issues relating to human sexuality. Includes such issues as conception, pregnancy, birth control; heterosexual and homosexual patterns of sexual expression; gender roles; sexual dysfunctions and therapy; sexually transmitted diseases; and laws and norms regulating sexual expression. This course is offered as needed.

SOC 393 SOCIETY AND SELF

3 s.h.

A study of the interrelationship of the social and cultural environment and individual attitudes and behavior. Topics include symbolic interaction, role theory, conformity, deviance, attitudes and attitude change, attraction, cooperation, aggression, group dynamics, intergroup relations, and collective behavior. A student may not receive credit for both PSY/SOC 361 and SOC 393. This course is offered as needed.

SOC 420 SOCIAL CHANGE

3 s.h.

The causes and types of social change, strategies of change, and the impact of change on society and the individual with emphasis on change within a variety of social institutions of modern society and on the process of modernization in less developed societies. This course is offered as needed.

SOC 431 SOCIOLOGICAL THEORY

3 s.h.

Historical and analytical study of sociological thought with emphasis on the ideas and assumptions of key theorists. Prerequisite: 12 s.h. of sociology and junior standing. Designated writing enrichment course for sociology majors. This course is offered every spring semester.

SOC 450 RESEARCH SEMINAR

3 s.h.

Students, working in teams or individually, will conduct a literature review, develop a research proposal, conduct research involving the collection of original data, analyze findings, and present an oral and written report on the research. The written report will be in the form of a journal article. Prerequisites: senior standing, Sociology major, SOC 220 or equivalent and SOC 332. This course is offered every spring semester.

SOC 470 INTERNSHIP

3 s.h.

Student placement in an approved community setting for supervised learning experience. Minimum requirement of 100 hours in the agency and a weekly on-campus seminar. Prerequisites: senior standing, Sociology major, and consent of instructor. This course is offered every fall and spring in the day program. It is not available in the evening program.

SOC 499 INDEPENDENT STUDY IN SOCIOLOGY

1-3 s.h.

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.



THE REEVES SCHOOL OF BUSINESS

Dr. Jeffrey A. Zimmerman, Dean

Charles M. Reeves School of Business and Economics

The purpose of the Charles M. Reeves School of Business and Economics is to fashion and nurture the spirit of entrepreneurship and creative economic endeavor. It does so by developing in students an understanding of the modern American economy, an appreciation of its power and institutional structure, and an ability to function within our economic system. The driving force of the global economy is the entrepreneurial spirit. Without this innovative and creative thrust, whether in a major corporation or a small business, the economy will stagnate.

The value of the entrepreneurial spirit is not limited to business. Innovation, creativity, and ethically responsible risk-taking are needed in government, the military, education, and the church. The Reeves School of Business is dedicated to the development of this entrepreneurial spirit.

The mission of the Reeves School of Business and Economics is to:

- Develop students' understanding of business and economics;
- Encourage students to conduct themselves with personal integrity and according to the principles of business ethics;
- Provide students with an opportunity to enroll in professional concentrations;
- Prepare students to be successful in their subsequent professional and/or academic careers.

The major courses of study offered by the Reeves School of Business are Accounting, Business Administration, Financial Economics, and Marketing. A student may attach to these majors various concentrations providing focus on specific professional careers such as Health Care Administration, E-Business, Management Information Systems, Professional Golf Management, Profession Tennis Management, Resort Management, and Sports Management. Also, the Reeves School of Business offers *The Professional MBA at Pinehurst*. For details of that program, please see the School of Graduate Studies.

While a student may envision a career in one of these professional concentrations, it must be emphasized that an appreciation of the Liberal Arts remains at the core of a student's experience at Methodist College. Recognition of this traditional foundation continues to permeate the upper division courses offered to students who choose to enroll in the Reeves School of Business. Courses contain components requiring continued emphasis on developing skills in writing, in critical thinking based on human history, and an appreciation of cultural considerations.

The Reeves School of Business Offerings and Requirements

Majors: Accounting, Business Administration, Financial Economics, and Marketing

All students in the majors offered by the RSB must complete the foundation core, the professional core, and all major specific courses.

Foundation Core: 18 s.h. of Reeves School of Business foundation courses (ACC 251, ACC 253, BUS 225, ECO 216, ECO 261, and ECO 262);

Professional Core: 15 s.h. of Reeves School of Business upper level requirements (BUS 332, BUS 343, BUS 352, BUS 470, and MKT 351)

See the specific major for additional required courses.

Concentrations: Health Care Management, Management Information Systems, Professional Golf Management, Professional Tennis Management, Resort & Club Management, Sports Management, and E-Business.

See the specific concentration for additional required courses.

An elective course for any Reeves School of Business major may only be used to meet the requirements of one major. A required class in any Reeves School of Business major may not be used as an elective for another Reeves School of Business major.

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MACEO, Advisors, Inc
Madison, NC

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Plant Manager (retired)
John Deere and Company

International Business Studies/Exchange Opportunities. Methodist College, through the Reeves School of Business, has an affiliation and an exchange program with the following Business School: Sup De Co in Rennes, France, one of the Grandes Ecoles of France, where Methodist College students can spend a semester taking business courses taught in English for credit.

Minor in Real Estate: This minor is designed for any student regardless of major. Requirements for the minor in Real Estate: 18 s.h. including BUS 332, 360, 410, 414, 420 and 460.

Minor in Computer Information Technology: For those seeking to enter business with additional computer technology skills, it is highly recommended that they major in business administration, financial economics or marketing, and take the 15 hour minor in Com-

puter Information Technology (CIT) as offered by the Departments of Mathematics and Computer Science (see Computer Information Technology program).

Institutes: The Reeves School of Business also houses two separate institutes: The Center for Entrepreneurship and The Institute for Golf and Tennis Management.

Those organizations offer community and recognition programs and in some cases non-academic courses to serve specific needs of professionals in southeastern North Carolina.

ACCOUNTING

Dr. Mary Kirchner, Coordinator

Accounting is one of the fastest growing professions in the United States and is expected to continue to provide a wide variety of employment opportunities for many years to come. Accounting offers a variety of career choices, the potential to advance to the highest levels of upper management, attractive compensation levels, a chance to make a difference, and the opportunity to meet and work with people.

The five (5) year Professional Accounting major is intended to allow students to have the education required in all American jurisdictions to sit for the Certified Public Accountant exam and to become a Certified Public Accountant. Our four (4) year Accounting major allows students to sit for the Certified Public Accountant exam in North Carolina as well as in many other states.

Degree(s) awarded: B.A., B.S., A.A.

Accreditation: Methodist College, through its Reeves School of Business, is nationally accredited by the Association of Collegiate Business Schools and Programs to offer a major in accounting.

Requirements for the major in Accounting: In addition to the foundation core and the professional core courses required of all majors in the Reeves School of Business, the following courses are required for a degree in accounting with a C or better in all accounting courses:

Required Courses: ACC 254, ACC 341, ACC 342, ACC 345, ACC 385, ACC 386, ACC 490

Plus 6 s.h. of accounting electives and a 3 s.h. elective from BUS 353 or BUS 375. (Note: For those planning to take the Certified Public Accountant exam, ACC 463 and ACC 481 are recommended. An elective course for any Reeves School of Business major may only be used to meet the requirements of one major. A required class in any Reeves School of Business major may not be used as an elective for another Reeves School of Business major.)

Requirements for the major in Professional Accounting: In addition to the foundation core courses and the professional core courses required of all majors in the Reeves School of Business, the following courses are required for a degree in professional accounting with a C or better in all accounting courses:

Required Courses: BUS 353, BUS 412, ACC 254, ACC 341, ACC 342, ACC 345, ACC 346, ACC 385, ACC 386, ACC 431, ACC 463, ACC 481, ACC 490, ACC 491, and PHI 320

Plus 6 s. h. of business school electives with BUS 375, BUS 450, or ECO 311 recommended; **3 s.h. of accounting electives** with ACC 462 recommended; **6 s.h. of electives**

outside of Reeves School of Business courses with PSC 351, PSC 440 or PSC 451 recommended. Accounting and business courses taken in the Professional Accounting Major cannot be counted toward another major.

Requirements for the minor in Accounting: Required courses: ACC 251, ACC 253, ACC 254, ACC 341, and ACC 342 and 6 s.h. of accounting electives.

Requirements for the A.A. Concentration: Required courses: ACC 251, ACC 253, ACC 254, ACC 341, and ACC 342 and 6 s.h. of accounting electives.

Writing-Enrichment Courses: ACC 490, BUS 352

Computer Intensive Courses: ACC 254, BUS 225

Accounting with a Health Care Administration Concentration: For specific requirements, see the section on the concentration.

Accounting with a Management Information Systems Concentration: For specific requirements, see the section on the concentration.

ACCOUNTING COURSES

ACC 251 PRINCIPLES OF FINANCIAL ACCOUNTING 3 s.h.
Fundamentals of financial accounting, with an emphasis on understanding the use of the accounting information system and analyzing and interpreting financial accounting information. Required of all accounting, business and marketing majors and is usually taken in the sophomore year. Prerequisites: completion of 12 s.h. The course is offered every fall and spring semester.

ACC 253 PRINCIPLES OF MANAGERIAL ACCOUNTING 3 s.h.
Completion of fundamentals of financial accounting, with an emphasis on analysis and interpretation of business operations, and an introduction to managerial accounting. Required of all accounting, business, and marketing majors and is usually taken in the sophomore year. Prerequisites: ACC 251, MAT 105 or higher, or permission of the instructor. The course is offered every fall and spring semester.

ACC 254 PRINCIPLES OF ACCOUNTING LABORATORY 1 s.h.
Traditional accounting for accounting majors, including the accounting cycle, journalizing and posting to ledgers, and end of the period adjustments. This course is required of all accounting majors and is usually taken in the sophomore year. Prerequisite: ACC 251, or permission of the instructor. The course is offered every fall and spring semester. This is a computer intensive course.

ACC 341 INTERMEDIATE ACCOUNTING I 3 s.h.
A study of financial accounting functions and theory, including recognition and measurement of assets and liabilities. Prerequisite: ACC 251; co-requisite: ACC 254; or permission of the instructor. This course is offered every fall semester.

ACC 342 INTERMEDIATE ACCOUNTING II 3 s.h.
Accounting for long-term liabilities and investments; stockholders' equity and earnings per share calculations; issues relating to income measurement; and the preparation and analysis of financial statements. Prerequisite: ACC 341 or permission of the instructor. This course is offered every spring semester.

ACC 345 COST ACCOUNTING I 3 s.h.
Introductory cost accounting course which emphasizes cost behavior, budgeting, cost management in a manufacturing environment, using costing systems in strategic decision making, and profit planning. Prerequisites: ACC 253 and MAT 105 or higher; or permission of the instructor. This course is offered every fall semester.

ACC 346 COST ACCOUNTING II 3 s.h.
A study of cost allocations, analysis of variances, and making decisions using cost information decisions. Current topics in cost accounting will also be studied. Prerequisites: ACC 345 and ECO 216; co-requisite: ACC 254; or permission of the instructor. This course is offered as needed.

ACC 385 FEDERAL INCOME TAXATION I 3 s.h.
Federal income tax law with emphasis on the individual. Filing status, gross income, exclusions, deductions, adjusted gross income, and tax credits are analyzed. Property transactions and special tax treatment for businesses is also studied. Prerequisite: ACC 251, or permission of the instructor. This course is offered every fall semester.

ACC 386 FEDERAL INCOME TAXATION II 3 s.h.
Federal income tax law with emphasis on the taxation of businesses and the tax consequences of business decisions. The course will study partnership, corporation, Subchapter S, taxation of non-profits and fiduciary returns. Prerequisite: ACC 385, or permission of the instructor. This course is offered every spring semester.

ACC 416 ACCOUNTING INTERNSHIP 3 s.h.
Experiential learning acquired through placement with local organizations in either public or private sectors. The student is assigned duties and responsibilities approved by the Director of Internships and supervised and evaluated by the college instructor and on-site trainer. Weekly class contact, journal or written reports are required. Classroom instruction includes resume/letter writing, interviewing techniques, and oral presentations. Prerequisites: all required 200 level courses in accounting, business and economics, junior or senior status, and a minimum G.P.A. of 2.5 in the major; or permission of the instructor. This course is offered as needed. See BUS 345 and 416.

ACC 431 ACCOUNTING INFORMATION SYSTEMS 3 s.h.
Accounting within a computerized environment and integrating information systems concepts into the basic accounting processes. Prerequisite: ACC 253, co-requisites: ACC 254 and BUS 225, or permission of the instructor. This course is offered as needed. This is a computer intensive course.

ACC 462 INTERNATIONAL ACCOUNTING 3 s.h.
Students will gain an understanding of how accounting is practiced in various countries and regions of the world, and how these accounting practices affect the production of financial statements. Prerequisites: ACC 253; co-requisites: ACC 254 and ACC 341; or permission of the instructor. This course is offered as needed.

ACC 463 FUND ACCOUNTING 3 s.h.
Accounting for non-profit entities with emphasis on governmental units, colleges/universities, and hospitals. Prerequisite: ACC 253; co-requisite: ACC 254; or permission of the instructor. This course is offered as needed.

ACC 481 ADVANCED ACCOUNTING 3 s.h.
Accounting for stock investments under the equity method, business combinations and consolidations, and consolidated earnings per share. Co-requisite: ACC 342, or permission of the instructor. This course is offered as needed.

ACC 485 SPECIAL TOPICS IN ACCOUNTING 3 s.h.
Studies in specialized, upper-level applications of accounting theory and practice. Prerequisite: ACC 342, or permission of the instructor. This course is offered as needed.

ACC 490 AUDITING 3 s.h.
Auditing theory and practice, standards and procedures, rules of professional conduct, and related materials of professional importance. Prerequisite: ACC 342, or permission of the instructor. This course is offered every fall semester. This is a writing enrichment course.

ACC 491 ADVANCED AUDITING 3 s.h.
The application of the auditing process to cycles within the accounting system, including auditing within the EDP environment. A study of operational and compliance auditing, including their relationship to internal controls. Prerequisite: ACC 490, or permission of the instructor. This course is offered as needed.

ACC 499 INDEPENDENT STUDY IN ACCOUNTING TBA
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Prerequisite: ACC 342, or permission of the instructor. Credit to be determined.

DEPARTMENT OF BUSINESS ADMINISTRATION

Professor Theresa P. Clark, Coordinator

Graduates of this degree program will have the analytical skills to identify and solve complex business problems, a highly-valued skill in today's volatile job market. They will also have the ability to analyze the numbers and make effective business decisions. Methodist College prepares its graduates with a major in business administration to begin graduate study or for entry level positions with large and small corporations or businesses.

Degree(s) awarded: B.A., B.S., A.A.

Accreditation: Methodist College, through the Reeves School of Business, is nationally accredited by the Association of Collegiate Business Schools and Programs to offer a major in business administration.

Requirements for the major in Business Administration: In addition to the foundation core and the professional core courses required of all majors in the RSB, the following courses are required:

Required courses: Business 315, Bus 450, and Econ 311.
Plus any 9 s.h. of 300 or 400 level electives in business, financial economics, accounting, marketing or any concentration that may be attached to the major in Business Administration including Health Care Administration, Management Information Systems, Professional Golf Management (PGM 304 and PGM 404 only), Professional Tennis Management (PTM 330 only), Resort Management, and Sports Management. Note that English

320, Business Writing, can be counted as a Business Administration elective. A required course in any Reeves School Business major may not be used as an elective for another Reeves School of Business major.

Requirements for the minor in Business Administration: 18 s.h.—12 s.h. of foundation core courses (ACC 251, ACC 253, ECO 261, and ECO 262); and 6 s.h. of upper-level accounting, marketing, financial economics, or business courses.

Requirements for the AA Concentration: 18 s.h.—12 s.h. of foundation core courses (ACC 251, ACC 253, ECO 261, and ECO 262); and 6 s.h. of upper-level accounting, marketing, financial economics, or business courses.

Requirements for the minor in Real Estate: 18 s.h.—BUS 332, BUS 360, BUS 410, BUS 414, BUS 420, and BUS 460

Writing-Enrichment Course: BUS 352

Computer Intensive Course: BUS 225

Ethics course: BUS 315

Several concentrations are also available to attach to the major in Business Administration:

Business Administration with a Health Care Administration Concentration: For specific requirements, see the section on the concentration.

Business Administration with a Management Information Systems Concentration: For specific requirements, see the section on the concentration.

Business Administration with a Professional Golf Management Concentration: For specific requirements, see the section on the concentration. Note that only the required courses PGM 304 and PGM 404 can be counted as Business Administration major elective courses for those adding this concentration.

Business Administration with a Professional Tennis Management Concentration: For specific requirements, see the section on the concentration. Note that only the required course PTM 330 can be counted as one to the Business Administration major elective course for those adding this concentration.

Business Administration with a Resort Management Concentration: For specific requirements, see the section on the concentration.

Business Administration with a Sports Management Concentration: For specific requirements, see the section on the concentration.

Internships: Reeves School Business Administration students are encouraged to take at least one internship at a participating work site. Academic credit is given for this internship through BUS 345 and 416 (Internship). Students can take more than one such program provided they meet the requirements of the course. Interns have been placed throughout Fayetteville in a variety of business and community organizations. A partial list of local company work sites includes Merrill Lynch, the Fayetteville Observer, E. I. Dupont, Soffe

Manufacturing, WFNC Radio, Smith Advertising, Dark Branch Racquet Club, Fitness Today, The Woman's Center, the North Carolina Small Business and Technology Development Center (SBTDC), various CPA firms, and selected legal practices.

BUSINESS ADMINISTRATION COURSES

BUS 200 INTRODUCTION TO BUSINESS 1 s.h.

An overview of American and international business with emphasis on formation and management origins. The course is a survey of the functional relationship of operations, marketing, finance, and human resource development. Business writing skills are emphasized. Prerequisite: ENG 102 Course is offered as needed.

BUS 225 MICROCOMPUTER BUSINESS APPLICATIONS 3 s.h.

This course covers the utilization of microcomputers to solve problems in business. Topics to be covered include intermediate application of word processing, spreadsheet analysis and development, database management and report creation, and presentation software application. The course includes student completion of independent projects. This course is offered every fall and spring semester. Prerequisite: CSC 100. Students may substitute BUS 426 for BUS 225.

BUS 300 PERSONAL FINANCE 3 s.h.

An introduction to the personal financial planning process designed to equip students with the skills needed to manage their personal financial resources. Topics include cash management, goal setting, tax planning, risk management, investment planning, retirement planning, and estate planning. No prerequisites required. This course is offered as needed.

BUS 301 HOW TO START A SMALL BUSINESS 3 s.h.

This course covers the structuring process from conception to birth of a new venture. It concentrates on the attributes of successful endeavors, opportunity recognition, venture screening, innovation and creativity, identification of resources, and feasibility analysis to learn how to turn opportunities into viable businesses. Also included are business plans, financial start-up decisions, operating problem recognition, and problem solving. Prerequisite: junior or senior status or permission of the instructor. This course is offered as needed.

BUS 310 MANAGEMENT INFORMATION SYSTEMS 3 s.h.

A survey of management information systems providing students with an understanding of what they are, how they affect the organization, how they can make businesses more competitive, and how they assist in decision-making. This course is offered as needed.

BUS 315 BUSINESS AND SOCIETY 3 s.h.

Using a managerial framework this course is a study of the relationship between business and economic policy, social responsibility, and political influence on a global level. As an intensive writing course it uses case studies to study business ethics and corporate responsibility while recognizing management's traditional obligations to shareholders. The course spotlights current examples of business ethical issues which are relevant for stakeholders, corporate governance, accounting, and regulation of business. This course is offered every fall and spring semester.

BUS 320 BUSINESS ETHICS 3 s.h.
After a brief consideration of ethical theory, this course will examine selected ethical issues which arise from business, such as corporate responsibility, whistle blowing, environmental issues, and privacy. Particular emphasis will be placed on the role of the virtues in business practice. This course is offered in the spring semester, odd-numbered years. Cross listed as PHI 320.

ENG 320 BUSINESS WRITING 3 s.h.
Offered by the English department. Counted as a business administration elective. May be counted toward the major in English or Business Administration, but not both. See ENG 320. This course is offered every spring semester.

BUS 332 MANAGERIAL FINANCE 3 s.h.
Management of funds from the corporate perspective, with emphasis on security valuation, risk analysis, financial forecasting, capital budgeting, capital structure components and their costs, and dividend policy. Prerequisites: ACC 253, ECO 216, and ECO 262 or permission of the instructor. This course is offered every fall and spring semester.

BUS 343 MANAGEMENT AND ORGANIZATION 3 s.h.
Survey of the management functions of planning, organizing, leading, and controlling within both structural and behavioral contexts. Emphasis is given to individual behavior, interpersonal relationships, small groups, inter-group relations, leadership, and change within the various structures of contemporary formal organizations. Also involves the study of organizational structure including the design of centralization, formalization, and complexity. Student teams are used to study course content through case studies and to experience the dynamics of team membership. This course is offered every fall and spring semester.

BUS 345 INTERNSHIP I 3 s.h.
Experiential learning acquired through placement with local organizations in either the private or public sectors. The student is assigned duties and responsibilities approved by the Director of Internships and supervised and evaluated by the college instructor and onsite trainer. Weekly class contact, journal or written reports are required. Classroom instruction includes resume/letter writing, interviewing techniques, and oral presentations. Prerequisites: BUS 343 and MKT 351, junior or senior status, and a minimum GPA of 2.5 in the major; or permission of the instructor. See MKT 345 and ACC 416. Applicable to one program only: Accounting, Business, Financial Economics, or Marketing. This course is offered in the spring semester or as needed.

BUS 346 STUDENTS IN FREE ENTERPRISE I 2 s.h.
A special course under the auspices of Students in Free Enterprise (SIFE). It involves the formation of project groups, training, and project design and is taken during the first semester of SIFE participation. Prerequisites: A sophomore, junior, or senior standing with a minimum GPA of 2.5. This course is offered every fall semester.

BUS 347 STUDENTS IN FREE ENTERPRISE II 2 s.h.
Focuses on the communication of the principles of free enterprise and economic supply and demand to a diversity of publics through special projects. Continuation of BUS 346 taken during the second semester of SIFE participation. Student-designed projects are entered into regional/national competitions. Prerequisite: BUS 346. This course is offered every spring semester.

- BUS 352 BUSINESS LAW I** 3 s.h.
The organization and theory of the American legal system and its relationship with the business environment, including contracts, tort law, and parts of the Uniform Commercial Code and its provisions concerning sales, the law of agency, and employment law. This course is offered every fall and spring semester.
- BUS 353 BUSINESS LAW II** 3 s.h.
The Uniform Partnership Act, relevant corporate law, government regulation negotiable instruments, commercial paper, parts of the Uniform Commercial Code, banking and securities law, the law of secured transactions, and labor law . Prerequisite: BUS 352. This course is offered in the spring semester, odd numbered years.
- BUS 354 SPORTS LAW** 3 s.h.
A study of the law as it applies to professional and amateur sport organizations and participants. Analysis of contract law, tort law, constitutional law, administrative law, antitrust law, collective bargaining, and arbitration as it relates to sport. Introduction to the case method of problem solving techniques. Class presentations on current legal issues are required. Prerequisite: BUS 352. This course is offered in the fall semester, odd-numbered years.
- BUS 360 PRINCIPLES OF REAL ESTATE** 3 s.h.
A survey of legal, economic, and accounting principles applied to real property resources. Topics include brokerage, contracts, closings, valuation, investing, and finance. The analysis of income-producing property is emphasized. Prerequisites: BUS 332 or permission of instructor. This course is offered as needed.
- BUS 365 PRINCIPLES OF INSURANCE** 3 s.h.
An overview of the insurance industry and underwriting principles. Risk management, contract provisions, and contract law as applied to both casualty and life dimensions. Emphasis on the investment function of life insurance. This course is offered as needed.
- BUS 375 HUMAN RESOURCES MANAGEMENT** 3 s.h.
Traditional functions of personnel administration: recruitment, selection, development, compensation, personnel planning, employee morale and the impact of legislation upon the personnel process. Prerequisite: BUS 343. This course is offered in the fall semester.
- BUS 410 REAL ESTATE LAW** 3 s.h.
An advanced study of real property ownership and interest, real property title transfer, real estate contracts, and federal income taxation of real property.
Also included are landlord and tenant law, real estate brokerage law, and other topics required by the North Carolina Real Estate Commission.
Prerequisite: BUS 360 or permission of instructor. This course is offered as needed.
- BUS 412 INTERMEDIATE MANAGERIAL FINANCE** 3 s.h.
Additional financial management concepts and practices; extensive case analysis with focus on the capital asset pricing model. Prerequisite: BUS 332. This course is offered every spring semester.

- BUS 414 REAL ESTATE FINANCE** 3 s.h.
A survey of instruments, methods, institutions, and markets involved in the financing of real estate. Emphasis on primary and secondary markets, investment returns and risks, and construction and permanent financing. Prerequisite: BUS 332 and 360 or permission of instructor. This course is offered as needed.
- BUS 415 INVESTMENT AND PORTFOLIO MANAGEMENT** 3 s.h.
A survey of investment alternatives with emphasis on security evaluation, features of trading, the regulatory structure, and the design of portfolios. Prerequisite: BUS 332. This course is offered in the spring semester, odd-numbered years or as needed.
- BUS 416 INTERNSHIP II** 3 s.h.
For students who have had BUS 345 and would like to take another internship experience. See ENG 416 or WRI 416. This course is offered spring semester.
- BUS 420 REAL ESTATE BROKERAGE** 3 s.h.
A survey of various functions of the real estate brokerage business. Emphasis is placed upon the process of establishing the firm, management practices, financing, accounting systems (including trust account records and procedures, personnel policies, and marketing). Prerequisite: BUS 360 or permission of instructor. This course is offered as needed.
- BUS 426 ADVANCED MICROCOMPUTER BUSINESS APPLICATIONS** 3 s.h.
Advanced study of microcomputer applications with emphasis on business problem-solving skills. More sophisticated techniques in spreadsheet analysis and database management are included. Prerequisite: BUS 225 or permission of instructor. Offered as needed.
- BUS 437 FINANCIAL INSTITUTIONS AND MARKETS** 3 s.h.
A survey of the major financial intermediaries with emphasis upon balance sheet account management, the principal securities traded, and the markets in which the trading occurs. Prerequisites: ACC 251, ACC 253, ECO 261, and ECO 262. This course is offered in the fall semester, even-numbered years or as needed.
- BUS 446 STUDENTS IN FREE ENTERPRISE III** 2 s.h.
A special course under the auspices of Students in Free Enterprise (SIFE). It involves the formation of project groups, training, and project design. Taken during the third semester of SIFE participation. Prerequisites: BUS 346 and Bus 347. This course is offered every fall semester.
- BUS 447 STUDENTS IN FREE ENTERPRISE IV** 2 s.h.
Focus on the communication of the principles of free enterprise and economic supply and demand to a diversity of publics through special projects. Student-designed projects are entered into regional/national competitions. Continuation of Business 446 and taken during the fourth semester of SIFE participation. Prerequisites: BUS 346, BUS 347, and BUS 446. This course is offered every spring semester.
- BUS 450 MANAGEMENT SCIENCE** 3 s.h.
A survey of quantitative methods used in managerial decision making. Topics include linear programming, decision theory, project management models, inventory models, queuing theory, simulation, and forecasting. Use of computer software to solve problems. Prerequisites: ECO 216, BUS 225 and BUS 343. This course is offered every spring and fall semester.

BUS 460 REAL ESTATE PRACTICUM

3 s.h.

Experiential learning acquired through placement with a local real estate organization. The student is assigned duties and responsibilities approved by the Director of Real Estate and supervised and evaluated by the college instructor and on-site trainer. Weekly class contact, journal or written reports are required. Prerequisites: successful completion of two upper level real estate courses in addition to BUS 360. This course is offered as needed.

BUS 470 BUSINESS POLICY AND STRATEGY

3 s.h.

A capstone course conducted with case method. Examination of external and internal environments of business. Analysis of the formulation and implementation of organizational strategy, both in private and not-for-profit sectors. Integration of prior studies in accounting, economics, management, marketing, law, and behavior. This course includes administration of a major field test in business as the required exit exam for all seniors in the Reeves School of Business. Prerequisites: BUS 332, BUS 343, BUS 315 and BUS 352, and MKT 351. This course is offered every fall and spring semester.

BUS 480 BUSINESS SYSTEMS DEVELOPMENT

3 s.h.

A systematic approach to the study of business organizations and the establishment of criteria for computer-based information systems for management planning and control in various types of business environments. This course is designed to provide an understanding of the system development and modification process and to enable students to evaluate and choose a system development methodology. It emphasizes the factors for effective communication with users and team members and all those associated with development and maintenance of the system. This course is offered as needed.

BUS 485 SPECIAL TOPICS

3 s.h.

A topic in business not covered in depth in any of the other established courses in business. This course is offered as needed.

BUS 499 INDEPENDENT STUDY IN BUSINESS ADMINISTRATION

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF FINANCIAL ECONOMICS

Dr. Spencer G. Davis, Coordinator, and Nimocks Professor of Business

A student of **Financial Economics** will have the opportunity to explore the fundamentals of economic theory, especially the theory pertaining to the operations and workings of financial markets and financial institutions. Students in Financial Economics will learn about financial asset markets (including stocks, bonds, and exchange rates), and various financial institutions (including commercial banks, the Federal Reserve System, and the International Monetary Fund). During their studies, students will also gain an understanding of other sectors of the economy, including business economics, labor economics, and the global economy. The broad goal of the Financial Economics program is to produce a graduate who can apply economic theory to decision-making, both as a citizen in this democracy and as a member of the business community.

Successful completion of the **Financial Economics** program prepares a student for a wide range of career opportunities. Graduates are prepared for careers in such areas as corporate finance, investment management, commercial and retail banking, management of financial institutions, financial analysis, business economics, and economic analysis. Career opportunities are found with corporations, financial institutions, public utilities, non-profit organizations, and government agencies. Financial Economics students also have an excellent background for graduate studies in economics, business, law, and related fields.

Degree(s) awarded: B.A., B.S., A.A.

Accreditation: Methodist College, through the Reeves School of Business, is nationally accredited by the Association of Collegiate Business Schools and Programs to offer a major in Financial Economics.

Requirements for the major in Financial Economics: In addition to the foundation core and professional core courses required of all majors in the Reeves School of Business, the following courses are required for a degree in financial economics:

Required courses: BUS 315, BUS 412, ECO 311, ECO 313, and ECO 316;

Plus 6 s.h. from: BUS 437, BUS 415, ECO 452 or ECO 465. (Note: An elective course for any Reeves School of Business major may only be used to meet the requirements of one major. A required class in any Reeves School of Business major may not be used as an elective for another Reeves School of Business major.)

Requirements for the minor in Financial Economics: 18 s.h.—12 s.h. of required courses (ECO 261, ECO 262, and ECO 311; BUS 332) and 6 s.h. of electives (from BUS 412, BUS 415, BUS 437, or any 300/400 economics course).

Requirements for the A.A. Concentration: 18 s.h.—15 s.h. of required courses (ECO 261, ECO 262, and ECO 311; BUS 332 and BUS 412) and a 3 s.h. elective from BUS 415, BUS 437, or any 300/400-level Economics course.

The Health Care Administration concentration: For specific requirements, see the section on the concentration.

Management Information Systems concentration:

For specific requirements, see the section on the concentration.

Professional Golf Management concentration: For specific requirements, see the section on the concentration.

The Professional Tennis Management concentration: For specific requirements, see the section on the concentration.

Resort Management concentration: For specific requirements, see the section on the concentration.

Sports Management concentration: For specific requirements, see the section on the concentration.

Writing-Enrichment Course: BUS 352, ECO 452

Computer Intensive Course: BUS 225

Ethics Course: BUS 315

ECONOMICS COURSES

ECO 210 INTRODUCTION TO ECONOMICS 3 s.h.

Theories and institutions that organize and direct economic activities in contemporary society. Prepares students to understand domestic and international economic problems; serves as a foundation for further work in economics; and complements study in other areas. (May also be taken as an elective for non-business majors. Satisfies the social science general education core requirement for the Associate of Science degree with a concentration in Health Care Administration). This course is offered as needed.

ECO 216 STATISTICS FOR BUSINESS AND ECONOMICS 3 s.h.

Inferential statistics using business and economics data. Principal topics: probability, hypothesis testing, regression and correlation, and time series and forecasting. Prerequisite: MAT 105 or higher. This course is offered every fall and spring.

ECO 261 PRINCIPLES OF MACROECONOMICS 3 s.h.

Aggregate income measurement and analysis, fiscal and monetary policy, inflation, unemployment, and other current issues. This course is offered every fall and spring.

ECO 262 PRINCIPLES OF MICROECONOMICS 3 s.h.

Price theory applied to product and resource markets with emphasis on pricing and output decisions under various market conditions. This course is offered every fall and spring.

ECO 301 ENTREPRENEURSHIP 3 s.h.

Emphasis on business formation: feasibility studies, legal and financial aspects of startup, tax considerations, business valuation techniques, and accounting control systems. Prerequisites: ACC 253 and ECO 262. This course is offered as needed.

ECO 311 MONEY, BANKING AND FINANCIAL MARKETS 3 s.h.

The functions of money and financial markets, commercial bank operations, the Federal Reserve System, the macroeconomy, and the impact of monetary policy upon economic stabilization and growth. Prerequisites: ECO 261 and 262. This course is offered every fall and spring.

ECO 313 MANAGERIAL ECONOMICS 3 s.h.

Intermediate-level treatment of microeconomic theory and its application to managerial decision-making. Prerequisites: ECO 216, 261, and 262. This course is offered every fall semester.

ECO 316 ADVANCED STATISTICAL ANALYSIS 3 s.h.

An advanced study of statistical analyses frequently used in business decision-making and economic forecasting. Emphasis on both multiple regression and analysis of variance. Particular attention given to time series analysis. Survey sampling and Chi-Square tests also are included. Prerequisite: ECO 216. This course is offered in the fall semester, even-numbered years.

ECO 400 CURRENT ECONOMIC ISSUES 3 s.h.
Selected contemporary policy issues, e.g., the economic role of government, poverty, debt financing, free trade vs. protectionism, entrepreneurship, and problems of fiscal and monetary management. Prerequisites: ACC 251 and ECO 261 and 262. Recommended: ACC 253. This course is offered as needed.

ECO 420 COMPARATIVE ECONOMIC SYSTEMS 3 s.h.
Capitalism, socialism, communism, and fascism as economic systems and as philosophies; resource allocation, distribution of income and the rise of centralized economic planning in developing countries. Prerequisites: ECO 261 and 262. This course is offered as needed.

ECO 451 LABOR ECONOMICS AND HUMAN RESOURCE MANAGEMENT 3 s.h.
Principles of economics applied to the human resource and its market with emphasis on hiring, training, labor legislation, and compensation policies relevant to the management of people at work. Prerequisites: ECO 261 and 262. This course is offered in the spring semester, odd-numbered years.

ECO 452 INTERNATIONAL TRADE AND FINANCE 3 s.h.
International trade theory and practice, the financial dimensions of multinational exchange, institutional features and channels of marketing, and international corporate relationships. Designated writing-enrichment course for Financial Economics majors. Prerequisites: ECO 261 and 262. This course is offered fall semester, odd-numbered years and as needed.

ECO 465 ECONOMIC GROWTH AND DEVELOPMENT 3 s.h.
Theories of economic development with reference to the economic history of the industrially advanced nations. Applications of theory to problems and policies of emerging and underdeveloped economies. Prerequisites: ECO 261 and 262. This course is offered in the spring semester, even-numbered years.

ECO 485 SPECIAL TOPICS 3 s.h.
Selected applications of economic theory and practice. Content and credit vary. Prerequisites: completion of 24 s.h. of major requirements and permission of the department chair. This course is offered as needed.

ECO 499 INDEPENDENT STUDY IN FINANCIAL ECONOMICS TBA
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF MARKETING

Dr. R. Mark Smith, Coordinator

Marketing majors from Methodist College graduate prepared to begin graduate study or for entry-level positions in areas such as marketing management, advertising, product promotion, public relations and sales.

Degree(s) awarded: B.A., B.S., A.A.

Accreditation: Methodist College, through the Reeves School of Business is nationally accredited by the Association of Collegiate Business Schools and Programs to offer a major in Marketing.

Requirements for the major in Marketing: In addition to the foundation core and the professional core courses required of all majors in the Reeves School of Business, the following courses are required for a degree in Marketing:

Required Courses: BUS 315, MKT 390, MKT 400, and MKT 470

Plus any 9 s.h. from the following electives: MKT 345, MKT 360, MKT 380, MKT 384, MKT 410, MKT 420, MKT 430, MKT 460, MKT 485, MKT 499, and SMA 421. (Note: An elective course for any Reeves School of Business major may only be used to meet the requirements of one major. A required course in any Reeves School of Business major may not be used as an elective for another Reeves School of Business major.)

Requirements for the minor in Marketing:

Required courses: BUS 343, MKT 351, MKT 390, and MKT 470

Plus any 6 s.h. from the following electives: MKT 345, MKT 360, MKT 380, MKT 384, MKT 400, MKT 410, MKT 420, MKT 430, MKT 460, MKT 485, MKT 499, and SMA 421.

Requirements for A.A. Concentration in Marketing:

Required courses: MKT 351, MKT 380, MKT 390, and MKT 400

Plus any 6 s.h. from the following electives: MKT 345, MKT 360, MKT 380, MKT 384, MKT 410, MKT 420, MKT 430, MKT 460, MKT 485, MKT 499, and SMA 421.

Writing-Enrichment Course: BUS 352

Computer Intensive Course: BUS 225

Ethics course: BUS 315

Several concentrations are also available to attach to the major in Marketing:

Marketing with an E-Business Concentration: 18 s.h. — COM 341, BUS 310, MKT 345, MKT 360, MKT 380, MKT 460.

Marketing with a Health Care Administration Concentration: for specific requirements, see the section on Health Care Administration. **Note that the required course BHC 330 can be counted as one of the marketing major elective courses for those adding this concentration.**

Marketing with a Management Information Systems Concentration: For specific requirements, see the section on Management Information Systems.

Marketing with a Professional Golf Management Concentration: For specific requirements, see the section on Professional Golf Management. **Note that the required courses PGM 304 and PGM 404 can be counted as marketing major elective courses for those adding this concentration.**

Marketing with a Professional Tennis Management Concentration: For specific requirements, see the section on Professional Tennis Management. **Note that the required course PTM 330 can be counted as a marketing major elective course for those adding this concentration.**

Marketing with a Resort Management Concentration: For specific requirements, see the section on Resort Management. **Note that the required course RMT 350 can be counted as a marketing major elective courses for those adding this concentration.**

Marketing with a Sports Management Concentration: For specific requirements, see the section on Sports Management.

MARKETING COURSES

MKT 345 INTERNSHIP 3 s.h.

Experiential learning acquired through placement with local organizations in either the private or public sectors. The student is assigned duties and responsibilities approved by the Director of Internships and supervised and evaluated by the college instructor and onsite trainer. Weekly class contact, journal or written reports are required. Classroom instruction includes resume/letter writing, interviewing techniques, and oral presentations. Prerequisites: BUS 343 and MKT 351, junior or senior standing, and a minimum GPA of 2.5 in the major, or permission of the instructor. See BUS 345 and ACC 416. Applicable to one major only: Business or Marketing. This course is offered as needed.

MKT 351 PRINCIPLES OF MARKETING 3 s.h.

Study of marketing: models of buyer behavior, functions, channels of distribution, promotion strategies, and pricing policies. Emphasis is on the use of marketing variables in decision-making. This course is offered every semester.

MKT 360 E-BUSINESS I 3 s.h.

A survey of applications and factors related to conducting business on the World Wide Web. Prerequisite: MKT 351. This course is offered every fall semester.

MKT 380 ADVERTISING AND PROMOTION 3 s.h.

A study of promotion planning from an integrated marketing communication perspective with an emphasis on advertising. Prerequisite: MKT 351. This course is offered as needed.

MKT 384 RETAIL MANAGEMENT 3 s.h.

Retailing principles and methods applied to modern business with emphasis on store location and layout, pricing, application of visual merchandising, management decision making, and the use of financial controls. Prerequisites: BUS 343, MKT 351, or the permission of the instructor. This course is offered as needed.

MKT 390 MARKETING RESEARCH 3 s.h.

Marketing research methods/applications and techniques for generating and analyzing marketing data within a statistical context. Prerequisites: MKT 351 and ECO 216. This course is offered every fall semester.

MKT 400 CONSUMER BEHAVIOR 3 s.h.

An analysis of behavioral factors affecting consumer decision-making in marketing and demand. Emphasis is placed on conceptual and technical tools used by managers for practical application in profit and non-profit firms. Prerequisite: MKT 351. This course is offered as needed.

MKT 410 GLOBAL MARKETING

3 s.h.

This course investigates marketing variables and strategies in countries outside the United States. The importance of differences among nations in language, culture and social forces, politics and laws, values, channels of distribution, and buyer behavior is examined. Prerequisite: MKT 351. This course is offered as needed.

MKT 420 PROFESSIONAL SELLING

3 s.h.

Basic course in selling, covering development of sales personality, sales speech, opening and closing sales, buying motives and sales psychology, organization of sales talk, meeting objectives, and building consumer following. Prerequisite: MKT 351. This course is offered as needed.

MKT 430 DIRECT MARKETING

3 s.h.

An introduction to direct marketing with emphasis on data base marketing, strategic business planning, importance of the offer, selecting and selling merchandise, business-to-business direct marketing, fundraising, mailing lists, magazines, newspapers, electronic media, telemarketing, production, idea development, and integrating direct marketing into the overall marketing mix. Prerequisite: MKT 351. This course is offered as needed.

MKT 460 E-BUSINESS II

3 s.h.

An application class designed to give students a working knowledge of using E-Business software. Students are required to design and implement an E-Business site. Prerequisites: MKT 352, MKT 360, and COM 341. This course is offered every spring semester.

MKT 470 MARKETING MANAGEMENT

3 s.h.

The purpose of this course is to study and practice the managerial approach to marketing where managers are viewed as decision-makers and problem solvers. Students develop skills in linking the logic and concepts of marketing to relevant data, analyzing data, and making rational decisions. Capstone course for marketing majors. Prerequisites: BUS 332, BUS 343, and MKT 351. This course is offered as needed.

MKT 485 SPECIAL TOPICS

3 s.h.

A topic in marketing not covered in depth in any of the other established courses in business. This course is offered as needed.

MKT 499 INDEPENDENT STUDY IN MARKETING

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in marketing. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean, before approval by the Vice President for Academic Affairs.

HEALTH CARE ADMINISTRATION

Mr. Michael H. Sullivan, Director

Health Care Administration Advisory Board

Donald W. Brocker, MHA, CHE
Health Systems Analyst
Womack Army Medical Center

Tracey Sellers
Operations Manager
Dominion Medical Management

Hank Debnam
Area Director for Program Services
Cumberland County Mental Health
Center

Janet Stout, Director
Veteran Affairs Medical Center

William R. Johnston, Ph.D.

COL Ronald Maul, MC
Commander, Womack Army
Medical Center

Richard H. Parks, MHA
CEO/President
Cape Fear Valley Health System

John M. Ray, Jr. MD
Pinnacle Family Medical Care, P.A.

Deborah J. Teasley, Ph.D., FACHE
President/CEO
Southern Regional Area
HealthEducation Center

Graduates of the Health Care Administration program are prepared to pursue graduate study or enter the management profession as medical office managers, physician office staff, long-term care administrators, public health officials, government health care officials, insurance representatives, hospital officers, and administrative officials in health systems, the American Red Cross, home health agencies, senior citizen centers, day care agencies, and rehabilitative health care centers, etc.

For specific requirements in the Accounting major: Please see the Accounting major.

For specific requirements in the Business Administration major: Please see the Business Administration major.

For specific requirements in the Financial Economics major: Please see the Financial Economics major.

For specific requirements in the Marketing major: Please see the Marketing major.

Requirements for the concentration in Health Care Administration: 24 s.h. — BHC 230, BHC 300, BHC 305, BHC 330, BHC 350, BHC 410, BHC 450 and BHC 480

Requirements for the A.S. concentration in Health Care Administration: 39 s.h.— core requirements for the A.S. degree; BUS 225; SCI 141, 142, and 143; ACC 251 and 253; MAT 105 or higher; and 18 s.h. of Health Care Administration classes. A.S. degree students may take ECO 210 which will satisfy the 3 s.h. of the Social Science general education core requirements.

No minor is available.

Writing-Enrichment Courses: BUS 352, BHC 450

HEALTH CARE ADMINISTRATION COURSES

BHC 230 MEDICAL TERMINOLOGY 3 s.h.

Introduces prefixes, suffixes, and word roots used in the language of medicine. Topics include medical vocabulary and the terms that relate to anatomy, physiology, pathological conditions, and treatment of the conditions that can affect the eleven systems of the human body. Upon completion, students should be able to pronounce, spell, define, understand, and interpret over 11,000 medical terms as related to the body's systems and their pathological disorders. The course is offered every spring.

BHC 300 INTRODUCTION TO HEALTH CARE ADMINISTRATION 3 s.h.

A study of the United States health care system, its nature, organization, and functions. Study of how providers, managers, and consumers interact in the health care system. Current issues, with an emphasis on legislative initiatives, are studied. This course is offered every fall semester.

BHC 305 MANAGING HEALTH CARE ORGANIZATIONS 3 s.h.

Provides a conceptual framework for identifying, evaluating, analyzing, and managing factors which influence the effective operation of health care organizations. Emphasis is on integrating theory and concepts and management principles as a basis for understanding the internal dynamics of health care facilities/organizations. Focus is on managerial leadership and successful management practices within contemporary health care related organizations. This course is offered every spring semester.

BHC 330 HEALTH CARE STRATEGIC MANAGEMENT 3 s.h.

Provides the concepts and theories pertaining to strategic planning/management and marketing approaches to patients, medical staff, and other major stakeholders. A comprehensive approach to translating the strategic plan of the organization into a functional marketing plan that can be of assistance in operational decision making. Prerequisite: BHC 300. This course is offered every fall semester.

BHC 350 ECONOMICS AND FINANCE OF HEALTH CARE ORGANIZATIONS 3 s.h.

Factors affecting health care economics are discussed. Specific information is presented concerning reimbursement systems, insurance, Medicare, Medicaid, government regulations, liability issues, accessibility, budgeting, and human resources. National health insurance and state/local initiatives will be discussed. Prerequisites: BHC 300 and BUS 332. This course is offered every fall semester.

BHC 410 MANAGED CARE AND MEDICAL GROUP PRACTICE MANAGEMENT 3 s.h.

A course focusing on the managed health care arena and the relationship of medical group practice management to the constantly changing environment of managed care. Students receive a strong background in managing a medical group practice and concepts/practices of managed care in health care delivery systems to include evaluating Managed Care Contracts and CPT Coding. Prerequisites: BHC 300, or permission of instructor. This course is offered every spring semester.

BHC 450 SEMINAR

3 s.h.

The capstone course for the health care administration major. Synthesizes material from entire curriculum. The focus is upon the health care administrator as a professional. Classroom material is integrated with experiential learning through a major research project. This course is offered every fall semester.

BHC 480 INTERNSHIP

3 s.h.

Experiential learning through placement with local health care facilities and related organizations. The student is assigned duties and responsibilities approved by the program director. Supervision and evaluation is conducted by the college instructor and on-site preceptor. Weekly classroom contact with the instructor and written reports are required. Placement involves discussions with student, faculty, and site coordinator. The intern develops managerial skills through varied experiences in the performance of administrative tasks and participation in the problem-solving process. Prerequisites: BHC 330 and 350. This course is offered every spring semester.

BHC 485 SPECIAL TOPICS IN HEALTH CARE ADMINISTRATION

3 s.h.

Studies in specialized, upper level applications of health care administration theory and practice. Prerequisite: permission of the program director. This course is offered as needed.

BHC 499 INDEPENDENT STUDY IN HEALTH CARE ADMINISTRATION TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. This course is offered as needed. Credit to be determined.

MANAGEMENT INFORMATION SYSTEMS

The **MIS (Management Information Systems)** concentration is designed to prepare students to become leaders in the use of information systems for the benefit of organizations and society. The concentration focuses on educating students about the development and use of information systems as decision-making and problem-solving tools. Students will develop an understanding of the managerial issues encountered in the operation of information systems in organizations, particularly how these tools can be used to gain a competitive edge and to re-engineer an organization.

For specific requirements in the Accounting major: Please see the Accounting major.

For specific requirements in the Business Administration major: Please see the Business Administration major.

For specific requirements in the Financial Economics major: Please see the Financial Economics major.

For specific requirements in the Marketing major: Please see the Marketing major.

Requirements for the concentration in Management Information Systems: 21 s.h. – CSC 201, CSC 202, BUS 310, BUS 426, BUS 480, MKT 360, and a 3 s.h. elective chosen from ACC 341, MKT 460, or COM 341.

No minor or AA subject concentration is available.

Writing Enrichment Courses: BUS 352 and MKT 470

Computer Intensive Course: BUS 225

MANAGEMENT INFORMATION SYSTEMS COURSES

CSC 201 INTRODUCTION TO COMPUTER SCIENCE 3 s.h.
An introduction to computer science and programming. No prior programming experience required. Typical problems from the office workplace and their computer solutions will be explored. Elementary problem solving and programming techniques will be studied. This course is offered every fall and spring semester.

CSC 202 INTRODUCTION TO PROGRAMMING 3 s.h.
Problem solving, algorithm development, and programming using an object-oriented programming language. Some of the problem-solving techniques include top-down design, stepwise refinement, structured programming, and object-oriented design. This course is offered every fall semester.

BUS 310 MANAGEMENT INFORMATION SYSTEMS 3 s.h.
A survey of how management information systems affect organizations, make them more competitive, and assist in decision-making processes. This course is offered as needed.

BUS 480 BUSINESS SYSTEMS DEVELOPMENT 3 s.h.
A systematic approach to the study of business organizations and the establishment of criteria for computer-based information systems for management planning and control in various types of business environments. The course is designed to provide an understanding of the system development and modification process and to enable students to evaluate and choose a system development methodology. It emphasizes the factors for effective communication with users and team members and all those associated with development and maintenance of the system. This course is offered as needed.

BUS 426 ADVANCED MICROCOMPUTER BUSINESS APPLICATIONS 3 s.h.
Advanced study of microcomputer applications with emphasis on business problem-solving skills. More sophisticated techniques in spreadsheet analysis and database management are included. Prerequisite: BUS 225 or permission of instructor. This course is offered as needed.

MKT 360 E-BUSINESS I 3 s.h.
A survey of applications and factors related to doing business on the World Wide Web. Prerequisite: MKT 351. This course is offered every fall semester.

COM 341 HTML PUBLISHING & WEB PAGE DESIGN 3 s.h.
Focuses on Internet-based communication and new applications of online technologies. The course discusses the history and development of the Internet itself, the rise of the HTML format and JAVA scripting for web publishing, and how other Internet resources interface with this language. Students learn to create web pages, design web sites, and make use of some of the newer plug-ins available for web publishing and distribution. Finally, students study trends in Internet-based design and how present and future trends will create employment opportunities on the Internet. This course is offered as needed.

ACC 341 INTERMEDIATE ACCOUNTING I

3 s.h.

A study of financial accounting functions and theory, including recognition and measurement of assets and liabilities. Pre-requisite: ACC 253; co-requisite ACC 254. This course is offered every fall semester.

MKT 460 E-BUSINESS II

3 s.h.

An application class designed to give students a working knowledge of using E-Business software. Students are required to design and put together an E-Business site. Prerequisites: MKT 352, MKT 360, COM 341. This course is offered every spring semester.

PGA/PGM PROGRAM AT METHODIST COLLEGE

Mr. Jerry Hogge, Director

Majoring in a Reeves School of Business major with a concentration in PGA/PGM Program at Methodist College prepares students to secure entry-level positions in the golf industry. It provides a student the opportunity to pursue a career as a golf professional in the private or public sector, in a resort or in the corporate golf structure. Careers are also available in golf administration, club management, turf management or in sales as an industry representative. Future study in graduate school is possible in business administration, financial economics, marketing, and related fields.

Accreditation: The PGA/PGM Program at Methodist College is accredited by the Professional Golfers' Association of America (PGA). This accreditation requires students to successfully complete the Playing Ability Test (PAT) and Levels 1, 2, and 3 prior to graduation from the PGA/PGM Program at Methodist College. A student must stay with his/her cohort as they progress through the PGA/PGM program. A cohort is defined as a group of students who successfully matriculate through the PGA/PGM requirements as a cohesive group.

For specific requirements in the Business Administration major: Please see the Business Administration major. Only PGM 304 and 404 can be counted as Business Administration electives and PGM concentration courses.

For specific requirements in the Financial Economics major: Please see the Financial Economics major.

For specific requirements in the Marketing major: Please see the Marketing major. Only PGM 304 and 404 can be counted as marketing major elective courses and PGM concentration requirement courses.

The PGA/PGM Program at Methodist College concentration: 38 s.h.—21 s.h. of PGM foundation courses (204, 240, 304, 330, 400, 404 and 430); 2 s.h. of PGM seminars (195, 196, 295, 296, 395, 396, 495 and 496); 3 s.h. of PGM internships 170, 270, 370, and 12 s.h. of 470. Students in the PGM program are exempt from the Physical Education activity core requirement; however, they must complete WEL 101.

PGA/Playing Ability Test (PAT) Requirement: A requirement for graduation with a concentration in Professional Golf Management is to successfully pass the Playing Ability Test. Each first year student must attempt the PAT a minimum of one time per year. All other students, sophomores, juniors and seniors, must attempt the PAT two times per year until passed. All students must participate in the Player Development Program (PDP) until the PAT is successfully passed.

PGA/PGM Internship Requirement: Any student who is ineligible for two (2) internships due to academics or other reasons will be dismissed from the program. A student will not be allowed to attempt more than ten (10) months of internship at the end of his/her senior year.

PGA Membership: Successful completion of the PGA/PGM Program at Methodist College by a student will not automatically result in membership in the PGA of America. Membership requirements of the PGA of America may change during a PGA/PGM student's tenure. A student will be required to fulfill all membership requirements as they now exist or as they may be amended in the future to be eligible for PGA membership. The PGA of America requires its members to be either United States citizens or resident aliens. **METHODIST COLLEGE DOES NOT ACTIVELY RECRUIT STUDENTS WHO ARE NOT ELIGIBLE FOR PGA MEMBERSHIP.**

No minor or AA subject concentration is available.

Writing-Enrichment Courses: PGM 404

Computer Intensive Course: BUS 225

Ethics Course: BUS 315

PGA/PGM PROGRAM AT METHODIST COLLEGE

PGM 104 THE HISTORY OF GOLF

3 s.h.

The history of golf from Europe to the United States. Topics include the development of the PGA of America, the PGA Tour, and LPGA Tour. This course is offered as needed.

PGM 170, 270, 370 INTERNSHIP

1 s.h. each

Experiential learning in all aspects of golf management acquired through a twelve-week internship at a golf facility. The student is assigned duties and responsibilities approved by the faculty member and PGA professional at the site. Supervision and evaluation is conducted by the faculty member and the on-site professional. Written reports and evaluations are required at the completion of each phase of instruction. Placement is made by the PGM faculty member in consultation with the student. A minimum cumulative GPA of 2.0 is required for each internship. This course is offered every summer. All students who are participating in a paid internship are subject to random drug testing prior to and during employment according to the Reeves School of Business Drug Policy. Prerequisite for PGM 170 is PGM 204; Prerequisite for PGM 270 is PGM 170; Prerequisite for PGM 370 is PGM 270.

PGM 470 INTERNSHIP

12 s.h.

PGM 470 is a 7 month internship after all academic requirements are met. It is the final work experience that blends all classroom academic learning with the everyday practical application of the golf business. All graduation requirements must be met including PGM 170, 270 and 370, and successful completion of Level 2 checkpoint prior to registering for PGM 470. All students who are participating in a paid internship are subject to random drug testing prior to and during employment according to the Reeves School of Business Drug Policy. Pass/fail course.

PGM 195, 196, 295, 296, 395, 396, 495, 496 SEMINAR .5 s.h. each
Supervised participation in formal seminars taught jointly by college instructors, PGA officials and CEO's of leading businesses. Resumes are required for attendance. Topics include teaching; rules; club fitting and repair; club management policies and procedures; golf cart use, repair, and maintenance; merchandising; turf management; and golf computer operations. A minimum of 4 seminars is required for graduation. One seminar must be taken each year. Pass/fail course.

PGM 204 INTRODUCTION TO GOLF MANAGEMENT 3 s.h.
An overview of opportunities and responsibilities in the golf profession; PGA history, purpose, and constitution; customer relations; introduction to teaching; professional terminology; and golf car fleet management. Co-requisite/prerequisite for all PGM courses. Open to PGM students only. This course is offered every fall semester.

PGM 210 THE ART AND SCIENCE OF CLUB FITTING AND CLUB REPAIR 3 s.h.
A foundation course covering the golf professional's ability to custom fit and merchandise equipment. The course includes a practicum in club fitting, a "hands on" approach to club repair and the completion of the Professional Golf Management Level 1 and 2 picture book. This course is a PGA/PGM requirement during the freshman or sophomore year and is offered every fall and spring semester.

PGM 240 TOURNAMENT OPERATIONS AND THE RULES OF GOLF 3 s.h.
An in-depth study of the golf professional's responsibility in tournament operations; developing the tournament, scoreboard layout and design; the fundamentals of calligraphy, budgets, organizing staff and volunteers, tournament promotion and evaluation; and the use of computer software. An in-depth study of the Rules of Golf and the decisions on the Rules of Golf. Students will learn the definitions of the rules, how to use the rules book, how to interpret and apply the rules of golf in tournament situations as a golf professional. This course is offered fall and spring semesters.

PGM 304 FACILITY MANAGEMENT 3 s.h.
An introduction to the overall management of the golf business. Golf management principles, marketing a golf facility, and accounting principles will be the main focus of the course. Other topics include the importance of and steps involved in business planning, financial forecasting, and budgeting. This class will also focus on hiring and evaluating employees, wage and hour laws, and employment laws. This course is offered every fall. Required for sophomores. Prerequisite: PGM 204.

PGM 310 THE SCIENCE OF THE GOLF SWING 3 s.h.
The course is an in-depth study of the physics and geometry of the golf swing, the angles created, centrifugal and centripetal forces, and other sciences involved in the golf swing. This course is offered every fall and spring semester as needed.

PGM 330 AGRONOMY AND TURF GRASS MANAGEMENT 3 s.h.
This class is an introduction to turfgrasses and maintenance procedures necessary for meeting modern golf course playability standards. The focus is communicating with golf course superintendents and the customers about regular practices. Lectures and laboratory classes study basic plant physiology, turfgrass identification, cultural practices, fertility requirements, Integrated Pest Management strategy and environmental concerns related to effective golf course management. Human resource, financial, and governmental issues are also discussed. This course is offered every fall and spring semester.

PGM 400 TEACHING METHODS

3 s.h.

The sciences applied to the golf swing, causes and effects; laws, principles and preferences of a model swing; professional terminology for golf teachers; comparisons of teaching styles; the role of club fitting in relation to equipment and game improvement; private and group lessons; the psychology of playing and course management; and nutrition and fitness in golf today. Lab requirements: students must teach a series of lessons to a designated student. Prerequisite: PGM 204, OCL 151, and successful completion of the PGA/PGM LEVEL I CHECKPOINT. This course is offered every spring semester.

PGM 404 GOLF SHOP OPERATIONS

3 s.h.

An in-depth study of merchandise and inventory management in the golf business. Students will learn how to develop an Open-To-Buy plan, a merchandise assortment plan and select the criteria for merchandise selection. This course is a comprehensive study of golf retail management to include buying strategies, record keeping, financial reporting, vendor relations, visual merchandising, pricing, planning promotions, and analyzing performance variances. This course is offered every spring. Required for Juniors. Prerequisites: PGM 204, PGM 304 and successful completion of PGA/PGM LEVEL I CHECKPOINT.

PGM 430 FOOD AND BEVERAGE MANAGEMENT

3 s.h.

An introduction to the main function areas of the food and beverage industry. The course includes the procurement, preparation, yield, presentation, and sale of food and beverage. The course will also include a four week lab experience. The lab experience will include, but not be limited to hands on experience in table and room set-up, proper table service, and related services that will be found in private and public facilities. This course is offered every fall and spring semester.

PGM 485 SPECIAL TOPICS IN**PROFESSIONAL GOLF MANAGEMENT**

1-3 s.h.

In depth study of a specific area of the golf industry as it relates to the golf professional. Prerequisite: permission of the department chair. This course is offered as needed.

PGM 499 INDEPENDENT STUDY IN GOLF MANAGEMENT

1-3 s.h.

An opportunity for a well-qualified PGM student to engage in a special research project. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

PROFESSIONAL TENNIS MANAGEMENT

Mr. Stephen J. Petersen, Director

The Professional Tennis Management program offers a wide range of career opportunities in the tennis industry and general business, and serves as a basis for graduate study. The tennis industry path leads to becoming a tennis teaching professional, director of tennis, manufacturer's sales representative, pro shop manager or tennis industry administrator. The degree choices are either a Bachelors of Arts or Science in Accounting, Business Administration, Marketing, and Financial Economics with a concentration in Professional Tennis Management.

The curriculum includes professional tennis teaching certification by the two largest professional teaching organizations in the world. United States Professional Tennis Association (USPTA) certification at the Professional 2 level or Professional Tennis Registry (PTR) certification at the Instructor level is required for successful completion of the program. Students have the opportunity to select either or both tracks. If the PTR track is selected, then PTM 230, International Teaching Methods, is substituted for PTM 210, Teaching Methods II; and MKT 410, Global Marketing, is required.

In addition to the entrance requirements of Methodist College, those entering the Professional Tennis Management program must have (1) a high school GPA of 2.0 or higher and (2) a minimum of 4.0 by the National Tennis Rating Program, a USTA district ranking, a proven ability at the high school level, or a letter from a certified professional or high school coach to verify that playing ability meets the minimum requirements listed above.

Students in the PTM program are charged a laboratory fee each semester which includes internship tuition. Students in the PTM program are exempt from the Physical Education activity core requirement; however, they must complete PED 101.

For specific requirements in the Business Administration major: See the Business Administration major. Only PTM 330 can be counted as a Business Administration major elective and a PTM concentration requirement course.

For specific requirements in the Financial Economics major: See the Financial Economics major.

For specific requirements in the Marketing major: See the Marketing major. Only PTM 330 can be counted as a Marketing major elective and a PTM concentration requirement course.

Requirements for the concentration in Professional Tennis Management: 23 s.h. – PTM 101, PTM 110, PTM 210, PTM 220, PTM 330, and PTM 430; four Professional Seminars; and PTM 170, PTM 270 and PTM 370 (internship experiences).

No minor or AA subject concentration is available.

Writing Enrichment Course(s): BUS 352

Computer Intensive Course: BUS 225

Ethics Course: BUS 315

PROFESSIONAL TENNIS MANAGEMENT COURSES

PTM 101 INTRODUCTION TO

PROFESSIONAL TENNIS MANAGEMENT

3 s.h.

Investigation of career opportunities in the tennis industry and the qualifications and responsibilities associated with them. This course is offered every fall semester.

PTM 110 TEACHING METHODS I

3 s.h.

An introduction to sports science and tennis instructional techniques and materials, including developing lesson plans and programs. This course is offered every spring semester.

PTM 125, 126, 225, 226, 325, 326, 425, 426

PROFESSIONAL SEMINARS

.5 s.h. each

Experts from the tennis industry conduct educational seminars on topics such as teaching, pro shop operations, and club management. Four workshops are required for graduation. Courses are taught on a pass/fail basis. These courses are offered every semester.

PTM 170, 270, 370 INTERNSHIP I, II, III

1 s.h. each

Learning operational aspects of the tennis industry through a minimum 400-hour paid work experience. Good academic standing is required. Supervision and evaluation are conducted by a faculty member and on site professional. An internship notebook and employer evaluation are required at the completion of the internship. Requirements for each internship must be met before registering for the next internship. These courses are offered every semester. All students who are participating in a paid internship are subject to random drug testing prior to and during employment according to the Reeves School of Business Drug Policy.

PTM 210 TEACHING METHODS II

3 s.h.

A survey of tennis instructional techniques and materials for preparing students to the type of teaching they will encounter as USPTA teaching professionals, including an understanding of USPTA certification. This course is offered every fall semester.

PTM 220 TOURNAMENT ADMINISTRATION and RACKET REPAIR

3 s.h.

USTA tournament promotion, marketing, sponsorship, rules, and administration are covered including computer software. Racquet design, repair, and stringing are covered. This course is offered every fall semester.

PTM 230 INTERNATIONAL TEACHING METHODS

3 s.h.

This course will introduce the student to the Professional Tennis Registry and its international teaching methods used in coaching, stroke production, and programming. This course is offered as needed.

PTM 330 TENNIS FACILITY MANAGEMENT AND CONSTRUCTION

3 s.h.

The management of tennis facilities as a business is covered, including planning, programming, construction, financial management, marketing, and risk management. This course is offered every spring semester. Prerequisite is junior standing.

PGM 430 FOOD AND BEVERAGE MANAGEMENT

3 s.h.

An introduction to the main function areas of the food and beverage industry. The course includes the procurement, preparation, yield, presentation, and sale of food and beverage. The course will also include a four week lab experience. The lab experience will include, but not be limited to hands on experience in table and room set-up, proper table service, and related services that will be found in private and public facilities. This course is offered every fall and spring semester.

PTM 499 INDEPENDENT STUDY IN TENNIS MANAGEMENT

1-3 s.h.

An opportunity for a well-qualified upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, PTM Director, the school dean and the Vice President for Academic Affairs. Credit is to be determined.

RESORT MANAGEMENT

John F. Meeske, Director

Adalberto M. Stratta, Executive-in-Residence

The concentration in Resort Management provides students with opportunities to pursue careers in the management of a resort including involvement in the management and marketing functions, planning for real estate development, personnel administration, and convention center management. Entry level positions in other areas of the hospitality industry, such as the hotel and travel industry, are appropriate if applicable internships are taken. Specialty real estate firms in the resort and vacation rental industry also offer graduates entry level positions. Future study in graduate school is possible in business administration, marketing, financial economics, and related fields.

For specific requirements in the Financial Economics major: See the Financial Economics major.

For specific requirements in the Marketing major: See the Marketing major. **PGM 304 and 404 can be counted as marketing major elective courses and PGM concentration requirement courses.**

Requirements for the concentration in Resort Management: 22 s.h.—RMT 300, RMT 345, RMT 350, RMT 360; LSS 300 or BUS 301; BUS 360; PGM 430; and Professional Seminars: RMT 310, RMT 311, and RMT 315; and RMT 170 and RMT 270. Note that RMT 170 and 270 are internships which should be taken during the summer at the end of the freshman, sophomore, and/or junior years. BUS 375 should be taken by Business Administration and Financial Economics majors as the business elective and must be taken as an additional required course by those seeking a Marketing major with a concentration in Resort Management.

No minor or AA subject concentration is available.

Writing Enrichment Course(s): BUS 352

Computer Intensive Course: BUS 225

Ethics Course: BUS 315

RESORT MANAGEMENT CONCENTRATION COURSES

RMT 170, 270 INTERNSHIP I & II

.5 s.h. each

Students are introduced to supervised work experiences in the hospitality industry. Resort communities are the primary beneficiaries of student internships. All students who are participating in a paid internship are subject to random drug testing prior to and during employment according to the Reeves School of Business Drug Policy. Prerequisite: RMT 300; cross listed with PGM 170 & 270 and PTM 170 & 270. These courses are offered fall, spring, and summer.

LSS 300 INTRODUCTION TO LEADERSHIP

3 s.h.

Examines the keys to effective leadership in both personal and interpersonal contexts. Uses group exercises, case analysis, role-playing, lecture, multimedia methods, and out-of-class research. Students develop practical skills in trust building, goal setting, time management, team building, communication, and group process. Students complete the Franklin Covey *7 Habits of Highly Effective People* curriculum and receive certificates widely respected throughout corporate America. Emphasizes ethical leadership, personal responsibility, and community service. Provides significant benefits for all career fields, including business, government, and the non-profit sector. Open to all students. No prerequisites. Offered all semesters. Cross listed as IDS 301.

RMT 300 INTRODUCTION TO HOSPITALITY MANAGEMENT

3 s.h.

The course introduces the student to the various elements in the travel/tourism/hotel industry. Special emphasis is given to the interrelationships of these various aspects. Discussion includes the growth aspects and financing of these industries. International issues are included. This course is offered every semester.

RMT 310 SEMINAR I

.5 s.h.

Current topics in the industry and internship opportunities will be discussed. Must be taken concurrently with RMT 345.

RMT 311 SEMINAR II

.5 s.h.

Current topics in the industry and internship opportunities will be discussed. Should be taken concurrently with RMT 345.

RMT 315 SEMINAR III

1 s.h.

In appreciation of the huge impact and infusion of golf and tennis in the resort industry, students will take a half-day survey of golf and tennis as well as five lessons of both in order to have a foundation of knowledge to apply to their resort experiences.

RMT 345 RESORT MANAGEMENT INTERNSHIP PREPARATION

1 s.h.

Students will sharpen written and oral communication skills in preparation for job hunting and internship placement. Students will write resumes and job-related letters, practice interviewing skills, and learn job hunting skills including company research, methods of portfolio building, job-related negotiations and networking skills. This course is offered every spring semester. Must be taken concurrently with RMT 310 and RMT 311.

RMT 350 TOURISM/RESORT SALES AND MARKETING

3 s.h.

Application of marketing knowledge to the hospitality industry is emphasized. Direct marketing and sales techniques are learned. Extensive use of case studies and discussions include the use of market planning. Prerequisite: RMT 300 and MKT 351. This course is offered every spring semester.

RMT 360 RESORT MANAGEMENT AND OPERATIONS 3 s.h.
The study of resort, motel, and hotel lodging operations with the application of management functions to the hospitality industry. Strong emphasis is given to computer usage in lodging and to utilization of other appropriate software in the industry. Club operations are analyzed including golf operations, membership, guest relations, and design of amenities such as golf courses. Prerequisite: RMT 300 and BUS 343. This course is offered every fall semester.

BUS 360 PRINCIPLES OF REAL ESTATE 3 s.h.
A survey of legal, economic, and accounting principles applied to real property. Topics include brokerage, contracts, closings, valuation, investing, and finance. The analysis of income-producing property is emphasized. Prerequisites: BUS 332; or permission of instructor or department chair. This course is offered as needed.

BUS 375 HUMAN RESOURCES MANAGEMENT 3 s.h.
Traditional functions of personnel administration: recruitment, selection, development, compensation, personnel planning, employee morale and the impact of legislation upon the personnel process. Prerequisite: BUS 343. This course is offered in the fall semester.

PGM 430 FOOD AND BEVERAGE MANAGEMENT 3 s.h.
An introduction to the main function areas of the food and beverage industry. The course includes the procurement, preparation, yield, presentation, and sale of food and beverage. The course will also include a four week lab experience. The lab experience will include, but not be limited to hands on experience in table and room set-up, proper table service, and related services that will be found in private and public facilities. This course is offered every fall and spring semester.

RMT 485 SPECIAL TOPICS IN RESORT MANAGEMENT 3 s.h.
In-depth study of current topics in resort management and the hospitality industry. This course is offered as needed.

RMT 499 INDEPENDENT STUDY IN RESORT MANAGEMENT TBA
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

SPORTS MANAGEMENT

Dr. Gregory Combs, Coordinator

The Sports Management concentration is designed to prepare students for entry level managerial and administrative positions in sports-related businesses. Students who choose a concentration in Sports Management are qualified for entry level management positions in sports-related businesses such as professional sports, sporting goods, recreation settings, and health and fitness clubs. Previous Sports Management majors have completed internships with organizations such as the Fayetteville Force (professional hockey), the Cape Fear Crocs (professional baseball), Cheer Limited, Cumberland County Parks and Recreation, Clark Sporting Goods, Fayetteville YMCA, and North Carolina State Games.

For specific requirements in the Business Administration major: See the Business Administration major.

For specific requirements in the Financial Economics major: See the Financial Economics major.

For specific requirements in the Marketing major: See the Marketing major.

Requirements of the concentration in Sports Management: 21 s.h. — SMA 321, SMA 322, SMA 421, SMA 422, BUS 354, BUS 375, and a 3 s.h. internship.

Writing-Enrichment Courses: BUS 352

Computer Intensive Course: BUS 225

Ethics Course: BUS 315

SMA 321 SPORTS SOCIOLOGY 3 s.h.

With particular emphasis on American culture, the study of sport from a social perspective taking into account factors of race, gender, religion, nationalism, history, and philosophy as they relate to the growth and development of the sport experience. This course is offered every fall.

SMA 322 EVENT/FACILITY MANAGEMENT 3 s.h.

Exploration of the sport facility and equipment management. Introduction to facility operations and conversion. Investigation of event management techniques. This course is offered every spring semester.

SMA 380 SPORTS MANAGEMENT OBSERVATIONS 1 s.h.

Designed to give students an opportunity to observe actual operations of sports-related businesses prior to engaging in a more lengthy internship experience. This course is designed for sports management majors only. Prerequisite: permission of the instructor. This course is offered as needed.

SMA 421 SPORTS MARKETING 3 s.h.

Designed to give the student an introduction to sport marketing. Prerequisite: MKT 351. This course is offered every fall semester.

SMA 422 SPORTS ADMINISTRATION 3 s.h.

Designed to give the student an introduction to sports administration including an international and global approach. Prerequisite: BUS 343. This course is offered every spring.

SMA 485 SPECIAL TOPICS: SPORTS MANAGEMENT 1-3 s.h.

Study of special topics of critical, contemporary concern in Sports Management. Prerequisite: permission of the instructor. This course is offered as needed.

SMA 490 SPORTS MANAGEMENT INTERNSHIP 6 s.h.

The internship is designed to give the student practical experience in his/her chosen area of study. Students must contact the coordinator of sports management at the beginning of the semester preceding the semester during which the student expects to participate in the Sports Management Internship. Students must apply and be accepted into the Sports Management Internship. Students will be supervised by the Coordinator of Sports Management. This course is offered during both the fall and spring semesters.

SMA 499 INDEPENDENT STUDY IN SPORTS MANAGEMENT

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

BUS 354 SPORTS LAW

3 s.h.

A study of the law as it applies to professional and amateur sport organizations and participants. Analysis of contract law, tort law, constitutional law, administrative law, antitrust law, collective bargaining, and arbitration as it relates to sport. Introduction to the case method of problem solving techniques. Class presentations on current legal issues are required. Prerequisite: BUS 352. This course is offered in the fall semester, odd numbered years.

BUS 375 HUMAN RESOURCES MANAGEMENT

3 s.h.

Traditional functions of personnel administration: recruitment, selection, development, compensation, personnel planning, employee morale and the impact of legislation upon the personnel process. Prerequisite: BUS 343. This course is offered in the fall semester.



SCHOOL OF INFORMATION AND TECHNOLOGY

Dr. Willis M. Watt, Dean

The School of Information and Technology includes the departments of Communication (Mass Communications and Organizational Communication and Leadership), Computer Science, and Library Services. Students are prepared to deal effectively with information acquired through mediated and non-mediated methods of communication.

The mission of the School of Information and Technology is to prepare and enable students to be effective consumers and users of information and its various technologies. The School seeks to prepare students with necessary interpersonal, leadership, and technical skills, computer technological applications, and knowledge of information systems management allowing them to be successful in their professional lives. To that end the Computer Science Department provides learning experiences that allow students to acquire a systematic body of knowledge with respect to business problems and their solutions through an emphasis on business information systems, network administration, service support, system administration, and web based systems. The library is a vital component of the College that provides access to resources, knowledge, and information management. The Library Science faculty seeks to assist and enable students to access, retrieve, and manage information by utilizing contemporary technology including electronic databases as well as the traditional means for information acquisition. The Communication Department is broadly based including study in Mass Communications and Organizational Communication & Leadership. The faculty teaching Mass Communications courses prepare students in television and cinema techniques, procedures, and production as well as desktop publishing, HTML publishing and web page design. In the Organizational Communication & Leadership area the faculty help students develop effective interpersonal relationships and enhance their leadership skills through an interdisciplinary program that includes course work in conflict management, listening, persuasion, organizational and intercultural communication as well as contemporary theories, practices, and issues in leadership.

School Goals

Goal 1: Students will be computer literate.

Goal 2: Students will be able to access, retrieve, and manage information using contemporary technology.

Goal 3: Students will be proficient in technical skills in mass communication involving video, multimedia technology, and information systems.

Goal 4: Students will be proficient in interpersonal communication and public speaking.

DEPARTMENT OF COMMUNICATION

Robert W. Bloodworth, Jr., Chair

MASS COMMUNICATIONS

Mass Communications Program Goals

Goal 1: Graduates will be competent and ready for entry-level employment in their respective fields.

Goal 2: Graduates who have minored in Mass Communications will be competent and ready to use skills acquired as they seek entry-level positions in their respective major fields.

Goal 3: Graduates will be knowledgeable in the area of computer-based communications and will have competency in computer graphics, multimedia design, and interactive communications.

Goal 4: Graduates will be competent in written, oral, and visual communication as well as in critical thinking.

Goal 5: Student progress will be monitored in individual courses by the Mass Communications program in order to evaluate the effectiveness of the course structure.

Mass Communications is a broadly-based, interdisciplinary major designed to prepare graduates for a variety of careers involving the mass media. At least 6 semester hours of credit toward the major can be earned by fulfilling general education/core requirements for graduation. Entering freshmen with strong writing skills should take ENG 101 and COM 105 simultaneously.

Degrees awarded: B.A., B.S., A.A.

Requirements for the major: 48 s.h.

Communications (30 s.h.): COM 105, 280, 303, 311, and 353; plus at least five of the following courses: COM 304, 305, 306, 321, 331, 341, 364, 366, 423, and 485; ART 301

English (15 s.h.): ENG 251-252, 253-254, 312, 320 and any literature course in the department of English at the 200 level or above except for 361 and 362

Organizational Communication and Leadership (3 s.h.): 160 or above

Requirements for the minor: 21 s.h., including not fewer than 15 s.h. in Communications; any literature course in the department of English at the 200 level or above except for 361 and 362; and 3 s.h. in Organizational Communication and Leadership. At least 6 s.h. of credit toward the minor can be earned by fulfilling general education/core requirements for graduation.

Requirements for the AA Concentration: 18 s.h., including not fewer than 15 s.h. in Communications, plus 3 s.h. in any literature course in the department of English at the 200 level or above except for 361 and 362.

Writing enrichment courses for majors in Mass Communications: ENG 251-252, 253-254, 312, and 320

Computer-intensive courses: COM 304, 306, 331, 341, 353; ENG 252 and 254

COURSES IN MASS COMMUNICATIONS

COM 105 INTRODUCTION TO MASS COMMUNICATIONS 3 s.h.

Covers the basics of communication theory and how they apply to all forms of mass communication, discusses the historical development of a wide variety of communication media, and provides an understanding of how these are regulated within the United States and throughout the world. This course gives students of communications the necessary foundation for further study and makes them more critical consumers of the mass media. This course is offered every fall and spring semester.

COM 280 COMMUNICATIONS THEORY 3 s.h.

Discusses speech communications models, theories of interpersonal and mass communication, language and meaning, message organization, persuasive strategies, nonverbal communication, and listening behavior. This course is offered as needed.

COM 303 BASIC TELEVISION TECHNIQUES AND PROCEDURES 3 s.h.

Covers the fundamentals of television production and the technology involved, the planning processes of producing any media product, and the stages of production. The course explores both single-camera and multi-camera television applications as well as new technologies. This is a hands-on course which also covers the history of television technology and its advancement. This course is offered as needed.

COM 304 NON-LINEAR VIDEO EDITING 3 s.h.

Focuses on the fundamentals of modern video editing with emphasis on computer-based video as a replacement for tape. The course explores recent advancements in digital video technology and how they affect the creative process, future applications for video in multimedia, and the art of producing interactive video-based programs for deployment on CD-ROM or the Internet. Students receive intensive training in audio manipulation and sweetening, video quality control and special effects, and basic computer skills. This course is offered as needed.

COM 305 TV PRODUCTION 3 s.h.

Covers television production techniques and TV studio operations. Students produce and direct news shows, interview shows, commercials, on-location shoots, and dramatic scenes. Prerequisite: COM 303. This course is offered as needed.

COM 306 COMPUTER GENERATED GRAPHICS AND ANIMATION 3 s.h.

An introductory course. No prior experience with computers or TV equipment required. Emphasis is on the various capabilities of Lightwave-3D Animation. The course offers hands-on experience in the operation of the equipment. Students produce their own computer-generated graphics and animations. The course benefits those who wish to create computer graphics and/or animation commercially or as visual aids to instruction. This course is offered as needed.

COM 311 MASS COMMUNICATION LAW 3 s.h.

Uses case studies to facilitate the student's understanding of communication law, constitutional guarantees, libel, invasion of privacy, contempt, qualified privilege, copyright, and government regulatory agencies. This course is offered as needed.

COM 321 NON-BROADCAST VIDEO SYSTEMS 3 s.h.
Focuses on television technology outside the traditional role of entertainment and commercial advertising. This course introduces the concept of independent video production, corporate video, and new multimedia applications and emphasizes the phases of production, planning, budgeting, and marketing. Prerequisite: COM 303. This course is offered as needed.

COM 331 ADVERTISING PRODUCTION 3 s.h.
Deals with the fundamentals of advertising in print, electronic media, and new computer-based forms. Students study basic techniques of persuasion both on a logical and an emotional level. They also study the planning, designing, and production of such messages. This course is offered as needed.

COM 341 HTML PUBLISHING & WEB PAGE DESIGN 3 s.h.
Focuses on Internet-based communication and new applications of online technologies. The course discusses the history and development of the Internet itself, the rise of the HTML format and JAVA scripting for web publishing, and how other Internet resources interface with this language. Students learn to create web pages, design web sites, and make use of some of the newer plug-ins available for web publishing and distribution. Finally, students study trends in Internet-based design and how present and future trends will create employment opportunities on the Internet. This course is offered as needed.

COM 353 DESKTOP PUBLISHING 3 s.h.
Serves as an introduction to the fundamentals of desk top publishing in the context of corporate communications. This course provides students with an understanding and an appreciation of how audio/visual materials can be used to communicate messages and concepts routinely used in the business world. These messages include print-based newsletters, electronic presentations, and the rudiments of Internet web page design. The class also discusses the basics of computer filing and routine applications and skills. This course is offered as needed.

COM 364 CINEMA APPRECIATION 3 s.h.
Deals with classic cinema. This course uses films, film clips, videos, and lectures to teach film criticism and provide an understanding of the arts and skills involved in film-making. This course is offered as needed.

COM 366 PERFORMANCE FOR THE CAMERA 3 s.h.
Provides training and practical experience in all aspects of performing on television. Students work in class as news anchors, interviewers, talk show participants, and dramatic actors. Student performances are videotaped to aid in evaluation of the student's progress. This course is offered as needed.

COM 406 ADVANCED COMPUTER ANIMATION 3 s.h.
Teaches advanced professional techniques for producing computer animation and graphics using LightWave 3D software. Students will be expected to produce animation applications for cartoons, computer games, TV commercials, and motion picture special effects. Prerequisite: COM 306. This course is offered as needed.

COM 421-425 INTERNSHIP

1-5 s.h.

Experiential learning through placement with local media and other community agencies. The student is assigned duties and responsibilities approved by the department chair. Joint direction, supervision, and evaluation by the college instructor and an on-site trainer. Weekly written reports and contact with the instructor are required. The student must spend at least 30 hours on the job for each one hour credit. Prerequisites: COM 105 and Communication department chair approval. These courses are offered as needed. COM 421 and COM 423 do not count toward the major requirements. COM 423, 424, or COM 425 can be used toward the major as one of the five optional courses.

COM 441 ADVANCED WEB PAGE DESIGN

3 s.h.

This course builds on the basic skills in web page design, introducing advanced multimedia applications created by Macromedia Flash. The course also leads the students through a refresher course in the basics of design and usability and the basic client/server relationship. The second half of the course will introduce strategies in database management on the Internet. Students taking this course will get a realistic picture of how the Internet is managed and where the technology is leading. This course is offered every year.

COM 485 SPECIAL STUDIES IN MASS COMMUNICATION

1-3 s.h.

Concentrates on unique and in-depth study which may involve research and travel. Prerequisite: permission of the department chair. This course is offered as needed.

COM 499 INDEPENDENT STUDY IN MASS COMMUNICATION

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

ORGANIZATIONAL COMMUNICATION AND LEADERSHIP

Dr. Willis M. Watt, Program Director

Organizational Communication & Leadership Program Goals

Goal 1: Students will understand the nature and dynamics of communication.

Goal 2: Students will learn the importance of open, honest, and ethical communication.

Goal 3: Students will be proficient in the preparation, research, organization, and delivery of public speeches and presentations.

Goal 4: Students will be proficient in demonstrating effective listening skills.

Goal 5: Students will know and demonstrate effective interpersonal communication skills in the initiation, development, and maintenance of relationships at play, home, and work.

Degrees awarded: B.A., B.S., A.A.

The Organizational Communication and Leadership major requires a minimum of 30 hours. Students may opt for an associate degree (minimum 18 hours) or a minor (minimum 18 hours) in OCL.

Requirements for the Major in Organizational Communication and Leadership: 30 s.h. — Required 12 s.h. OCL 151, LSS 300, 320, and 340; plus 18 s.h. core selected from: BUS 200, COM 280, SOC 384, OCL 271, 340, 354, 360, 370, 390, 470, 490 and SOC 384.

Requirements for the Minor in Organizational Communication and Leadership: 18 s.h. — Required 3 s.h. OCL 151 plus 15 s.h. from OCL 271, 340, 354, 360, 370, 390, 470, 490; SOC 384; LSS 300, 320, 340; and BUS 200.

Requirements for the A.A. Concentration: Same as minor.

Writing-Enrichment Course: OCL 360.

COURSE OFFERINGS

OCL 151 SPEECH COMMUNICATION 3 s.h.

This course focuses on idea development, organization of thought language, and the verbal and nonverbal delivery of originally prepared presentations, as well as on listening to and receiving feedback. This course fulfills the speech core requirement and is offered every fall and spring semesters.

OCL 270 PARLIAMENTARY PROCEDURE 1 s.h.

Training in formal leadership of organizations with emphasis on Robert's Rules of Order. This course is offered as needed.

OCL 271 INTERPERSONAL COMMUNICATION 3 s.h.

Examination of theories and skills of interpersonal communication in social, business, and professional settings. Students learn to communicate their feelings and ideas through verbal and nonverbal communication behaviors. Prerequisites are OCL 151 or permission of instructor. This course is offered as needed.

OCL 340 LISTENING 3 s.h.

This course increases your understanding of listening through an examination of your attitudes and behaviors in appreciative, comprehensive, critical, discriminative, and therapeutic listening situations. You will develop an individualized program for the improvement of listening. Prerequisites are OCL 151 or permission of instructor. This course is offered as needed.

OCL 354 BUSINESS AND PROFESSIONAL SPEAKING 3 s.h.

This course is designed to improve recognition, adaptation, and performance in the modern business/professional environment, with emphasis on cultural and context specific speaking elements. Prerequisites are OCL 151 or permission of instructor. This course is offered as needed.

OCL 360 INTERCULTURAL COMMUNICATION 3 s.h.

This course is designed to improve the student's understanding of and adaptation to the unique communication attributes of a variety of cultural and sub-cultural groups in the United States. Prerequisites are OCL 151 or permission of instructor. This course is offered as needed.

OCL 370 PERSUASION 3 s.h.
A study of attitude modification and formation, source credibility, persuasive strategies, ethics, and audience analysis as they relate to specific persuasive situations. Prerequisites are OCL 151 or permission of instructor. This course is offered as needed.

OCL 390 INTERPERSONAL CONFLICT MANAGEMENT 3 s.h.
This course encourages new ways of thinking about and understanding conflict and communication behavior. Typical interpersonal methods, styles, and tactics for dealing with conflict are examined. Prerequisites are OCL 151 or permission of instructor. This course is offered as needed.

OCL 470 ORGANIZATIONAL COMMUNICATION & LEADERSHIP 3 s.h.
This is a theory based course that assesses some of the typical ways of making sense of organizational behavior and interpersonal interaction from a communication perspective. Prerequisites are OCL 151 or permission of instructor. This course is offered as needed.

OCL 485 SEMINAR IN SPEECH COMMUNICATION 3 s.h.
Special topics of historical and contemporary importance in the field of speech communication will be selected for in-depth analysis. Can be repeated for credit. Prerequisites are OCL 151 or permission of instructor. This course is offered as needed.

OCL 490 INTERNSHIP 3 s.h.
A capstone course offering specialized study and experience for students of organizational communication and leadership. Students intern in government, business, ministry, recreation, and not-for-profit agencies with a minimum of 100 contact hours. Students demonstrate their understanding of and the application of organizational communication and leadership via journal writing and response papers to assigned readings. Prerequisites are OCL 151 and major core courses or permission of instructor. This course is offered as needed.

OCL 499 INDEPENDENT STUDY IN SPEECH COMMUNICATION TBA
An opportunity for a well qualified, upper-level student to engage in special research. Requires approval by the faculty advisor, supervising professor, department chair, and school dean before approval by the Vice President for Academic Affairs. Credit to be determined. This course is offered as needed.

DEPARTMENT OF COMPUTER SCIENCE

Gary E. Hinson, Chair

The purpose of the Department of Computer Science (CSC) is to promote computer science, information technology, and to ensure that every Methodist College student acquires the necessary computer skills to succeed in his or her chosen field.

CSC offers majors in the fields of Computer Science (degrees: B.A. and B.S.) and Computer Information Technology (CIT) (degree: B.S.). CSC offers an A.S. degree in Computer Science. CSC offers minors in Computer Science and Computer Information Technology.

Computer Science Department Goals

Goal 1: Graduates who major in Computer Science (CSC) will be prepared to pursue successful careers in computing or a related field.

Goal 2: Graduates with majors in Computer Science (CSC) will be prepared to pursue advanced degrees in graduate school.

Goal 3: Students who complete the introductory course (CSC 100) in Computer Science will be able to function as computer literate individuals.

Goal 4: Graduates with majors in Computer Information Technology (CIT) will be prepared to pursue successful careers in computing or a related field.

COMPUTER INFORMATION TECHNOLOGY

In the Computer Information Technology (CIT) program, applications are given more emphasis than formal properties. The student acquires a systematic body of knowledge with respect to business problems and their solutions. Emphasis is given to business information systems, network administration, service support, system administration, and web based systems. Students should note that, although the introductory sequence in the curriculum is programming, information technology involves much more than programming. The CIT program prepares the student for work in the business arena.

The Business Information Systems concentration prepares students for work in companies where business skills, computer technology, and management information systems intersect. Graduates with this concentration will work with (or produce) computer-based information systems.

The Computer Art, Multimedia, and Programming concentration prepares students for work in businesses that produce computer technology products containing strong artistic elements and multimedia components. Graduates with this concentration will work with (or produce) computer technology products such as computer games, computer-based training programs, kiosk, and web-based applications.

Degrees awarded: B.S.

Requirements for the Major in Computer Information Technology: CIT Core, Concentration, and a Senior Project

Requirements for the CIT minor: 21 s.h.—CSC 201, 202, 220, 301, 305; MAT 105 (or higher), 110 (or higher).

CIT Core: 15 s.h.—CSC 201, 202, 220; MAT 105 (or higher), 110 (or higher).

CIT Concentration in Business Information Systems: 43 s.h.—ACC 251, 253; BUS 200, 332, 343; ECO 261, 262; COM 306; CSC 301, 305, 310, 410, 411, 417, 420

CIT Concentration in Computer Art, Multimedia, and Programming: 39 s.h.—ART 101, 102, 203, 300, 301; COM 304, 306, 331, 341, 353; CSC 301, 305, 310

Senior Project: 6 s.h.—CSC 490, 491

Writing-enrichment course: CSC 490, 491

Course Failure: If a student receives a grade of D or F in any of the major courses listed above then that course must be repeated as soon as possible (usually the next time it is offered).

COMPUTER SCIENCE

Computer science is the systematic study of computers and of the phenomena of computing. Formal properties are given more emphasis than realizations or applications. A major objective of the discipline is the formulation of a systematic body of knowledge to explain these properties. One of the most important concepts of computer science is the management of complexity. Students must understand how abstraction is used to control complexity. As a method of reasoning, computer science bears a strong similarity to mathematics and depends heavily upon mathematics. Students should note that, although the introductory sequence in the curriculum is programming, computer science involves much more than programming.

Degrees awarded: B.A., B.S., A.S.

Requirements for the major in Computer Science: 48 s.h.—CSC 201, 202, 220, 301, 305, 310, 325, 410, 412, 415 and 420; plus MAT 231, 232, 250, 251, 312.

Requirements for the minor in Computer Science: 30 s.h.—CSC 201, 202, 220, 301, 305, 310, 325; plus MAT 231, 250, and 251

Requirements for the A.S. subject concentration in Computer Science: 30 s.h.—CSC 201, 202, 220, 301, 305, 310, 325; plus MAT 231, 250, and 251

Writing-enrichment course: CSC 412

Course Failure: If a student receives a grade of D or F in any of the major courses listed above then that course must be repeated as soon as possible (usually the next time it is offered).

COMPUTER SCIENCE COURSES

CSC 100 COMPUTER LITERACY: INTRODUCTION TO COMPUTERS AND INFORMATION TECHNOLOGY 3 s.h.

This course is an introduction to computers and their uses in the electronic office. The course assumes no prior computer experience. Topics will include history of computers, organization and structure of the typical computer, simple troubleshooting of the computer, how to set up computers for use, basic keyboard skills, overview of uses of the computer, overview of different operating systems and user interfaces, introduction of text editing and word processing, electronic mail, databases, spreadsheets, telecommunications, etc. Prerequisite: none. This course is offered every fall and spring semester.

CSC 201 INTRODUCTION TO COMPUTER SCIENCE 3 s.h.

An introduction to computer science and programming. No prior programming experience required. Typical problems from the office workplace and their computer solutions will be explored. Elementary problem solving and programming techniques will be studied. This course is offered every fall and spring semester.

CSC 202 INTRODUCTION TO PROGRAMMING 3 s.h.

Problem solving, algorithm development, and programming using an object-oriented programming language. Some of the problem solving techniques include top-down design, stepwise refinement, structured programming, and object-oriented design. Prerequisite: CSC 201 or permission of the instructor. This course is offered every spring semester.

CSC 220 INTRODUCTION TO COMPUTER ORGANIZATION 3 s.h.
Computer architecture, organization, data conversions, data representations, CPU structure, memories, addressing, IO devices, and Assembly Language programming are some of the topics. Prerequisite: CSC 201 or permission of the instructor. This course is offered every spring semester.

CSC 301 INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING 3 s.h.
An introduction to the object-oriented programming methodology using the Java programming language. Algorithms and data structures will be studied from the object-oriented viewpoint. The Class concept as an architectural design tool will be a major focus of the course. Prerequisite: CSC 202 or permission of the instructor. This course is offered every fall semester.

CSC 305 SOFTWARE ENGINEERING IN THE UNIX PROGRAMMING ENVIRONMENT 3 s.h.
An intensive course in the study of large programming projects and how they are accomplished/implemented in the Unix programming environment. Topics include Java, C, and the Unix programming environment; the tools that Java, C, and Unix provide for dealing with large programming projects; and various topics in Software Engineering. Prerequisites: CSC 301 and 220 with a grade of C or better in each. This course is offered every spring semester.

CSC 310 DATA STRUCTURES AND ALGORITHMS 3 s.h.
Complexity, data structures, searching and sorting not covered in 301, graphs, and mathematical algorithms. Prerequisites: CSC 301 and 220 with a grade of C or better in each. This course is offered every spring semester.

CSC 314 NUMERICAL METHODS 3 s.h.
Error analysis, interpolation, numerical differentiation and integration, solutions of linear and non-linear systems of equations, and ordinary differential equations. Prerequisite: MAT 232, 312, and knowledge of a high-level language. Cross listed as MAT 314. This course is offered as needed.

CSC 325 PROGRAMMING LANGUAGES 3 s.h.
Design and implementation of contemporary programming languages, language syntax and translation, data structures, sequence control, subprograms, storage management, and theoretical models. Prerequisite: CSC 310 and MAT 250. This course is offered every spring semester.

CSC 410 OPERATING SYSTEMS 3 s.h.
Operating systems, including job-control languages, supervisor programs, libraries, monitor control systems, I/O device management, and buffering techniques. Prerequisite: CSC 310 with a grade of C or better. This course is offered every fall semester.

CSC 411 COMPUTER NETWORKS 3 s.h.
A systematic study of the organization and management of a computer network system. Prerequisite: CSC 410 with a grade of C or better. This course is offered as needed.

CSC 412 THEORY OF COMPUTABILITY 3 s.h.
The concept of effective computability, Turing machines, primitive recursive functions, Godel numbering, universal Turing machines, and undecidable predicates. Prerequisites: MAT 251, CSC 325. Cross listed as MAT 412. This course is offered as needed.

CSC 415 COMPUTER ARCHITECTURE 3 s.h.
Central processors, control unit and microprogramming, memory management, I/O and interrupts, combinational circuits, and error detection. Prerequisites: CSC 220. This course is offered every fall semester.

CSC 417 SYSTEMS ANALYSIS, DESIGN, AND IMPLEMENTATION 3 s.h.
A survey of the problems and solutions encountered when implementing information systems. Requirements specification, analysis, and design are some of the topics that will be covered. This course is offered as needed.

CSC 420 DATABASE MANAGEMENT 3 s.h.
Data models, normalization, query facilities, file organization, index organization, security, integrity, and reliability. Prerequisites: CSC 305 and 310.
This course is offered as needed.

CSC 430 COMPILER CONSTRUCTION 3 s.h.
Formal grammars, syntax, lexical scanners, parsing, symbol tables, storage allocation, object code generation, error handling, code optimization, use of compiler writing languages, and overall design. Prerequisites: CSC 220, 310, and 325; MAT 251. This course is offered as needed.

CSC 485 SPECIAL TOPICS 1-4 s.h.
Advanced students study in-depth compiler design, artificial intelligence, graphics, simulation, organization, formal logic, or computability. Prerequisite: permission of the department chair. This course is offered as needed.

CSC 490, 491 SENIOR PROJECT 3,3 s.h.
The CIT senior project must be a significant body of works representative of the student's abilities and knowledge. Students are informed of the Senior Project in their freshman year. They should choose a project by the end of their sophomore year. They begin work on the project in their junior year and the project is finished by the end of the senior year. Wide latitude is allowed in the project proposals; however, the student must receive written CSC faculty approval. This course is offered as needed.

CSC 499 INDEPENDENT STUDY IN COMPUTER SCIENCE TBA
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF LIBRARY SERVICES

Ms. Susan Pulsipher, Director

Mission

Davis Memorial Library, a vital component of Methodist College, provides access to resources, knowledge, information, and ideas for the intellectual inquiry of students, faculty, and staff; supports instructional programs; and promotes scholarship on campus. Fundamental to this philosophy of service is a commitment to freedom of information and equity of access to information.

Goals

Goal 1: Provide facilities, staff, materials, and services in support of the academic curriculum.

Goal 2: Students will be familiar with the library and its resources and acquire information literacy skills.

Goal 3: Students and faculty will utilize the library and its resources for their academic work.

Degrees awarded: Not applicable.

LIBRARY COMPETENCY

This class provides participants with an orientation to library services and instruction on using the library's Online Catalog, electronic resources, and on the fundamentals of information literacy. This class satisfies the library competency graduation requirement. The class is offered multiple times per semester.

COURSES OFFERED

INF 231 INTRODUCTION TO SPATIAL ANALYSIS 3 s.h.

A systematic approach to spatial analysis and geographic information science (GIS) skills in an applied learning environment. Introduces students to the application of GIS in marketing, local government, political science, demographics, criminology, epidemiology, physical sciences, natural resource management, and many other domains. Prerequisite: CSC 100 or computer competency examination.

INF 285 LIBRARY RESEARCH SKILLS 2 s.h.

This course will explore various bibliographic tools including print periodical indexes and general reference books, online searching (web searching, evaluation of web sites, electronic databases, and online library catalogs), and copyright and plagiarism. Students completing this class will master independent research skills for all disciplines. Prerequisites: sophomore standing; fulfilled library competency requirement. This course is offered even spring semesters and odd summer sessions.



SCHOOL OF PUBLIC AFFAIRS

Dr. Bonita Belcastro, Dean

The School of Public Affairs consists of programs having their foundations in the traditional liberal arts and applications in the real world. The School offers programs in Justice Studies, Leadership, Occupational Environmental Management, Paralegal Studies, Political Science, the Reserve Office Training Corps (ROTC), and Social Work. In all of these programs students apply knowledge and skills from the general education core, such as communication and critical thinking, toward endeavors that enhance society. Graduates of the School's programs are prepared both for professional employment and further study in graduate school.

The mission of the School of Public Affairs is to build upon a student's foundation in the liberal arts by offering specialized study in a major or minor designed to improve our quality of life.

DEBATE PROGRAM

Todd Lyden, Coach

In a democracy such as ours, the use of reasoning is an important way to ensure the peaceful resolution of disputes. Argumentation is concerned with the use of principles by which beliefs and policies are evaluated. The debate program and team competition train students in the principles of argumentation, allow them to develop the use of those principles, and expose them to "real world" uses of argumentation principles. Courses are designed to prepare students for competition and then opportunity to receive credit for participation.

IDS 120 INTRODUCTION TO POLITICAL ARGUMENTATION AND DEBATE

2 s.h

Instruction in techniques and theory of various forms of educational and competitive debate formats. Students will learn the basic principles and practices of argumentation, including building an affirmative case, refutation, and cross-examination. Students will research and debate the annual NDT/CEDA resolutions, NFA Lincoln Douglas resolutions, parliamentary and public debate-style resolutions. This course is offered every semester.

IDS 220, 221, 320, 321, 420, 421 COMPETITIVE POLITICAL ARGUMENTATION AND DEBATE

1 s.h. each

Participation on debate team including weekly meetings, research, practice debates, and intercollegiate tournaments under the supervision of the debate coach. Prerequisites: taking IDS 120 and/or permission of the instructor. Courses are offered each semester.

DEPARTMENT OF JUSTICE STUDIES

Dr. Darl H. Champion, Sr., Chair

The purpose of the Justice Studies Program is to provide students with a systems orientation to the field of criminal justice and a holistic view of behavior, conditions, and circumstances that produce crime and criminality. Crime, criminality, and the criminal justice system are studied from a social science perspective. Students acquire a knowledge base and comprehensive understanding of criminological theory as it applies to the causation, prevention, control, and treatment of criminal behavior. Students are provided the opportunity to study the application of forensic science within the context of the investigative

process. The program provides students the opportunity to acquire the necessary skills in interpersonal communications, program and policy development, community organization, planning and research to function in a professional position in the field of criminal justice.

Degrees awarded: B.A., B.S., A.A.

Requirements for the major: 48 s.h. including JUS 241, 310, 320, 330, 420, 450, 470*, SOC 309; SOC 220**; SOC 151, PSY 101 and PSC 151 (these are prerequisite courses that must be completed before the junior year); OCL 271, SOC 282, JUS 332; and any four of the following courses, three of which must have a JUS prefix: JUS 321, 401, 404, 425-435, 499, PSC 201, 333, 385, PSY 330, 341, 361 or 300, SOC 393, 253, 311, 360, 386, SWK 304, 390.

* Under special circumstances and with the permission of the department chair an appropriate 300-400 level course may replace JUS 470.

**PSY 250 or MAT 220 may be substituted with the permission of the department chair.

All students must receive a grade of C (2.0) or higher in core and elective courses taken in the justice studies major.

Requirements for a Concentration in Applied Forensic Science: Completion of the Justice Studies Core Requirements (all requirements listed above for the major except the four elective courses) plus BIO 153, CHE 151, CHE 152, PHI 212, JUS 242, JUS 333, JUS 389, JUS 390, JUS 396, JUS 401, JUS 410

Requirements for the minor: 18 s.h. including JUS 241, JUS/SOC 309 and any other four courses from the above list of required courses, except PSC 151. Three of the four courses must have a JUS prefix.

Requirements for the AA Concentration: 18 s.h. including JUS 241, JUS/SOC 309 and any other four courses from the above list of required courses. Three of the four courses must have a JUS prefix.

Residency: Students who major in Justice Studies must meet all the residency requirements of the college. In addition, the student must take a minimum of 12 s.h. in justice studies courses (JUS) at Methodist College.

Prerequisite courses: PSC 151, PSY 101, and SOC 151

Writing-Enrichment Course: JUS 450

JUSTICE STUDIES COURSES

JUS 241 INTRODUCTION TO CRIMINAL JUSTICE 3 s.h.
A study of the American criminal justice system to include the history, philosophy, responsibilities, and functions of the police, courts, and corrections components. Emphasis is placed on role expectations and interrelationships of the various components and the need to promote professionalism through education, training, and ethical standards. Prerequisites: ENG 101 and SOC 151. This course is offered every fall and spring semester.

JUS 242 INTRODUCTION TO FORENSIC SCIENCE 3 s.h.
This course provides a broad overview of the application of scientific principles to the judicial process. Special attention is focused on the disciplines of criminalistics, forensic medicine, and forensic anthropology. Emphasis centers on the physical and biological aspects of physical evidence that lend themselves to the identification and comparison process and on the analytical scientific capabilities available to the criminal justice professional. This course is offered every fall semester.

JUS 309 CRIMINOLOGY 3 s.h.
The nature and types of delinquent and criminal behavior; the nature of the criminal and the crime; social, cultural, and psychological factors involved in illegal behavior; control and prevention; police, courts, probation, and correctional institutions. This course is offered every fall and spring semester. Cross listed as SOC 309.

JUS 310 LAW AND THE LEGAL SYSTEM 3 s.h.
From lynchings to landmark decisions, this course examines the traditions and historical development of the law in America, emphasizing the judicial process. Topics include the types and sources of law, the structure and functions of the state and federal court systems, civil and criminal law procedure, and judicial governance with special attention placed on the U.S. Supreme Court. This course is offered every spring semester. Cross listed as LAW 310 and PSC 310.

JUS 311 JUVENILE DELINQUENCY 3 s.h.
The nature and causes of juvenile delinquency, including individual, community, and labeling theories with attention to such social responses as prevention programs, juvenile courts, probation, correctional institutions, and rehabilitation. Prerequisite: SOC 309 or consent of instructor. This course is offered every spring semester. Cross listed as SOC 311.

JUS 320 THE CORRECTIONAL PROCESS 3 s.h.
A study of the post-conviction corrections process of the criminal justice system with a focus on the evolution of philosophies, programs, strategies, and policies. Emphasis will be placed on the current crisis in American corrections. This course is offered every fall semester.

JUS 321 ALTERNATIVES TO INCARCERATION 3 s.h.
A study of the philosophy, theory, organization, and effectiveness of probation, parole, and community-based correction programs. Emphasis is placed on analyzing and evaluating the deinstitutionalization movement, community-based treatment centers, community service agencies, work release programs, and current trends in community corrections. Prerequisite: JUS 320 or permission of instructor. This course is offered every spring semester on even years.

JUS 330 POLICE IN AN URBAN SOCIETY 3 s.h.
A study of the historic and current mission of the police in an urban society. Problems associated with law enforcement are evaluated from the perspective of the sociology of the urban subcommunities. Emphasis is placed on the police as an element within the criminal justice system and on innovative policing strategies. This course is offered every spring semester.

JUS 332 RESEARCH METHODS

3 s.h.

The course explores the scientific method, research design, single systems design and program evaluation, data-gathering techniques, and data analysis. The student will develop and conduct an original research project. Prerequisites: Statistics. This course is offered every fall semester. Cross listed as SWK 332 and SOC 332.

JUS 333 GIS APPLICATION IN LAW ENFORCEMENT

3 s.h.

Understand why and how Geographic Information Systems (GIS) are used in law enforcement. Learn how to critique and manipulate data to solve or illustrate problems using a GIS program. Emphasize the production of layouts that convey a clear message to the intended audience. Review ethical and implementation problems. This course is offered every spring semester.

JUS 389 CRIMINAL EVIDENCE AND PROCEDURE

3 s.h.

A study of criminal law and various theories of criminal evidence available to prosecutors. Emphasis is placed on legal principles governing forensic analysis and the handling of evidence during a criminal investigation. Prerequisites: JUS/PSC/LAW 310 or permission of instructor. This course is offered every spring semester.

JUS 390 VICTIMOLOGY

3 s.h.

The course will examine the multifaceted problems of criminal victimization. Special emphasis will be placed on definitions of victimization, characteristics of victims, treatment of victims in the criminal justice system, and efforts designed to alleviate the consequences of victimization. The role of victimology in the conduct of criminal investigations will be reviewed. Prerequisites: JUS 309 or permission of the instructor. This course is offered every spring semester.

JUS 396 CRIMINAL PROFILING

3 s.h.

The course introduces the student to a general overview of the various typologies and classification models by which offenders are profiled. Past and present profiling models are reviewed with an emphasis on the emerging scientific field of investigative psychology. Various examples of crime scenes will be studied for the purpose of understanding how investigators utilize information and evidence obtained from the crime scenes to create a profile of the offender. Prerequisites: JUS 309 or permission of instructor. This course is offered every fall semester in the classroom and every spring semester online.

JUS 401 THE INVESTIGATIVE PROCESS

3 s.h.

A study of the criminal investigative process to include the application of criminalistics, forensic medicine, and the behavioral sciences to the successful solution of criminal cases. Emphasis is placed on the application of the scientific method to the investigative process. Prerequisite: JUS 241 or permission of instructor. This course is offered every fall semester even years.

JUS 404 POLICE AND THE LAW

3 s.h.

A study of the laws of arrest, search and seizure, and confessions; legal aspects of entrapment; legal constraints of deadly force; and other legal issues affecting police. Emphasis is placed on the case study approach and analytical reasoning. Prerequisite: JUS 241 or permission of instructor. This course is offered every spring semester in even years and every fall semester in odd years.

JUS 410 MEDICOLEGAL INVESTIGATION OF DEATH 3 s.h.
A study of the legal and forensic concepts and procedures for the medico-legal investigation of death due to natural, accidental, suicidal or criminal reasons. Special emphasis will be placed on use of anatomy and medical terminology, death investigation techniques, and various causes of death. Prerequisites: JUS 401 or permission of instructor. This course is offered fall, spring, and summer online.

JUS 420 ETHICAL FOUNDATIONS OF CRIMINAL JUSTICE 3 s.h.
A study of the basic concepts, arguments, and methods of ethics as they apply to those who work in the field of criminal justice. Students will be introduced to the classic theories of normative ethics. Emphasis is placed on the case study approach and ethical decision-making. Prerequisite: Junior standing or permission of the instructor. This course is offered every fall semester. Cross listed as PHI 420.

JUS 425-435 SPECIAL TOPICS IN CRIMINAL JUSTICE 3 s.h.
Courses will be offered, as needed, in areas of special interest such as forensic science, crime prevention, criminal justice administration, organized crime, judicial process, private security, and criminal justice planning. Prerequisite: permission of the instructor.

JUS 450 SEMINAR IN CRIMINAL JUSTICE 3 s.h.
Senior level course focusing on a critical evaluation of policies and programs in the criminal justice system. Emphasis is placed on the preparation of a senior research paper with visual presentation. Prerequisites: JUS 241, JUS/SOC 309, (SOC 220, MAT 220, or PSY 250), SOC 282, and JUS/SOC 332 or permission of the department chair. This course is offered every fall and spring semester.

JUS 455 TERRORISM AND THE HOMELAND SECURITY RESPONSE 3 s.h.
A study of the terrorist threat in America and the creation of the Office of Homeland Security to address that threat. Emphasis will be placed on examining the attack on September 11, 2001 and the government's response via creation of the Office of Homeland Security. The nature of the terrorist threat, organization of the Office of Homeland Security, risk assessment models, and special programs and legislation created to address the terrorist threat will be discussed. This course is offered in the spring semester of even years. Cross listed as PSC 455.

JUS 470 INTERNSHIP IN CRIMINAL JUSTICE 3 s.h.
Experiential learning in an approved criminal justice agency for supervised practical experience through a ten-week placement at a criminal justice agency. The student is assigned duties and responsibilities approved by the faculty member and on-site supervisor. Minimum requirement of 120 hours in the field agency and participation in a weekly seminar. Supervision and evaluation is conducted by the faculty member and the on-site professional. Written reports and evaluations are required at the completion of the internship. Students must apply for the internship during preregistration prior to taking the course. Prerequisites: senior standing, permission of department chair, and a cumulative GPA of 2.3 or higher. This course is offered every fall and spring semester. If necessary, this course will be offered in summer term I.

JUS 499 INDEPENDENT STUDY IN CRIMINAL JUSTICE TBA
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF MILITARY SCIENCE/ROTC

Lieutenant Colonel (Retired) John Robbins, Chair

The Military Science curriculum is a leadership development program that enhances the students' academic endeavors and develops men and women for positions of responsibility as commissioned officers in the active Army and its reserves. The program has two components.

The Basic Course is normally taken in the freshman and sophomore years. No military commitment is incurred, and the student can withdraw at any point. Two 100-level ROTC Military Science courses (101, 102) and two 200-level ROTC-sponsored (201, 202) courses are required.

After completing the Basic Course, students can enroll in the Advanced Course provided that they have demonstrated officer potential, have a cumulative GPA of 2.00 or higher, and meet Army physical standards. The Advanced Course covers the final two years of college and includes a paid (approximately \$650) four-week Leader Development and Assessment course (LDAC) held at Fort Lewis, Washington (during the summer between the student's junior and senior years). Instruction includes leadership development, oral and written communication skills, military organization, logistical management, small-unit tactics, training management, military history, and practical leadership experience. The LDAC provides a realistic taste of leadership as Advanced Cadets put the principles and theories acquired in the classroom into practice. Students who wish to enter the Advanced Course and who did not complete the Basic Course requirements can fulfill them by attending a four-week Leader's Training Course at Fort Knox, Kentucky, in the summer between their sophomore and junior years. Veterans can qualify for Advanced Course placement. Four-, three- and two-year scholarships are available on a competitive basis and pay for college tuition, textbooks, and laboratory fees, plus a monthly stipend. All contracted cadets receive a stipend of \$250 for freshmen, \$300 for sophomores, \$350 for juniors, and \$400 for seniors every academic month.

Requirements for commissioning as a U.S. Army Officer: Basic course completion (MSC 101, 102, 201 and 202 or Leader's Training Course or advance placement) and MSC 301, 302, 401, 402, and 421; and Leadership Development Assessment course. ROTC cadets must also fulfill the professional military education requirements by taking courses in written communication and computer literacy which are required by Methodist College.

BASIC COURSES IN MILITARY SCIENCE

Cadets in the basic courses may participate in leadership labs and physical training sessions. Extra-curricular activities include field training exercises, cadet forums, awards ceremonies, color guard, raider platoon, ranger-challenge team, military ball, and other social activities.

LEADERSHIP LAB

0 s.h.

Leadership Lab is for all students enrolled in a Military Science class (101/102, 201/202, 301/302, 401/402) and is conducted in a non-classroom environment that includes freshmen, sophomores, juniors and seniors. This lab period is designed to provide a program of leadership application in a structured developmental process.

MSC 101 MILITARY ORGANIZATION

1 s.h.

Orientation to the U.S. Army, emphasizing the historical development of ROTC and related customs, courtesies, and traditions of uniformed service. (Students may also register for Leadership Lab.) This course is offered every fall semester.

MSC 102 BASIC LEADERSHIP AND MANAGEMENT 1 s.h.
Leadership and management using case and situational studies; individual and group needs, group dynamics, and decision-making. (Students may also register for Leadership Lab.) This course is offered every spring semester.

MSC 201 MILITARY LEADERSHIP FUNDAMENTALS 2 s.h.
The organizational structure of the U.S. Army, its goals, traditions, and mission; the psychology and principles of leadership and management with emphasis on the duties, responsibilities, and meaning of being a commissioned officer. (Students may also register for Leadership Lab.) This course is offered every fall semester.

MSC 202 LAND NAVIGATION AND TACTICS 2 s.h.
Preliminary land navigation techniques and basic military skills in infantry tactics. Taught to sophomores in lieu of a four-week Basic Camp. Prepares students for enrollment in the Advanced ROTC Program. (Students may also register for the Leadership Lab.) This course is offered every spring semester.

MSC 250 BASIC MILITARY LEADERSHIP 3 s.h.
Four weeks of training conducted at Fort Knox, Kentucky for sophomores nationwide who have not previously taken any military science courses and who wish to enroll in the ROTC Advanced Program their junior year. It is conducted during the summer and is used in place of MSC 101/102, MSC 201/202, and Leadership Lab to qualify students for the Advanced Program. This camp is completely voluntary, and students do not in any way commit themselves to the Army by having attended. Students receive free travel to and from Fort Knox, Kentucky. A \$115.00 administrative fee must be paid to the college to receive credit for this course. This course is offered every summer semester.

ADVANCED COURSE IN MILITARY SCIENCE

Only contracted Army ROTC Cadets may enroll in the advanced courses of military science. Cadets in the advanced courses are required to participate in leadership labs and physical training sessions. Extracurricular activities include field training exercises, cadet forums, awards ceremonies, color guard, raider platoon, ranger challenge team, military ball, and other social activities. Seniors fill leadership positions within the cadet chain of command and are responsible for the planning and execution of all cadet functions and events.

MSC 301 LEADERSHIP ASSESSMENT AND DEVELOPMENT 3 s.h.
Conducting military drill; ceremony skills; radio and wire communication fundamentals; leadership; nuclear, biological, and chemical training; weapon systems; first aid, and planning and conducting meetings. Prerequisite: ROTC Basic Course, Leader's Training Course, or the equivalent. (Students must also register for the Leadership Lab.) This course is offered every fall semester.

MSC 302 UNIT-LEVEL COMMAND RESPONSIBILITIES 3 s.h.
Pre-camp instruction in land navigation and orienteering techniques, offensive and defensive tactics, patrolling, conducting military drill and ceremony skills, calling of and adjusting artillery and employing tactical communication systems, training management, and personal counseling. Prerequisite: Military Science 301 or the equivalent. (Students must also register for the Leadership Lab.) This course is offered every spring semester.

MSC 350 APPLIED MILITARY LEADERSHIP 3 s.h.
 Intensive, extremely competitive application of leadership and military skills. Cadets participate in this four-week Leader Development and Assessment course conducted at Fort Lewis, Washington, between their junior and senior years or the summer after their senior year. This course is available only to contracted ROTC cadets. A \$115.00 administrative fee must be paid to the college to receive credit for this course. This course is offered every summer semester.

MSC 401 BASIC OFFICER COURSE PREPARATION 3 s.h.
 Preparation for the duties and responsibilities of a newly commissioned officer, including military leadership, small unit administration, company administration, effective written communication, briefing techniques, and fundamentals of management. (Students must also register for the Leadership Lab.) This course is offered every fall semester.

MSC 402 ADVANCED LEADERSHIP AND MANAGEMENT 3 s.h.
 Military staff organization, the military justice system, personal management systems, logistics management, ethics, professionalism, situational leadership, and counseling skills. (Students must also register for the Leadership Lab.) This course is offered every spring semester.

MSC 421 THE AMERICAN MILITARY EXPERIENCE 3 s.h.
 American military history from the Colonial Period to the present with emphasis on the interrelationship of war and society. Open to all students. Cross listed as HIS 421. This course is offered every fall semester.

AFROTC COOPERATIVE PROGRAM WITH FAYETTEVILLE STATE UNIVERSITY

Lieutenant Colonel Paul J. Murphy, Coordinator

Methodist College has a cross-enrollment agreement with Fayetteville State University, whereby Methodist students can pursue a commission in the United States Air Force and Fayetteville State students can pursue a commission in the United States Army. Methodist students can enroll in courses conducted by the Department of Aerospace Studies at Fayetteville State University. The full-time day student is not charged additional tuition for an AFROTC course unless the number of semester hours he/she is taking exceeds eighteen. Then the student must pay the regular academic rate for each semester hour beyond the eighteen-hour full-time load. See the ROTC Department at Methodist College for additional information about these programs.

Air Force Reserve Officer Training Corps (AFROTC) at Detachment 607 is a voluntary educational program designed to provide college students an opportunity to earn an Air Force commission while simultaneously working toward a degree. The AFROTC Mission is to produce leaders for the Air Force and build better citizens for America. There are primarily two routes to an Air Force commission for college students through the Air Force Senior ROTC Program: the four-year program and the two-year program. Student enroll in Air Force ROTC classes at the same time and in the same manner as for other college courses. Classes are taught in the Women's Gym on the Campus of Fayetteville State University.

Four-Year Program

The first two years of the Air Force ROTC four-year program, the General Military Course (GMC), consist on one hour of classroom work and one to two hours of leadership laboratory each week. Upon completion of the General Military Course (GMC) requirements, cadets who wish to compete for entry into the last two years of the program, the Professional Officers Course (POC), must do so under the requirements of the POC selection process (PSP). This system uses qualitative factors, such as grade-point average (GPA), unit commander evaluation, and aptitude test scores (from the AFOQT) to determine a student's officer potential. After selection, students must successfully complete a summer four-week field training encampment at an assigned Air Force base before entering the Professional Officers Course (POC). Cadets enrolled in the POC attend class three hours a week and participate in a weekly leadership laboratory lasting from one to two hours.

Note: In most cases, cadets will have to be selected for and successfully complete field training before entering the POC.

In the POC, cadets apply what they have learned in the General Military Course (GMC) and at field training encampments. Professional Officer Corps cadets conduct the leadership laboratories and manage the unit's cadet corps. Each unit has a cadet corps based on the Air Force organizational pattern of flight, squadron, group, and wing. POC classes are small. Emphasis is on group discussions and cadet presentations. Classroom topics include management, communication skills, and the national defense policy.

Once enrolled in the POC, all cadets are enlisted in the Air Force Reserve and assigned to the Obligated Reserve Section. This entitles them to a monthly \$150 nontaxable subsistence allowance paid until the student graduates, is commissioned, or is disenrolled. This allowance has a 600 day maximum. GMC cadets on scholarship (contracted) also receive the subsistence allowance. However, GMC contracted cadets do not receive the allowance during the summer.

Two-Year Program

The Air Force ROTC two-year program and the last two years of the four-year program are the same at the POC level. However, the entry procedure differs. Entrance into the POC is highly competitive and two-year applicants must be selected through the selection system described above. Two-year applicants must successfully complete a six-week field training encampment. The additional two weeks of field training for the two-year applicants prepare them for entry into the POC. Two-year applicants are not committed to the Air Force until they return to school in the fall and make a decision to enroll in Air Force ROTC.

Note: It is recommended that all two-year program applicants take at least one semester as a GMC cadet (depending on time of year).

Special Programs

There are four Air Force ROTC programs that provide cadets with specialized off-campus learning experiences. These are summer field training encampments, the Advanced Training Program, base visits, and the Enhanced Flight Screening Program for cadets qualifying as pilot candidates.

Enrollment Criteria

The first two years of the Air Force ROTC college program, the GMC, are open to all students who are at least 14 years old. Second-year scholarship cadets and all cadets entering the last two years of the college program, the POC, must be at least 17 years old. These contract cadets must meet Air Force ROTC and Department of Defense eligibility standards ranging from physical fitness to U.S. citizenship.

Scholarships

Current emphasis in the Air Force ROTC College Scholarship Program is to award scholarships to candidates pursuing undergraduate engineering or other scientific and technical disciplines. Nearly 90 percent of Air Force ROTC scholarships are awarded to students in these disciplines. However, students in every degree program enjoy scholarship opportunities, as the Air Force seeks to engage students who excel both academically and militarily. Scholarships are awarded in increments of four, three, two, and one years.

All scholarships cadets are required to meet certain academic, military, and physical fitness standards to earn and maintain scholarship benefits. Also, non-prior service scholarship is schedules. Prior service applicants may have the age limit extended by the total days of active duty military service, up to a maximum of four years.

Basic AFROTC Qualification Criteria (all): U.S. citizen by enlistment date; full-time college student at approved cross-town school; no history of asthma; no history of drug abuse; not a single parent, married to a military member (needs a legal guardian); minimum civil involvement (traffic tickets, etc.); must pass PFT/1.5 mile run prior to attending field training.

Medical: must pass physical to contract as a POC cadet/ must pass physical to activate scholarship; pilots and navigators must pass appropriate physical and eye sight criteria; must meet Air Force height and weight standards.

ARS 111 & 112 INTRODUCTION TO THE AIR FORCE TODAY 1 s.h..

A survey course designed to introduce students to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include: mission and organization of the Air Force, officership and professionalism, military customs and courtesies, Air Force officer opportunities, group leadership programs, and an introduction to communication skills. Leadership laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences. 111 is taught in the fall semester; 112 is taught in the spring semester.

ARS 211 & 212 THE AIR FORCE WAY 1 s.h.

A survey course designed to facilitate the transition from Air Force ROTC cadet to Air Force ROTC officer candidate. Featured topics include: Air Force heritage and leaders, Quality Air Force, an introduction to ethics and values, introduction to leadership, group leadership problems, and continuing application of communication skills. Leadership laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with their first opportunity for applied leadership experiences discussed in class. 211 is taught in the fall semester; 212 is taught in the spring semester.

ARS 311 & 312 AIR FORCE LEADERSHIP AND MANAGEMENT 3 s.h.
 A survey course designed to facilitate the transition from Air Force ROTC cadet to Air Force ROTC officer candidate. Featured topics include: Air Force heritage and leaders, Quality Air Force, an introduction to ethics and values, introduction to leadership, group leadership problems, and continuing application of communication skills. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with their first opportunity for applied leadership experiences discussed in class. 311 is taught in the fall semester; 312 is taught in the spring semester.

ARS 411 & 412 NATIONAL SECURITY AFFAIRS PREPARATION FOR ACTIVE DUTY 3 s.h.
 Examines the national security process, regional studies, advanced leadership ethics, and Air Force doctrine. Special topics of interest focus on the military as a profession, officership, military justice, civilian control of the military, preparation for active duty, and current issues affecting military professionalism. Within this structure, continued emphasis is given to refining communication skills. A mandatory Leadership Laboratory complements this course by providing advanced leadership experiences, giving students the opportunity to apply the leadership and management principles of this course. 411 is taught in the fall semester; 412 is taught in the spring semester.

DEPARTMENT OF GOVERNMENT STUDIES
 Dr. Andrew H. Ziegler, Jr., Chair

The Department of Government Studies consists of four dynamic programs that prepare students for many exciting career opportunities. The four programs are: Leadership Studies, Occupational Environmental Management, Paralegal Studies, and Political Science. These distinct programs of study give students the skills and information necessary to become successful professionals, effective members of the community, and active participants in civic life.

The mission of the Department of Government Studies is to provide high quality, specialized study leading to a major or minor in four program areas. The specific degrees and requirements for each program are presented in the pages that follow.

LEADERSHIP STUDIES
(THE LURA S. TALLY CENTER FOR LEADERSHIP DEVELOPMENT)
 Dr. Andrew H. Ziegler, Jr., Director

Tally Center Advisory Board

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The Leadership Studies Program fulfills an important role in the Methodist College curriculum. The Tally Center for Leadership Development was founded in 1995 on the belief that our country urgently needs better leaders in all walks of life. The Center coordinates an interdisciplinary academic minor in Leadership Studies. This minor is appropriate for students of all majors preparing for any career path. Students participate in a program of innovative courses, student-led activities, campus and community events, and off-campus internships. In addition to leadership theory and practice, the Center emphasizes ethics, character, and civic responsibility.

The Center brings to students something long absent from liberal arts education — the training necessary for effective participation and leadership in today’s complex society. With its own in-house, certified facilitators, the Center instructs the *7 Habits of Highly Effective People* and also administers the *Myers-Briggs Type Indicator* assessment. These, plus other tools, place the Center at the forefront of leadership training in the nation today. It is not necessary to declare a Leadership minor to enroll in the Leadership courses. The courses are available, without prerequisites, to all students as electives.

Requirements for the Minor in Leadership Studies: 18 s.h. — LSS 300, 320, 340, and 470 or 471, plus 6 hours in a Module of Electives approved by the Program Director. (Module of Electives: BUS 343, BUS 375, COM 280, ECO 301, HIS 422, IDS 301, MSC 402, WEL 308, PHI 220, PSC 201, PSC 305, PSC 333, PSY 310, PSY 361, SOC 253, SOC 384, SWK 315 OCL 271, OCL 340, OCL 360, OCL 370, OCL 390.) Other appropriate electives may be substituted with the approval of the program director. In some cases, other internship experiences may substitute for LSS 470 or LSS 471.

LEADERSHIP COURSES:

LSS 300 PRINCIPLES OF LEADERSHIP 3 s.h.

Examines the keys to effective leadership in both personal and interpersonal contexts. Uses group exercises, case analysis, role-playing, lecture, multimedia methods, and out-of-class research. Students develop practical skills in trust building, goal setting, time management, team building, communication, and group process. Students complete the Franklin Covey *7 Habits of Highly Effective People* curriculum and receive certificates widely respected throughout corporate America. Emphasizes ethical leadership, personal responsibility, and community service. Provides significant benefits for all career fields, including business, government, and the non-profit sector. Open to all students. No prerequisites. Offered all semesters. Cross listed as IDS 301.

LSS 320 THEORIES AND TECHNIQUES OF LEADERSHIP 3 s.h.

Examines theories and models of leadership and their practical application in different organizations and settings. The course addresses the structure of organizations and the styles of leadership effective in different situations. Students learn practical skills such as group process, problem solving, active listening, and effective presentation techniques. Designed to provide leadership practice and confidence. Open to all students. No prerequisites. Offered every spring semester.

LSS 340 ISSUES IN CONTEMPORARY LEADERSHIP 3 s.h.

Explores the role of leadership in current political, economic, and social issues by using various approaches, including fiction, film, discussion, and case studies. Examines well-known leaders, past and present: the good, the bad, and the ugly. Develops leadership potential through practical, skills-building exercises in decision making, project planning, and communicating. Open to all students. No prerequisites. Offered every fall semester.

LSS 470, 471 SENIOR INTERNSHIP

3, 6 s.h.

Students intern in a government agency, nonprofit organization, or business. This course includes journal writing, readings, and a minimum of 100 contact hours with the organization (for 3 hours of credit). LSS 471 can be taken alternatively for a full-time internship approved by the Program Director. The internship should be done in the senior year. Credit cannot be received for both LSS 470 and 471. Prerequisites: LSS 300, 320, 340. These courses are offered as needed. Approval by the Program Director is needed prior to registration.

LSS 485 SPECIAL TOPICS IN LEADERSHIP

3 s.h.

When warranted, instructors offer this course to examine topics not covered by normal course offerings. Students engage in discussions, readings, research, practical exercises, and writing, as required. It is open to juniors and seniors who are minoring in Leadership Studies, and others by permission of the instructor. Topics vary and are announced in advance. This course is offered as needed. Prerequisite: LSS 300.

**OCCUPATIONAL ENVIRONMENTAL
MANAGEMENT PROGRAM**

Carla Raineri, Program Director

Occupational Environmental Management is a broadly based interdisciplinary major. Graduates in the major will be prepared to enter positions in industry, government, mining, agriculture, public health, educational and research organizations. Graduates will be capable of interpreting and implementing federal, state, and international policies, laws, and regulations governing safe, environmentally sound, and legal industrial operations.

Degree Awarded: B.S.

Science Core/General Education Requirements: Chemistry 151 can be combined with Science 142 or Biology 153 toward the core/general education requirements for the Bachelor of Arts degree or with 2 other sciences for the Bachelor of Science degree.

Requirements for Majors in ENM: The major consists of 43 hours beyond the 16-hour core. Students are required to take ENM 490, Internship. Under special circumstances and with the permission of the program director an appropriate 300-400 level course may replace ENM 490.

ENM Core: ENM 101, 170, 201, 250, 301.**Concentrations:**

ENM Regulatory Compliance: 16 hour ENM core, ENM 351, 371, 401 & 490, CHE 151, 152 & 321, GGY 153, BUS 343, ENG/WRI 321, LAW 200 & 390, PSC 333, OCL 370.

Minor: There is no ENM minor. Students are encouraged to minor in business administration or political science or natural science, or paralegal studies.

Designated Writing Enrichment Courses: ENG/WRI 321, ENM 351 and 401

OCCUPATIONAL ENVIRONMENTAL MANAGEMENT COURSES:**ENM 101 ENVIRONMENTAL SCIENCE** 3 s.h.

Basic systems approach to define domestic and global environmental issues, US policy concerning occupational health, safety and environmental safe guarding, Legal Law and regulations, focus on worker protection and hazards, explain overlap of occupational health and environmental protection, types and causes of environmental degradation with environmental regulations, basic environmental control, and basics of natural resource conservancy. Along with career availability in industry, government, mining, agriculture, public health, educational and research organizations, explanation of occupational health, occupational safety and environmental protection as it relates to industry.

ENM 170 INDUSTRIAL PROCESSES AND OPERATIONS 3 s.h.

Primary function: Basic recognition of potential sources of occupational hazards (physical, chemical and blood-borne), exposure of employees and the general public, air and water and solid waste pollution. Secondary function: Methods of scientific evaluations of air and water and solid waste pollution, engineering controls and regulations. Prerequisite: ENM 101.

ENM 201 GENERAL PRINCIPLES OF INDUSTRIAL HYGIENE 3 s.h.

OSHA workplace standard, entry and action of chemical and physical hazards, air sampling and monitoring, scientific methods used for recognition and evaluation and control of occupational and environmental hazards that cause injury or disease, learn how to design and implement a site health and safety plan, learn how to design and implement a chemical hygiene plan (CHP), use of personal protective equipment. Prerequisite: ENM 101.

ENM 250 ENVIRONMENTAL REGULATIONS I 3 s.h.

Use of Code of Federal Register (CFR), US environmental laws and regulations including:

CERCLA: Comprehensive Environmental Response & Compensation Liability Act (Superfund)

EPCRA (SARA Title III): Emergency Planning Community Right To Know Act

NEPA: National Environmental Policy Act

OSHA: Occupational Safety and Health Administration: 29 CFR 1910

RCRA: Resource Conservation Recovery Act (Cradle to Grave)

SARA: Superfund Amendments and Reauthorization Act

TSCA: Toxic Substances Control Act

CWA: Clean Water Act

SDWA: Safe Drinking Water Act

CAA: Clean Air Act

Primary function: Development of practical approaches to meet compliance and liability requirements of applicable laws and regulations. Secondary functions: Sources and regulations of air and drinking water pollution, wastewater treatment and discharge, remediation programs, and reporting of release of pollutants into the environment. Prerequisite: ENM 201. Cross listed as LAW 250.

ENM 301 POLLUTION SCIENCE, TREATMENT AND SAMPLING TECHNIQUES

4 s.h.

Application of principles of chemistry to examine and understand the fate of hazardous substances after release into the environment, cross-media transfer, sampling techniques, environmental assessment and environmental technologies available for clean-up and assessment. Includes three semester hours of lecture and one three-hour lab per week. Prerequisites: ENM core and 2 chemistry classes, or permission of the instructor.

ENM 351 WASTE OPERATIONAL MANAGEMENT

3 s.h.

Examines management of hazardous and solid waste under regulations of RCRA (Resource Conservation Recovery Act), CERCLA (Comprehensive Environmental Response Compensation Liability Act, a.k.a. Superfund), TSCA (Toxic Substance Control Act), SWDA (Solid Waste Disposal Act) and Hazardous Materials Transportation Act. Includes studies of Cradle-to-Grave management, waste minimization, permits, land disposal restrictions, and waste stream audits, through case studies and research projects. Prerequisites: ENM core or permission of the instructor.

ENM 371 ENVIRONMENTAL AUDITS AND PERMITS

3 s.h.

An in-depth study of required periodic reporting (audits) to remain in compliance and to obtain and maintain permits under a variety of federal and state regulations including, but not restricted to, EPCRA (Emergency Planning Community Right To Know Act, a.k.a. SARA Title III), NPDES (National Pollution Discharge Elimination System). Students will undergo a mock-up of a regulatory compliance inspection and consent agreement negotiations. This course is a continuation of ENM 250. Prerequisites: ENM core or permission of the instructor.

ENM 401 ENVIRONMENTAL ASSESSMENT

3 s.h.

Assessments of the impact of HAZMATs/pollutants on the environment in all media (air, land, water and life) through case studies. Students will assess the impact through a variety of methodologies including, but not limited to, Brownfield Assessment, land use planning for urban environments, NEPAEA (National Environmental Policy Act Environmental Assessment) and EIS (Environmental Impact Statement), CERCLA (Comprehensive Environmental Response Compensation Liability Act) and natural resource land use planning. Prerequisites: ENM core, ENM 351, and ENM 371.

ENM 485 SPECIAL TOPICS IN ENM

TBA

For ENM majors wishing to do advanced work. Classroom work and individual laboratory and library investigation. Prerequisite: Permission of the ENM director. This course is offered as needed.

ENM 490 INTERNSHIP

3-12 s.h.

A practical application done in an industrial setting. Students may take more than one ENM 490 for credit, depending on the industries the student cycles through. Prerequisites: Permission of the ENM director.

ENM CERTIFICATES

The following certificate courses will be required of all Methodist College ENM majors and will be taught on the Methodist College campus. Appropriate Federal, State, or International courses/certifications may be substituted. Substitution is contingent upon approval by the ENM program director.

1 30 HOUR SAFETY COURSE

This course is an over view and introduction to toxicology, characterization and identification of hazardous materials (HAZMAT), respiratory protective programs (RPP), Air purifying respirators (APR), self-contained breathing apparatus (SCBA), site entry and reconnaissance, air monitoring instruments, chemical protective clothing, levels of protection, spill control techniques, site control and decontamination, setting-up decontamination lines, medical emergencies, safety in clean-up of HAZMAT dumped/spilled or investigation of at abandoned hazardous waste sites.

2 BASIC EMERGENCY RESPONSE TRAINING COURSE (ERTC)

Emergency response operations and procedures involving incidents with hazardous materials, includes use of the Incident Command System (ICS), for incident control, incident mitigation, safety issues and incident termination procedures.

3 INCIDENT COMMAND FOR INDUSTRIAL RESPONDERS

Use of the Incident Command System (ICS) in an emergency situation as recommended by FEMA (Federal Emergency Management Agency), NFPA (National Fire Protection Association), OSHA (Occupational Safety & Health Administration) and the EPA (Environmental Protection Agency), including ICS structure, working with outside agencies in a hazmat incident, command structure, with emphasis on hazmat scenarios and case studies.

All ENM majors at Methodist College will be required to satisfactorily complete 2 other certificate courses, dependent upon agreement between the student and the ENM director. These courses will be taught on the Methodist College campus.

1 GENERAL INDUSTRY SAFETY AND HEALTH COMPLIANCE

Development and implementation of voluntary in-house compliance program, OSHA record keeping and regulations, inspections, and OSHA citations and penalties.

2 CONFINED SPACE ENTRY

Complies with 29 CFR 1910.146. Emphasizes assessment of confined space hazards and atmospheric monitoring for hazards, self-rescue and attendant rescue.

3 DOT HAZMAT TRANSPORTATION COURSE

Complies with 49 CFR for all transportation modes (air, highway, rail and water), HAZMAT package selection, labeling, shipping, hazard class, identification numbers, UN Performance Package Standards (HM-101), HAZMAT incident notices, loading and unloading.

4 RCRA HAZARDOUS WASTE GENERATOR TRAINING

Cradle to Grave management training, record keeping, personnel training, hazardous waste manifests, contingency plans, Land Disposal Restriction (LDR) notification forms and annual/biennial reports.

The following will also be offered on the Methodist College campus.

OSHA 8 HOUR REFRESHER COURSE

Complies with 29 CFR 1910.120 annual follow-up training for personnel working in hazardous waste sites.

PARALEGAL STUDIES

Wendy Vonnegut, Esq., Program Director

The Paralegal Studies minor at Methodist College is designed to prepare students for jobs in the legal and business fields. When completed, the minor includes 21 s.h. of paralegal studies, including 4 s.h. in specialized areas of study. Students in the Paralegal minor are prepared to sit for the certification examination offered by the National Federation of Paralegal Associations. This minor can be taken with any major.

Degree awarded: minor

Requirements for the minor: 21 s.h. to include LAW 200, 310, 320, 470; and three electives from Paralegal studies

Accreditation: American Bar Association accreditation is currently being pursued.

LAW 200 INTRODUCTION TO LAW

3 s.h.

An introductory course designed to cover the responsibilities and standards governing paralegals/legal assistants. An overview of the major specialty practice areas within the law, with an emphasis upon the research and analysis methods for each specialty area. Research methods involving career opportunities are part of the course. Legal terminology and Communications will be emphasized. Legal ethics is an integral part of this course. The Introductory class has a dual purpose: to give the overview for the field of practice; and, to give the students sufficient knowledge and expertise to choose from the Elective course offerings. Legal Terminology and Communications are two of the law subjects that are tested in the Certified Legal Assistant Examination. This course is offered every fall and spring semester.

LAW 250 ENVIRONMENTAL REGULATIONS I

3 s.h.

Use of Code of Federal Register (CFR), US environmental laws and regulations including:

CERCLA: Comprehensive Environmental Response & Compensation Liability Act (Superfund)

EPCRA (SARA Title III): Emergency Planning Community Right To Know Act

NEPA: National Environmental Policy Act

OSHA: Occupational Safety and Health Administration: 29 CFR 1910

RCRA: Resource Conservation Recovery Act (Cradle to Grave)

SARA: Superfund Amendments and Reauthorization Act

TSCA: Toxic Substances Control Act

CWA: Clean Water Act

SDWA: Safe Drinking Water Act

CAA: Clean Air Act

Primary function: Development of practical approaches to meet compliance and liability requirements of applicable laws and regulations. Secondary functions: Sources and regulations of air and drinking water pollution, wastewater treatment and discharge, remediation programs, and reporting of release of pollutants into the environment. Prerequisite: ENM 201. Cross listed as ENM 250.

LAW 310 LAW AND THE LEGAL SYSTEM

3 s.h.

An examination of the judicial process in the United States today, the course emphasizes the judicial system, civil and criminal procedure, judicial decision making, and administrative law. Cross listed as PSC 310 and JUS 310. This course is offered every spring semester.

LAW 320 LEGAL RESEARCH AND WRITING

3 s.h.

The course provides comprehensive coverage of their resources, methods, and processes critical to successful practice in the field of law, as well as preparation for law school. Legal ethics is an integral part of this course. The course is designed to fully integrate the use of hard copy and on-line law, and law related, research materials. Legal research and writing skills are critical to success in the field of law. Research, analysis, and legal writing methods are the focus of this course. The techniques used in making critical judgments, analytical decisions, and study methods are emphasized in the course. Legal Research, and Judgment and Analytical Ability are two of the law subjects that are tested in the Certified Legal Assistant Examination. This course is offered every spring semester.

LAW 370 TORT LAW

3 s.h.

An overview of Tort law. A study of case law and of motion practice. Students will be taught an overview of the practice of Tort law to include issues such as civil wrongs, remedies, product liability and negligence in general. Remedies will also be addressed. Legal ethics is an integral part of this course. This course will be offered in even number years in the Fall or when needed.

LAW 371 CONTRACT LAW

3 s.h.

This course covers the foundations of Contract law. Students will be taught an overview of the practice of Contract law to include issues such as civil wrongs, breeches of contracts, Uniform Commercial Code and the area of contract formation. Students will also be taught the necessary procedures to enforce contracts. Legal ethics is an integral part of this course. This course will be offered in odd numbered years in the spring or when needed.

LAW 382 BUSINESS ORGANIZATIONS

3 s.h.

The course covers the legal foundations for the practice of Business Law, and the creation, practice, and dissolution of business organizations. It is designed to give a minimum of overview, with an emphasis upon ;current practices. The tax consequences of Business Organizations are covered only in overview format. Legal ethics is an integral part of this course. Business Organizations is one of the law subjects that is tested in the Certified Legal Assistant Examination. This course is offered spring semester, even numbered years.

LAW 385 THE LIVING CONSTITUTION

3 s.h.

Examining the actors and actions that develop constitutional law, this course focuses on landmark Supreme Court cases as it covers critical constitutional issues, such as search and seizure, due process, and civil liberties. This course is offered in the fall semester, odd-numbered years. Cross listed as PSC 385.

LAW 388 BANKRUPTCY LAW

3 s.h.

The course covers Bankruptcy law, personal and business. The emphasis of the course is on the theory, research, and practice oriented activities associated with the filling of Bankruptcy. The tax consequences of Bankruptcy are covered only in overview format. Legal ethics is an integral part of this course. Bankruptcy Law is one of the law subjects that is tested in the Certified Legal Assistant Examination. This course is offered as needed.

LAW 390 ADMINISTRATIVE LAW

3 s.h.

The course covers the administrative law field, Federal and state. The emphasis of the course is on the rules, regulations, and interpretations of the regulatory practice of Administrative Law. It is directly applicable to research and analysis methods of other discipline areas that are controlled by Federal, state, and county regulations. Legal ethics is an integral part of this course. Administrative Law is one of the law subjects that is tested in the Certified Legal Assistant Examination. This course is offered in the spring semester, even-numbered years.

LAW 392 REAL PROPERTY LAW

3 s.h.

The course covers the legal foundations of Property Law and the practice of Real Estate Law. The focus is on the underlying principles that define what it is to control property. The control over real estate is taught in conjunction with the known principles of Property Law. Legal ethics is an integral part of this course. Real Estate Law is one of the law subjects that is tested in the Certified Legal Assistant Examination. This course is offered in the fall semester, odd-numbered years.

LAW 394 WILLS, TRUSTS, ESTATE PLANNING AND PROBATE

3 s.h.

The course covers the legal principles of the creation of wills and trusts. The activities of estate planning are covered for the procedures of current practice. The law of Probate is covered with an emphasis upon the underlying principles being applied to current practice. Legal ethics is an integral part of this course. Estate Planning and Probate is one of the law subjects that is tested in the Certified Legal Assistant Examination. This course is offered in the spring semester, odd-numbered years.

LAW 396 FAMILY LAW

3 s.h.

The course covers the legal principles that govern family law, within the practice of creation, dissolution, and management of family units. The legal management of the family unit is covered through various societal settings: individual family; education; welfare; and, other current practice areas. Legal ethics is an integral part of this course. Family Law is one of the law subjects that is tested in the Certified Legal Assistant Examination. This course is offered in the fall semester, even-numbered years.

LAW 398 LITIGATION

3 s.h.

The course covers all aspects of litigation: the procedure (Civil and Criminal); the process; document preparation; research and analysis of the production of documents; and, the applicable court rules (Federal and state) that govern the litigation process. Management of complex calendars, document analysis, and document production is emphasized. Legal ethics is an integral part of this course. Litigation is one of the law subjects that is tested in the Certified Legal Assistant Examination. This course is offered in the fall semester, odd-numbered years.

LAW 470 INTERNSHIP

3 s.h.

The internship provides a structured, supervised, career experience within the field of law. Legal ethics is an integral part of this course. Placement in the work environment requires that the student have successfully completed all of the required paralegal courses with an overall grade point average of a 3.0 in those courses as well as completed half of the elective courses. Approval from the Director of the program prior to registration is required. This course is offered every semester, and can be offered in the summer if approved by the Director.

LAW 485 SPECIAL TOPICS IN PARALEGAL STUDIES

3 s.h.

Reading and research, reports and discussion of selected topics in the Law. Open to Paralegal minors, Political Science majors, and others by permission of the Director of Paralegal Studies. Topics vary and are announced in advance of each offering. This course is offered as needed.

LAW 499 INDEPENDENT STUDY IN PARALEGAL STUDIES

1-3 s.h.

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

POLITICAL SCIENCE PROGRAM

Dr. Frank Trapp Jr., Director

Political science is the study of governments, public policies, and political action. Political science uses both humanistic and scientific approaches to examine the origins, structure, and operation of government in America and in other countries and regions of the world.

At Methodist College, political science majors acquire skills in research methods, oral presentations, written communication, and computer technology essential to a liberal arts education. This curriculum prepares students to think critically and analytically, with tolerance for others and concern for current affairs.

Graduates in political science are qualified to enter many different career fields. Specific opportunities include business, the law, state, local, and federal government, journalism, international organizations and finance, political campaigns, the military, interest groups and associations, and teaching. Political science training also provides valuable preparation for participating in community organizations, electoral politics, activities on behalf of specific policies, or seeking elected or appointed positions in government.

Students majoring in other fields should find political science electives attractive for complementing their career preparation.

Students majoring in other fields should find political science electives attractive for complementing their career preparation.

Political Science 151 is a prerequisite for all other political science courses.

Degrees awarded: B.A., B.S., A.A.

Requirements for the major: 30 s.h. in Political Science at the 200 level or above, including 210, 227, 333, and 460; 3 s.h. of statistics from one of the following: (PSY 250, SOC 220, MAT 220, or ECO 216); and completion of the area concentration test.

Requirements for the minor: 18 s.h. in political science, 200 level or above.

Requirements for the A.A. concentration: 18 s.h. in political science, 200 level or above.

Writing-enrichment course: PSC 460

Global Studies/International Business: Political Science majors who are interested in careers in international business or international affairs can pursue an appropriate

interdisciplinary course of study at Methodist College. Freshmen are advised to register for PSC 151, to begin their language sequence (for Global Studies), and to see their advisor for planning a personalized course of study.

Pre-Law—See Wendy Vonnegut, Esq., the Pre-Law Advisor in the Department of Government Studies.

No major is particularly recommended for students interested in attending law school. The student must secure a strong, broad educational background that develops the ability to read and comprehend, to speak and write clearly and correctly, and to think precisely and analyze complex factual situations.

In addition to courses in the core curriculum and the major, students interested in law school should have courses in advanced expository writing, logic and ethics, political science, American and English history, Latin or a modern foreign language, accounting, sociology, psychology, and economics. Computer proficiency is essential.

Washington D.C. Internships: Qualified Methodist College students can participate in internships and/or symposia in Washington D.C. with various sponsoring organizations, earning up to 15 s.h. for a semester's internship. Washington interns gain valuable career experience and are exposed to national experts in academic seminars and lectures. Most agencies provide placement, housing, and full-time support services. See Political Science Program Director.

Professional Partnerships: The Political Science program maintains institutional memberships with the American Political Science Association (APSA) and the North Carolina Political Science Association (NCPSA). Each year the Political Science program sponsors student attendance at the Student Conference on United States Affairs (SCUSA) at West Point, NY. The program also has an active chapter in *Pi Sigma Alpha*, the national Political Science honor society. Students and faculty benefit from a range of services and professional opportunities through these and other partnerships.

POLITICAL SCIENCE COURSES:

PSC 151 AMERICAN GOVERNMENT

3 s.h.

This general introduction to the study of American government and politics focuses on the national level and on the actors and interests who contend for power and influence in Washington DC. Students will gain an understanding of the origins, structure, and operation of American government. Topics include American political culture, the framing of the Constitution, political parties, campaigns and elections, interest groups, the media, the Presidency, the Congress, the federal judiciary, and current issues of public policy. This course is offered every semester.

PSC 201 STATE AND LOCAL GOVERNMENT

3 s.h.

Most business and citizen contact with government is at the state and local levels. This survey course gives special attention to intergovernmental relations and to the workings of state and local government in the policy areas of law enforcement, economic development, land use planning and regulation, education, transportation, social services, taxation, and budgeting. Politics are also examined with topics that include the impact of political participation, elections, political parties, and interest groups on public policy. This course is offered every fall semester.

PSC 210 RESEARCH METHODS IN POLITICAL SCIENCE 3 s.h.
An introduction to the process of political inquiry and written analysis, this course helps students develop good research and writing habits in the specialized field of political science. Topics include the steps in the research process, the types of papers in political research, alternative approaches to research, and the techniques of quantitative analysis. This course is required for all political science majors, and it is recommended for students in a pre-law curriculum and the paralegal program. This course is offered every spring semester.

PSC 227 COMPARATIVE POLITICS 3 s.h.
Parliaments, politburos, juntas, revolutions, Islamic jihads — this introductory course explores the politics of other countries and regions, and compares them to the United States. Topics include political culture, geography, history, types of political systems, patterns of governance, political thought, and issues of public policy. This course is offered every spring semester.

PSC 305 DEMOCRATIC PRINCIPLES AND THE DEMOCRATIC STATE 3 s.h.
The main currents of democratic political thought, from ancient Greece to the present, are examined in terms of their historical setting, philosophical content, and contribution to the development of the modern democratic state. The democratic concepts of justice, liberty, freedom, equality, and legitimacy receive special emphasis, along with the ideological struggles associated with socialism, liberalism, and conservatism. This course is offered in the fall semester, even-numbered years.

PSC 310 LAW AND THE LEGAL SYSTEM 3 s.h.
From lynchings to landmark decisions, this course examines the traditions and historical development of the law in America, emphasizing the judicial process. Topics include the types and sources of law, the structure and functions of the state and federal court systems, civil and criminal law procedure, and judicial governance with special attention placed on the U.S. Supreme Court. This course is offered every spring semester. Cross listed as LAW 310 and JUS 310.

PSC 333 PUBLIC ADMINISTRATION 3 s.h.
What do public managers do and how do they do it? These and other questions are addressed as this course explores the theory and processes of the modern bureaucratic state. Topics include administrative structure and functions, organizational direction, personnel and financial management, and bureaucratic governance and discretion. Consideration is given to the interaction of governmental and non-profit agencies. This course is offered every fall semester.

PSC 341 CONGRESS AND THE PRESIDENCY 3 s.h.
The personalities, parties, and ideas on both ends of Pennsylvania Avenue battle for supremacy in a unique arena established by our constitutional separation of powers. This course examines how the policy-making process functions in the midst of this political struggle by studying critical domestic and foreign policy issues. The structures of these institutions are examined as well as influences such as the media, public opinion, and interest groups. This course is offered in the spring semester, even-numbered years.

PSC 347 AMERICAN FOREIGN POLICY 3 s.h.
The Persian Gulf, Vietnam, the Cold War, World War II, and other significant past experiences are examined in an effort to understand the “how” and “why” of American foreign policy. The policy-making process of the national security establishment is observed. Key concepts include vital national interests, national policy objectives, institutional roles, and the domestic sources of foreign policy. This course is cross listed as HIS 347. This course is offered in the fall semester, even-numbered years.

PSC 351 INTERNATIONAL RELATIONS 3 s.h.
What are the games nations play? What are the rules? Are there any rules? The balance of power, diplomacy, imperialism, and collective security are just some of the topics surveyed in this wide-ranging look at world politics. This course focuses on the issues of war, development, and trade in the international system, while also including some attention to international organizations and international law. This course is offered in the spring semester, odd-numbered years.

PSC 385 THE LIVING CONSTITUTION 3 s.h.
Prayer in schools, abortion, gay rights, burning the American flag, term limits—these are some of the constitutional issues this course examines as it studies the actors and actions that develop constitutional law. Topics include leading Supreme Court decisions, the amending process, separation of powers, federalism, economic liberties, civil liberties, civil rights, and due process. This course is offered in the fall semester, odd-numbered years. Cross listed as LAW 385

PSC 401 to 410 AREA STUDIES 3 s.h.
The courses in Area Studies examine the political setting, patterns of governance, and current political problems of a particular region of the world. Selected countries within each region are identified for in-depth comparison. Topics include political culture, political thought, geography, history, political and economic development, and comparative public policy. These courses are offered as needed. Specific regions covered are:

401 EUROPEAN POLITICS 3 s.h.

402 MIDDLE EAST POLITICS 3 s.h.

403 POLITICS IN AFRICA 3 s.h.

404 POLITICS IN EAST ASIA 3 s.h.

405 LATIN AMERICAN POLITICS 3 s.h.

406 ADVANCED INDUSTRIAL COUNTRIES 3 s.h.

407 POLITICS IN SOUTHEAST ASIA 3 s.h.

PSC 425 SPECIAL TOPICS SEMINAR 3 s.h.
When warranted, instructors can offer this course to examine topics not covered by the normal course offerings. Students engage in discussion, research, and writing. It is open to sophomore, junior, and senior Political Science Majors and to others by permission of the instructor. Topics vary and are announced in advance. This course is offered as needed.

PSC 430 POLITICAL CAMPAIGN SEMINAR

3 s.h.

Learn what constitutes a winning campaign. This course examines the major elements of a political campaign, including campaign strategy and finance, issue selection, event planning, polling, election law, as well as the influence of the media and campaign ethics. Normally offered during an election year, current events form an important part of the course material, and there is opportunity for campaign field experience. This course is offered in the fall semester, even-numbered years.

PSC 440 INTERNATIONAL ORGANIZATIONS

3 s.h.

This course studies the structures that attempt to organize interstate relations, which includes both governmental and non-governmental organizations, international law, and international regimes. Specific study of the United Nations system and the European Union is included. This course is offered in the spring semester, even-numbered years.

PSC 451 INTERNATIONAL POLITICAL ECONOMY

3 s.h.

This course examines the political dynamics of the development and management of the contemporary international economic system. Among the topics covered are the decision-making role of international economic organizations, the political implications of interdependence, and the activities of transnational actors. This course is offered fall semesters, odd-numbered years.

PSC 455 TERRORISM AND THE HOMELAND SECURITY RESPONSE 3 s.h.

A study of the terrorist threat in America and the creation of the Office of Homeland Security to address that threat. Emphasis will be placed on examining the attack on September 11, 2001 and the government's response via creation of the Office of Homeland Security. The nature of the terrorist threat, organization of the Office of Homeland Security, risk assessment models, and special programs and legislation created to address the terrorist threat will be discussed. This course is offered in the spring semester of even years. Cross listed as JUS 455.

PSC 460 SENIOR SEMINAR

3 s.h.

This is a senior-level, capstone course required for all students majoring in Political Science. Students draw upon all the knowledge, theory, and skills from their earlier courses to undertake an original, empirical research project using quantitative methods. Students complete a Senior Thesis and a Power-Point presentation. Juniors must receive the consent of the instructor to be admitted. Prerequisites: completion of PSC 210 and the statistics requirement. Prerequisites can be waived with the permission of the instructor. This course is offered every fall semester.

PSC 470 INTERNSHIP

3 s.h.

Internships provide opportunities for well-qualified, upper-division students to work in a "real world" professional setting and gain invaluable experience. These can be found locally or in Washington DC, and could be with a government agency, non-profit organization, or private enterprise. The department chair must grant permission and determine the hours of credit before registration for the internship. Internships are available each semester; however, arrangements must be made during the preceding semester. Campaign internships are offered in the fall semester of election years.

PSC 499 INDEPENDENT STUDY IN POLITICAL SCIENCE

1-3 s.h.

This is an individual, tutorial course established at the request of the student when special needs or circumstances require examination of subject matter not available in other courses. Students engage in an individual program of reading, research, and written requirements. This provides an opportunity for well-qualified, upper-division students to engage in special research in Political Science. It requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval is sought from the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF SOCIAL WORK

Ms. Deborah Murray, Interim Department Chair

The Social Work Program is nationally accredited by the Council on Social Work Education, and is a professional program designed to prepare students for entry-level generalist practice with individuals, families and groups, organizations and communities. It has a particular focus on the needs of minority and under-served populations in the Cape Fear Valley region.

Admission to the Program is not automatic and students must apply and be accepted into the program to complete the major. Admission to the program does not guarantee entry into the senior Field Internship. Applications for internships must be made to the Field Coordinator. Internships are restricted to individuals whose prior academic and personal performance indicates they are suited to a career designated to working with vulnerable people. No credit is given for life experience, and all courses must be completed. This major can be completed only through enrollment in field internships during the day. Students may elect either the B.A. or B.S. core.

Degree awarded: BSW

Requirements for the major in Social Work: 66 s.h. as follows: SOC 151, PSY 101, PSC 151, a course in statistics, CSC 100, PSY 341, SWK 231, 235, 240, 300, 302, 315, 332, 350, 370, 420, 424, 432, 475. Students must have a grade of C or better in all social work courses. The following courses should be completed in the freshman and sophomore year: SOC 151, PSY 101, PSC 151, CSC 100, SWK 231, SWK 240, SWK 235, SWK 315, SWK 350, and statistics. SWK 231 is the prerequisite for all social work courses except SWK 315 and 332. Students must complete college core requirements with a GPA of 2.0 or better in all work attempted and maintain a 2.5 in the major.

Requirements for a minor in Social Work: SWK 231 and 15 s.h. of other SWK courses. (Please note that SWK 420, 424, and 475 may be taken only by Social Work majors and may not be taken as part of the minor.)

Requirements for the licensure in School of Social Work: 9 s. h. including SWK 340, EDU 251, and SPE 255, all other requirements for the Social Work major, admission to the Social Work Program and admission to Teacher Education. Admission to Teacher Education should be completed the semester prior to the field placement. The Field Placement must be in a school setting. Students must have a cumulative grade point average of at least 2.5 and a grade of "C" or better in all social work courses and the student's minor professional sequence. *As of Spring 2005, the Teacher Education Program has placed a temporary hold on new admissions to this program. See Education Section of previous years' Academic Catalogues for School Social Work licensure requirements applicable to students already admitted to the program.*

Requirements for the minor in Gerontology with certification: 17-18 s.h. including GRN 301 and 350; SWK 235 or BIO 306; GRN 450 or 470; and 6 s.h. from one of the following tracks;

Health Care (BHC 200, BHC 430, SOC 305, SOC 388);

Wellness and Exercise Science/Wellness (WEL 203, WEL 205, WEL 218, WEL 400);
Social Work (SWK 302, SWK 315, SOC 305, SOC 388)

A student doing a senior level research project or internship in his or her major field may substitute that course for GRN 450 or 470 if it focuses on senior adults and meets the approval of the Director of the Gerontology Program.

Writing-Enrichment Course: SWK 240

Requirements for admission to the Social Work Program: Students must be approved by the Admissions and Academic Standards Committee based on the following criteria:

- 1-A grade point average of 2.0 or better on all work completed
- 2-Fifty percent of the core requirements must be completed before application to the program can be made.
- 3- A grade of C or better in ENG 101 and ENG 102 or by equivalent test scores
- 4- Completion of SWK 231, 235, 240 and 315 with a grade of C or better and a GPA of 2.5 or higher within the major.
- 5-Completion of a written application to the Social Work Program after the above requirements have been met. Applications are due to the department on either the first Friday in September or the first Friday in February. Application packets can be obtained from the department secretary.
- 6-Interview with the Admissions and Academic Standards Committee of the Department.

Candidates are encouraged to apply for admission to the Program in the second semester of their sophomore year. Practice courses can only be taken by students who have been formally admitted to the program.

Requirements for admission to Field Internship:

- 1- Formal admission to the social work program
- 2- Submission of completed written application
- 3- Completion of all other graduation requirements or approval by the Field Coordinator
- 4- A grade of C or higher in all social work courses and a GPA of 2.5 or higher within the major; a GPA of 2.0 in all work completed for general education/core requirements at Methodist College.

5- Approval of the Coordinator of Field Instruction and acceptance by the assigned agency. Acceptance to Field Internship is not automatic.

SOCIAL WORK COURSES

EDU 251 INTRODUCTION TO EDUCATION 3 s.h.
Historical, sociological, philosophical, and legal foundations of education; organization, control, and functions of public education in America; teaching as a profession; professional ethics; lesson planning; and the role of the teacher in the school and community. Designated writing-enrichment course. Prerequisite: Sophomore status or permission of the instructor. This course is offered every fall and spring semester.

SPE 255 EDUCATING DIVERSE POPULATIONS 3 s.h.
A survey course introducing social, cultural socioeconomic, emotional, and physical factors affecting diverse populations and their implications for education. Designated writing-enrichment course. Sophomore standing required. This course is offered every fall and spring semester and one summer session.

SWK 231 INTRODUCTION TO SOCIAL WORK 3 s.h.
Introduction to social problems and social service systems designed to impact upon those problems. Introduction to social work as a profession, its ethics, values, knowledge base, skills base, and fields of practice. This course requires a service learning component and is a prerequisite to all other social work courses except SWK 315 and 332. This course is offered every semester.

SWK 235 HUMAN/BIOLOGICAL SYSTEMS 3 s.h.
This course is designed to provide an understanding of the human body and the impact biological processes and environmental systems have upon behavior and health, especially mental health. Health care, underserved populations and the role of social work will be explored. Prerequisite: SWK 231. This course is offered every semester.

SWK 240 PROFESSIONAL WRITING USING THE APA STYLE 3 s.h.
This course introduces students to the American Psychological Association (APA) style of writing. The ethics of writing, indicating the acceptable forms and practices of recognizing the ideas and intellectual properties of others will be explored in this course. The course will examine the concept of plagiarism. The course will address the role of the Internet and the information it provides in writing professional papers. It will also offer suggestions for using computer technology at various stages of the research process. The course will develop strong writing skills necessary for professional papers, case documentation, report writing, and agency correspondence. Prerequisites: SWK 231 and ENG 101. This course is offered every semester.

SWK 300 HUMAN BEHAVIOR AND THE SOCIAL ENVIRONMENT I 3 s.h.
Systems theory and the ecological perspective applied to the bio-psycho-social development of the individual and the family from the pre-natal stage through early adolescence. Prerequisites: SWK231, SWK 235, SWK 240, SOC 151, PSY 101. This course is offered every fall semester.

SWK 302 HUMAN BEHAVIOR AND THE SOCIAL ENVIRONMENT II 3 s.h.
This course applies systems theory and the ecological perspective to the of development of the individual and family from middle adulthood through later years. Prerequisite: SWK 300. This course is offered every spring semester.

SWK 304 FAMILY SOCIAL WORK

3 s.h.

Introduction to the family as a social system, patterns of family communication and interaction, and the concept of intervention with the family. Prerequisite: SWK 231. This course is offered as needed.

SWK 305 SUBSTANCE ABUSE AND CHEMICAL DEPENDENCY

3 s.h.

This course will allow students to fully understand the dynamics associated with the provision of services to those who are abusing or are addicted to drugs. This course is designed to introduce students to methods of intervention for treating those who are abusing or are addicted to alcohol or other drugs. This course will provide students the knowledge to work effectively with those who abuse substances and with the issues that are associated with addiction. The course will also examine other addictions such as gambling and eating disorders. This course is offered as needed.

SWK 315 HELPING PROCESSES

3 s.h.

An introduction to the giving and taking of help, the communication process, the helping relationship, the problem-solving model, and various intervention concepts and theories. This is a pre-practice course open to all majors. This course is offered every semester.

SWK/SOC 332 METHODS OF SOCIAL RESEARCH

3 s.h.

The scientific method, research design, including single systems design and program evaluation, data-gathering techniques, and data analysis. The student will develop and conduct an original research project. Prerequisites: Statistics. This course is offered every fall semester.

SWK 340 SCHOOL SOCIAL WORK

3 s.h.

This course focuses on major issues in education and historical, philosophical and political influences of school social work practice. A variety of social work skills, interventions, and theories applicable to the delivery of school social work services are discussed. Prerequisite: SWK 231. This course is offered during the summer term.

SWK 350 HUMAN DIVERSITY AND POPULATIONS-AT-RISK

3 s.h.

This course focuses on the dynamics and consequences of discrimination, economic deprivation, and oppression of: women, gay and lesbian persons, people with disabilities, African Americans, Latinos, Asian-Americans, Native Americans, military families, rural populations, and other populations at risk. The history of diverse groups and populations will be explored and the many myths, stereotypes, and prejudices that surround these groups will be discussed. Prerequisite: SWK 231 and SOC 151. This course is offered every semester.

SWK 370 SOCIAL WELFARE POLICY AND SERVICES I

3 s.h.

Key historical, political, economic, and ideological events in relation to the social welfare system in the United States with an introduction to current welfare policies and programs. Prerequisites: SWK 231, SWK 240 and PSC 151. This course is offered every fall semester.

SWK 375 CHILD WELFARE

3 s.h.

Policies, programs, and issues relating to the child welfare system are examined, including protective services, out-of-home placements, adoption, day care, and public school programs. Prerequisite: SWK 231. This course is offered as needed.

SWK 380 SOCIAL WORK WITH OLDER ADULTS 3 s.h.
This course provides foundation knowledge and skills for working with older individuals, their families, and the community. Skills in helping such as interviewing, assessment and planning, intervention and evaluation, are presented and practiced as applicable to older adults. Systems providing services to older adults such as income maintenance, health care, nutrition, housing, mental health, social and institutional care are presented. Students learn strategies to act as advocates and change agents on behalf of older adults. Prerequisites: SWK 231 and GRN 301. This course is offered as needed.

SWK 385-395 SPECIAL TOPICS IN SOCIAL WORK 3 s.h.
A subject in social work not covered in depth in the regular curriculum. Topics vary. Can be repeated for credit with a different topic. Prerequisite: SWK 231. These courses are offered as needed.

SWK 420 PRACTICE METHODS I 3 s.h.
Introduction to social work practice methods with micro and mezzo client populations. It includes the development of skills in interviewing, assessment, planning, intervention, termination and evaluation of practice. This course requires a service learning component. Prerequisites: SWK 231, 235, 300, 315, 350, 370, and admission to the Social Work Program. This course is offered every semester.

SWK 424 PRACTICE METHODS II 3 s.h.
Practice methodology for work with individuals, families, groups, organizations and communities. Emphasis on macro level practice. Prerequisite: SWK 231, 235, 240, 300, 315, 350, 370 and admission into the Social Work Program. This course is offered every semester.

SWK 420 and SWK 424 Students who do not receive a grade of C or better may repeat these courses one time only. Refer to the Methodist College Social Work Program Field Practicum Handbook for exceptions and requirements of students enrolled in Field Practicum

SWK 432 SOCIAL WELFARE POLICY AND SERVICES II 3 s.h.
Current social welfare policy of the U.S., approaches to social welfare in other Western nations, and values reflected in policy options are explored and analyzed. The impact of social welfare policy upon social work practice is studied. Prerequisite: SWK 370. This course is offered every spring semester.

SWK 475 FIELD PRACTICUM 12 s.h.
The student is placed in an approved social welfare agency for supervised learning experience of no less than 400 contact hours. Requires a weekly seminar. Prerequisites: senior class standing; admission to the social work program; approval of Field Coordinator; acceptance by agency; SWK 231, SWK 235, SWK 240, 300, 302, 315, 332, 350, 370, 420, 424, 432; SOC 151; PSY 101; PSC 151; CSC 100, PSY 341; and a course in statistics. Offered every semester.

SWK 499 INDEPENDENT STUDY IN SOCIAL WORK 1-3 s.h.
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.



SCHOOL OF SCIENCE AND HUMAN DEVELOPMENT

Dr. Wenda Johnson, Dean

The School of Science and Human Development includes a variety of professional programs with a strong liberal arts foundation. The curriculum in each discipline has been designed to prepare students to become outstanding professionals in their chosen field. Faculty who teach in the programs pride themselves on providing academic rigor in a nurturing environment.

The undergraduate **Athletic Training Program** is designed to prepare students for the professional opportunities as NATABOC Certified Athletic Trainers (ATC). Students will gain experience in the collegiate, high school, and physical therapy clinical settings. The program is accredited by The Commission on Accreditation of Allied Health Education Programs (CAAHEP).

The words **Biology, Chemistry and Physics** elicit different images from different people. Some will envision a research scientist in a white lab coat, while others will see individuals working to protect endangered species or to make products we use in our everyday lives more useful. Choice of majors includes Applied Exercise Science, General Biology, Zoology, Ecology and the Natural History of Plants, Health Occupations Science, Conservation Biology, Microbiology-Cell Biology, and Chemistry.

One of the primary opportunities for service is in the field of **Teacher Education**. Recognizing teacher education as an institution-wide responsibility, the college is committed to meeting the need for well-trained and dedicated teachers. Teacher licensure areas in majors offered by the School of Science and Human Development include Elementary Education, Middle Grades Education, Special Education, Secondary Mathematics, Physical Education, and Secondary Science with a major in Biology. The unifying theme for all of the education programs is the development of professional educators as facilitative teachers who understand and value the process of learning. Our teacher licensure programs are accredited by the National Council for the Accreditation of Teacher Education (NCATE) and the North Carolina Department of Public Instruction (NCDPI).

Each major in the **Wellness and Exercise Science** department includes courses which address the content or knowledge base for its professions and an introduction to related professional organizations and employment venues. An especially attractive component of each major is the opportunity provided to students to be in “real world” settings working in cooperation with, and under the direct supervision of, professionals in their chosen fields of study.

Our **Master of Medical Science in Physician Assistant Studies** program is geared toward preparing individuals to be health care professionals licensed to practice medicine with physician supervision. Physician Assistants provide primary care as well as medical care in specialty fields. Our master’s degree program is accredited by the Accreditation Review Commission on the Education of the Physician Assistant, Inc. (ARC-PA). For details of this program, please see the School of Graduate Studies section of this catalogue.

Whichever area of study you choose, know that our faculty will be available to provide you with guidance and support as you pursue your professional goals.

ATHLETIC TRAINING

Hugh Harling, EdD, LAT, ATC, Director

Students who choose a major in Athletic Training and earn NATABOC certification will have the opportunity to work with the physically active in a variety of settings including: school-based athletic programs, sports medicine clinics, professional teams or other health care providers. Athletic Training is an outstanding major for students desiring to develop hands-on clinical skills during their undergraduate studies. Athletic Training students are required to fulfill academic and time demanding clinical education components. This major can be combined with other majors or minors to fulfill academic pre-requisite requirements for graduate education programs in the fields of medicine, physical therapy, occupational therapy, physician assistant or other graduate allied health professions.

Degrees awarded: B.A., B.S.

Writing-Enrichment Course(s): ATP 484

Computer Intensive Course(s): ATP 484

Major in Athletic Training: 65 s.h., including ATP 111, 112, 220, 230, 231, 232, 285, 286 (or BIO 306 & 308), 318, 319, 320, 331, 332, 381, 382, 383, 412, 484, WEL 218, 300, 312, 404, PSY 101. Students must take two of the following field experience courses: ATP 400, ATP 401, ATP 402. Students are strongly encouraged to take additional course work from the following: PHI 340, PSY 341, CHE 151, 152, PHY 151, 152.

Requirements for a minor: No minor is available in Athletic Training.

The Methodist College Athletic Training Program (ATP) promotes the education of future athletic trainers and the development and improvement of the Athletic Training profession. The Methodist College Athletic Training Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The ATP is designed to be a limited enrollment program. Admission to the ATP is on a competitive and space available basis.

Athletic Training Program Admissions Criteria and Procedures

Formal application for admission into the Athletic Training Program is made during the spring semester, preferably of the student's freshman year. Students must have successfully completed a minimum of 12 credit hours by the end of the semester which they apply. In addition, all students applying for admission into the Athletic Training Program must be full-time students at Methodist College. The minimum application requirements for Admission into the Methodist College Athletic Training Program include successful completion of or current enrollment in:

1. ATP 111, 112, 220 and 285, with a "C" (not a C-) or better in each course
2. ATP 111, 112, 220 and 285 with a minimum 2.5 average
3. A minimum overall GPA of 2.5
4. A completed application form including a signed copy of the Technical Standards for Entry-Level Athletic Training Education. A copy of the Technical Standards for Entry-Level Athletic Training Education is available in the Athletic Training Program Handbook, on-line at the program's website and is provided to students

during their enrollment in ATP 111 as part of the Overview and Program Application booklet

5. An interview with the ATP Admissions Committee.

All application materials must be submitted to the Athletic Training Program Director by April 1st. Students who have completed the application packet by the announced due date and are deemed by the ATP Admissions Committee to be viable candidates for the ATP will be invited to participate in an admissions interview. If space in the program is available after reviewing the initial applicants then applications to the program will continue to be accepted and processed. After the initial applicants have been reviewed, if space is available, the program will continue to accept and process applications. Students who anticipate completing pre-requisite courses after the deadline may petition the Athletic Training Program Director prior to the deadline for an extension through the summer session. Agreement by the Athletic Training Program Director does not guarantee a position as an entering student nor will decisions regarding other qualified candidates be delayed due to students seeking an extension.

Applicants will be notified in writing by the Program Director as to whether they have been selected for an interview or have been removed from the application process. The interviews will take place before the end of the spring semester and each interview will last approximately thirty minutes. All interviews will be conducted by the ATP Admissions Interview Committee. The ATP Admissions Interview Committee will be composed of the Athletic Training Program Director and at least two of the Athletic Training Program's faculty.

Once all interviews are completed the Admissions Committee will meet to make a final decision regarding each student's admittance, rejection, or alternate status. Students will be notified in writing by May 31st of their status in relation to the ATP. As soon as students are notified in writing of their admittance, they will have seven days from receiving the notification letter to contact the Program Director and confirm their acceptance. If a student withdraws their application or fails to contact the Program Director within this time period, the student's admittance to the ATP will be revoked. Qualifying students not initially accepted are notified in writing that they have been placed on alternate status. The students on the alternate list will be placed in numerical order in relation to their potential admittance order. If an accepted student chooses not to enter the program, the first alternate will be offered the position in the program. This will continue until all possible vacancies in the program have been filled. When students have been notified in writing of their failure to be admitted to the ATP, they may contact the Program Director to discuss the reason(s) for their non-admittance.

Transfer Students:

All transfer students must be enrolled at Methodist College for a minimum of one semester, prior to applying for admission to the Methodist College Athletic Training Program. If accepted, the students must spend a minimum of six semesters in the Program and must follow all of the guidelines pertaining to the Program.

Acceptance or non-acceptance of transfer courses to Methodist College in place of ATP 286, BIO 306 and 308, WEL 218, 300, 312, and 404 and PSY 101 will be at the discretion of the Methodist College Registrar and/or the appropriate Department Head(s). Courses similar in content to ATP 112 Clinical Methods in Athletic Training or ATP 220 Basic Athletic Training taken at other institutions will be reviewed by the Athletic Training

Program Director. Students seeking transfer credit will be asked to demonstrate the appropriate cognitive and psychomotor knowledge, skills, and abilities by passing a comprehensive exam. ATP 111, 230, 231, 232, 285, 318, 319, 320, 331, 332, 381, 382, 383, 412, 484 and the required field experience courses must be taken at Methodist College.

Following acceptance into the Athletic Training Program, all students must undergo a physical exam and be medically cleared by a physician prior to enrolling in the program in the fall. Athletic Training Program students are responsible for any additional expenses related to the physical exams and immunizations.

Students accepted into the Athletic Training Program are required to maintain a minimum overall GPA of 2.5 and must complete all ATP courses with a grade of “C” or better. Students electing to complete BIO 306 & 308 must complete the courses with a grade of “C” or better.

ATHLETIC TRAINING COURSES

ATP 111 INTRODUCTION TO ATHLETIC TRAINING & SPORTS MEDICINE

1 s.h.

This course is designed to provide students, who wish to apply for admission into the Athletic Training Program, with the necessary information for the admission process, opportunities to observe practices and games, and learn about a variety of health professions within the field of sports medicine. This course is offered every fall and spring.

ATP 112 CLINICAL METHODS IN ATHLETIC TRAINING

3 s.h.

This course is designed to provide students with the methods and practical experiences to perform emergency first aid and CPR, basic taping methods, fitting of equipment, crutches, protective padding, setting up various therapeutic modality applications and other essential beginning clinical skills. This course is offered every fall and spring.

ATP 220 BASIC ATHLETIC TRAINING

3 s.h.

This course includes an introduction to the field of athletic training. The history of athletic training, immediate injury care, taping techniques, and athletic training administrative procedures are discussed. This course also includes the study of nutrition as it pertains to fundamental requirements, demands of exercise, and health implications, organizations/associations related to athletic training, the role of the Certified Athletic Trainer, physicals, medical terminology, associated medical and non-medical personnel, developing an emergency care plan, and environmental risk factors. Prerequisite: None. This course is offered every spring.

ATP 230 PSYCHOSOCIAL ASPECTS OF HEALTHCARE

2 s.h.

This course introduces students to the psychological and social factors confronting athletic training and healthcare providers. This course will address the current psychosocial and sociocultural issues and problems confronting healthcare professionals and fundamentals of counseling. This course is offered every spring.

ATP 231 CLINICAL EXPERIENCE I

1 s.h.

This course is designed to challenge students through the use of competency based modules related to basic athletic training clinical skills. Prerequisite: Admittance into the Athletic Training Program. This course is offered every fall.

ATP 232 CLINICAL EXPERIENCE II 1 s.h.
This course is designed to provide students with challenging hands-on competency based modules related to evaluation of the foot, ankle, lower leg, knee, thigh, hip, and low back injuries. In addition, students will also design and instruct therapeutic exercise programs for injuries to lumbar spine and lower extremities, as part of completing the required competency modules. Prerequisite: ATP 231. This course is offered every spring.

ATP 285 KINETIC HUMAN ANATOMY 3 s.h.
This course is designed to provide a foundation for students to learn how anatomy affects movement of the human body. The course will emphasize surface anatomy and the musculoskeletal system including the various structures, functions and mechanics of the human body. This course is offered every spring.

ATP 286 SURVEY OF HUMAN PHYSIOLOGY & DISEASE 3 s.h.
This course is designed to prepare athletic training and wellness and exercise science students with basic knowledge of human physiology and body systems. It will also prepare athletic training, wellness and exercise science students to recognize symptoms of common human diseases, factors which can contribute to abnormalities, and the resultant complications and dysfunctions. This course is offered every fall.

ATP 318 EVALUATION I 3 s.h.
This course is designed to introduce students to injury evaluation and management concepts. In addition, students will gain knowledge, skills and abilities in the recognition, evaluation, treatment, and prevention of injury to the spine, hip, thigh, knee, ankle, and foot. Prerequisites: Admittance into the Athletic Training Program. This course is offered every fall.

ATP 319 EVALUATION II 3 s.h.
This course is a continuation of the evaluation course series with the emphasis being students' acquisition of knowledge, skills and abilities in the recognition, evaluation, treatment, and prevention of injury to the head, face, neck, shoulder, elbow, wrist and hand. Prerequisites: ATP 318. This course is offered every spring.

ATP 320 GENERAL MEDICINE & PHARMACOLOGY 3 s.h.
This course is a continuation of the evaluation course series with the emphasis placed on students' acquisition of knowledge, skills and abilities in the recognition, evaluation, treatment, and prevention of injury to chest and abdomen including environmental factors, general medical conditions, and legal issues and fundamentals of pharmacology. Prerequisites: ATP 319. This course is offered every fall.

ATP 331 CLINICAL EXPERIENCE III 1 s.h.
This course is designed to challenge students with hands-on competency modules related to the evaluation and rehabilitation of injuries of the head, face, neck, shoulder, elbow, wrist and hand. In addition, students will also design and instruct therapeutic exercise programs for injuries to torso, the upper and lower extremities, as part of completing the required competency modules. Prerequisite: ATP 231, 232, 318, 319, 381, 383. This course is offered every fall.

ATP 332 CLINICAL EXPERIENCE IV 1 s.h.
 This course will challenge students with hands-on competency modules related to the selection, application and administration of electrical, thermal, and mechanical modalities as well as the opportunity to integrate these skills into rehabilitation plans for the physically active. Students will also complete competency modules related to knowledge, skills and abilities developed during the General Medicine & Pharmacology course. Prerequisite: ATP 320, 331, 382. This course is offered every spring.

ATP 381 THERAPEUTIC EXERCISE I 3 s.h.
 This course will cover a wide variety of rehabilitation techniques including the principles of therapeutic exercises, their selection, design and implementation during rehabilitation programs for various pathologies of the lower extremities. Prerequisite: Admittance into the Athletic Training Program. Co-requisite: ATP 318. This course is offered every fall.

ATP 382 THERAPEUTIC MODALITIES 3 s.h.
 This course covers the underlying theory, basis for selection and application of therapeutic modalities used in the treatment of athletic injuries. Prerequisite: ATP 318, 319, 381, 383. This course is offered every fall.

ATP 383 THERAPEUTIC EXERCISE II 3 s.h.
 This course will cover a wide variety of rehabilitation techniques including the principles of therapeutic exercises, their selection, design and implementation during rehabilitation programs for various pathologies of the spine, trunk and upper extremity. Prerequisite: ATP 381; Co-requisite: ATP 319. This course is offered every spring.

ATP 400 FIELD EXPERIENCE 3 s.h.
 This course is designed to provide students with hands-on experience in a variety of traditional and/or non-traditional athletic training settings. Prerequisite: ATP 231, 232, 331, 332. This course is offered every summer.

ATP 401 FIELD EXPERIENCE 3 s.h.
 This course is designed to provide students with hands-on experience in a variety of traditional and/or non-traditional athletic training settings. Prerequisite: ATP 231, 232, 331, 332. This course is offered every fall.

ATP 402 FIELD EXPERIENCE 3 s.h.
 This course is designed to provide students with hands-on experience in a variety of traditional and/or non-traditional athletic training settings. Prerequisite: ATP 231, 232, 331, 332. This course is offered every spring.

ATP 412 SENIOR SEMINAR 3 s.h.
 This course is designed to provide educational opportunities for students in research methodology and preparation for the NATABOC certification exam. Prerequisite: Completion of all didactic courses required in the Athletic Training Program or be currently enrolled in final semester and of courses. This course is offered every spring and on an as needed basis during fall and summer.

ATP 484 ORGANIZATION & ADMINISTRATION IN ATHLETIC TRAINING

3 s.h.

This course includes an in-depth look at the organization of an athletic training room. It also includes facility issues, staffing/personnel issues, and drug testing. In addition, the course will include legal and ethical parameters as they relate to athletic training, rehabilitation techniques and the measurement and testing equipment used to rehabilitate athletic injuries. This course is designated as a writing enrichment course. This course is offered every spring.

ATP 485 SPECIAL TOPICS IN ATHLETIC TRAINING

1 - 3 s.h.

This course will include the study of special topics of critical, contemporary concern to Athletic Training. Prerequisite: Permission of the Department Head. This course is offered on an as needed basis.

ATP 499 INDEPENDENT STUDY

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF BIOLOGY

Dr. Lori Brookman, Chair

Degrees awarded: B.A., B.S., A.S.

Core/General Education requirements: Students can combine BIO 153 with CHE 151, GGY 153 or 301, or PHY 151 to meet the core/general education science requirements if they have the appropriate prerequisites. BIO 153 can also be combined with SCI 141 and 143 courses to fulfill the core/general education science requirement. BIO 153 may also be combined with upper-level biology courses to fulfill the science core requirement for the B.S. degree.

Requirements for majors in biology: 36-38 s.h. of Biology; CHE 151, 152, 321, 322; MAT 113 or higher and 220; additional courses in physics, chemistry, geology, and mathematics are desirable electives.

Areas of concentration available for biology majors are the following:

Conservation Biology: BIO 153, 253, 254, 309 or 396, 317, 312, 331, 435; one course chosen from BIO 302, 307, 321, or 413; BIO 488 and 489 or 490 and 491; BIO 431; ECO 261; GGY 153.

Ecology And Natural History Of Plants: BIO 153, 253, 254, 301, 304, 312, 317, 321; 488 and 489 or 490 and 491; and 4 s.h. chosen from BIO 302, 307, 309, 413, 440, or 450; Suggested electives are SCI 141 or GGY 153, CHE 312, and CHE 450

General Biology: BIO 153; 253 and 254; 301, 302, 304 or 398; 309 or 401; 306, 308 or 440; BIO 312, 317 or 413; 488 and 489 or 490 and 491; and additional biology electives to make a total of 36 s.h.

Health Occupations Science: BIO 153, 254, 306, 307, 308, 400, 440; BIO 309 or 401; one course chosen from BIO 302, 317, 321; BIO 488 and 489 or 490 and 491; CHE 450; either one of the following two sequences: PHY 151 and 152

OR PHI 340, PSY 101 and one of the following from PSY 304, 340, or 341.

Microbiology/Cell Biology: BIO 153, 253 or 254, 301 or 304, 307, 309 or 396, 400, 401, and 440; one course chosen from BIO 302, 317, 321, or 398; 488 and 489 or 490 and 491; CHE 450; recommended for pre-medical students majoring in biology; for pre-veterinary students, and for students preparing for the Methodist College Physician Assistant Program

Zoology: BIO 153, 253, 254, 302, 317, 398, 401; BIO 312 or 413; BIO 488 and 489 or 490 and 491; elective from BIO 307, 309, 321, 440 or 450

Requirements for the minor in biology: 19-20 s.h.: BIO 153 plus 16 s.h. of biology electives

Requirements for the A.S. Concentration: (See page 53.)

Writing-Enrichment Courses: BIO 307, 309, 401, 440, 489, and 491

APPLIED EXERCISE SCIENCE

Dr. Margaret Folsom, Coordinator

Degrees awarded: B.A., B.S.

Writing Enrichment courses: BIO 309,401, and 440; WEL 400; ATP 484

Major in Applied Exercise Science: 61 s.h., including BIO 306 and 308; BIO 401; CHE 151 and 152; PHY 151 and 152; MAT 220; WEL 217, 218, 285, 312, 404, and 406; ATP 220; PSY 304; WEL 400 or ATP 484; One of BIO 309, 398, 440

COURSES IN BIOLOGY

BIO 153 FUNDAMENTALS OF BIOLOGY 4 s.h.

For students planning further study in biology or a related field: includes cell structure and function, mitosis and meiosis, principles of genetics, and classification of living organisms. Three hours of lecture and three hours of laboratory each week. Prerequisites: high school biology and chemistry or SCI 142 and 143. Students must pass with a C or higher grade (not to include C-), this course is a prerequisite to all further Biology courses. This course is offered every fall and spring semester.

BIO 253 VERTEBRATE NATURAL HISTORY 4 s.h.

This course introduces the ecology and natural history of vertebrate organisms: fishes, amphibians, reptiles, birds and mammals. Prerequisite: BIO 153 with a grade of C or higher. This course is offered in the spring semester.

BIO 254 PLANT COMMUNITIES

4 s.h.

Plant Communities is designed as a second level course to provide a general knowledge of plant structure at the cellular, tissue and organ levels and to relate that knowledge to modifications plants have that enable them to survive in specific habitats. Terrestrial and aquatic biomes will be studied with emphasis on specialization of plants in each biome. Morphological and physiological adaptation to the environment will be investigated. Prerequisite: BIO 153 with a grade of *C* or higher. This course is offered in the fall semester.

BIO 301 PLANT MORPHOLOGY

4 s.h.

Morphological trends and life-cycle patterns in the prokaryotes, algae, fungi, and vascular plants. Three hours of lecture and three hours of laboratory each week. Prerequisite: BIO 153 with a grade of *C* or higher; BIO 253 or 254. This course is offered in the fall semester, even years.

BIO 302 INVERTEBRATE ZOOLOGY

4 s.h.

Invertebrate animals with particular attention to physiological processes, ecological roles, and parasites of humans and domestic animals. Three hours of lecture and three hours of laboratory each week. Prerequisite: BIO 153 with a grade of *C* or higher; BIO 253 or 254. This course is offered in the fall semester, even years.

BIO 304 ANATOMY AND PHYSIOLOGY OF VASCULAR PLANTS

4 s.h.

Cell, tissue, and organ structure and function with emphasis on the flowering plants. Three hours of lecture and three hours of laboratory each week. Prerequisite: BIO 153 with a grade of *C* or higher; BIO 253 or 254. This course is offered in the fall semester, odd years.

BIO 306 HUMAN ANATOMY AND PHYSIOLOGY I

4 s.h.

Part one of a two-course sequence. Topics covered include an introduction to histology, the skin and its derivatives, the skeleton, muscles, and the nervous, sensory and endocrine systems. Although this course is taught with an organ system emphasis, mechanisms on the cellular and molecular level are also covered. Prerequisite: BIO 153 with a grade of *C* or higher. This course is offered every fall semester. This course is also offered in the summer semester contingent upon availability of faculty.

BIO 307 GENERAL MICROBIOLOGY

4 s.h.

Immunology, virology, morphology and physiology of bacteria, etiology, and applied microbiology. Three hours of lecture and three hours of laboratory each week. Prerequisite: BIO 153 with a grade of *C* or higher and CHE 151 or permission of the instructor. This course is offered every fall and spring semester. Designated writing enrichment course.

BIO 308 HUMAN ANATOMY AND PHYSIOLOGY II

4 s.h.

A continuation of the study of human structure and function. Topics include circulation, digestion, nutrition, respiration, excretion, immune response, reproduction and development. Prerequisite: BIO 153 with a grade of *C* or higher and BIO 306. This course is offered every spring semester.

BIO 309 GENETICS

4 s.h.

The molecular basis of inheritance and the historical development of genetics, from cellular, quantitative, and Mendelian approaches. Three hours of lecture and three hours of laboratory each week. Prerequisites: BIO 153 with a grade of *C* or higher, CHE 151 and one 300/400 level biology class. This course is offered every spring semester. Designated writing enrichment course.

BIO 312 GENERAL ECOLOGY 4 s.h.
 This class addresses the relationships among organisms and their environments. Topics will include organismal, population and community ecology. Mathematical models for biological systems will be included. Prerequisite: BIO 153 with a grade of C or higher and either BIO 253 or 254. Completion of MAT 113 or higher recommended. This course is offered every spring semester.

BIO 317 LOCAL FLORA 4 s.h.
 Classification and identification of the vascular plants of North Carolina with field and laboratory work emphasized. Three hours of lecture and field work each week. Prerequisite: BIO 153 with a grade of C or higher; BIO 253 or 254. This course is offered spring semester, even years.

BIO 321 INSECT BIOLOGY 4 s.h.
 Entomology: The roles of insects in the balance of life, public health issues, taxonomy, morphology, and physiology. Three hours of lecture and three hours of laboratory each week. Prerequisite: BIO 153 with a grade of C or higher; BIO 253 or 254. This course is offered fall semester, odd years.

BIO 331 CONSERVATION BIOLOGY 3 s.h.
 This course will use biological concepts as a framework to consider the management of natural resources both historically and presently. The use of land for farming as well as the use of air, water, fisheries and forestry will be studied. An introduction to the laws that govern the use of these resources will also be included. Prerequisites: BIO 153 with a grade of C or higher and either BIO 253 or 254. Completion of BIO 312 is recommended. This course is offered as needed.

BIO 396 MOLECULAR BIOLOGY 3 s.h.
 Study of the molecular basis of biology including biological informational molecules (proteins, DNA and RNA), DNA synthesis, RNA transcription, protein synthesis, and gene regulation. Prokaryotic and eukaryotic systems are both studied. In addition, applications of methods used in molecular biology including recombinant DNA technology and forensics will be covered. This course is offered every spring semester.

BIO 398 VERTEBRATE COMPARATIVE ANATOMY AND EVOLUTION 4 s.h.
 The comparative anatomy and evolution of vertebrate organisms: fishes, amphibians, reptiles, birds and mammals. Prerequisites: BIO 153, 253 or 254; and one 300/400 level biology class. This course is offered every fall semester, odd years.

BIO 400 MEDICAL MICROBIOLOGY 4 s.h.
 This course is particularly desirable for students planning to enter any health related field, work as a laboratory technician or enter a graduate program in microbiology. This course deals primarily with the study of pathogenic bacteria and fungi, viruses and viral infections, and the immunological response to infection. Emphasis will be placed on the effects of microorganisms on human beings. Prerequisites: BIO 153 (with a grade of C or higher) and 307. This course is offered every fall semester.

BIO 401 DEVELOPMENTAL BIOLOGY 4 s.h.
Representative patterns in the development of plants and animals from zygote to functioning adults, with emphasis on the early stages. Cellular and genetic mechanisms are included. Three hours of lecture and three hours of laboratory each week. Prerequisites: 8 s.h. of upper-division biology including either 306, 308 or 398 and either 309 or 440. This course is offered every spring semester. Designated writing enrichment course.

BIO 413 LIMNOLOGY AND MARINE ECOLOGY 4 s.h.
Freshwater and marine ecosystems will be studied. Prerequisites: BIO 153 (with a grade of C or higher) 253 or 254; and one 300/400 level biology class. This course is offered fall semester, even years.

BIO 431 CONSERVATION BIOLOGY INTERNSHIP 2 s.h.
This internship will be a work experience course. A paid or volunteer position with an appropriate employer or supervisor will be obtained. This internship could be completed over a summer. A written report from the student must be submitted as well as a written evaluation of performance from the employer or supervisor. Prerequisite: Junior status with a cumulative GPA or 2.0 or higher and permission of the instructor. This course is offered as needed.

BIO 435 CONSERVATION BIOLOGY: ENVIRONMENTAL ISSUES 2 s.h.
This course will explore the nexus of law, science, economics and society. Specific topics will vary and may include management of endangered species, wetland, water or fire. This class may be taken for credit more than once, provided that different topics are covered. Prerequisites: BIO 153 with a grade of C or higher and either BIO 253 or 254. Completion of BIO 312 and 331 are recommended. This course is offered as needed.

BIO 440 CELLULAR PHYSIOLOGY 4 s.h.
Cellular structures and processes as they provide the basic mechanisms of life. Consideration of biologically important macromolecules. Three hours of lecture and three hours of laboratory each week. Prerequisites: 8 s.h. of upper-division biology (300 level or higher), and CHE 321. CHE 450 is recommended. This course is offered every spring semester. Designated writing enrichment course.

BIO 450 BIOTECHNOLOGY 4 s.h.
Current theory, application and techniques in molecular biology, including plasmid mapping, DNA ligation, bacterial transformation, usage of restriction endonucleases. Restriction Fragment Polymorphisms, Southern and Western Hybridizations will be covered. There will be three hours of lecture and three hours of lab per week. Prerequisites: BIO 307, 309 and BIO 440 or CHE 450 or permission of the instructor. Note: One of the prerequisites may be taken concurrently with biotechnology. This course is offered as needed.

BIO 485 SPECIAL TOPICS IN BIOLOGY 1-4 s.h.
Courses not part of the regular departmental offerings. Taught as faculty availability and student interest dictate.

BIO 488 LIBRARY RESEARCH PROJECT I 1 s.h.
Seniors will select a research topic, begin to compile a bibliography, and will write a detailed outline for the paper to be written in BIO 489. Either BIO 488 and 489 or 490 and 491 is required for graduation. This course is offered fall and spring semesters.

BIO 489 LIBRARY RESEARCH PROJECT II 1 s.h.
Seniors will complete the paper begun in BIO 488, and will give an oral presentation based upon it to Biology students and faculty members. Prerequisite: BIO 488. This course is offered fall and spring semesters. Designated writing enrichment course.

BIO 490 LABORATORY RESEARCH PROJECT I 1 s.h.
Seniors will select a research topic, state an experimental hypothesis, design experiments to test this hypothesis and prepare a project budget. Either BIO 488 and 489 or 490 and 491 is required for graduation. This course is offered fall and spring semesters.

BIO 491 LABORATORY RESEARCH PROJECT II 1 s.h.
Seniors will make suggested alterations in the project designed in BIO 488, and will then carry out their experimental work, with appropriate controls and replications, write a paper incorporating literature background, experimental protocol, results and conclusions and will present their findings orally to Biology students and faculty members. Prerequisite: BIO 490. This course is offered fall and spring semesters. Designated writing enrichment course.

BIO 499 INDEPENDENT STUDY IN BIOLOGY 1-4 s.h.
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF CHEMISTRY AND PHYSICAL SCIENCE

Dr. Narendra P. Singh, Chair

Degrees awarded: B.A., B.S., A.S.

CHE 151 can be combined with SCI 142 or BIO 153 toward the general education/core requirements for the Bachelor of Arts degree or with two other science courses for the Bachelor of Science degree. It cannot be combined with SCI 143 toward the core requirement. Note: MAT 105 is a prerequisite for CHE 151 and SCI 143.

Requirements for the major in Chemistry: 24 s.h. in chemistry courses at the 300 level or higher to include CHE 486 or 487 and MAT 231 and 232.
Students majoring in chemistry should select biology, or mathematics as a minor.

Requirements for the Bachelor of Science in Chemistry with a concentration in Forensic Science: CHE151, 152, 311, 312, 321, 322, 450 and either 486 or 487; Chemistry electives (for a total of 24 s.h. in Chemistry at the 300 level or higher): CHE 310, 421, 422, 485 and 499; MAT 231 and 232; PHY 151; BIO 153, BIO 307 or 396, BIO 317 or 321; JUS 242, 309, 389, 401, 420 and 470*.

* Under special circumstances and with the permission of the Justice Studies and Chemistry department chairs an appropriate course may replace JUS 470.

Requirements for the minor in Chemistry: 16 s.h., in 300-level chemistry courses

Requirements for the A.S. Concentration: (See page 65.)

Writing-enrichment course(s): CHE 311, 312, 421, 422

CHEMISTRY

COURSES IN CHEMISTRY

CHE 151 GENERAL CHEMISTRY I

4 s.h.

The elements, their compounds, and their reactions and the theories involved in foundation of modern chemistry. Three hours of lecture and three hours of laboratory each week. Pre/corequisite: completion of MAT 105 or higher, or concurrent enrollment in MAT 113 or 231. This course is offered every fall semester.

CHE 152 GENERAL CHEMISTRY II

4 s.h.

A more detailed study of topics introduced in 151. Three hours of lecture and three hours of laboratory each week. Prerequisite: CHE 151. This course is offered every spring semester.

CHE 310 INORGANIC CHEMISTRY

3 s.h.

The chemistry of the elements with emphasis on inorganic main group compounds and transition series coordination compounds, concepts of effective nuclear charge and periodicity, band theory, group theory, symmetry, p and d orbital bonding, catalysis, metallurgy, and atomic structure. Three hours of lecture each week. Prerequisite: CHE 151 and 152. This course is offered as needed.

CHE 311 QUANTITATIVE ANALYSIS

4 s.h.

Quantitative chemical analysis, with lecture, discussion, laboratory work, and problems. Three hours of lecture and three hours of laboratory each week. Prerequisite: CHE 151 and 152. This course is offered every fall semester, even-numbered years.

CHE 312 INSTRUMENTAL ANALYSIS

4 s.h.

The operation of standard laboratory instruments, including the IR spectrophotometer, gas chromatograph, and electroanalyzer. Three hours of lecture and three hours of laboratory each week. Prerequisites: CHE 151 and 152. This course is offered every spring semester, odd-numbered years.

CHE 321, 322 ORGANIC CHEMISTRY I AND II

4, 4 s.h.

The compounds of carbon and their reactions with emphasis on theories and mechanisms of reactions. Three hours of lecture and three hours of laboratory each week. A designated writing-enrichment course. Prerequisites: CHE 151 and 152. 321 is offered every fall semester; 322 is offered every spring semester. CHE 321 is a prerequisite for CHE 322.

CHE 421, 422 PHYSICAL CHEMISTRY I AND II

4, 4 s.h.

The properties of solids, liquids, gases, and solutions. Three hours of lecture and three hours of laboratory each week. Prerequisites: CHE 311, MAT 231, and PHY 151 and 152, which can be taken concurrently. 421 is offered every fall semester, odd-numbered years; 422 is offered every spring semester, even-numbered years. CHE 421 is a prerequisite for CHE 422.

CHE 440 ADVANCED ORGANIC CHEMISTRY

4 s.h.

Recent advances in organic chemistry, such as "green" (environmentally benign) chemistry, host-guest chemistry, and forensic chemistry. Photochemistry, heterocyclic chemistry and a continued exploration of reaction mechanisms. The laboratory project is a multi-step synthesis of a bioactive molecule and testing its efficacy against various microbes. Three hours of lecture and three hours of laboratory each week. Prerequisites: CHE 321 and 322. This course is offered every spring semester.

CHE 450 BIOCHEMISTRY

4 s.h.

The chemical nature and interactions of biological molecules, acid base chemistry, buffers, carbohydrates, lipids, proteins, nucleic acids, enzymes, coenzymes, the interrelationships of compounds in major metabolic cycles, and the utilization and synthesis of high energy compounds as “energy currency.” Three hours of lecture and three hours of laboratory each week. Prerequisite: CHE 321 and 322. Recommended co/prerequisite: CHE 322. This course is offered every fall semester.

CHE 485 SPECIAL TOPICS

3 s.h.

For chemistry majors wishing to do more advanced work. Classroom work and individual laboratory and library investigation. Prerequisite: Permission of the department chair. This course is offered as needed.

CHE 486 LIBRARY RESEARCH PROJECT

1 s.h.

Seniors will write a proposal for a library project, carry out the research, write a research paper, and present a seminar complete with the appropriate visual aids. Either CHE 486 or 487 is required for graduation. This course is offered as needed.

CHE 487 LABORATORY RESEARCH PROJECT

2 s.h.

Seniors will write a proposal for a laboratory project, carry out the research, write a research paper, and present a seminar complete with the appropriate visual aids. Either CHE 486 or 487 is required for graduation. This course is offered as needed.

CHE 499 INDEPENDENT STUDY IN CHEMISTRY

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

GEOLOGY

GGY 153 and 301 can be used toward fulfillment of the core/general education requirement for science in the Bachelor of Science degree. GGY 153 cannot be combined with SCI 141 toward fulfillment of these requirements.

GGY 153 INTRODUCTION TO THE EARTH SCIENCES

4 s.h.

An introduction to the fundamental dynamics of planet Earth and its key life-sustaining systems. An orientation course for science majors or science concentration students. Three hours of lecture and three hours of laboratory each week. This course is offered every fall semester. Prerequisite: MAT 105.

GGY 301 PRINCIPLES OF GEOLOGY

4 s.h.

Major concepts of geology, to include physical, historical and economic geology and geomorphology. Three hours of lecture and three hours of laboratory each week. Prerequisite: GGY 153 or, with the permission of the instructor, SCI 141; MAT 105. This course is offered in the spring semester.

PHYSICS

PHY 151 can be combined with SCI 142 or BIO 153 toward the core/general education requirements for the Bachelor of Arts degree or with two other Science courses toward the Bachelor of Science degree. It cannot be combined with SCI 143 toward these requirements.

PHY 151 GENERAL PHYSICS I

4 s.h.

For chemistry, biology, and mathematics majors. Newtonian mechanics, mechanics of solids and fluids, and heat and thermodynamics. Three hours of lecture and three of laboratory each week. Prerequisites: MAT 113 and 114. This course is offered every fall semester.

PHY 152 GENERAL PHYSICS II

4 s.h.

A continuation of 151. Includes electricity and magnetism, waves and optics, and modern physics. Three hours of lecture and three hours of laboratory each week. Prerequisite: PHY 151. This course is offered every spring semester.

PHY 251 GENERAL PHYSICS I—CALCULUS BASED

4 s.h.

For Chemistry, biology, and mathematics majors. Newtonian mechanics, mechanics of solids and fluids, sound waves and Doppler's Principle, and heat, carnot cycle and thermodynamics. Prerequisites: MAT 231 and 232. Three hours of lecture and three hours of laboratory per week. This course is offered as needed.

PHY 252 GENERAL PHYSICS II—CALCULUS BASED

4 s.h.

Magnetism in matter and magnetic fields, alternating and Direct current circuits, capacitors and transformers, and atomic, molecular and nuclear physics, Quantum physics and theory of relativity. Prerequisites: PHY 251. Three hours of lecture and three hours of laboratory per week. This course is offered as needed.

SCIENCE

Degrees awarded: A.S.

Core/General Education requirements: Students meet the science requirements for the Bachelor of Arts or Associate of Arts in General Studies with SCI 143, CHE 151, or PHY 151 and with SCI 142 or BIO 153. Students meet the requirements for the Bachelor of Science with the 141, 142, 143 sequence; with an appropriate mixture of 141-143 courses for non-majors and CHE 151, PHY 151, or GGY 153 or 301 or BIO 153 courses; or with an introductory course and advanced courses in the same field.

Important Note:

Students will not receive Core/General Education credit for both or SCI 141 and GGY 153; SCI 142 and BIO 153; SCI 143 and CHE 151; or SCI 143 and PHY 151.

No minor in science is available.

Requirements for the AA: Same as for the Bachelor of Arts Core/General Education requirements described above.

Requirements for the AS Concentration: (See page 65.)

SCIENCE COURSES

SCI 141 EARTH SCIENCE 3 s.h.

Major concepts of cosmology, astronomy, geology, meteorology and oceanography. A survey course for non-science majors. 150 minutes of lecture and 90 minutes of laboratory each week. (Not to be used for Middle Grades Science concentration.) Pre/corequisite: MAT 105. This course is offered every fall, spring, and summer semester.

SCI 142 BIOLOGICAL SCIENCE 3 s.h.

Major concepts of biology, including cellular structure, diversity of form, interrelationships among living organisms, and the importance of other organisms to man. 150 minutes of lecture and 90 minutes of laboratory each week. This course is offered every fall, spring, and summer semester.

SCI 143 PHYSICAL SCIENCE 3 s.h.

Basic topics of physics and chemistry with special emphasis on real world applications. 150 minutes of lecture and 90 minutes of laboratory each week. Prerequisite: MAT 105. This course is offered every fall, spring, and summer semester.

SCI 330 HISTORY OF SCIENCE 3 s.h.

Surveys the major ideas, methods and scientists that have contributed to the Physical, Chemical, Biological and Geological sciences from ancient to modern times. Prerequisite: PHY 151, CHE 151, or BIO 153. This course is offered as needed.

TEACHER EDUCATION PROGRAM

Dr. Wenda Johnson

Chair, Teacher Education Committee

One of the primary opportunities for service for the college is in the field of teacher education. The college is committed to meeting the need for well-trained and dedicated teachers. It recognizes teacher education as an institution-wide responsibility. The unifying theme for all of the education programs is the development of professional educators as *facilitative teachers* who understand and value the process of learning. Facilitative teachers are knowledgeable, communicative, attentive, and understanding.

Mission Statement:

The mission of the Teacher Education Program is to produce graduates who will demonstrate content knowledge and pedagogical skills to serve as effective teachers.

Goals:

The goals of the Teacher Education Program are that:

1. Graduates of the Teacher Education Program will demonstrate content knowledge.
2. Graduates of the Teacher Education Program will have the appropriate pedagogical skills.
 - a. Graduates of the Teacher Education Program will be Facilitative Teachers.
 - b. Graduates of the Teacher Education Program will be able to incorporate the appropriate technology in the classroom.
 - c. Graduates of the Teacher Education Program will be able to teach in diverse environments.

- d. Graduates of the Teacher Education Program will be able to understand the specific needs of diverse populations.

The objectives for each licensure program are listed in the *Teacher Education Handbook*, available to all students admitted to the Teacher Education Program.

Accreditation: The Teacher Education Program, accredited by the National Council for Accreditation of Teacher Education (NCATE) and the North Carolina Department of Public Instruction, provides courses of study for the following teaching licenses:

Elementary Education (K-6), Dr. Jaunita Heyward, Coordinator

Middle Grades Education (6-9) concentrations: language arts, mathematics, social studies, science, Dr. Elizabeth Belford Horan, Coordinator

Special Education: General Curriculum, Dr. Yvonne Nolan, Coordinator

Secondary Education (9-12):

English, Ms. Vickie Erben, Coordinator

Mathematics, Dr. Lewis Walston, Coordinator

Social Studies, Dr. Rebecca Wendelken, Coordinator

Special Subjects (K-12):

Art, Ms. Silvan Foti, Coordinator

Music, Ms. Betty Neill Parsons, Coordinator

Physical Education, Ms. Suzanne Robinson, Coordinator

Add-on Licenses (K-12):

Reading, Ms. Vickie Erben, Coordinator

Academically and Intellectually Gifted, Dr. Elizabeth Belford Horan, Coordinator

Note: We are currently seeking temporary authorization to offer programs in Middle Grades, Academically and Intellectually Gifted, Secondary English, and Reading.

Title II: The Teacher Education Program at Methodist College is in compliance with Title II of the Higher Education Act. A copy of the report is in the catalogue and a copy of the report is available on request from the Department of Education.

Reciprocity: The North Carolina teaching license is currently honored in twenty-nine states through interstate reciprocity agreements and other states via National Association of State Directors of Teacher Education and Certification (NASDTEC).

Field Experience Requirements:

Candidates seeking licensure in Elementary Education must complete a Field Experience at each of three levels: K-1, 2-3, 4-5.

Candidates seeking Special Education: General Curriculum licensure must complete Field Experience at each of three levels (K-6, 7-9, and 10-12) and across three different exceptionalities.

Candidates seeking licensure in K-12 specialty areas must complete Field Experience at each of three levels: K-5, 6-8, 9-12.

Candidates seeking licensure in secondary programs must complete three Field Experiences at the secondary level.

Requirements for Admission to Teacher Education—All students who wish to be licensed to teach must have completed the following requirements and met the grade standards before applying for admission to the Teacher Education Program. The requirements and the grade standards are as follows:

- 1—A cumulative GPA of at least C+ (2.5) and a grade of C (2.0) or better in each course in the student's major and in the professional licensure sequence.

- 2—Passing scores on the PRAXIS I—Reading, Writing, and Mathematics. The test is offered in two formats, the Pre-professional Skills Test (a written format), and as a Computer Based Test. Students should contact the Education Department secretary for test dates and costs.
- 3—The student must have successfully completed a minimum of 60 academic hours to include HIS 103 and 104; ENG 101 and 102; MAT 105; 3 s.h. of science; 3 s.h. of fine arts; OCL 151 (not required for music majors); and the following courses in the professional sequence—EDU 142; EDU 200; EDU 242; EDU 251; and SPE 255 (WEL 306 is required for physical education majors.)
- 4—Three recommendations from faculty. Of the three recommendations, one must be from a faculty member in the student’s major and one must be from a faculty member in the Education Department.
- 5—A pre-admission interview with the Chair of the Teacher Education Committee, the Director of Student Teaching and Field Experiences, and the Subject Area Program Coordinator.
- 6—Review and approval of the student’s application for admission to Teacher Education by the Teacher Education Committee.
- 7—A student must be admitted to Teacher Education before he/she will be allowed to enroll in the EDU 300 and 400 level courses in the professional licensure sequence or student teaching block (EDU 330, 342, 402, 403, 404, 407, 410-418, 419, 420, 421, and 447).
- 8—Once a student is admitted to Teacher Education he/she is required to maintain the same grade standards required for admission to Teacher Education. A student whose grades fall below the required standards of a cumulative “C+” (2.5 GPA) and a “C” (2.0) or better in his/her major and licensure courses will meet with his/her advisor and the Chair of the Teacher Education Committee to plan a program to raise his/her grades to the required standard before going forward in the program.

Requirements for admission to Student Teaching:

- 1—Acceptance to the Teacher Education Program.
- 2—Maintenance of the academic requirements (i.e., 2.5 GPA overall, etc.) for entering the Teacher Education Program, C (2.0) or better in all major and licensure courses, and removal of any incompletes.
- 3—Completion of all coursework, except the Student Teaching Block courses.
- 4—An application on file in the education office no later than the end of pre-registration for the semester of student teaching.
- 5—Remediation of any identified weaknesses.
- 6—Receipt of letter from the Chair, Teacher Education Committee, acknowledging approval for student teaching.

Requirements for licensure:

- 1—Completion of all degree requirements.
- 2—Completion of all licensure requirements.
- 3—A satisfactory score on the Specialty Area Test(s) of the Praxis Series Examination
- 4—An overall cumulative grade point average of 2.5.
- 5—A grade of C (2.0) or better in all courses in the student’s major and in the professional sequence, a grade of B (3.0) or better in Student Teaching.

Requirements for licensure-only: Licensure-only candidates follow the requirements for admission to Teacher Education as described earlier in the catalogue. Persons with a baccalaureate degree wishing to obtain licensure through Methodist College must submit transcripts for evaluation and have an IEP prepared by the appropriate Subject Area Program Coordinator and signed by the Chair of the Teacher Education Committee. All courses the candidate will be required to complete will be listed on the IEP. All courses on the IEP must be taken at Methodist College.

Requirements for lateral entry: The Department of Education follows two program plans for lateral entry students.

- 1—Students seeking teacher licensure through Methodist College must submit a letter from their employing school district verifying they are lateral entry, have their transcripts evaluated by the Department of Education, be admitted to Teacher Education, and follow the guidelines for all candidates admitted to Teacher Education. All courses listed on the IEP must be completed at Methodist College. (See requirements for admission to Teacher Education.)
- 2—Students seeking lateral entry licensure through the State Department of Public Instruction Regional Alternative Licensing Centers (RALC) may take any course(s) offered at Methodist College recommended by the RALC. The Methodist College Department of Education works very closely with the Regional Centers to facilitate lateral entry teacher licensure. (Note: The Methodist College Teacher Education Program does not offer a program for teachers working under the Emergency Permit to Practice. However, the Teacher Education Program understands the need to assist teachers holding an Emergency Permit to Practice and works closely with the school districts to facilitate their enrollment in courses when possible.)

Major and Licensure Requirements: Please refer to the appropriate section of the catalogue for major and licensure requirements for specific program areas as follows:

School of Science and Human Development

Elementary Education	Education Department
Middle Grades	Education Department
Special Education: General Curriculum	Education Department
Academically or Intellectually Gifted	
(Add-on)	Education Department
Reading (Add-on)	Education Department
Mathematics	Mathematics Department
Physical Education	Wellness and Exercise Science Department

School of Arts and Humanities

Art	Art Department
Music	Music Department
English	English Department
Social Studies	History Department

EDUCATION DEPARTMENT

Dr. Gillie Benstead, Interim Chair

Degrees awarded: The Education Department offers teaching licensure programs (B.A. or B.S.) for Elementary Education, Middle Grades Education, and Special Education: General Curriculum. Add-on licensure programs in Reading and Academically and Intellectually Gifted are also offered.

Writing-enrichment courses: EDU 251 and SPE 255

Computer intensive course: EDU 240

ELEMENTARY EDUCATION K-6

(Coordinator: Dr. Jaunita Heyward)

In order to satisfy the NCDPI standards for Elementary Education and the general education/core requirements, Elementary Education majors must complete the following general education, major, and professional licensure courses:

BA Degree General Education/Core: IDS 110; CSC 100; ENG 101, 102; OCL 151; Foreign Language through the 202 level; ENG 211, 212, 231 or 232; ENG 221 or 222; 6 s.h. REL; PHI 211, 212, or 220; ART 151 or MUS 151 or THE 162; MAT 105 or higher; MAT 106; BIO 153 or SCI 142; SCI 141 and 143; HIS 103 and 104; GEO 252; PSC 151; ECO 261; WEL 101 and either 201 or 235, or WEL 218.

BS Degree General Education/Core: IDS 110; CSC 100; ENG 101, 102; OCL 151; 6 s.h. REL; ENG 211, 212, 231 or 232; ENG 221 or 222; ART 151 or MUS 151 or THE 162; MAT 105 or higher; MAT 106; BIO 153 or SCI 142; SCI 141 and 143; HIS 103 and 104; GEO 252; PSC 151; ECO 261; WEL 101 and either 201 or 235, or WEL 218.

Elementary Education Major: Art 362; ENG 361; HIS 201 or 202, 362; MUS 362; WEL 311; EDU 260, 317, 331, 340, 346, 402, 403, and 404.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 420, 421.

MIDDLE GRADES EDUCATION 6-9

(Coordinator: Dr. Elizabeth Belford Horan)

Candidates seeking Middle Grades licensure must choose **TWO** concentrations from: Mathematics, Science, Social Studies, and Language Arts. In order to satisfy the NCDPI standards for Middle Grades Education and the general education/core requirements, Middle Grades Education majors must complete the concentration-specific general education, major, and professional licensure courses:

BA Degree Mathematics and Science Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; Foreign Language through the 200 level; 6 s.h. REL; 3 s.h. ENG LIT; PHI 211, 212, or 220; ART 151 or MUS 151 or THE 162 or 163; MAT 113; BIO 153; SCI 143; HIS 103 and

104; 6 s.h. ECO 261 or 262, GEO 252, PSC 151, PSY 101, SOC 151 or 256; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: MAT 114, 220, 231, 232, 250, 315, and one from the following: MAT 305, 309, 312, or 320; BIO 253, 254 and one of the following: BIO 301, 306, 312, 317, or 321; GGY 153 and 301.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BA Degree Mathematics and Social Studies Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; Foreign Language through the 200 level; 6 s.h. REL; 3 s.h. ENG LIT; PHI 211, 212, or 220; ART 151 or MUS 151 or THE 162 or 163; MAT 113; SCI 142 and 143; HIS 103 and 104; GEO 252; 3 ECO 261; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: MAT 114, 220, 231, 232, 250, 315, and one from the following: MAT 305, 309, 312, or 320; HIS 201, 202, 362, 370, and one additional 300/400 level HIS course.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BA Degree Mathematics and Language Arts Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; Foreign Language through the 200 level; 6 s.h. REL; 6 s.h. ENG LIT; PHI 211, 212, or 220; ART 151 or MUS 151 or THE 162 or 163; MAT 113; SCI 142 and 143; HIS 103 and 104; 6 s.h. ECO 261 or 262, GEO 252, PSC 151, PSY 101, SOC 151 or 256; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: MAT 114, 220, 231, 232, 250, 315, and one from the following: MAT 305, 309, 312, or 320; ENG LIT; ENG 322, 323, 362, and one of the following: ENG 342, 350, 371, 374, 391, 394, 404, 405, 407, 409, 411, 412, or 414.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BA Degree Science and Social Studies Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; Foreign Language through the 200 level; 6 s.h. REL; 3 s.h. ENG LIT; PHI 211, 212, or 220; ART 151 or MUS 151 or THE 162 or 163; MAT 105 or higher; BIO 153; SCI 143; HIS 103 and 104; GEO 252; ECO 261; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: BIO 253, 254, and one from BIO 301, 306, 312, 317, or 321; GGY 153 and 301; HIS 201, 202, 362, 370, and one additional HIS at the 300/400 level.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BA Degree Social Studies and Language Arts Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; Foreign Language through the 200 level; 6 s.h. REL; 3 s.h. ENG LIT; PHI 211, 212, or 220; ART 151 or MUS 151 or THE 162 or 163; MAT 105 or higher; SCI 142 and 143; HIS 103 and 104; GEO 252; ECO 261; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: HIS 201, 202, 362, 370, and one additional HIS at the 300/400 level; ENG LIT; ENG 322, 323, 362, and one of the following: ENG 342, 350, 371, 374, 391, 394, 404, 405, 407, 409, 411, 412, or 414.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BA Degree Science and Language Arts Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; Foreign Language through the 200 level; 6 s.h. REL; 3 s.h. ENG LIT; PHI 211, 212, or 220; ART 151 or MUS 151 or THE 162 or 163; MAT 105 or higher; BIO 153; SCI 143; HIS 103 and 104; 6 s.h. ECO 261 or 262, GEO 252, PSC 151, PSY 101, SOC 151 or 256; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: BIO 253, 254, and one from BIO 301, 306, 312, 317, or 321; GGY 153 and 301; ENG LIT; ENG 322, 323, 362, and one of the following: ENG 342, 350, 371, 374, 391, 394, 404, 405, 407, 409, 411, 412, or 414.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BS Degree Mathematics and Science Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; 6 s.h. REL; two ENG LIT/PHI courses or two units of Foreign Language; ART 151 or MUS 151 or THE 162 or 163; MAT 113 and 114; BIO 153; GGY 153; SCI 143; HIS 103 and 104; 3 s.h. ECO 261 or 262, GEO 252, PSC 151, PSY 101, SOC 151 or 256; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: MAT 220, 231, 232, 250, 315, and one from the following: MAT 305, 309, 312, or 320; BIO 253, 254 and one of the following: BIO 301, 306, 312, 317, or 321; GGY 301.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BS Degree Mathematics and Social Studies Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; 6 s.h. REL; two ENG LIT/PHI courses or two units of Foreign Language; ART 151 or MUS 151 or THE 162 or 163; MAT 113 and 114; SCI 141, 142, and 143; HIS 103 and 104; GEO 252; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: MAT 220, 231, 232, 250, 315, and one from the following: MAT 305, 309, 312, or 320; ECO 261; HIS 201, 202, 362, 370, and one additional 300/400 level HIS course.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BS Degree Mathematics and Language Arts Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; 6 s.h. REL; two ENG LIT courses; ART 151 or MUS 151 or THE 162 or 163; MAT 113 and 114; SCI 141, 142 and 143; HIS 103 and 104; 3 s.h. ECO 261 or 262, GEO 252, PSC 151, PSY 101, SOC 151 or 256; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: MAT 220, 231, 232, 250, 315, and one from the following: MAT 305, 309, 312, or 320; ENG 322, 323, 362, and one of the following: ENG 342, 350, 371, 374, 391, 394, 404, 405, 407, 409, 411, 412, or 414.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BS Degree Science and Social Studies Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; 6 s.h. REL; two ENG LIT/PHI courses or two units of Foreign Language; ART 151 or MUS 151 or THE 162 or 163; MAT 105 or higher and MAT 110 or higher; BIO 153; GGY 153; SCI 143; HIS 103 and 104; GEO 252; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: ECO 261; BIO 253, 254, and one from BIO 301, 306, 312, 317, or 321; GGY 301; ECO 261; HIS 201, 202, 362, 370, and one additional HIS at the 300/400 level.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BS Degree Social Studies and Language Arts Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; 6 s.h. REL; 6 s.h. ENG LIT; ART 151 or MUS 151 or THE 162 or 163; MAT 105 or higher and MAT 110 or higher; SCI 141, 142 and 143; HIS 103 and 104; GEO 252; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: ECO 261; HIS 201, 202, 362, 370, and one additional HIS at the 300/400 level; ENG 322, 323, 362, and one of the following: ENG 342, 350, 371, 374, 391, 394, 404, 405, 407, 409, 411, 412, or 414.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

BS Degree Science and Language Arts Concentrations:

General Education/Core: IDS 110; CSC 100; ENG 101 and 102; OCL 151; 6 s.h. REL; 6 s.h. ENG LIT; ART 151 or MUS 151 or THE 162 or 163; MAT 105 or higher and MAT 110 or higher; BIO 153; GGY 153; SCI 143; HIS 103 and 104; 3 s.h. ECO 261 or 262, GEO 252, PSC 151, PSY 101, SOC 151 or 256; WEL 101 and either 201 or 235, or WEL 218.

Major Requirements: BIO 253, 254, and one from BIO 301, 306, 312, 317, or 321; GGY 301; ENG 322, 323, 362, and one of the following: ENG 342, 350, 371, 374, 391, 394, 404, 405, 407, 409, 411, 412, or 414.

Professional Licensure Requirements: SPE 255; EDU 142, 200, 240, 242, 251, 330, 342, 407, 419, 420, 421, and 447.

SPECIAL EDUCATION: General Curriculum

Coordinator: Dr. Yvonne Nolan

BA Degree

General education/core: IDS 110; CSC 100; ENG 101, 102; OCL 151; Foreign Language through the 200 level; 3 s.h. LIT; 6 s.h. REL; PHI 211, 212, or 220; ART 151 or MUS 151 or THE 162 or 163; MAT 105 or higher and MAT 106; BIO 153 or SCI 142; SCI 143; HIS 103 and 104; 6 s.h. ECO 261 or 262, GEO 252, PSC 151, PSY 101, SOC 151 or 256; WEL 101 and 201 or 235, or WEL 218.

BS Degree

General education/core: IDS 110; CSC 100; ENG 101, 102; OCL 151; 6 s.h. REL; two ENG LIT/PHI courses or two units of Foreign Language; ART 151 or MUS 151 or THE 162 or 163; MAT 105 or higher and MAT 106; SCI 141, Biology 153 or Science 142, 143; HIS 103 and 104; 3 s.h. ECO 261 or 262, GEO 252, PSC 151, PSY 101, SOC 151 or 256; WEL 101 and 201 or 235, or WEL 218.

Subject area (major): SPE 255, 260, 345, 348, 351, 358, 385, 419; EDU 260; 317, 331; WEL 406

Professional Licensure Requirements: EDU 142, 200, 240, 242, 251, 330, 342, 402, 403 or 420 or 447; 404, 407, 421

ADD-ON LICENSES

With careful planning and additional courses, a teacher education candidate admitted to Teacher Education can also earn a second license. An add-on license exists in the areas of Reading (K-12) and Academically and Intellectually Gifted (K-12). Teachers holding a current North Carolina Continuing License or Initial License (active employment) may enroll in the program by discussing their program requirements with the appropriate Add-on License Coordinator, who will then complete and IEP. If approved, the teacher must submit a copy of their current certificate, official transcript, and agree that all courses listed on the IEP will be taken at Methodist College.

Reading, K-12 (Coordinator, Ms. Vickie Erben)

A student who wishes to add-on the reading licensure to the existing or proposed initial licensure must meet the following requirements:

1. Prerequisites: EDU 404 and ENG 361.
2. Additional requirements: EDU 420, 331, 345, and 442.
3. Satisfactory score on the Specialty Area section of the Praxis Series Examination.
4. Conference with the Reading Coordinator for more detailed information.

Academically or Intellectually Gifted, K-12 (Coordinator: Dr. Elizabeth Belford Horan)

A student who wishes to add the academically and intellectually gifted licensure to the existing or proposed initial licensure must meet the following requirements:

1. Prerequisites: conference with and consent of AIG program coordinator.
2. Additional requirements: SPE 448, 451, 455, and 465.

Requirements for the minor in Education : EDU 200 and 251, EDU 331, EDU 361, ENG/EDU 260, SPE 255, and WEL 311.

EDUCATION (EDU) COURSES

EDU 142 FIELD EXPERIENCE I 1 s.h.

Campus seminars and labs that require a minimum of thirty hours in an accredited school with emphasis on directed observation. Supervised by a cooperating teacher and a member of the Education Department faculty. Recommended for the freshman or sophomore year.

Formal application for a Field Experience Placement required at the time of pre-registration. This course is offered every fall and spring semester. Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement by the Director of Student Teaching and Field Experience.

EDU 200 HUMAN GROWTH AND DEVELOPMENT 3 s.h.

The cognitive, physical, social-emotional, and moral development of children from conception to adolescence. Emphasis will be placed on the implications and applications for effective teaching. This course is offered every fall and spring semester.

EDU 240 INSTRUCTIONAL TECHNOLOGY 3 s.h.

For Teacher Education students. Hardware components and troubleshooting, software (courseware) use and evaluation, multimedia presentations and related equipment, operating systems and file management, word processing and desktop publishing, data base management, electronic spreadsheets and charts, ethics and terminology, and across the curriculum integration. Courses taken at other institutions will not be accepted in lieu of this course, except on review and agreement by the course professor and Chair of the Education Department.

EDU 242 FIELD EXPERIENCE II 1 s.h.

Campus seminars and labs that require a minimum of thirty hours in an accredited school, engaging in non-instructional activities and limited instruction. Supervised by a cooperating teacher, a member of the Education Department faculty, and a faculty member from the candidate's content area. Recommended for the sophomore or junior year. **Formal application for a Field Experience Placement is required at the time of pre-registration.**

Students enrolled in this course are expected to complete the requirements for passing PRAXIS I (reading, writing, and math). Candidates who have not passed PRAXIS I by the end of this course will meet with their advisor and the Chair of the Department of Education to either plan a program which allows time for additional PRAXIS I Testing or plan for an alternate major. This course is offered every fall and spring semester, and summer session I. Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement by the Director of Student Teaching and Field Experience.

EDU 251 INTRODUCTION TO EDUCATION 3 s.h.
 Historical, sociological, philosophical, and legal foundations of education; organization, control, and functions of public education in America; teaching as a profession; professional ethics; lesson planning; and the role of the teacher in the school and community. Designated writing-enrichment course. Prerequisite: Sophomore status or permission of the instructor. This course is offered every fall and spring semester.

EDU 260 REVIEW & APPLICATION OF GRAMMAR FOR ELEMENTARY SCHOOL TEACHERS 3 s.h.
 Review and application in writing of traditional grammar and standard English usage for future elementary school teachers (K-6). Current elementary level language arts textbooks will be considered. Fulfills no general core requirements either in English or in Humanities; not credited toward majors or minors in Communications, English, or Writing. This course is offered every fall and spring semester.

EDU 312 GUIDANCE AND COUNSELING 3 s.h.
 Foundations and processes of guidance as influenced by the school situation, responsibilities of the guidance counselor in assisting the student toward self-actualization, and the guidance process in elementary and secondary schools. This course is offered as needed.

EDU 317 METHODS OF ELEMENTARY SCIENCE 2 s.h.
 Laboratory experience in methods and materials appropriate for the elementary classroom. Construction and utilization of teaching materials, field trips, and related activities emphasized. Prerequisites: Two of the following: SCI 141, 142, and 143 or equivalent courses. This course is offered every spring semester.

EDU 330 EDUCATIONAL PSYCHOLOGY 3 s.h.
 Study ranges from stage theories of development, age level characteristics, and pupil variability to learning theories, motivation, evaluation, and the learning environment. Students will develop a resource handbook with application techniques.
Formal acceptance to Teacher Education program is required for admission. This course is offered every fall and spring semester.

EDU 331 TEACHING READING IN THE ELEMENTARY SCHOOL 3 s.h.
 The reading process and current teaching programs with emphasis on readiness to read, developmental reading, diagnostic procedures, and remediation. Courses taken at other institutions will not be accepted in lieu of this course, except on review and agreement by the course professor and Chair of the Education Department. This course is offered every fall and spring semester.

EDU 340 CREATIVE DRAMATICS AND MOVEMENT 3 s.h.
 The exploration of individual expression through improvisation, role-playing, dramatization, dance, and pantomime. This course is offered every fall and spring semester.

EDU 342 FIELD EXPERIENCE III 1 s.h.
 Campus seminars and labs that require a minimum of thirty hours in an accredited school, engaging in non-instructional activities and limited instruction. Supervised by a cooperating teacher, a member of the Education Department faculty, and a faculty member from the candidate's content area. Recommended the semester before student teaching. **Formal application for a Field Experience Placement is required at the time of pre-registration. Formal acceptance to Teacher Education program required for admission.** Courses taken at other institutions will not be accepted in lieu of this course. This course is offered every fall and spring semester and during summer session I.

EDU 345 REMEDIAL READING DIAGNOSIS AND REMEDIATION 3 s.h.
Professional terminology, correlates of reading disability, history of reading theory, reading approaches, diagnostic procedures (informal and formal), and remediation strategies are emphasized. Students will study individualized and group instructional programs for remedial reading during their thirty hours of field experience with a reading specialist. Prerequisite: EDU 331. This course is offered during the spring semester.

EDU 346 ELEMENTARY EDUCATION (K-6) 3 s.h.
Curriculum development; activities, classroom management, and techniques for elementary education (primary and intermediate grades); and parent-school-community relationships. Courses taken at other institutions will not be accepted in lieu of this course, except on review and agreement by the course professor and Chair of the Education Department. This course is offered every fall and spring semester.

EDU 361 LITERATURE FOR CHILDREN 3 s.h.
Literature available to students in grades K-6, with emphasis on historical development, literary genres, and pedagogical strategies. Required for those in Elementary K-6 but not credited toward either the major or minor in English. This course is offered every fall and spring semester.

EDU 362 LITERATURE FOR ADOLESCENTS 3 s.h.
Literature available to students in middle and secondary schools (grades 6-12) with emphasis on integrating literature in the communication skills program and on strategies for promoting appreciation of literature among students in middle and secondary schools. Not credited toward either the 3 s.h. major or 18 s.h. minor in English. This course is offered as needed.

EDU 402 MATHEMATICS FOR ELEMENTARY TEACHERS 2 s.h.
A combination of lecture and laboratory experience in methods and materials appropriate for students who are majoring in elementary education. The student is actively involved in the preparation of materials and the teaching of mathematical concepts. **Formal acceptance to Student Teaching by the Teacher Education Committee required for admission.** Courses taken at other institutions will not be accepted in lieu of this course. This course is offered during the student-teaching semester each fall and spring semester.

**EDU 403 SOCIAL STUDIES IN THE ELEMENTARY SCHOOL
(K-6 , K-12 SLD)** 2 s.h.
Curriculum, unit, and lesson planning; materials and activities for social studies instruction. **Formal acceptance to Student Teaching by the Teacher Education Committee is required for admission.** Courses taken at other institutions will not be accepted in lieu of this course. This course is offered during the student-teaching semester each fall and spring.

**EDU 404 COMMUNICATION SKILLS IN THE ELEMENTARY SCHOOL
(K-6, K-12 SLD)** 2 s.h.
Methods for promoting communication skills among young learners with emphasis on the inter-relatedness of listening, speaking, reading, and writing skills, and language and language development. Formal acceptance to Teacher Education program required for admission. **Formal acceptance to Student Teaching by the Teacher Education Committee is required for admission.** Courses taken at other institutions will not be accepted in lieu of this course. This course is offered during the student-teaching semester each fall and spring.

EDU 407 PROFESSIONAL ORIENTATION (ALL LICENSES) 1 s.h.
 Preparation for entry into the teaching profession. **Formal acceptance to Teacher Education program by the Teacher Education Committee is required for admission.** This course is offered during the student-teaching semester each fall and spring.

EDU 410-418 TEACHING METHODS FOR SECONDARY AND SPECIAL SUBJECT AREAS (9-12) 2-3 s.h.
 Methods, materials, and evaluation procedures for teaching a given secondary or special subject. Education 410, Elementary Music, (must be taken the semester prior to student teaching); 411, English; 412, Social Studies; 413, Physical Education; 414, Mathematics; 415, Science; 416, Foreign Languages; 417, Art; 418, Secondary Music. **Formal acceptance to Teacher Education program by the Teacher Education Committee is required for admission.** Courses taken at other institutions will not be accepted in lieu of these courses. These courses are offered every fall and spring semester as needed.

EDU 419 SEMINAR IN POSITIVE BEHAVIOR DEVELOPMENT 3 s.h.
 Models and strategies, techniques for building self concept and managing behaviors that promote success in the learning environment; focus on inclusion classrooms and social and emotional needs of individuals with disabilities. Requires a minimum of ten observation hours in an accredited school. **Courses taken at other institutions will not be accepted in lieu of this course except upon review and agreement by the course professor and Chair of the Education Department.** This course is offered every fall semester and as needed.

EDU 420 READING AND WRITING IN THE CONTENT AREAS (6-8, 9-12, K-12) 3 s.h.
 Instructional strategies to assist middle school and secondary students to read assigned texts and other printed matter. **Formal acceptance to the Teacher Education program is required for admission.** This course is offered during the student-teaching semester and spring evening term.

EDU 421 STUDENT TEACHING (ALL LICENSES) 6 s.h.
 An extended full-time experience in a classroom. The student progresses gradually from observation to full teaching responsibility, supervised by the classroom teacher and college faculty. **Formal application for a Student Teaching Placement is required at the time of pre-registration. Formal acceptance to Student Teaching by the Teacher Education Committee is required for admission.** This course is offered every fall and spring semester. Courses taken at other institutions will not be accepted in lieu of this course.

EDU 422 TRENDS, ISSUES, CURRICULUM DESIGN AND PROFESSIONAL DEVELOPMENT IN EDUCATION, 21ST CENTURY 3 s.h.
 The course focuses on developing Learning Teams to assess students' performance. Students will understand the difference between sound and unsound assessment practices, master assessment development to meet standards of quality in all classrooms, will learn to use assessment as a teaching tool to motivate students to strive for excellence, and use assessment to measure student achievement. Offered as needed.

EDU 423 STUDENT TEACHING IN A SECOND AREA & ASSIGNMENT 3 s.h.
 An internship for students who choose to add an endorsement, a second license, or need an additional student teaching experience. Formal acceptance to Teacher Education program required for admission. This course is offered as needed after counseling with the Director of Field Experience and Student Teaching and the Head, Department of Education. **Courses taken at other institutions will not be accepted in lieu of this course.**

EDU 442 PRACTICUM AND SEMINAR 3 s.h.
Designed to provide tutoring experiences that interrelate reading and the different content and subject areas in the curriculum. Emphasis is given to outlining and implementing reading instructional programs for students, including continuous diagnosis, selection and use of materials, and developing reading record-keeping procedures. **Formal acceptance to Teacher Education program is required for admission.** Requires: sixty hours of field experience. Prerequisite: EDU 331 and 345. This course is offered as needed. Courses taken at other institutions will not be accepted in lieu of this course.

EDU 447 EDUCATION IN THE MIDDLE SCHOOLS (6-9) 3 s.h.
Curriculum, activities, and techniques for middle grades education. Formal acceptance to Teacher Education program required for admission. **Formal acceptance to Teacher Education program is required for admission.** This course is offered every spring semester. Courses taken at other institutions will not be accepted in lieu of this course, except on review and agreement by the course professor and Chair of the Education Department.

EDU 448 CURRICULUM DEVELOPMENT FOR GIFTED 3 s.h.
Modifying basic curricula in content, process, products, and learning environments for the gifted and talented. The approaches outlined in the North Carolina Curriculum Framework for Gifted Education are used in this course. Emphasis is on interdisciplinary approaches to instruction as well as other integrative methods for designing appropriate learning experiences for gifted learners. This course is offered as needed. Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement of the course professor and Chair of the Education Department.

EDU 451 METHODS OF TEACHING THE GIFTED AND TALENTED 3 s.h.
Design, development, and implementation of methods; materials and teaching models relevant to the needs of the gifted and talented. This course is offered as needed. **Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement of the course professor and chair of the Education Department.**

EDU 455 NATURE AND NURTURE OF GIFTED AND TALENTED 3 s.h.
Introductory course for Gifted Education. Course focuses on historical overview of Gifted Education from state and national perspective, nature and identification of gifted students and educational practices impacting on gifted and talented students. Special emphasis is given to North Carolina Services of Gifted Students and the North Carolina Curriculum Framework. This course is offered in the summer semester and as needed. Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement of the course professor and Chair of the Education Department.

EDU 465 ISSUES AND TRENDS IN GIFTED EDUCATION 3 s.h.
Course addresses current problems, issues and trends in gifted education focusing on social/emotional needs of gifted learners, underachieving and learning disabled gifted, and educational program concerns. This course is offered as needed. Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement of the course professor and Chair of the Education Department.

EDU 485 RESEARCH SEMINAR IN EDUCATION 1-3 s.h.
Selected problems in theory and practice in education with emphasis on individual research. **Formal acceptance to Teacher Education program is required for admission.** Prerequisite: permission of the Chair, Department of Education. This course is offered as needed. Courses taken at other institutions will not be accepted in lieu of this course.

EDU 499 INDEPENDENT STUDY IN EDUCATION 1-3 s.h.
 An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. **Formal acceptance to Teacher Education program is required for admission.** Requires approval by the faculty advisor, the supervising professor, the department head, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined. Courses taken at other institutions will not be accepted in lieu of this course.

SPECIAL EDUCATION: GENERAL CURRICULUM (SPE) COURSES:

SPE 255 EDUCATING DIVERSE POPULATIONS 3 s.h.
 A survey course introducing social, cultural socioeconomic, emotional, and physical factors affecting diverse populations and their implications for education. Designated writing-enrichment course. Sophomore standing required. This course is offered every fall and spring semester and one summer session.

SPE 260 EDUCATION OF EXCEPTIONAL CHILDREN AND YOUTH 3 s.h.
 The course addresses current issues and trends pertaining to exceptional children and youth. Appropriate educational approaches, and the processes and procedures for providing special education services are emphasized. This course is offered every fall.

SPE 345 REMEDIAL READING DIAGNOSIS AND REMEDIATION 3 s.h.
 Professional terminology, correlates of reading disability, history of reading theory, reading approaches, diagnostic procedures (informal and formal), and remediation strategies are emphasized. Students will study individualized and group instructional programs for remedial reading during their thirty hours of field experience with a reading specialist. Prerequisite: EDU 331. This course is offered during the spring semester.

**SPE 348 SCIENTIFICALLY BASED RESEARCH METHODS
 IN SPECIAL EDUCATION I: LEARNING STRATEGIES,
 MATHEMATICS & WRITING** 3 s.h.
 The course focuses on research-validated learning and behavior strategies, methods, and curricula to facilitate learning across the curriculum. Assessment and multi-sensory teaching strategies in the areas of mathematics and writing are stressed. Requires a minimum of ten observation hours in an accredited school. This course is offered every fall semester.

**SPE 351 SCIENTIFICALLY BASED RESEARCH METHODS IN SPECIAL
 EDUCATION II** 3 s.h.
 The course focuses on designing and evaluating instructional plans, organizing effective student learning environments, and using technology throughout the curriculum. Requires a minimum of ten observation hours in an accredited school. This course is offered every spring semester.

SPE 358 TESTING AND ASSESSING SPECIAL EDUCATION STUDENTS 4 s.h.
 The Course focuses on the conducting of curriculum-based assessment procedures and the interpretation of test results used for the diagnosis, planning instruction and monitoring of student progress. This course is offered every spring semester.

SPE 385 COLLABORATION WITH PARENTS AND EDUCATORS 3 s.h.
 The characteristics, roles, and skills of interpersonal relations with parents, general education and other professionals in the education of exceptional children. This course is offered in the fall semester as needed.

SPE 419 SEMINAR IN POSITIVE BEHAVIOR DEVELOPMENT 3 s.h.
Models and strategies, techniques for building self concept and managing behaviors that promote success in the learning environment; focus on inclusion classrooms and social and emotional needs of individuals with disabilities. Requires a minimum of ten observation hours in an accredited school. This course is offered every fall semester and as needed. **Courses taken at other institutions will not be accepted in lieu of this course except upon review and agreement by the course professor and Chair of the Education Department.**

SPE 499 INDEPENDENT STUDY IN SPECIAL EDUCATION 1-3 s.h.
An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Formal acceptance to Teacher Education program required for admission. Requires approval by the faculty advisor, the supervising professor, the department head, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined. **Courses taken at other institutions will not be accepted in lieu of this course except on review and agreement of the course professor.**

Methodist College Title II Report 2003-2004

In October 1998 the US Congress implemented Title II of the Higher Education Act (HEA). Title II authorizes federal grant programs that support the efforts of states, institutions of higher education, and their school district partners to improve the recruitment, preparation, and support of new teachers. Title II also includes new accountability measures in the form of reporting requirements for institutions and states on teacher preparation and licensing. This accountability requires that institutions report the information to the public. This report fulfills that requirement.

Section I. Overview of the Institution

Methodist College is a diverse, co-educational, four-year, independent liberal arts college located in Fayetteville, North Carolina. The student population of approximately 1900 includes not only traditional residential students, but commuters of all ages, including a large evening and weekend college contingent, military personnel from Fort Bragg and Pope Air Force Base, senior citizens, minorities and international students. The college is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools. The academic area has six schools: Reeves School of Business, School of Arts and Humanities, School of Information and Technology, School of Public Affairs, School of Science and Human Development, and School of Graduate Studies.

Praxis Scores

	# Test	# Passed	Pass Rate
Praxis I	13	13	100
Praxis II			
Elementary Education	13	11	85
Other Licensure Areas	*	*	*

* Less than ten. (Title I regulations require a minimum of ten test takers in a licensure area for reporting purposes.)

NC Title 2 Institution Level Survey

1. Please complete the following demographic questions about yourself and institution.

Institution Name	Methodist College
Respondent Name	Dr. Gillie Benstead
Respondent Title	Title II Coordinator
Respondent Phone Number	910/630-7057
Respondent Fax Number	910/630-7679
Respondent E-mail Address	benstead@methodist.edu
Respondent Address 1	Dept. of Education, Methodist College
Respondent Address 2	5400 Ramsey St.
Respondent City	Fayetteville
Respondent State	NC
Respondent Zip Code	28311

2. Please specify the cohort start and end years (e.g. 1999-2000).

Cohort Start Year: 2003

Cohort End Year: 2004

3. Please complete the following questions as accurately as possible.

3a) Number of students enrolled in teacher preparation programs:

34

3b) Total # of regular and alternative students in programs of supervised student teaching:

34

4. Supervising faculty includes all persons having faculty status, who were assigned to provide supervision/evaluation of student teaching. Complete the following questions as accurately as possible.

4a) Total # of full-time faculty in professional education that supervise student teachers:

6

4b) Total # of part-time faculty, employed full-time by IHE, that supervise student teachers:

9

4c) Total # of part-time faculty, not otherwise employed by IHE, that supervise student teachers:

0

4d) Total # of supervising faculty for the teacher preparation program:

15

4e) Student to faculty ratio (divide 3b by 4d; may use a decimal):

2.26

5. Please complete the following questions as accurately as possible.

5a. Average # of hours per week required of student participation in supervised teaching:

40

5b. Total # of required weeks of supervised student teaching:

10

5c. Total # of hours required:

400

6. Is the program approved/accredited by the state?

Yes

7. Is your teacher preparation program currently under designation as low-performing by the state?

No

MATHEMATICS

Dr. Shivappa Palled, Chair

Degrees awarded: B.A., B.S., A.A., A.S.

Requirements for the major in Mathematics: 50 s.h.: MAT 231, 232, 250, 260, 305, 309, 310, 312, 316, 411, 414, CSC 201 or 202, and six additional s.h. above MAT 250 (excluding and EDU 414), PHY 151, 152 or PHY 251, 252.

Requirements for the minor in Mathematics: 18 s.h.: MAT 231, 232, 250, 309, 310, and 312

Teacher licensure (Mathematics with a Secondary Education minor)

Coordinator: Dr. Lewis Walston

Requirements: 50 s.h.:

- (a) MAT 231, 232, 250, 260, 305, 309, 310, 312, 315, 316, 320, EDU 414, CSC 201 or 202, and three additional s.h. above MAT 250 with a grade of C or better
- (b) PHY 151, 152 or PHY 251, 252 with a grade of C or better
- (c) required courses in Education (See Teacher Education Program Requirements.)

Concentration in Mathematics (Middle Grades Education 6-9)

Coordinator: Dr. Lewis Walston, Mathematics Education

Requirements:

- (a) MAT 220, 231, 232, 250, 315, and choose 1 course from the following: MAT 305, 309, 310, 312, and 320
- (b) EDU 414
- (c) CSC 201 or 202

Requirements for the Associate of Arts degree with a subject concentration in Mathematics: 18 s.h.: MAT 231, 232, 250, 309, 310, and 312

Requirements for the Associate of Science degree with a subject concentration in Mathematics: (See page 53.)

Writing-Enrichment Course: MAT 305

MATHEMATICS COURSES

MAT 103 INTRODUCTION TO COLLEGE MATHEMATICS 3 s. h.

This is a preparatory course for MAT 105 College Algebra and the basic algebra concepts are discussed. The following topics are covered in this course: Real numbers, exponents, factoring, linear and quadratic equations, linear inequalities, rational expressions, radicals, and word problems. This course is offered every fall, spring, and summer semesters

MAT 105 COLLEGE ALGEBRA 3 s. h.

Real numbers, exponents, radicals, factoring, rational expressions, linear and quadratic equations/inequalities, equations with radicals, equations/inequalities with absolute values, applications, functions, graphing, exponential and logarithmic functions, and systems of equations. Prerequisite: MAT 103 or an appropriate Math SAT/ACT score or passing a placement test. This course is offered every fall, spring, and summer semester.

MAT 106 TOPICS IN MATHEMATICS 3 s.h.
A continuation of Mathematics 105. Topics include geometry, probability, statistics, and logic. Prerequisite: MAT 105 or permission of the instructor. (This course may be used by only teacher education majors to fulfill core requirements.) This course is offered every spring semester.

MAT 110 FINITE MATHEMATICS 3 s.h.
Functions, lines, sets, systems of equations, inequalities, matrices, linear programming, probability, and statistics. Prerequisite: MAT 105 or permission of the instructor. This course is offered every fall, spring, and summer semester.

MAT 113 PRE-CALCULUS I 3 s.h.
Review of numbers and their properties, polynomials, rational expressions, rational exponents, radicals, equations in one variable, relations, functions, exponential, logarithmic functions. Prerequisites: (1) three years of secondary school mathematics, including two years of algebra and units in geometry and trigonometry, and an appropriate math SAT/ACT score or passing a placement test or (2) MAT 105. This course is offered every fall and summer semester.

MAT 114 PRE-CALCULUS II 3 s.h.
Trigonometric functions; identities; conditional equations; inverse relations; de Moivre's Theorem; polar coordinates; sequences; series, and binomial theorem. Prerequisite: MAT 113, testing, or permission of the instructor. This course is offered every spring and summer semester.

MAT 220 APPLIED STATISTICS 3 s.h.
An introductory course in Statistics with emphasis in Statistical inference to include elementary probability theory, elementary set theory, summation notation and continuing to "decision theory" through topics of sampling distributions, point estimation, confidence intervals for mean; variance; difference of population means, correlation, linear regression, tests of independence, homogeneity, goodness of fit and analysis of variance. Prerequisite: MAT 105 or permission of the instructor. This course is offered during the fall and spring semesters.

MAT 231 CALCULUS I 3 s.h.
Review of the rectangular coordinate system; the straight line; graphs of equations; functions and limits; derivatives, including sines and cosines; applications of the derivative, including maxima and minima, and curve sketching. Introduction to the Integral. Prerequisite: MAT 114 or passing a placement test. This course is offered every fall semester.

MAT 232 CALCULUS II 3 s.h.
Applications of integration related to the area between two curves, volume, work, pressure, moments, centers of mass, arc length, and surfaces of revolution. Derivatives of logarithmic, exponential, and trigonometric functions; l'Hopital's Rule; improper integrals; techniques of integration. Prerequisite: MAT 231. This course is offered every spring semester.

MAT 250 DISCRETE MATHEMATICS I 3 s.h.
Logic, sets, functions, algorithms, integers, matrices, mathematical reasoning—methods of proof, and elementary counting techniques. Prerequisite: MAT 113. This course is offered every spring semester.

- MAT 251 DISCRETE MATHEMATICS II** 3 s.h.
Advanced counting techniques, relations, graphs and digraphs, trees, Boolean algebra, and machines. Prerequisite: MAT 250. This course is offered every fall semester.
- MAT 260 TRANSITION TO ABSTRACT MATHEMATICS** 3 s.h.
Preparatory course for upper-level mathematics courses. Topics include logic and proofs, set theory, relations, functions, and cardinality. Prerequisite: MAT 250. This course is offered every fall semester.
- MAT 305 THE HISTORY OF MATHEMATICS** 3 s.h.
Mathematical thought from ancient to modern times, major theorems of mathematics, problems of different periods, and the context in which mathematics developed. Prerequisites: MAT 232 and 250. This course is offered as needed.
- MAT 309 CALCULUS III** 3 s.h.
Infinite sequences and series, conic sections; and polar coordinates, vectors in the plane and in n-space. Prerequisite: MAT 232. This class is offered every fall semester.
- MAT 310 CALCULUS IV** 3 s.h.
Differentiation and Integration of functions of several variables, parameterization of curves and surfaces, Green's Theorem, Gauss' Theorem, Stokes' Theorem. Prerequisite: MAT 309. This class is offered every spring semester.
- MAT 312 LINEAR ALGEBRA** 3 s.h.
Linear equations, matrices, determinants, vector spaces, linear independence, linear transformations, similarity of matrices, and characteristics of a matrix. Prerequisite: MAT 232. This course is offered as needed.
- MAT 314 NUMERICAL ANALYSIS** 3 s.h.
See CSC 314. This course is offered as needed.
- MAT 315 MODERN COLLEGE GEOMETRY** 3 s.h.
Euclidean and non-Euclidean geometry. Useful to prospective secondary school mathematics teachers. Prerequisites: MAT 232 and 250. This course is offered as needed.
- MAT 316 MODERN ALGEBRA** 3 s.h.
Basic properties of groups, rings, and fields, including elements of set theory and polynomials. Prerequisites: MAT 232 and 250. This course is offered as needed.
- MAT 320 PROBABILITY AND STATISTICS** 3 s.h.
Probability and statistics, including probability distributions, random variables, stochastic processes, estimation of parameters, hypothesis testing, and regression analysis. Prerequisites: MAT 220, 232 and 250. This course is offered as needed.
- MAT 411 DIFFERENTIAL EQUATIONS** 3 s.h.
Ordinary differential equations of the first and second order with applications in geometry and physics. Prerequisite: MAT 309. This course is offered as needed.
- MAT 412 THEORY OF COMPUTABILITY** 3 s.h.
See CSC 412. This course is offered as needed.

EDU 414 METHODS OF TEACHING MATHEMATICS IN THE MIDDLE/SECONDARY SCHOOL

3 s.h.

A combination of lecture and laboratory using materials and procedures appropriate for the teaching of middle/secondary school mathematics. For teachers of secondary school mathematics. See EDU 411-419. Prerequisite: MAT 114. This course is offered as needed.

MAT 414 ADVANCED CALCULUS I

3 s.h.

Sets, functions, real numbers, limits, continuity, differentiation, integration, and sequences of functions. Prerequisite: MAT 310 and 316. This course is offered as needed.

MAT 415 ADVANCED CALCULUS II

3 s.h.

Fourier series; vector functions and their derivatives; line and surface integrals; multivariable calculus; implicit function theorem, and the theories of Gauss, Stokes, and Green. Prerequisite: MAT 414. This course is offered as needed.

MAT 485 SPECIAL TOPICS

1-4 s.h.

Advanced students study logic and foundations, algebra, analysis, geometry, topology, or applied mathematics. Prerequisite: permission of the department chair. This course is offered as needed.

MAT 499 INDEPENDENT STUDY IN MATHEMATICS

TBA

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the department chair, and the school dean before approval by the Vice President for Academic Affairs. Credit to be determined.

DEPARTMENT OF WELLNESS AND EXERCISE SCIENCE

Suzanne Robinson, Chair

Faculty: Professor Johnson; Assistant Professors Austin, Jameson, Robinson;
Instructors Allingham, Jarman, Jones, Matthews, Smith

Mission Statement:

The mission of the Department of Wellness and Exercise Science is to prepare professionals at the undergraduate level through excellence in teaching, research and service so that they may encourage enhanced performance and quality of life of all citizens through active lifestyles and lifetime physical activity.

Goal Statements:

I. The purposes of the CORE requirement in Wellness and Exercise Science are to expose students to Cardiopulmonary Resuscitation (CPR) as a potential life saving technique and to provide students with opportunities and knowledge to increase their present level of physical fitness.

II. Graduates with a degree in Applied Exercise Science will be prepared to enter graduate programs in Exercise Science and related fields or graduate programs in Physical Therapy and its related fields. Graduates may obtain employment in various aspects of the health and fitness industry. Graduates who are interested in careers in Physical Therapy or its related fields must attend graduate school in order to obtain the licensure required.

III. Graduates with a major in Physical Education Teaching (PET) will have the skills and knowledge necessary to become effective Physical Education teachers. Students who earn a major in physical education, with teacher licensure, are qualified to teach physical education in grades K-12 in North Carolina and many other states. Students who earn a major in physical education without teacher licensure usually go on to graduate school or seek employment in physical education related fields such as sports management or recreation.

IV. Graduates with a major in Cardiac Rehabilitation will have the skills and knowledge necessary to enter graduate school or gain an entry level position working with individuals with coronary risk factors or who have been diagnosed with established heart disease. The goals of cardiac rehabilitation program are to improve an individual's functional capacity, alleviate or lessen activity-related symptoms, reduce disability, and identify and modify coronary risk factors in an attempt to reduce subsequent morbidity and mortality due to cardiovascular illness. The ultimate goal of cardiac rehabilitation is to restore and maintain an individual's optimal physiological, psychological, social, and vocational status. Cardiac rehabilitation exercise prescription programs enable individuals to manage hypertension, improve functional capacity, retard the progression and foster the reversal of coronary atherosclerosis, and reduce the risk of further coronary events. Students will have the opportunity to sit for the ACSM Exercise Specialist examination.

V. Graduates with a major in Strength and Conditioning will have the skills and knowledge to become personal trainers or strength and conditioning coaches. As fitness professionals, graduates will be involved in developing and implementing individualized approaches to exercise leadership in healthy populations and/or for those individuals with medical clearance to exercise. Graduates of the program will be proficient in writing appropriate exercise recommendations, leading and demonstrating safe and effective methods of exercise, and motivating individuals to begin and to continue with their healthy behaviors. Students will have the opportunity to sit for the NSCA Certified Strength and Condition and/ or Personal Trainer examination.

Degrees awarded: B.A., B.S.

Writing-Enrichment Course: WEL 203, 400

Computer Intensive Course: WEL 203, 400

APPLIED EXERCISE SCIENCE

Dr. Margaret Folsom, Coordinator

Degrees awarded: B.A., B.S.

Writing Enrichment courses: BIO 309, 401, and 440; WEL 400; ATP 484

Major in Applied Exercise Science: 61 s.h., including BIO 306 and 308; BIO 401; CHE 151 and 152; PHY 151 and 152; MAT 220; WEL 217, 218, 285, 312, 404, and 406; ATP 220; PSY 304; WEL 400 or ATP 484; One of BIO 309, 398, 440

CARDIAC REHABILITATION

Dr. Andrew Jameson, Coordinator

Degrees awarded: B.A., B.S.

Writing Enrichment courses: WEL 203, 400

Computer Intensive courses: WEL 203, 400

Major in Cardiac Rehabilitation: 54 semester hours, including ATP 220, 230, BIO 153, 306, 307, 308, 400 WEL 203, 217, 300, 312, 376, 377, 378, 400, 400, 404, 405, 406, 412, and 493.

COACHING

Suzanne Robinson, Coordinator

Requirements for a minor: 24 semester hours to include WEL 203, 218, 214 or 215, 308, 322, 323, 400, 491.

PHYSICAL EDUCATION

Suzanne Robinson, Coordinator

Degrees awarded: B.A., B.S.

Major in Physical Education: 46 s.h., including WEL 203, 205, 209, 216, 217, 218, 285, 286, 306, 310, 312, 340, 341, 400, 404, and 405. Students seeking teaching licensure must complete 29 s.h. of additional course work and other requirements, as listed below. Throughout the program there are opportunities for observation, participation, assisting “mini-teaching”, and coaching experiences with public school students, including students with disabilities or special needs.

Teacher Licensure (K-12) in Physical Education (Coordinator: **Suzanne Robinson**) Completion of the requirements for the Physical Education major; and Education **142, 200, 240, 242, 251, 330, 342, 350, 406, 407, 413, 420, 421**. For additional requirements, refer to requirements for admission to the Teacher Education Program and Student Teaching.

Requirements for a minor: 18 semester hours beyond WEL 201, including WEL 203 and 400. A minor does not qualify students for physical education teacher-licensure.

STRENGTH & CONDITIONING

Dr. Andrew Jameson, Coordinator

Degrees awarded: B.A., B.S.

Requirements for the major: 56 semester hours, including ATP 220, BUS 343, SMA 321, 322, WEL 203, 217, 218, 285, 286, 300, 312, 373, 374, 375, 400, 404, 406, 410 OR 411, and 492.

Requirements for the minor: ATP 220, WEL 203, 217, 285, 286, 312, 404; 410 or 411, 492.

WELLNESS AND EXERCISE SCIENCE COURSES

WEL 101 CPR/FITNESS

1 s.h.

This course involves the investigation of efficiency of human performance through the study of variables related to fitness, diet, and weight control. Students will be exposed to a variety of physical activities that can help improve their personal level of physical fitness. Students will also receive instruction in cardiopulmonary resuscitation and may qualify for American Red Cross CPR certification. Students will be expected to pay a small additional fee. This course is offered both fall and spring semesters.

WEL 201 PHYSICAL ACTIVITIES

1 s.h.

The courses in the 201 series are oriented toward promoting the concept of physical activity as a way of life. Emphasis is placed upon the role that physical activity should play in today's leisure-oriented societies. Activities such as aerobic dance, badminton, basketball, dance, golf, tennis, weight-training, and bowling are offered in various combinations during the academic year. Participation in some activities will require students to pay additional fees. This course is offered both during the fall and spring semesters.

WEL 203 FOUNDATIONS OF WELLNESS AND EXERCISE SCIENCE

3 s.h.

A basic introduction to Wellness and Exercise Science dealing with the philosophical, historical, biological, physiological, sociological, and political foundations of Wellness and Exercise Science. Emphasis is placed on helping the students become a professionals in their fields of concentration. Designated writing-enrichment and computer intensive course for Wellness and Exercise Science majors. This course is offered every fall.

WEL 209 ELEMENTARY PHYSICAL EDUCATION

3 s.h.

Strategies and techniques to enhance motor skill development of elementary school children in the home, on the playground, and in the classroom. Lead-up games appropriate for children in an elementary school physical education program. Minimum of 10 hours of field work with children. This course is offered every spring.

WEL 214 OFFICIATING VB, SOFTBALL & BASKETBALL

2 s.h.

Acquisition of skills and knowledge in officiating principles, sport specific rules, requirements, and strategies used, as well as practical experience in officiating techniques of volleyball, softball and basketball. This course is offered every fall.

WEL 215 OFFICIATING FOOTBALL TRACK & SOCCER

2 s.h.

Acquisition of skills and knowledge in officiating principles, sport specific rules, requirements, and strategies used, as well as practical experience in officiating techniques of football, track and soccer. This course is offered every spring.

WEL 216 RECREATIONAL ACTIVITIES

2 s.h.

Acquisition of skills and knowledge of rules/procedures for participation in and organization of common indoor and outdoor recreational activities. Emphasis is also placed on the cognitive aspects of the sport/activity, including proper sequencing of skill presentations from an instructional viewpoint. This course is offered every spring.

WEL 217 FIRST AID/CPR

2 s.h.

Introduction and practice in immediate and temporary care of injuries and sudden illness, including administration of CPR. Students seeking CPR certification will be asked to pay a small additional fee. This course is offered both fall and spring semesters.

WEL 218 CONCEPTS OF FITNESS AND NUTRITION 3 s.h.
Introduction to basic health and fitness concepts and related topics, including CPR. Attention will be given to the development of individual fitness programs emphasizing such topics as aerobic and anaerobic exercises, nutrition, diet, stress management, and assessment methods and procedures. The course is a combination of lecture and laboratory activity. This course is offered both fall and spring semesters.

WEL 235 INTERCOLLEGIATE SPORTS 1 s.h.
Intercollegiate participation in baseball, basketball, cheerleading, volleyball, lacrosse, tennis, golf, softball, soccer, track/field, cross-country, and/or football. May be taken only one time for 1 credit hour. May not count toward the Wellness and Exercise Science major. Must be taken in the semester the sport is in season. Pass/fail credit. Prerequisite: Permission from the department head. This course is offered both fall and spring semesters.

WEL 285 KINETIC HUMAN ANATOMY 3 s.h.
This course is designed to provide a foundation for students to learn how anatomy affects movement of the human body. The course will emphasize surface anatomy and the musculoskeletal system including the various structures, functions and mechanics of the human body. Prerequisite: None. This course is offered every spring.

WEL 286 SURVEY OF HUMAN PHYSIOLOGY & DISEASES 3 s.h.
This course is designed to prepare athletic training, physical education, and sport management students with basic knowledge of human physiology and body systems. It will also prepare athletic training, physical education, and sport management students to recognize symptoms of common human diseases, recognize factors which can contribute to abnormalities, and recognize the resultant complications and dysfunctions. Prerequisite: None. This course is offered every fall.

WEL 300 PERSONAL AND COMMUNITY HEALTH 3 s.h.
Factors influencing health and the body systems and practices, also programs affecting the development and maintenance of physical and mental well-being. This course is offered every fall.

WEL 308 SPORT PSYCHOLOGY 3 s.h.
Overview of psychological and sociological problems of leadership, coaching, and motivation in competitive athletics, including professional, intercollegiate, youth sport, character, aggression, gender, race, class, and media. Field experience (minimum of 10 hours) in local community agency required. This course is offered every fall.

WEL 310 SCHOOL HEALTH 3 s.h.
Designed to prepare students to be competent teachers of comprehensive health education topics to school-aged children. Students will learn to plan, implement, and evaluate a comprehensive health education program for children in grades K-12. Prerequisite: WEL 300. This course is offered every spring.

WEL 311 HEALTH AND PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL 3 s.h.
This course familiarizes the student with the major concepts of healthful living, including the foundations of good health, benefits of a healthy lifestyle, and awareness of major health issues related to children. Designed for elementary education majors only. This course is offered every spring.

WEL 312 BASIC BIOMECHANICS 3 s.h.
 The application of mechanical principles to the study of the human body and the performance of motor skills. Prerequisites: WEL 285, MAT 105. This course is offered every spring.

WEL 322 THEORY AND TECHNIQUES OF SOCCER, FOOTBALL AND VOLLEYBALL 3 s.h.
 Analysis theory, techniques, and organizational procedures for coaching soccer, football and volleyball. This course is offered every fall.

WEL 323 THEORY AND TECHNIQUES OF BASKETBALL, BASEBALL AND TRACK 3 s.h.
 Analysis, theory, techniques, and organizational procedures for coaching basketball, baseball and track. This course is offered every spring.

WEL 340 METHODS OF TEACHING TEAM SPORTS 3 s.h.
 Acquisition of performance skills, knowledge of rules, and techniques of teaching basketball, volleyball, softball and soccer. Emphasis is also placed on the cognitive aspects of the sport/activity, including proper sequencing of skill presentations from an instructional viewpoint. This course is offered every fall. PREREQUISITE: WEL 209 or permission of the instructor.

WEL 341 METHODS OF TEACHING INDIVIDUAL SPORTS 3 s.h.
 Acquisition of performance skills, knowledge of rules, and techniques of teaching dance, badminton, tennis and golf. Emphasis is also placed on the cognitive aspects of the sport/activity, including proper sequencing of skill presentations from an instructional viewpoint. This course is offered every spring. PREREQUISITE: WEL 209 or permission of the instructor.

WEL 373 STRENGTH & CONDITION OBSERVATION I 1 s.h.
 Observe professionals in fitness and/or healthcare industries to gain experience working with members at accredited fitness facilities, medical centers or school systems. Student will be responsible for assuming an interactive role during the field experience. A minimum of 30 hours in the field will be required.

WEL 374 STRENGTH & CONDITION OBSERVATION II 1 s.h.
 Observe professionals in fitness and/or healthcare industries to gain experience working with members at accredited fitness facilities, medical centers or school systems. Student will be responsible for assuming an interactive role during the field experience. A minimum of 40 hours in the field will be required.

WEL 375 STRENGTH & CONDITION OBSERVATION III 1 s.h.
 Observe professionals in fitness and/or healthcare industries to gain experience working with members at accredited fitness facilities, medical centers or school systems. Student will be responsible for assuming an interactive role during the field experience. A minimum of 40 hours in the field will be required.

WEL 376 CARDIAC REHABILITATION OBSERVATION I 1 s.h.
 Observe professionals in wellness and/or healthcare industries to gain experience working with members at accredited fitness facilities, medical centers or assisted living facilities. Student will be responsible for assuming an interactive role during the field experience. A minimum of 30 hours in the field will be required.

WEL 377 CARDIAC REHABILITATION OBSERVATION II 1 s.h.
Observe professionals in wellness and/or healthcare industries to gain experience working with members at accredited fitness facilities, medical centers or assisted living facilities. Student will be responsible for assuming an interactive role during the field experience. A minimum of 40 hours in the field will be required.

WEL 378 CARDIAC REHABILITATION OBSERVATION III 1 s.h.
Observe professionals in wellness and/or healthcare industries to gain experience working with members at accredited fitness facilities, medical centers or assisted living facilities. Student will be responsible for assuming an interactive role during the field experience. A minimum of 40 hours in the field will be required.

WEL 400 ORGANIZATION AND ADMINISTRATION 3 s.h.
Philosophical and methodological bases for organizing and administering cardiac rehabilitation, physical education, strength and conditioning, recreation, athletic, and sports-related programs, including introduction to the use of relevant computer applications. Designated writing-enrichment and computer intensive course for Wellness and Exercise Science majors. Prerequisite: WEL 203. This course is offered every spring.

WEL 404 PHYSIOLOGY OF EXERCISE 3 s.h.
Basic metabolic processes occurring at rest and during exercise; dynamics of muscular contraction and circulation; the relationship of nutrition to physical performance; and effects of age, environment, and gender on physical activity. Prerequisites: WEL 286. This course is offered every fall.

WEL 405 MEASUREMENT AND EVALUATION 3 s.h.
The development of competencies needed for evaluation in Wellness and Exercise Science and related programs with emphasis on basic statistics, selection and administration of standardized tests, and test construction; evaluation of programs; and appropriate microcomputer applications. Prerequisite: completion of MAT 105 or higher. This course is offered every year.

WEL 406 ADAPTED PHYSICAL EDUCATION 3 s.h.
The nature of physical education services, administration and instructional processes for specific disabling conditions, including modification of activities, facilities, equipment, and the development of I.E.P.'s. This course is offered every fall semester.

WEL 410 INSTRUCTOR TRAINING IN STRENGTH & CONDITIONING 3 s.h.
This course involves evaluation of health behaviors and risk factors, conducting fitness assessments, writing appropriate exercise prescriptions, and motivating individuals to modify negative habits and maintain a lifestyle that promotes personal health and fitness. This course is offered every year.

WEL 411 INSTRUCTOR TRAINING IN PERSONAL TRAINING 3 s.h.
This course involves evaluation of health behaviors and risk factors, conducting fitness assessments, writing appropriate exercise prescriptions, and motivating individuals to modify negative habits and maintain a lifestyle that promotes personal health and fitness. This course is offered every year.

WEL 485 SPECIAL TOPICS: WELLNESS AND EXERCISE SCIENCE 1-3 s.h.
Study of special topics of critical, contemporary concern in Wellness and Exercise Science. Prerequisite: permission of the Department Chair. This course is offered as needed.

WEL 491 COACHING INTERNSHIP

3 s.h.

Each student, in consultation with the Department Chair, or designee, will arrange a coaching internship. Options include assisting a coach in a professional, collegiate, or secondary setting; or coaching at a YMCA, club program, or a summer sports camp. 150 hours in the field will be required.

WEL 492 S/C INTERNSHIP

3 s.h.

Each student, in consultation with the Department Chair, or designee, will arrange a strength & conditioning internship. Options include assisting a coach in a professional, collegiate, secondary or wellness setting; or working in a YMCA, club program, or a summer sports camp. 150 hours in the field will be required

WEL 493 CARDIAC REHABILITATION INTERNSHIP

3 s.h.

Each student, in consultation with the Department Chair, or designee, will arrange a cardiac rehabilitation internship. Options include working in a wellness facility, assisted living facility or healthcare setting. 150 hours in the field will be required.

WEL 499 INDEPENDENT STUDY IN WEL

1-3 s.h.

An opportunity for a well-qualified, upper-division student to engage in special research in his/her major. Requires approval by the faculty advisor, the supervising professor, the Department Chair, and the Dean of the School of Sciences and Human Development, before approval by the Vice-President of Academic Affairs. Credit to be determined. This course is offered as needed.



SCHOOL OF GRADUATE STUDIES

Dr. Donald L. Lassiter, Dean

Purpose of the Methodist College School of Graduate Studies

The purpose of the Methodist College School of Graduate Studies is to provide a graduate education firmly grounded in the liberal arts tradition that nurtures moral values and ethical decision making; to provide distinctive professional and graduate programs that complement the undergraduate programs of the College; to provide educational and cultural services and resources to the community; and to prepare students for a variety of careers and educational pursuits.

Graduate Level Goals

1. To graduate master's level students who are competent in their academic disciplines.
2. To graduate master's level students who are prepared for the job market and equipped to pursue further graduate education.

Other Goals

1. To attract, develop, and retain a faculty that strives for excellence in teaching, scholarship, professional service to the community, and service to the college outside the classroom.
2. To provide significant services and facilities to groups within the community and state.
3. To engage in ongoing, integrated, and institution-wide research-based planning and evaluation processes that incorporate a systematic review of programs and services that result in continuing improvement and demonstrate that the college is effectively accomplishing its mission.

Graduate Degrees Offered

The School of Graduate Studies offers Masters' degrees in three different programs. The first is the Master of Medical Science (MMS) in Physician Assistant (PA) Studies. This degree program is offered on the main campus, primarily in the Medical Science Building. The second Master's degree is the Professional Master of Business Administration (MBA) with a focus on golf, tennis, and resort/club management. This degree program, which we refer to as the Professional MBA at Pinehurst, is offered at the world-renowned Pinehurst Resort in nearby Pinehurst, NC. The third Master's degree program is the Master of Justice Administration (MJA). This program is offered at the North Carolina Justice Academy campus in nearby Salemburg, NC. **The Master in Justice Administration (MJA) program is pending accreditation by the Southern Association of Colleges and Schools (SACS). Applications will not be accepted and courses will not be offered until SACS accreditation has been confirmed.**

Facilities for Graduate Programs

Facilities for the Master of Medical Science in Physician Assistant Studies Program

The facilities for this program are located in the Medical Science Building on the main campus. The upper floor of this two-story building houses classrooms, media and computer equipment, and offices for the program, while the lower floor houses a medical practice for family medicine. Students and instructors during the didactic year of the program use the facilities of this practice in the evenings and on weekends to develop skills related to the knowledge learned in the classroom. Another facility for this program is the Human Anatomy Laboratory located at the Veterans' Administration Hospital about 2 miles south

of the main campus. This new facility contains eight tables for human cadaver dissection and is equipped with necessary instruments and other equipment and supplies.

Facilities for the Professional Master of Business Administration Program

The facilities for the Professional MBA Program at Pinehurst are located in nearby Pinehurst, NC, about an hour from the main campus. Classes for this program are held in the Carolina Hotel at the Pinehurst Resort. Classrooms will be equipped with typical audio-visual equipment, plus wireless Internet (WIFI) capability. Sunday evening dinners will feature the Executive Speaker Series.

Facilities for the Master of Justice Administration Program

The facilities for the MJA Program are located in nearby Salemburg, NC, at the campus of the North Carolina Justice Academy (NCJA). Classes are held in the new 20,000 square-foot Classroom/Learning Resource Center which houses three large classrooms with audio/visual equipment and the NCJA Library. The library contains computers both in the library proper and in a multimedia classroom. During the four weekends of residency each term, students stay in one of the NCJA residence halls.

Library Resources

Davis Memorial Library

Davis Memorial Library is located on the main campus of Methodist College in Fayetteville. The majority of the library's electronic resources can be accessed both on and off campus by students. These resources include the Online Catalog and databases for journal article searching including *Academic Search Elite*, *Lexis-Nexis*, various InfoTrac products, and *Project MUSE*. No special software is required, but a password, available from the circulation desk, is needed for off-campus access. Students can renew books, place holds, and request Interlibrary Loans (ILL) online both on- and off-campus. Graduate students should see their respective program coordinators for detailed information on databases and other material available from the library.

Library Facilities at the North Carolina Justice Academy (NJCA)

These facilities located in Salemburg, NC, are available for the use of all Methodist College graduate students enrolled in the Master of Justice Administration (MJA) program. MJA students will use the NCJA library during their weekends of residency. Unlike the Davis Memorial Library, the NCJA Library does not provide remote access to its holdings. The library is housed in the Classroom/Learning Resource Center and contains a comprehensive collection of education and training resources, including numerous criminal justice, criminology, and legal journals and books, as well as specialized collections. For example, over forty Policy and Procedure Manuals from North Carolina police, sheriff, and campus police departments are available for research. Also available are over 600 vertical files of materials on criminal justice topics. The library maintains the archives of the North Carolina Criminal Justice Association, an association of criminal justice educators. The library also has on hand the John Grice Collection on Terrorism and over 1,455 videotapes and cassette/slide programs relevant to criminal justice issues.

Computer Facilities

Main Campus

Methodist College provides graduate students with access to the Internet via campus computer laboratories and wireless (WIFI) routers located in the Medical Science Building and Davis Memorial Library. Instructions to enable WIFI-equipped laptops to access services are available through the graduate program coordinator. For further information see the Methodist College Computer Use Policy.

Medical Science Building

The Medical Science Building has two classrooms for students in the MMS in Physician Assistant Studies program. The main classroom contains a complete multimedia suite, connected to the College's network and the Internet, which includes a desktop computer, LCD projector, document projector, satellite receiver (a large satellite dish is located outside next to the parking lot), DVD and VCR players, and a large auxiliary wall-mounted video monitor. This suite is used for most classroom presentations, and the satellite hookup allows for live teleconferencing with other institutions. Also in this classroom is an electronic whiteboard with printing capability. The other classroom contains three desktop computers connected to the network and Internet and a laser printer. Also, there are two large wall-mounted video monitors connected via closed circuit to the multimedia suite in the main classroom. A new addition to the Medical Science Building's computer facilities is a WIFI router/antenna connected to the network node in the building. Students are strongly advised to have WIFI-equipped laptops when entering the program.

Pinehurst

For the Professional MBA at Pinehurst Program, all classrooms and student accommodations at Pinehurst are set up for WIFI connections with a local server. All Professional MBA at Pinehurst students are expected to bring their own laptop computers with WIFI capabilities to each class session.

North Carolina Justice Academy

There are twelve computers with Internet access in the NCJA library for the use of MJA students during their weekends of residency. An additional twenty computers are available in the library's multi-media classroom. These computers are configured to allow student interaction with the instructor and access to the Internet.

Application Process and Admission Requirements

Candidates apply directly to the graduate program in which they are interested. Please consult the specific graduate program later in this section of the catalogue for details on that program's application process and admission requirements.

International Students

In addition to the application procedures and admission requirements specified by a particular graduate program, candidates who are international students are required to follow the admission requirements listed under the International Students entry in the Admissions Policy section presented earlier in the main catalogue.

Financial Aid

The Financial Aid Office has information, including web sites, brochures, and contact information regarding federal and alternative loan programs, grants, fellowships, and

scholarships for graduate students. Also, the Program Coordinators for the Professional MBA at Pinehurst and MJA Programs, and the Director of Admissions for the MMS in PA Studies program are available to assist students regarding acquiring financial aid information. Graduate students are ultimately responsible for meeting their financial obligations.

Deduction of financial aid monies from a graduate student’s outstanding account balance follows the same policy presented earlier in the main Methodist College catalogue. Likewise, refunding of excess financial aid to graduate students follows the same policy presented in the Refund of Excess Financial Aid Policy earlier in the main catalogue.

THE PROFESSIONAL MBA AT PINEHURST

R. Mark Smith, Ph.D., Director
Lea Ziobro Phelps, M.S., Coordinator

MBA FACULTY

- Spencer G. Davis**, Ph.D., Associate Professor of Economics
- Randall L. Hartman**, M.B.A., J.D., C.P.A., Professor of Accounting
- Kim Kincer**, M.S.A., Class “A” member of the LPGA, Associate Director of PGM
- Donald L. Lassiter**, Ph.D., Dean, School of Graduate Studies; Professor of Psychology
- Jen-Hsiang Lin**, Ph.D., Professor of Business
- John Meeske**, M.B.A., Director, Center for Resort Business
- David Norviel**, M.B.A, C.G.C.S., Superintendent, Methodist College Golf Course
- Stephen J. “Pete” Petersen**, J.D., Director of Professional Tennis Management
- R. Mark Smith**, Ph.D., Director, The Professional MBA at Pinehurst
- Jeffrey A. Zimmerman**, Ph.D., Dean, Reeves School of Business; Professor of Financial Economics

The Professional MBA at Pinehurst offers a Master of Business Administration degree with a focus on Golf, Tennis, and Resort/Club Management. The mission of the program is to provide a graduate education that develops further knowledge of modern American business with an appreciation of its power and institutional structure. We seek to develop within our students an expertise in business skills at a level that will enable graduates to serve and lead their enterprises in the golf, tennis, and resort/club industries effectively.

The Professional MBA at Pinehurst is focused on filling advanced educational needs of golf, tennis and resort/club leaders. The program capitalizes on the strong symbiotic relationship between Methodist College and Pinehurst, and all classes will be held in the facilities of Pinehurst.

Degree awarded: M.B.A., Master of Business Administration with a focus on Golf, Tennis, and Resort/Club Management

FINANCES

Tuition, Fees and Expenses

Annual charges for students entering August 2005

2005-06 First Academic Year*	\$20,500.00
2006-07 Second Academic Year	<u>\$19,500.00</u>
Total Tuition Cost**	\$40,000.00

	Fall Term	Spring Term	Summer Term
2005-2006 First Academic Year	\$7,500	\$6,500	\$6,500
2006-2007 Second Academic Year	\$6,500	\$6,500	\$6,500

* Tuition for the first academic year includes a \$1,000 fee for the Executive Speaker Series.

**Total tuition includes class fees, textbooks and additional class materials, and accommodations for two nights and six meals per residency weekend (12 weekends per year) at Pinehurst each year, but does not include travel to and from Pinehurst or purchase of a laptop computer with WIFI capability.

Nonrefundable Fees

The \$100 graduate application fee, \$500 seat-reservation fee, \$105 graduation fee, and \$1,000 Executive Speaker Series fee are nonrefundable. A fee of \$130 is imposed for late registration.

Payment & Billing Policy for The Professional MBA at Pinehurst

It is the policy of Methodist College that all previous semester charges must be paid before new semester charges can be processed. Deadlines for paying new semester charges in the MBA program are 30 days prior to the start of classes:

Fall Term 2005—July 28, 2005
 Spring Term 2006—December 29, 2005
 Summer Term 2006—April 14, 2006

Refund/Repayment Policy on Withdrawals From The Professional MBA at Pinehurst

Fees for the program include the student's books as well as room and board for most students during the residency week-ends. Because these non-refundable costs must be paid several weeks in advance of classes starting, a full refund of fees paid can only be made prior to six weeks before the first residency week-end of a term. Those students withdrawing from the program after this date will be refunded the following percentages of the fees for the term, according to the College's MBA program institutional refund policy based upon the date of receipt of the written withdrawal notice:

31-42 days prior to the first week-end session	90%
1-30 days prior to the first week-end session	75%
Between the first and second week-end sessions	66%
After the second week-end session	0%

Students withdrawing from the College or those reducing their course load below a certain level will be subject to a reduction or cancellation of their financial aid. Withdrawing students are subject to refunding of financial aid monies to the sources from which the funding was received, according to the provisions of the Higher Education Amendments of 1998 for calculating the return of unearned Title IV funds. Any remaining funds are returned to the student. For details, contact the Financial Aid Office.

Financial Aid

Please see the Financial Aid Section in the Introduction to the School of Graduate Studies section of this catalogue. Also, MBA program applicants can consult the financial aid information on **The Professional MBA at Pinehurst** web site at <http://www.methodist.edu/mba/tuition.htm>.

ACADEMIC REGULATIONS FOR THE PROFESSIONAL MBA AT PINEHURST

Application Material

An application packet can be downloaded from the Professional MBA at Pinehurst web site at <http://www.methodist.edu/mba/application.htm> or by contacting the Program Coordinator directly at 1-800-488-7110, ext. 7493.

Requirements for Admission:

1. **Bachelor's Degree** - from a four-year accredited college or university with a recommended overall GPA of 3.0 or better before the start of the first term of the program.
2. **Demonstrated competencies** - College credit or passing grades on CLEP exams in management & organization, marketing, statistics, economics, and financial & managerial accounting.
3. **Three to five years' professional experience in one of the focus industries** - Professional experience in other fields will be considered on an individual basis.
4. **GMAT** - Completion of the GMAT within five years prior to admission. A score of 500 or above is highly recommended (scores required by the interview date).
5. **Three letters of recommendation** - One letter of the three must be from the applicant's immediate supervisor at work.

Selection Process

The application review committee will screen all applicants. Those determined to be the most qualified candidates will be granted an on-site interview at Methodist College. Criteria used by the interviewers in their evaluations include the amount and quality of professional experience, emotional and intellectual maturity, ability to communicate verbally and in written form, specific motivation toward pursuit of a career in one of the focus industries, management potential, interpersonal skills, and evidence of strong study skills.

Student Responsibility

Each student accepts full responsibility for reading all materials and information included in this catalogue and the satisfactory completion of all graduation requirements. Dates and deadlines for registration are published in the MBA program academic calendar. (See below).

Classification of The Professional MBA at Pinehurst Students

1. Full-Time Students: Those enrolled in any term for 6 s.h. or more.
2. Part-Time Students: Those enrolled in fewer than 6 s.h. per term.

Academic Standing

All students in The Professional MBA at Pinehurst program must demonstrate continuous satisfactory progress toward graduation. A maximum of one grade of C is allowed to maintain acceptable academic standing. If a student receives a second grade of C, that student will be suspended from the program for a minimum of one academic year and must re-apply for admission after the period of suspension has ended. Upon readmission, if a student who has received two Cs in the program receives a third C, that student will be dismissed from the program without opportunity for readmission. If a student receives one grade of F, that student is automatically dismissed from the program, without opportunity for readmission. Suspensions and/or dismissals of students are executed by the Office of the Vice President for Academic Affairs and are reflected on transcripts.

Course Load

The standard course load for the fall, spring and summer terms is 6 s.h. per term.

Dropping/Adding Courses

Students are not permitted to make changes in courses later than the deadline specified for that purpose in the MBA program academic calendar.

1. A student may drop or add a class during the first two class days of the term.
2. A student dropping a class after two class days as specified in the MBA program academic calendar will be awarded a grade of *WP* or *WF*. The *WF* grade will be treated the same as an *F* in computing the student's GPA.
3. A student properly withdrawing from the institution after two days as specified in the MBA program academic calendar will receive a grade of *WD*.

Grading System

Effective with the 2005–2006 Academic Year, The Professional MBA at Pinehurst has adopted a grading scale as follows:

Letter Grade	Quality Points per semester hour
<i>A</i>	4.0 Excellent
<i>B</i>	3.0 Good
<i>C</i>	2.0 Passing
<i>F</i>	0.0 Failure

I An *I* is awarded when extenuating circumstances warrant an extension of time for completion of the course. The course work must be completed within a reasonable period, not to exceed the end of the next academic term; otherwise, the *I* becomes an *F*.

WP Withdrew passing. No quality points awarded

WF Withdrew failing. No quality points awarded; computed in GPA as *F*.

WD Withdrew, no grade awarded. Requires the approval of the Academic Dean. No quality points awarded.

P Course taken on pass/fail basis. Pass. No quality points awarded.

F Course taken on pass/fail basis. Fail. No quality points awarded.

STUDENT OPTIONS

Pass/Fail Option

MBA students will be graded on a pass/fail basis for MBA 501, The Executive Speaker Series, a program-long course that will be credited to successful students after the last term of the program. If a student wishes to exercise this pass/fail option for one other course in the program, the student must notify the instructor and the Registrar after receiving permission from the Director of the MBA program.

Transfer Credit

Six credits of graduate classes for courses equivalent to those in The Professional MBA at Pinehurst program will be considered for credit, and must be approved by the Program Director and the Registrar. Each of these classes must have been taken at an accredited institution within the five years immediately prior to admission to The Professional MBA at Pinehurst with a minimum grade of B in each course. A transfer grade cannot replace a grade earned at Methodist College.

All students are expected to take two courses offered each term. The only exception will be a student who has transfer credit for one of the courses offered in a specific term. An appropriate adjustment will be made in the term tuition for a student who has been granted transfer credit for one of the courses offered during a term. However, certain expenses are incurred for all students each term, and these expenses will be charged to each student whether the student is taking both courses offered or only one.

Visiting Student Letters

At the time a student completes his/her first class at Methodist College, he/she is considered, for enrollment purposes, a Methodist College student. In order to receive subsequent academic credit at Methodist College for course work taken at another institution after becoming enrolled, the student must obtain written approval from the Program Director and the Office of the Registrar in the form of a visiting student letter. A total of six semester hours of credit may be awarded in this fashion.

Online course credit will not be accepted if The Professional MBA at Pinehurst is offering an equivalent course online.

A visiting student letter will not be issued to replace the grade of a course previously taken at this institution.

GUIDELINES/AIDS FOR STUDENTS WITH ACADEMIC DIFFICULTIES OR DISABILITIES

Disability Services

If a student requires accommodations due to one or more disabilities recognized under the Americans with Disabilities Act, he or she must bring the appropriate documentation to the Director of The Professional MBA at Pinehurst no later than the first week of classes during which the accommodations are required. The student and the Director, in consultation with the Methodist College Director of Disability Services, will decide upon the modifications to be implemented. The College cannot make accommodations or modifications retroactively.

Requirements for Degree Completion:

Core Courses: MBA 500, MBA 501, MBA 510, MBA 520, MBA 530, MBA 540, MBA 550, MBA 560, MBA 570, and MBA 599 (28 semester hours)

Electives—three courses from the following list: MBA 591, MBA 592, MBA 593, and MBA 594 (9 semester hours)

Requirements for Graduation:

1. Completion of all course requirements with a minimum GPA of 3.0 and no grades below a *C*.
2. Good standing in character, conduct and financial obligation to the college and recommended by the faculty for graduation.
3. Filing a Declaration of Intent to Graduate form in the Office of the Registrar before the deadline specified in the academic calendar and paying the graduation fee. If a candidate fails to qualify after filing the Declaration of Intent to Graduate form and fee but qualifies at some later time, he/she must submit another application for graduation. If a candidate fails to file his/her intent by the deadline, a late filing fee will be charged.

MASTER OF BUSINESS ADMINISTRATION COURSES

MBA 500 ADVANCED MANAGERIAL ACCOUNTING 3 s.h.

This course emphasizes the use of accounting information for internal planning and control purposes. Participants learn how to evaluate business performance and make strategic decisions in golf, tennis, and resort/club management. Major topics include cost behavior, concepts of opportunity costs, cost-volume-profit models, cost allocation, budgeting, and cost variance analysis. Course activities include lecture, problem sets using computer applications where applicable, and industry-specific case studies.

MBA 501 EXECUTIVE SPEAKER SERIES 1 s.h.

A series of lectures by industry leaders. Students are expected to relate these lectures to other classes throughout the curriculum. Each student will enroll in this class during the first term of study. Attendance is required for a minimum of 20 of the 24 Sunday lecture sessions. Offered pass/fail only.

MBA 510 MANAGERIAL ECONOMICS 3 s.h.

This course covers efficient resource allocation and the application of the analytical tools of economic theory to decision making by managers. The curriculum is designed to show students how to use various tools comprising the economics of effective management for the profit-maximizing firm. Upon successful completion of the course, students will be able to calculate and apply price elasticity, employ a statistical regression analysis, perform cost analyses, and display competency in other areas of managerial economics.

MBA 520 ADVANCED FINANCIAL MANAGEMENT 3 s.h.

This course provides a working knowledge of the tools and analytical conventions used in the practice of corporate financial decision-making. Students will analyze fundamental decisions that financial managers face in capital budgeting, cost of capital, dividend policy, long-term financing and mergers, and working capital management. Course activities include lecture, problem sets, and industry-specific case studies.

MBA 530 LEGAL ENVIRONMENT OF GOLF, TENNIS, AND RESORT/CLUB INDUSTRIES 3 s.h.

This course will highlight the importance of the legal and regulatory environment as it relates to the focus industries. Through case analysis, critical thinking exercises, hypothetical situations, role playing, and team activities, the student will explore legal issues that involve contracts, torts, business organizations, real estate development, environmental regulation, employment and labor law, risk management and insurance, safety and security, and litigation as it relates to the golf, tennis, and resort industries.

MBA 540 ORGANIZATION AND LEADERSHIP 3 s.h.

Students will explore historical and contemporary leadership and organizational behavior theories. Related cases and hypothetical situations associated with the focus industries will be analyzed. The course will draw on behavioral scenarios to understand organizational effectiveness and change processes that can be used to improve organizational performance. Teams will be utilized throughout the course for presentations of cases.

- MBA 550 MARKETING MANAGEMENT** 3 s.h.
Successful organizations match the objectives and resources of the firm with the needs and opportunities of the target markets. The focus of the course is how marketing contributes to the delivery of value to individual and business consumers at a profit in golf, tennis, and resort/club management. Emphasis is placed on the managerial activities of strategic planning, market and competitive analyses, customer behavior evaluation, value assessment, market segmentation, targeting, positioning, and marketing mix decisions.
- MBA 560 INFORMATION MANAGEMENT AND E-BUSINESS** 3 s.h.
Students will examine how organizations use technology and innovative business models to effectively adapt to rapid changes in the marketplace. The course provides a framework for evaluating various information technology alternatives and managing information technology resources within the organization, including the development of websites to strategically enhance corporate profit and further serve customers through the e-business process.
- MBA 570 APPLIED BUSINESS STATISTICS** 3 s.h.
The student will examine the application of statistical analysis, hypothesis testing, and regression analysis in business decision-making. The course will focus on the utilization of statistical methods as applied to business problems and operations. Descriptive statistics, probability and random variables, sampling and statistical inference, regression analysis, chi-square analysis, and analysis of variance will be investigated. Students will use a statistical software program.
- MBA 591 GOLF, TENNIS AND RESORT/CLUB OPERATIONS** 3 s.h.
Students will be introduced to a service industry orientation designed to attract and retain customers. This orientation requires the development of planning, programming, construction, financial management, promotion, marketing, and risk management skills.
- MBA 592 AGRONOMY AND ENVIRONMENT** 3 s.h.
Agronomy & Environment is designed to help students learn to plan, organize, lead, and control the various aspects of facility and turf management in the focus industries. Students will develop an understanding of the issues encountered in scientifically and environmentally appropriate management of golf, tennis, and resort facilities. Pinehurst Course Number 8 and other industry examples will serve as case studies.
- MBA 593 REAL ESTATE DEVELOPMENT** 3 s.h.
This course is designed to prepare students to become adept in planning, organizing, leading, and controlling the various aspects of real estate development. Students will develop an understanding of the issues involved in the effective management of real estate associated with golf, tennis, and resort/club management, including real estate legal issues.
- MBA 594 ADVANCED FOOD & BEVERAGE MANAGEMENT** 3 s.h.
Advanced Food and Beverage Management is designed to train students to become adept in planning, organizing, leading, and controlling food and beverage management. Students will develop an understanding of the managerial issues encountered in the introduction, operation, and maintenance of food and beverage entities within their organizations. Food, beverage, and labor controls will be considered within the context of the golf, tennis and resort industries.

MBA 599 CAPSTONE EXPERIENCE

3 s.h.

This course will be individually tailored to each student, considering the student's career goals and academic interests. Students will be required to take the Certified MBA (CMBA) examination.

The Professional MBA at Pinehurst Academic Calendar 2005 – 2007

2005

July 28 – Term One payments due to Business Office; Registration deadline for classes

Aug 1 – Syllabi & Fall 2005 1st session assignments due to Program Coordinator for sending to students

Fall Term Class Dates:

Aug 28 – 29; Sept 25 – 26; Oct 23 – 24; Dec 4 – Dec 5

Aug 29 – Deadline for dropping or adding a class

Oct 24 – Registration deadline for Spring 2006 classes

Dec 12 – Fall 2005 final grades due

Dec 29 – Spring 2006 payments due to Business Office

2006

Jan 2 – Syllabi & Spring 2006 1st session assignments due to Program Coordinator for sending to students

Spring Term Class Dates:

Jan 29 – 30; Feb 26 – 27; Mar 26 – 27; Apr 23 – 24

Jan 30 – Deadline for dropping or adding a class

Mar 27 – Registration deadline for Summer 2006 classes

Apr 1 – Syllabi & Summer 2006 1st session assignments due to Program Coordinator for sending to students

Apr 14 – Summer 2006 payments due to Business Office

May 1 – Spring 2006 final grades due

Summer Term Class Dates:

May 14 – 15; Jun 11 – 12; Jul 9 – 10; Aug 6 – 7

May 15 – Deadline for dropping or adding a class

May 15 – Application deadline for 2006 – 2008 students (applications must be postmarked by 5/15)

May 22-26 – Admission telephone interviews of candidates by admissions committee

Jun 1 – Admission acceptance/rejection letters sent from committee

Jun 22 – Intent letters & reservation fees due from 2006 – 2008 students

Jul 10 – Registration deadline for Fall 2006 classes (2005 – 2007 students)

July 27 – Fall 2006 (Term Four for 2005 – 2007 students & Term One for 2006 – 2008 students) payments due to Business Offices

Aug 1 – Syllabi & Fall 2006 1st session assignments due to Program Coordinator for sending to students

Aug 11 – Summer 2006 final grades due

Fall Term Class Dates:

Aug 27 – 28; Sep 24 – 25; Oct 22 – 23; Nov 19 – 20
 Aug 28 – Deadline for dropping or adding a class
 Oct 23 – Registration deadline for Spring 2007 classes
 Nov 24 – Fall 2006 final grades due
 Dec 21 – Spring 2007 payments due to Business Office
 Dec 21 – Syllabi & Spring 2007 1st session assignments due to Program Coordinator for sending to students

2007***Spring Term Class Dates:***

Jan 21 – 22; Feb 18 – 19; Mar 18 – 19; Apr 15 – 16
 Jan 22 – Deadline for dropping or adding a class
 Mar 19 – Registration deadline for Summer 2007 classes
 Apr 1 – Syllabi & Summer 2007 1st session assignments due to Program Coordinator for sending to students
 Apr 13 – Term Six payments due to Business Office
 Apr 20 – Spring 2007 final grades due

Summer Term Class Dates:

May 13 – 14; Jun 10 – 11; Jul 8 – 9; Aug 5 – 6
 May 14 – Deadline for dropping or adding a class
 May 14 – Last day to submit Intent to Graduate Form for 2005 – 2007 students
 May 15 – Application deadline for 2007 – 2009 students (applications must be postmarked by 5/15)
 May 22-26 – Admission telephone interviews of candidates by admissions committee
 Jun 1 – Admission acceptance/rejection letters sent from committee
 Jun 22 – Intent letters & reservation fees due from 2007 – 2009 students
 Jul 9 – Registration deadline for Fall 2007 classes (2006 – 2008 students)
 July 27 – Fall 2007 (Term Four for 2006 – 2008 students & Term One for 2007 – 2009 students) payments due to Business Offices
 Aug 1 – Syllabi & Fall 2007 1st session assignments due to Program Coordinator for sending to students
 Aug 10 – Summer 2007 final grades due by 1:00 pm

The Master in Justice Administration (MJA) program is pending accreditation by the Southern Association of Colleges and Schools (SACS). Applications will not be accepted and courses will not be offered until SACS accreditation has been confirmed.

MASTER OF JUSTICE ADMINISTRATION (MJA)

Darl H. Champion, Sr., Ed.D., Director
 Kristine A. Thomas, M.S., Coordinator

MJA FACULTY

Darl H. Champion Sr., Ed.D., Director, MJA Program, and Chair, Department of Justice Studies

Frank Trapp, Ph.D., Professor of Government Studies

Willis Watt, Ph.D., Dean, School of Information and Technology; Professor of Speech

Donald L. Lassiter, Ph.D., Dean, School of Graduate Studies; Professor of Psychology

ADJUNCT FACULTY

William G. Albrecht, Ph.D., Public Administration, University of North Carolina at Pembroke

Bruce Gay, Ph.D., Criminal Justice, Campbell University

Richard Hall, Ph.D., Philosophy, Fayetteville State University

Chief Thomas McCarthy, M.S., Chief of Police, City of Fayetteville, North Carolina

Martie Stanford, Ed.D., Training and Development, Director, North Carolina Justice Academy,

Rick Glazier, J.D., Representative, North Carolina House of Representatives

The MJA Program provides a graduate education to further a knowledge and understanding of criminal justice organizations within the context of the criminal justice system in North Carolina; to develop knowledge, skills, and abilities that will allow graduates to lead and manage criminal justice organizations more effectively; and to encourage ethical decision-making for the purpose of improving the quality of life and justice in North Carolina. The program residency weekends will be held at the North Carolina Justice Academy in Salemburg, N.C.

Degree awarded: M.J.A., Master of Justice Administration

FINANCES

Tuition, Fees and Expenses

Annual charges for students entering January 2006 or August 2006

2005-06 Academic Year (only two terms)

Tuition \$2600 (Spring term \$1,300; Summer term \$1,300)

Fees \$ 400 (\$200 per semester, see note below)

\$3000

2006-07 Academic Year (three terms)

Tuition \$3900 (Fall term \$1,300; Spring term \$1,300; Summer term \$1,300)

Fees \$ 600 (\$200 per semester, see note below)

\$4500

2007-08 Academic Year (three terms)*

Tuition \$3900 (Fall term \$1,300; Spring term \$1,300; Summer term \$1,300)

Fees \$ 600 (\$200 per semester, see note below)

\$4500

*Students entering January 2006 are scheduled to graduate at the end of Fall 2007.

Note: The \$200 fee per semester consists of: Technology Fee \$50; Speaker Fee \$50; Part-time Librarian Fee \$64; Maid Service Fee \$20; and Photocopying/Mailing Fee \$16.

Masters of Justice Administration Fees

There is a \$50 graduate application fee (non-refundable), a \$105 graduation fee, and a \$100 per course fee for library support and other costs associated with offering the weekend program at the North Carolina Justice Academy. The late registration fee is \$130.

Additional Expenses for the Masters of Justice Administration

Major additional costs for the MJA will include travel to and from the North Carolina Justice Academy at Salemburg, meals during residency weekends, textbooks, and additional class materials.

Payment & Billing Policy for the MJA Program

It is the policy of Methodist College that all charges for previous terms must be paid before new charges can be processed. Deadlines for paying new charges are 30 days prior to the start of classes, as follows:

Spring Term 2006	December 29, 2005
Summer Term 2006	April 14, 2006
Fall Term 2006	July 28, 2006

Refund/Repayment Policy on Withdrawals From the MJA Program

Students withdrawing from the program prior to six weeks before the first week-end session of the term will receive a refund of the refundable amount paid. Those students withdrawing from the program after this date will be refunded the following percentages of term tuition, according to the College’s MJA program intuitional refund policy based upon the date of receipt of the written withdrawal notice:

31-42 days prior to the first week-end session	85%
1-30 days prior to the first week-end session	75%
Between the first and second week-end sessions	50%
After the second week-end session	0%

Students withdrawing from the college or those reducing their course loads may be subject to a reduction or cancellation of their financial aid. Withdrawing students are subject to refunding of financial aid monies to the sources from which the funding was received. According to the provisions of the Higher Education Amendments of 1998 for calculating the return of unearned Title IV funds. Any remaining funds are returned to the student. For details, contact the Financial Aid Office.

Financial Aid

Please see the Financial Aid Section in the Introduction to the School of Graduate Studies section of this catalogue. Also, MJA Program applicants can consult the financial aid information on the MJA Program web site at

<http://www.methodist.edu/mja>.

ACADEMIC REGULATIONS FOR THE MJA PROGRAM

Minimum Requirements for Admission:

1. Must have completed a Bachelors Degree from a regionally accredited institution in criminal justice, public administration, or a related discipline. Related disciplines are sociology, political science, social work, or psychology. A recommended undergraduate GPA of 3.00 on a 4.00 scale.
2. Must have completed either the GRE with a combined score of at least 1000, or a minimum Miller Analogies Test (MAT) score at the 48th percentile obtained within the last five years.

3. Must have three letters of recommendation: one letter must be from a current superior from the applicant's workplace supporting the application, two from college professors. If these academic references are not available, individuals who can speak to the applicant's ability to complete graduate work will suffice.
4. Must have interviewed with a member of the MJA Admission Committee either in person or via telephone conference call.
5. Must have no history of drug abuse or conviction of a felony.
6. Must submit a written personal statement detailing professional aspirations.
7. Must submit a current resume.

Applying to the MJA Program

An application packet can be downloaded from the MJA Program web site at <http://www.methodist.edu/mja/application.htm>. Or, prospective applicants can contact the Program Coordinator directly at 910-630-7268 to receive an application packet in the mail.

Selection Process for the MJA Program

The MJA Admissions Committee will screen all applicants meeting the minimum requirements, and those determined to be the most qualified candidates will be granted an on-site interview at Methodist College. Criteria used by the review committee include GPA, work experience, GRE and/or MAT scores, and evidence of ability to handle the demanding curriculum. Applicants not meeting the above criteria will be considered for admission into the program on a probationary basis. If a student is admitted on probation, they must obtain a grade of B or better in each of their first two classes.

Student Responsibility

Each student accepts responsibility for reading all materials and information included in this catalogue and the satisfactory completion of all graduation requirements. Students are not permitted to attend any classes until they have registered, nor can they register after the cut-off date for entering classes as designated in the academic calendar. (See below.)

Classification of MJA Program Students

1. Full-Time Students: Those enrolled in any term for 6 s.h. or more.
2. Part-Time Students: Those enrolled in fewer than 6 s.h. per term.

Academic Standing

All students in MJA program must demonstrate continuous satisfactory progress toward graduation. A maximum of one grade of C is allowed to maintain acceptable academic standing. If a student receives a second grade of C, that student will be suspended from the program for a minimum of one academic year and must re-apply for admission after the period of suspension has ended. Upon readmission, if a student who has received two Cs in the program receives a third C, that student will be dismissed from the program without opportunity for readmission. If a student receives one grade of F, that student is automatically dismissed from the program, without opportunity for readmission. Suspensions and/or dismissals of students are executed by the Office of the Vice President for Academic Affairs and are reflected on transcripts.

Course Load

The standard course load for the fall, spring and summer terms is 6 s.h. per term.

Dropping/Adding Courses

Students are not permitted to make changes in courses later than the deadline specified for that purpose in the MJA program academic calendar.

1. A student may drop or add a class during the first two class days of the term.
2. A student dropping a class after two class days as specified in the MJA program academic calendar will be awarded a grade of *WP* or *WF*. The *WF* grade will be treated the same as an *F* in computing the student's GPA.
3. A student properly withdrawing from the institution after two days as specified in the MJA program academic calendar will receive a grade of *WD*.

Grading System

Effective with the 2005–2006 Academic Year, the MJA program has adopted a grading scale as follows:

Letter Grade	Quality Points	per semester hour
<i>A</i>	4.0	Excellent
<i>B</i>	3.0	Good
<i>C</i>	2.0	Passing
<i>F</i>	0.0	Failure

I An *I* is awarded when extenuating circumstances warrant an extension of time for completion of the course. The course work must be completed within a reasonable period, not to exceed the end of the next academic term; otherwise, the *I* becomes an *F*.

WP Withdrew passing. No quality points awarded

WF Withdrew failing. No quality points awarded; computed in GPA as *F*.

WD Withdrew, no grade awarded. Requires the approval of the Academic Dean. No quality points awarded.

P Course taken on pass/fail basis. Pass. No quality points awarded.

F Course taken on pass/fail basis. Fail. No quality points awarded.

STUDENT OPTIONS

Transfer Credit

Six credits of graduate classes for courses equivalent to those in the MJA program will be considered for credit, and must be approved by the Program Director and the Registrar. Each of these classes must have been taken at an accredited institution within the five years immediately prior to admission to the MJA program with a minimum grade of B in each course. A transfer grade cannot replace a grade earned at Methodist College.

All students are expected to take two courses offered each term. The only exception will be a student who has transfer credit for one of the courses offered in a specific term. An appropriate adjustment will be made in the term tuition for a student who has been granted transfer credit for one of the courses offered during a term. However, certain expenses are incurred for all students each term, and these expenses will be charged to each student whether the student is taking both courses offered or only one.

Visiting Student Letters

At the time a student completes his/her first class at Methodist College, he/she is considered, for enrollment purposes, a Methodist College student. In order to receive subsequent academic credit at Methodist College for course work taken at another institution after becoming enrolled, the student must obtain written approval from the Program Director and the Office of the Registrar in the form of a visiting student letter. A total of six semester hours of credit may be awarded in this fashion.

Online course credit will not be accepted if the MJA program is offering an equivalent course online.

A visiting student letter will not be issued to replace the grade of a course previously taken at this institution.

GUIDELINES/AIDS FOR STUDENTS WITH ACADEMIC DIFFICULTIES OR DISABILITIES

Disability Services

If a student requires accommodations due to one or more disabilities recognized under the Americans with Disabilities Act, he or she must bring the appropriate documentation to the Director of the MJA program no later than the first week of classes during which the accommodations are required. The student and the Director, in consultation with the Methodist College Director of Disability Services, will decide upon the modifications to be implemented. The College cannot make accommodations or modifications retroactively.

Suspension, Dismissal, and Re-admission

1. Suspensions and/or dismissals of students are executed by the Office of the Vice President for Academic Affairs and are reflected on transcripts.
2. Any student who receives two *C*'s is automatically suspended from the program for a minimum period of one academic year. If a student who has received two *C*'s, upon readmission after suspension, receives an *F* or a third *C*, that student is dismissed from the program.
3. Any student who receives two *F*'s is automatically dismissed from the program.
4. Any student who is academically suspended or dismissed may appeal in writing to the Academic Dean, who will submit the appeal to the Academic Standards Committee.
 - a. The letter of appeal should state in detail any extenuating circumstances that may have affected the student's academic performance.
 - b. Students who have been suspended a second time for academic reasons are dismissed from Methodist College.
5. A student academically suspended from the Master of Justice Administration must re-apply after the passage of one academic year.
6. Students who have been suspended a second time for academic reasons are dismissed from the MJA Program.

Requirements for Degree Completion:

Core Courses: JUS 600, 610, 620, 625, 630, 635, 640, 645, 699 (27 s.h.)

Electives – three courses from the following list:

JUS 660, 670, 675, 680, 690, 695 (9 s.h.)

Requirements for Graduation:

1. Completion of all course requirements with a minimum GPA of 3.0 and no grades below a *C*.

2. Good standing in character, conduct and financial obligation to the college and recommended by the faculty for graduation.
3. Filing a Declaration of Intent to Graduate form in the Office of the Registrar before the deadline specified in the academic calendar and paying the graduation fee. If a candidate fails to qualify after filing the Declaration of Intent to Graduate form and fee but qualifies at some later time, he/she must submit another application for graduation. If a candidate fails to file his/her intent by the deadline, a late filing fee will be charged.

MASTER OF JUSTICE ADMINISTRATION COURSES

JUS 600 FOUNDATIONS OF JUSTICE ADMINISTRATION 3 s.h.

This course introduces students to endemic and emerging administrative problems confronting the criminal justice system. Examination of the major components necessary to effective justice administration will include an overview of organizational thought and theory, executive leadership challenges, human resource management, policy development and implementation, and the importance of developing ethical models.

JUS 610 CRIMINAL BEHAVIOR ISSUES 3 s.h.

This course focuses on historical and contemporary perspectives of criminal behavior. Various social, psychological, and economic theories and correlates of criminal behavior will be examined and analyzed. Typologies of offenders will be studied.

JUS 620 JUSTICE POLICY AND PLANNING 3 s.h.

This course combines traditional and non-traditional methods of learning. Students will be expected to critically analyze a range of issues related to the process of justice policymaking and will focus on local, state, and federal processes that create and change criminal justice policies.

JUS 625 RESEARCH METHODS AND PROGRAM EVALUATION 3 s.h.

This course covers the scientific methods of conducting research in criminal justice and criminology. Additionally, this course will present students the techniques of conducting and assessing evaluative research (i.e., program evaluation). Where appropriate, methods of statistical analysis will be incorporated. Students will learn skills necessary for conducting their own research and for critically evaluating research done by others.

JUS 630 LEGAL ISSUES IN JUSTICE ADMINISTRATION 3 s.h.

This course will cover major legal issues facing the administration of the 21st Century criminal justice system—from investigation through the corrections process. The course will be primarily taught through the Socratic Method as well as by lecture and discussion. Emphasis will be placed on advanced constitutional as well as North Carolina statutory concerns and on personnel management issues.

JUS 635 THE BUDGETARY PROCESS AND THE JUSTICE SYSTEM 3 s.h.

This course focuses on the financial aspects of public sector administration including:

1. Planning (e.g., Budgeting, Cost Behavior, Capital Budgeting and Long Term Financing).
2. Implementation and Control (e.g., Short Term Resource Management and Control Systems).
3. Reporting (e.g., Financial Accounting).
4. Financial Analysis (e.g., Financial Statements and Financial Condition).

Since criminal justice agencies all provide benefits to communities, and MJA graduates are very likely to deal with more than one of these financial aspects throughout their careers, each aspect will be considered during the course of the term. While a significant

amount of attention will be given to the nuts and bolts of budgeting and public finance administration, other aspects will also be addressed. For example, students will read a series of academic articles addressing the politics of public budgeting, budgeting at the state and local government level, and the investment and administration of public funds.

JUS 640 ORGANIZATIONAL BEHAVIOR 3 s.h.
This course examines the behavioral aspects of management with emphasis on leadership, motivation, and decision-making. Special attention is given to communication, conflict management, group dynamics, and organizational change and ethics within criminal justice organizations.

JUS 645 ETHICAL FOUNDATIONS OF JUSTICE ADMINISTRATION 3 s.h.
This course will acquaint students with the basic concepts, arguments, and methods of ethics as these relate specifically to the field of criminal justice. Students will be prepared to make rational and philosophically informed decisions in the face of some very perplexing choices. Though this course concentrates largely on those moral issues most likely to be encountered by the police and other agents of law enforcement, it specifically addresses the needs of all students specializing in criminal justice, criminology, law, or cognate fields.

JUS 660 MEDIA AND PUBLIC RELATIONS FOR JUSTICE ORGANIZATION 3 s.h.
This course examines theories and practices relevant to effective public relations. While primarily focusing on writing for public relations, the course examines research planning, processes, and techniques affecting public opinion. In addition, the course examines ethics and laws affecting the practice of public relations. The student will examine communication channels and media used in effective public relations. Various tactics and techniques that make public relations strategies work will be explored. Using case studies the student will evaluate effective campaigns and crisis management situations. The student will develop knowledge of, appreciation for, and skill in applying a variety of theories of communication to various public relations settings. The course provides frequent practical opportunities for students to develop skills in public relations through the development, organization, preparation, and administration of public relations campaigns. This course also examines how personal and situational factors such as perception, beliefs, and attitudes, and social environment influence public relations.

JUS 670 HUMAN RESOURCE DEVELOPMENT 3 s.h.
The 21st Century manager in the criminal justice field must understand and apply human resource management and development principles to meet increasing needs with diminishing resources. The theoretical foundation and practices of human resource development including motivation, organizational learning and change, needs assessment, orientation, training, and evaluation will be thoroughly explored.

JUS 675 PROBLEM SOLVING MODELS FOR JUSTICE ORGANIZATIONS 3 s.h.
This course will examine the application of effective problem-solving strategies to the solution of complex problems within criminal justice organizations. Emphasis will be placed on the experiential learning model, creative problem-solving strategies, problem-based learning, and benchmarking. A case study approach will be utilized in the course.

JUS 680 JUSTICE FUTURES

3 s.h.

This course is a study of futures research methods from the perspective of criminal justice management officials responsible for making criminal justice organizations, both public and nonprofit, ready for the future. Emphasis will be placed on applying established predictive techniques in the field of futures research to improve decision-making within the context of strategic planning.

JUS 690 LEADERSHIP AND CHANGE IN THE 21ST CENTURY

3 s.h.

The course will focus on how effective leadership and collaboration are essential to criminal justice organizations in accomplishing their mission and achieving their goals in the 21st Century. The course will review and build upon basic knowledge of leadership theory and principles as applied in an environment of collaboration. Topics discussed include visionary leadership, situational leadership, transformational leadership, and team building. Students will be afforded the opportunity to assess their leadership styles.

JUS 695 SPECIAL TOPICS IN JUSTICE ADMINISTRATION

3 s.h.

Courses will be offered, as needed, in areas of interest such as emergency and disaster planning, homeland security, racial profiling, labor relations, forensic science, new technologies, correctional rehabilitation, and community policing.

JUS 699 CAPSTONE COURSE

3 s.h.

This course will provide the student with an opportunity to demonstrate, under faculty supervision, the ability to conduct a problem-solving management project as a demonstration of skill in administration techniques. Students will demonstrate their ability to present a program evaluation of a problem, issue, or dilemma in their organization by (1) organizing a research project that answers a particular question or set of questions specific to the needs of their organization; (2) completing an analysis, using program evaluation criteria, that answers their specific research questions; and (3) presenting an oral defense of the research and findings to the faculty.

Master of Justice Administration
Academic Calendar
2005-2007

2005

Oct 15 – Application deadline for Spring Term 2006 (applications must be postmarked by 10/15)

Dec 29 – Payments due to Business Office for Spring Term 2006

2006

Spring Term

Jan 2 – Courses open on Blackboard. Students must log in to begin course work.

Spring Term Residency Weekends:

Jan 27-29; Feb 24-26; Mar 24-26; Apr 21-23

Jan 28 – Last day to drop/add classes

Mar 30 – Registration for Summer Term 2006

Apr 14 – Payments due to Business Office for Summer Term 2006

May 8 – Spring 2006 final grades due

Summer Term

May 10 – Courses open on Blackboard. Students must log in to begin course work.

Summer Term Residency Weekends

May 12-14; Jun 9-11; Jul 7-9; Aug 4-6

May 13 – Last day to drop/add classes

Jun 22 – Registration for Fall Term 2006

July 28 – Payments due to Business Office for Fall Term 2006

Aug 14 – Summer 2006 final grades due

Fall Term

Aug 21 – Courses open on Blackboard. Students must log in to begin course work.

Fall Term Residency Weekends

Aug 25-27; Sep 22-24; Oct 20-22; Nov 17-19

Aug 26 – Last day to drop/add classes

Nov 11 – Registration for Spring Term 2007

Dec 10 – Fall 2006 final grades due

Dec 21- Payments due to Business Office for Spring Term 2007

2007

Spring Term

Jan 10 – Classes open on Blackboard. Students must log in to begin course work.

Spring Term Residency Weekends

Jan 19-21; Feb 16-18; Mar 16-18; Apr 13-15

Jan 20 – Last day to drop/add classes

Mar 21 – Registration for Summer Term 2007

Apr 13 – Payment due to Business Office for Summer Term 2007

Apr 25 – Spring 2007 final grades due

Summer Term

May 4 – Classes open on Blackboard. Students must log in to begin course work.

Summer Term Residency Weekends

May 11-13; Jun 8-10; Jul 6-8; Aug 3-5

May 12 – Last day to drop/add classes

Jun 20 – Registration for Fall Term 2007

Jul 18 – Payment due to Business Office for Fall Term 2007

Aug 10 – Summer 2007 final grades due

Aug 13- Open enrollment for prospective students in MJA

Fall Term

Aug 17- Classes open on Blackboard students must log in to begin course work

Fall Term Residency Weekends

Aug 24-26; Sep 21-23; Oct 19-21; Nov 16-18

Aug 25 – Last day to drop/add classes

Sep 21 – Last day to submit Intent to Graduate Form

Oct 15 – Application deadline for Spring 2007 (applications must be postmarked by 10/15)

Nov 9 – Registration for Spring 2007 (continuing students)

Dec 7 – Graduating MJA student grades due

Dec 15 – Graduation 2:00 pm

Dec 17 – Payment due to Business Office for Spring 2007 (continuing students)

Dec 19 – Fall 2007 grades due (continuing students)

MASTER OF MEDICAL SCIENCES IN PHYSICIAN ASSISTANT STUDIES

E. Ronald Foster, MA, MPAS, PA-C

DEPARTMENT OF MEDICAL SCIENCES PHYSICIAN ASSISTANT PROGRAM

E. Ronald Foster, MA, MPAS, PA-C, Program Director

Theresa A. Johnson, MS-HSA, PA-C, Assistant Program Director / Academic
Coordinator

R. Dennis Anderson, MA, MPAS, PA-C, Director of Clinical Studies

Barry P. Avner, PhD, PA-C, Faculty
Bruce C. Steffes, M.D., M.B.A. Surgeon-in-Residence
Christopher Aul, M.D., Medical Director
Sekhar Kommu, M.D., Associate Medical Director
Amanda Canfield, BA, Director of P. A. Admissions
Martha Elena McClelland, BS, Program Administrative Secretary

Degree awarded:

M.M.S Master of Medical Science in Physician Assistant Studies

No minor is available.

Application for the M.M.S. in Physician Assistant Studies is available online at www.caspaonline.org.

Physician Assistant studies are geared toward preparing individuals who will be health care professionals licensed to practice medicine with physician supervision. Physician Assistants are extremely beneficial in providing primary care as well as medical care in specialty fields. The Physician Assistant program is accredited by the Accreditation Review Commission on the Education for the Physician Assistance (ARC-PA).

Minimum Requirements for Admissions to the Graduate Physician Assistant Program:

1. **Must have or will have completed a Bachelor's Degree** - from a four-year regionally accredited college or university with a recommended overall GPA of 3.0 or better before the start of the first semester of the didactic phase of the program.
2. **Medical Core Prerequisite for the PA Program**- Satisfactory completion of the medical core prerequisite courses which include: Biology: 16 s.h. to include Microbiology and Human Anatomy/Physiology (no botany, ecology, nutrition or physical education courses accepted); Chemistry: 16 s.h. to include 8 s.h. of General Chemistry; 4 s.h. of Organic Chemistry, and 4 s.h. Biochemistry; Psychology: 6 s.h.; Math: 6 s.h. to include College Algebra or higher and Applied Statistics (both courses must have a math or statistics prefix). An overall GPA of 3.2 or better is recommended for the medical core prerequisite courses. Grades below *C* for any course will not be accepted. Microbiology and Anatomy and Physiology must have been taken within six calendar years of admission to Methodist College.
3. No history of drug abuse or conviction of a felony.
4. No history of dismissal from another Physician Assistant school, medical school or nursing school for academic or disciplinary reasons.
5. Completion of a minimum of 500 clock hours of clinical experience with direct patient contact.
6. Completion of the GRE with a recommended score of 1000 (scores required by the interview date).
7. A recommended GPA of 3.0 or better on all college level work attempted.
8. The program accepts no advance placement or experiential learning credits.
9. **NOTE:** All science, math, and psychology courses must be taken at a four-year regionally accredited college or university, or must be taken through a college transfer program.

Transfer Credit from Previous Physician Assistant Program

The PA Program does not accept transfer credit from a student previously enrolled in another PA program, nor does it accept experiential credit. All students accepted into the PA program must satisfy all requirements of the didactic and clinical years of study.

Selection Process for the Physician Assistant Program: The application review committee will screen all applicants meeting the minimum requirements and those determined to be the most qualified candidates will be granted an on-site interview at Methodist College. Criteria used by the review committee include: GPA, science and mathematics grades, amount and quality of health care experience and evidence of ability to handle the demanding curriculum. Criteria used by the interviewers in their evaluations include: extracurricular activities, work experience, amount and quality of healthcare experience, interest in serving in medically underserved area, applicant's concept of the role of the assistant to the primary care physician, emotional and intellectual maturity, ability to communicate verbally, specific motivation toward pursuit of a health career, humanistic qualities, family stability and support and evidence of strong study skills.

Requirements for completion of the Master of Medical Science in Physician Assistant Studies:

(Didactic Studies): PHA 500, 501, 502, 503, 504, 505, 506, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 519, 521, 522, 524, 525, 528, 529, 530, and 541.

(Clinical Studies): PHA 500, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 565, and 566.

(Clinical Preceptorship): PHA 570, 571

Requirements for Graduation:

1. Completion of all requirements for the specified professional phase of the program (didactic and clinical rotations) with a minimum GPA of 3.0 and no grades below a C.
2. The professional phase (didactic and clinical rotation years) completed in residency.
3. Good standing in character, conduct and financial obligation to the college.
4. Recommended by the faculty for graduation.
5. Has met all other graduation requirements for the Master's in Medical Science Degree.

Recommendation for the Master of Medical Science in Physician Assistant Studies is a discretionary right residing with the faculty and administration of the Methodist College Physician Assistant Program, but shall not be withheld arbitrarily. There is no contract, stated or implied, between the Methodist College Physician Assistant Program, School of Science and Human Development or Methodist College and the students, guaranteeing that a degree or certificate will be conferred at any stated time, or at all.

Students who have satisfactorily completed all requirements for the MMS in Physician Assistant Studies degree and graduation requirements are eligible to sit for the Physician Assistant National Certifying Examination.

Admission Preference Program:

Admission Preference candidacy is a unique opportunity to have first priority consideration for admission into the Methodist College Master of Physician Assistant Studies program at the completion of your undergraduate coursework. Students who satisfactorily complete the course of study leading to a Bachelor of Science degree in Biology at Methodist College, and who successfully complete all Admission Preference requirements will have a space *reserved* in the graduate PA program. This program applies only to high school senior or entering college freshmen (transfer student are not eligible). Applicants must meet the following initial requirements in order to be considered for Admission Preference candidacy:

1. High School graduate or current senior with a minimum cumulative GPA of 3.5 on a 4.0 scale.

2. **Minimum** SAT score of 1000 or minimum ACT score of 22 (1150/25 or higher recommended).

Additional information about the Admission Preference Program may be found at <http://www.methodist.edu/paprogram>.

Background Checks

Due to the PA program's clinical affiliates, National Security and Criminal Background checks may be employed for each student as a requirement.

Academic Standards

It is essential to their development that students adopt and exhibit self-directed responsibility for their mastery of knowledge and skills. It is the policy of the Methodist College PA Program that a student maintains a minimum score of 75% on each examination or written assignment. Any performance less than a 75% is interpreted as not obtaining competency. It is the student's responsibility to maintain the required academic standards and to initiate the necessary interventions to resolve deficiencies in any area of study. The physician assistant program faculty and staff will offer guidance to a physician assistant student experiencing academic difficulties but it remains the responsibility of the student to achieve competency.

Professional and Technical Standards

Technical Standards for The Methodist College Physician Assistant Program

Any applicant who plans to enter the physician assistant program at Methodist College must possess certain skills that will enable them to master the educational and clinical content of the program within a reasonable time frame. These skills are required by a practicing clinician to improve patient health, prevent morbidity and mortality and improve and expand treatment goals that encourage the greatest patient motivation and cooperation within their resources. These skills also provide for periodic revision and appropriate discontinuation of treatment plans once goals have been achieved.

Methodist College welcomes specific inquiries from potential students with disabilities regarding required technical skills and how completion of those skills might apply to their unique situation. A determination will be, however, made by the physician assistant staff as to whether the individual is qualified for admission to the program and if reasonable accommodations can be made. Federal law prohibits programs from making inquiries about specific disabilities prior to admission, applicants who are selected for admission must be prepared to meet the educational and technical performance standards in order to complete the program. Students who are unable to accomplish these skills will not be allowed to continue in the program.

Minimum Technical (Performance) Standards include:

Critical Thinking. All students must possess the intellectual, ethical, physical, and emotional capabilities required to undertake the full curriculum and to achieve the levels of competence required by the faculty. The ability to solve problems, a skill that is critical to the practice of medicine, requires the intellectual abilities of measurement, calculation, reasoning, analysis, and synthesis. Candidates for the program must be able to perform demonstrations and experiments in the basic sciences.

Communication Skills. A candidate should also be able to speak, to hear, and to observe patients in order to elicit information; describe changes in mood, activity, and posture; and perceive nonverbal communications. The candidate must be able to communicate effectively and efficiently in oral and written forms.

Visual Ability. Candidates must also be able to observe a patient accurately, both at a distance and close at hand. This ability requires the functional use of vision and somatic sensation.

Hearing and Tactile Abilities. Candidates should have sufficient motor function to elicit information from patients by palpitation, auscultation, percussion, and other diagnostic techniques.

Motor and Fine Skills. A candidate should be able to execute movements reasonably required to move from area to area, maneuver in small places, calibrate and use large and small equipment, position and move patients, and provide patients with general care and emergency treatment.

Interpersonal Abilities. A candidate for the PA program must possess (1) the emotional health required for full utilization of his or her intellectual abilities; (2) the exercise of good judgment; (3) the prompt completion of all responsibilities required for the diagnosis and care of patients; and (4) the development of mature, sensitive, and effective relationships with patients, families, and colleagues.

The Methodist College Physician Assistant Program considers for admission those students who possess the academic and professional promise necessary to become outstanding healthcare professionals. Methodist College and the PA Program do not discriminate on the basis of sex, age, race, color, national and ethnic origin, or disability.

Physician Assistant Fees

The annual tuition for the physician assistant program is \$24,000.00 (2005-2006); \$25,000.00 (2006-2007) and \$700.00 (2007 Preceptorship.)* There is a \$50 graduate application fee (non-refundable) and a \$500.00 student reservation fee (non-refundable) due upon acceptance.

Additional Expenses for the Physician Assistant Program

Major additional costs for the physician assistant program will include the purchase of medical textbooks; (for the didactic and clinical years), medical equipment; (such as a quality stethoscope, otoscope, ophthalmoscope, sphygmomanometer, lab coats, patches, name tags, etc.), computer, computer software and printer, medical malpractice insurance and travel expenses during the didactic and clinical year for clinical assignments / rotations. These additional costs are estimated to be in the range of \$2,000.00 to \$4,000.00.

Residential PA students will incur additional charges for meals and room rent, as specified in the regular tuition section of the Methodist College catalog. Cost for living expenses may vary for each student.

*Fees subject to changes.

PA Program Student Organization

Dr. Harvey Estes Student Society

Students within the program are eligible for membership in the Student Association of the American Academy of Physician Assistants and the North Carolina Academy of Physician Assistants.

Financial Aid

Loan, scholarship and other financial aid information is available through the Office of Financial Aid. It is the student's responsibility to seek out that information.

Information Technology and Online Instruction

Students should be proficient with the use of email and Internet services as well as basic software programs such as Microsoft Word, Power Point, and Microsoft Excel. Students will need to access instructional websites and be able to download course material as well as communicate via online discussion boards.

All students are required to have a computer, and Internet and Email access, without exception. Some website instruction may be employed in the classroom. Thus, it is highly recommended that laptops be used in the classroom. The program has a dedicated PA classroom with wireless Internet and satellite capabilities.

DIDACTIC COURSES

PHA 500 MEDICAL ETHICS SEMINAR

No Credit

The purpose of this seminar is to integrate the learning of medical ethics, morality and the legal issues surrounding medical ethics, beginning with the didactic phase of PA education through the clinical phase of PA education. The goal is to provide topics relevant to the PA student's area of training and expand those topics as the student's understanding and experience in medicine grows.

PHA 501 PHYSICIAN ASSISTANT ORIENTATION

1 s.h.

In this course, students will trace the history of medicine and the development of various medical professionals to include physicians, nurses, allied health workers, and the physician assistant. The student will be introduced to the development of medical education in the United States and become familiar with issues challenging the PA profession today. Various topics such as sponsoring and governing professional organizations, state licensing, national accreditation boards and hospital staff credentialing, North Carolina laws governing physician assistants, and the North Carolina Board of Medical Examiners will be examined. Students will also learn how to gain access to medical literature and resources to include books, computer software, on-line programs and medical periodicals. Other issues will include AAPA, NCCPA and NCPA student organizations and the PA as a life-long learner

PHA 502 PHYSICIAN ASSISTANT ORIENTATION II

1 s.h.

Continuation of PHA 501. During this course the students will concentrate on medical practice business issues, the legal ramifications of the practice of medicine and major "hot topics" in healthcare. Topics to be discussed will include medical economics; management skills and the decision making process involving the small medical practice; dispensing laws; medical insurance; Medicare; Medicaid; administration and staffing; medical malpractice; and the medical chart as a legal document. Genetics in Primary Care as well as Healthy People 2010 issues will be reviewed. Within this course students also begin to integrate learning from other courses within the curriculum as they continue to add to the role of the physician assistant in healthcare.

PHA 503 PHYSICIAN ASSISTANT ORIENTATION III 1 s.h.
Continuation of PHA 502. In this course, students will be introduced to the various roles in which physician assistants practice to include rural health, obstetrics and gynecology, pediatrics, and the military PA. Students will develop personal skills such as how to avoid professional burnout, techniques in dealing with stress, and effective time management. Additional topics to be covered include procedures for gaining hospital privileges; and current medical issues such as home health care, care of the homeless, and inner city and rural health care. As space is available, students will also have an opportunity for field experiences at healthcare facilities. Time is also allotted in this course to cover other relevant topics dependent on class needs.

PHA 504 CLINICAL MEDICINE I 5 s.h.
This course is designed to provide an understanding of the diagnostic process. Each major body system is presented individually with a review of anatomy and physiology, presentation of etiology, pathophysiology, clinical findings, laboratory findings, diagnostic criteria and current treatment methods of the more common diseases of the human organism. In Clinical Medicine I the various systems and topics include introduction to clinical medicine, cardiology, gastroenterology, endocrinology, infectious diseases and immunology.

PHA 505 CLINICAL MEDICINE II 6 s.h.
Continuation of PHA 504 with concentration in diseases and disorders of urology, nephrology, ob/gyn, orthopedics, otolaryngology, ophthalmology, and pulmonology.

PHA 506 CLINICAL MEDICINE III 6 s.h.
Continuation of PHA 505 with concentration in diseases and disorders of dermatology, neurology, hematology, oncology, and critical thinking.

PHA 508 PHYSICAL EXAMINATION 3 s.h.
This course is designed to develop the skills and techniques needed to perform a complete physical examination. Physical examinations will be performed under the supervision of the clinical staff. Students will continue to develop their skills in critical thinking and patient care assessment applying them to obtaining and documenting a comprehensive history and physical exam. Students will be expected to spend additional time outside of class practicing physical examination skills and conducting assigned history and physical exams in the clinical setting.

PHA 509 INTRODUCTION TO LABORATORY MEDICINE I 2 s.h.
This course will introduce the student to the techniques and procedures used in the medical laboratory. Emphasis will be placed on the tests and procedures performed by the various departments within the laboratory (hematology, chemistry, pathology, etc.). Student will become familiar with normal ranges of lab studies and concentrate on the interpretation of abnormal values and causes for such values and causes for such values in selected laboratory procedures.

PHA 510 PHARMACOLOGY I 2 s.h.
This course is designed to present the fundamental mechanisms of action of the various classes of drugs, physiology and biochemical foundations of pharmacology, bioactive agents and structure-activity relations, and drug and food interactions. The physiological actions of drugs on the major organ systems will be covered along with the properties and uses of antibiotics and related therapeutic agents. PHA 510 is designed to provide an introduction to pharmacy and to integrate pharmacological agents used in the treatment of disease processes and disorders taught in Clinical Medicine. Pharmacology courses are taught by a board certified Doctor of Pharmacy.

PHA 511 PHARMACOLOGY II

2 s.h.

This course is a continuation of PHA 510 and provides integration into the body systems being taught in Clinical Medicine.

PHA 512 PHARMACHOTHERAPY

2 s.h.

This course is a continuation of PHA 511 and provides integration into the body systems being taught in Clinical Medicine. This course is presented in case format and is designed to provide an understanding of the mechanism of drug action and the therapeutic process. The course provides students with an understanding of basic pharmacokinetic principles that will enable students to apply general pharmacologic principles to the problems of therapeutics. Clinical application of drug classes to diseases and organ systems is stressed.

PHA 513 LABORATORY MEDICINE II

2 s.h.

This course is a continuation of PHA 509 with special emphasis on laboratory studies of body systems and their interpretation. Specimen collection using universal precautions will be taught in this course

PHA 514 PHYSIOLOGY

3 s.h.

The course is intended to give the physician assistant student the opportunity to acquire the basic knowledge with which to understand the physiological processes involved in treating various medical and surgical conditions and correlate these processes with information learned in anatomy, pharmacology, laboratory medicine & clinical medicine courses.

PHA 515 EMERGENCY MEDICINE I

2 s.h.

The purpose of this course is to provide an overview of various acute care situations the student might encounter to include life-threatening illnesses and injuries and those illness/injuries which have high mortality or morbidity. The course will be presented as a series of lectures as well as practical exercises in the emergency department. During the course the student will become certified in basic life support. The emergency medicine courses are taught by board certified emergency medicine physicians and emergency medicine physician assistants.

PHA 516 EMERGENCY MEDICINE II

2 s.h.

This course is a continuation of PHA 515.

PHA 517 MEDICAL INTERVIEWING

1 s.h.

The student will learn fundamental methods for obtaining, documenting and presenting a comprehensive health history. Initially, this will be conducted in a structured classroom setting allowing the student to gain skill and confidence. The students will then interview patients in a clinical setting and present the cases to the class. Presented in a laboratory format, instructional methods will include lecture, group discussion, role-playing, and case presentations. Students will conduct interviews under supervision and will review their performance with an instructor. Students will be expected to spend additional time outside of class conducting assigned interviews. Additional topics to be covered include learning how to approach cultural diversity in medical practice and the art of effective communication with patients and the healthcare team.

PHA 519 FUNDAMENTALS OF SURGERY

2 s.h.

This course is designed to prepare the students for their clinical rotations in surgery. The students will be instructed in specific areas of surgical intervention, in both trauma and medical illness cases. Student will receive instruction in specific disease entities and topics which stress the evaluation, treatment and monitoring of the surgical patient both preoperatively and post-operatively. Surgical courses are taught by board certified surgeons.

PHA 521 HEALTH PROMOTION / DISEASE PREVENTION

2 s.h.

This course is designed to familiarize the student with methods and concepts of community and public health issues and the principles and guidelines of preventive health practices. A wide range of variables will be discussed to include lifestyles, nutrition, cultural diversity and socioeconomic factors. In addition, students will be provided basic skills and knowledge in epidemiology. Students will also review the U.S. Surgeon General's report, *Healthy People 2010* in order to become familiar with the department of Health Human Services population health initiatives. The course will emphasize the role of the physician assistant as a health educator.

PHA 522 PSYCHOPATHOLOGY

2 s.h.

The purpose of this course is to establish an understanding of psychotic illness, affective disorders, characterological problems and psychiatric manifestation of occult illness. The course will review how environment and interpersonal relations can affect emotional states so the student can apply these to issues of chemical dependency and forensic psychiatric issues. Board-certified psychiatrists and clinical psychologists teach the course.

PHA 524 CLINICAL SKILLS I

1 s.h.

Presented in laboratory format, this course focuses on the skills necessary to function in a medical setting. These skills include various office procedures such as suturing, sterile techniques, injections, electrocardiograms, and performing various diagnostic and therapeutic procedures in the office and hospital settings.

PHA 525 CLINICAL SKILLS II

1 s.h.

This course is a continuation of PHA 524 but includes radiographic studies (plain films, chest, abdomen), sterile fields, surgical techniques and scrub, burns etc. This course is also presented in laboratory format.

PHA 528 GERIATRICS

2 s.h.

This course concentrates on diseases and disorders of older patients with an emphasis on health maintenance and preventive measures. The course is further designed to explore the various psychosocial changes involving this age group and how patients and clinicians deal with these changes. How aging patients differ with certain disease and disorders from younger patients is discussed.

PHA 529 HUMAN GROSS ANATOMY/CADAVER DISSECTION

4 s.h.

This course is designed to give the Physician Assistant working knowledge of human anatomy as a basis for all future understanding of physiology, disease processes, diagnostic radiology, surgical and traumatic conditions and interventional therapy. The anatomical and embryological developmental processes that underlie common diseases and affect common therapeutic maneuvers will be stressed. Dissection of human cadavers will be utilized in addition to clinical lectures in this intensive course.

PHA 530 PEDIATRICS

2 s.h.

This course is designed to provide physician assistant students with an understanding of the diagnostic and therapeutic processes as they relate to the specialty area of pediatric medicine. Each major system is presented individually, with a review of its embryonic development, anatomy and physiology. The curriculum will provide physician assistant students with an understanding of the epidemiology, etiology, pathophysiology, symptoms, clinical presentations, diagnostics, and treatment of common pediatric diseases. Special emphasis will be placed on primary prevention, screening, immunizations, well-child check-ups, and the early recognition and intervention of suspected child abuse.

PHA 541 RESEARCH METHODS AND STATISTICS

2 s.h.

This course provides students with an overview of the major kinds of research methods, ethical considerations to biomedical research, measurement theory and scale construction, research design, internal and external validity of research findings, research processes (including review of the medical literature on a topic and preparation of a research manuscript), analysis of variance (and covariance), review of the fundamentals of statistics and their application to designing and reviewing research.

CLINICAL COURSES

PHA 500 MEDICAL ETHICS SEMINAR – continued.

No Credit

The purpose of this seminar is to integrate the learning of medical ethics, morality and the legal issues surrounding medical ethics, beginning with the didactic phase of PA education through the clinical phase of PA education. The goal is to provide topics relevant to the PA student's area of training and expand those topics as the student's understanding and experience in medicine grows.

PHA 551 INTERNAL MEDICINE-PRIMARY CARE

8 s.h.

During this eight-week rotation, students participate in the direct care of patients in an internal medicine setting to include evaluation, assessment, and treatment. The rotation includes in-patient and outpatient care. Students are assigned to one or more preceptors during the rotation and are required to take call with those physicians. Students are required to participate in hospital and grand rounds, clinical conferences and management decision sessions.

PHA 552 OBSTETRICS-GYNECOLOGY

4 s.h.

This four-week rotation is designed to provide the students with an opportunity to develop proficiency and the special skills needed to access the obstetrical and gynecological patient. Outpatient gynecology, exposure to diagnostic techniques and procedures, family planning, early cancer detection, prenatal assessment, and care of the obstetrical and postpartum patient; are some of the components of this rotation. Students will be involved in both in-patient and outpatient care.

PHA 553 PRIMARY CARE-PEDIATRICS 4 s.h.
The pediatric rotation allows students to have an intense exposure to the problems encountered in primary care pediatrics. The rotation concentrates on developing skills in well child preventive care, assessment of growth and development, common pediatric illnesses, recognition of symptomatology of the abused child, and care of the newborn. It also allows students to become familiar with ancillary professional services providing overall care and evaluation of children. Although students accompany the pediatrician on in-patient rounds the primary emphasis is in the outpatient setting. This rotation is four weeks in length.

PHA 554 FAMILY MEDICINE I 4 s.h.
This initial rotation in family medicine is the first of three four-week rotations in family medicine. In this course students develop their skills in linking basic science knowledge and course studies from the didactic phase of the program to the various aspects of clinical medicine. It also encourages them to develop and improve their data collection, interpretive, and communication skills, and become proficient in the performance of essential examination techniques, clinical skills, assessment, and methods of treatment of patients within the primary care setting.

PHA 555 FAMILY MEDICINE II 4 s.h.
This rotation is an extension of Family Medicine I and permits students to extend their skills in family medicine. The students may elect to return to the site of their initial rotation, if available, or select an alternate site. At least one of the three rotations should be done in a rural clinic setting.

PHA 556 FAMILY MEDICINE III 4 s.h.
This rotation is an extension of Family Medicine I and II. It is designed to offer students additional experience in the care of geriatric and long-term care patients under the supervision of family medicine, internal medicine or geriatric preceptors.

PHA 557 EMERGENCY MEDICINE 4 s.h.
During this four-week rotation, students develop their emergency management skills in an emergency department setting. These skills include those necessary for the appropriate triage, stabilization and initial management of trauma and non-trauma patients. Special emphasis is given to the recognition and initial stabilization of life-threatening illnesses and injuries and those with a high instance of morbidity.

PHA 558 PSYCHIATRY 4 s.h.
This four-week behavioral science rotation is designed to build on the students' didactic knowledge in behavioral science by introducing them to the diagnosis and management of common neuro-psychiatric disorders.

PHA 559 ORTHOPEDICS 4 s.h.
Orthopedics is a four-week rotation. The rotation is conducted within a large orthopedic practice involving several orthopedic surgeons and orthopedic physician assistants. The rotation is designed to introduce the students to the assessment and management of traumatic and sports related injuries as well as diseases of the musculoskeletal system.

PHA 560 SURGERY

4 s.h.

The four-week surgery rotation introduces the student to the fundamental principles of operative general surgery. It allows the students to become proficient in their surgical skills and in the assessment and management of surgical problems. Other topics commonly covered during this rotation include wound care, trauma requiring surgical intervention, evaluation of the acute abdomen, peri-operative fluid and electrolyte balance and surgical infectious disease.

PHA 561 PUBLIC HEALTH/RURAL HEALTH

4 s.h.

Clinical rotations in the public health departments allow the students to become more familiar with the role played by the public health department in clinical and preventive medicine. Students are involved in the assessment and management of patients in the various clinics of the health department to include prenatal, gynecological, infectious disease, immunizations, preventive health care screening in adult and pediatric patients. Additionally, the students will gain additional exposure to rural health care matters. The rotation is a minimum of four weeks in length. This rotation is offered only when sites are available.

PHA 565 ELECTIVE I

2 s.h.

Students will be given the opportunity to select from several specialties and sub-specialties in areas such as gastrointestinal, pulmonary, cardiology, urology, neo-natal, etc. The rotation is two weeks in length but may be combined with PHA 566 to create one 4-week elective rotation.

PHA 566 ELECTIVE II

2 s.h.

Students will be given the opportunity to select from several specialties and sub-specialties in areas such as gastrointestinal, pulmonary, cardiology, urology, neo-natal etc. The rotation is two weeks in length but may be combined with PHA 565 to create one 4-week elective rotation.

PHA 570 CLINICAL PRECEPTORSHIP/CLINICAL RESEARCH

12 s.h.

This twelve-week course is taken following the successful completion of all core clinical rotations. The preceptorship is arranged by the student in an area of medicine in which the student intends to practice. In most cases the preceptor will be a potential employer of the student following graduation. The course provides additional development of clinical skills and assessment in primary care. In addition, the course requires an assigned clinical research project in primary care medicine to be completed before the end of the preceptorship. Students are assigned to core faculty and assigned to or select a clinician who will mentor them in the completion of the clinical research project.

PA Program Academic Calendar for the Class of 2005

Clinical Year (Preceptorship):

Preceptorship: September 19, 2005 – December 16, 2005

Graduation: December 17, 2005

PA Program Academic Calendar for the Class of 2006

Clinical Year

Fall Semester 2005: August 29 – December 16, 2005

Fall Break: December 19, 2005 – January 01, 2006

Spring Semester 2006: January 2, 2006 – May 19, 2006

Summer Semester 2006: May 22, 2006 – September 01, 2006

Summer Break: September 4 – 15, 2006

Preceptorship: September 18 – December 15, 2006

Graduation Class of 2006: December 16, 2006

PA Program Academic Calendar for the Class of 2007

Didactic Year

New Student Orientation: August 18 – 19, 2005

Fall Semester 2005: August 22 – December 16, 2005

Final Exams Week: December 9 – 16, 2005

OFF September 5 Labor Day Holiday

OFF October 17 - 18 Fall Break

OFF November 11 Veterans Day

OFF November 24 – 25 Thanksgiving Holiday Break

OFF December 19-January 2 Winter Break

Spring Semester 2006: January 3 – May 5, 2006

Final Exams Week: April 27 – May 5, 2006

OFF January 16 MLK birthday

OFF March 6 – 10 Spring Break

OFF April 14 Good Friday

OFF May 8 – 12 Semester break

Summer Semester 2006: May 15 – August 18, 2006

Final Exams Week: August 10 – 18, 2006

OFF May 29 Memorial Day Holiday

OFF July 4 Independence Day

OFF August 29 – September 2 Summer Break

Rite of Passage (**White Coat Ceremony**): **August 18, 2006**

Clinical Year (Class of 2007)

Fall Semester 2006: August 28 – December 16, 2006

OFF: December 18 – January 5, 2007: Winter Break

Spring Semester 2007: January 8, 2007 – May 25, 2007

Summer Semester 2007: May 28 – September 7, 2007

OFF: September 10 – 14, 2007: Summer Break

Preceptorship: September 17 – December 14, 2007

Anticipated Graduation Date: December 15, 2007

2005-2006 SCHOOL DEANS AND DEPARTMENT CHAIRS

SCHOOL OF ARTS AND HUMANITIES

Dr. John Sill, Dean (630-7086)

Dr. Keith Dippre, Fine Arts Coordinator (630-7101)

Arts:

Department of Art—Ms. Silvana Foti (630-7107)

Department of Music—Mrs. Jane Gardiner (630-7158)

Department of Theatre—Dr. Paul Wilson (630-7105)

Humanities:

Department of English and Writing—Dr. Emily Wright (630-7551)

Department of Foreign Languages—Dr. L. Cristina Francescon (630-7082)

Department of History—Dr. Carl Dyke (630-7112)

Department of Philosophy and Religion—Dr. Michael Potts (630-7072)

Department of Psychology—Dr. Robert Ritzema (630-7612)

Department of Sociology—Ms. Marilyn Vital, acting Chair (630-7088)

REEVES SCHOOL OF BUSINESS AND ECONOMICS

Dr. Jeffrey Zimmerman, Dean (630-7320)

Institute for Business and Marketing Research—Dr. Jen-Hsiang Lin (630-7080)

Institute of Golf Management—Mr. Jerry Hogge (630-7144)

Institute of Tennis Management—Mr. Stephen Petersen (630-7147)

Resort Management Program—Mr. John Meeske (630-7309)

SCHOOL OF INFORMATION AND TECHNOLOGY

Dr. Willis Watt, Dean (630-7191)

Department of Computer Science—Mr. Gary Hinson (630-7141)

Department of Library Services—Mrs. Susan Pulsipher (630-7122)

Department of Mass Communication and Organizational Communication and Leadership —Mr. Robert Bloodworth—(630-7066)

SCHOOL OF PUBLIC AFFAIRS

Dr. Bonita Belcastro, Dean (630-7078)

Debate Mr. Todd Lyden, Coach (630-643)

Global Studies Program—Dr. Rebecca Wendelken, Coordinator (630-7589)

Department of Justice Studies—Dr. Darl Champion (630-7050)

Leadership Studies—Dr. Andrew H. Ziegler, Jr. (630-7488)

Department of Military Science—LTC (Ret.) John Robbins (630-7693)

Occupational Environmental Management Program—Ms. Carla Raineri, Coordinator (630-7139)

Paralegal Studies—Ms. Wendy Vonnegut, Esq., Director (630-7491)

Department of Political Science—Dr. Andrew H. Ziegler, Jr. (630-7488)

Department of Social Work—Ms. Deborah Murray (630-7699)

SCHOOL OF SCIENCE AND HUMAN DEVELOPMENT

Dr. Wenda Johnson, Dean (630-7168)

Applied Exercise Science Dr. Margaret Folsom, Coordinator (630-7127)

Department of Athletic Training—Dr. Hugh Harling (630-7418)

Department of Biology—Dr. Lori Brookman (630-7128)

Department of Chemistry and Physical Science—Dr. Narendra Singh (630-7132)

Department of Education—Dr. Gillie Benstead (630-7057)

Department of Mathematics—Dr. Shivappa Palled (630-7133)
Department of Wellness and Exercise Science—Ms. Suzanne Robinson (630-7142)

SCHOOL OF GRADUATE STUDIES

Dr. Donald L. Lassiter, Dean (630-7081)
The Professional MBA at Pinehurst—Dr. R. Mark Smith, Director (630-7379)
Master in Justice Administration—Dr. Darl H. Champion, Director (630-7050)
MMS in Physician Assistant Studies—Mr. E. Ronald Foster, Director (630-7614)

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Samuel Fleishman, M.D.		

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Edgar C. Garber	Dixie Pittman	Sharon F. Valentine
Roger F. Hall	Lonnie M. Player	Michael L. Warren
Charles J. Harrell	Lisa S. Powell	James Wilson
Henry W. Holt		Charlene Wyatt

ALUMNI ASSOCIATION BOARD OF DIRECTORS

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Nona Fisher '88, Fayetteville, NC	President
Jerry Monday '71, Raleigh, NC	1 st Vice President
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Jamie Danjoint '01, Fayetteville, NC	Secretary
Earl D. Leake '73, Charlotte, NC	Treasurer

Members of the Board

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Robert B. Boswell '85, Fayetteville, NC
David L. Foster '76, Fayetteville, NC
John T. Harris '81, Wilmington, NC
Cynthia Hawkins '99, Fayetteville, NC
Belinda Hobson '98, Fayetteville, NC
Beverly P. Honeycutt '67, Raleigh, NC
Cannie B. Hunter '04, Fayetteville, NC
Margo M. Jarvis '96, Fayetteville, NC
Derrick Johnson '95, Fayetteville, NC
Robert A. Jones '69, Hillsborough, NC

Mark C. Kendrick '83, Fayetteville, NC
Rahn Kersey '89, Fayetteville, NC
Donald F. Leatherman '72, Morehead
City, NC
Dale W. Marshall '67, Colfax, NC
Bryan W. May '92, Columbia, SC
Ronnie McNeill '85, Broadway, NC
Rodney C. Parker '00, Angier, NC
Betty Neill Parsons '64, Fayetteville,
NC
Kelli K. Sapp '91, Advance, NC
Dennis R. Sheppard '77, Hope Mills,
NC
Dwight Sheppard '75, St. Pauls, NC

BOARD OF TRUSTEES

OFFICERS

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Mr. Harvey T. Wright II, Vice-Chair

Mr. James A. Bledsoe, Secretary
Mr. A. Howard Bullard, Treasurer

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Dr. Mott P. Blair, Siler City
Dr. R. Dillard Teer, Durham
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Mr. W.V. Register, Dunedin, Florida
The Reverend Dr. Clyde McCarver,

HONORARY TRUSTEE

Bishop Alfred W. Gwinn, Jr.
The United Methodist Conference

TERMS EXPIRING JULY 1, 2006

Mr. Wade E. Byrd, Fayetteville
Mr. Alfred E. Cleveland, Fayetteville
Dr. Loleta Wood Foster, Fayetteville
Mr. Charles B. C. Holt, Fayetteville
Mrs. Dorothy Hubbard, Sanford
Mrs. Jane Hook Johnson, Mebane

Dr. J. Wesley Jones, Fayetteville
The Reverend Dr. William P. Lowdermilk,
Fayetteville
Dr. H. W. Miller IV, Fayetteville
Mr. Ramon L. Yarborough, Fayetteville

TERMS EXPIRING JULY 1, 2007

Mr. D. Keith Allison, Fayetteville
Mr. James Allen Bledsoe, Raleigh
Mr. A. Howard Bullard, Jr., Fayetteville
Mr. Vance B. Neal, Fayetteville
Dr. Louis Spilman, Jr., Fayetteville

Ms. Terri Union, Fayetteville
The Reverend Hope A. Vickers, Wilson
Mr. Thomas J. Walden, Youngsville
Mr. Harvey T. Wright II, Fayetteville

TERMS EXPIRING JULY 1, 2008

Mr. Richard R. Allen, Sr., Fayetteville
Mrs. Mary Lynn Bryan, Fayetteville
Mr. Jerry A. Keen, Goldsboro
Mr. Earl D. Leake, Charlotte
Mr. George W. Miller, Jr., Durham

Mrs. Sarah Frances Crosby Reeves, Sanford
Dr. Frank P. Stout, Fayetteville
Mr. David K. Taylor, Jr., Fayetteville
Mrs. Ann H. Thornton, Clinton

TERMS EXPIRING JULY 1, 2009

Mr. Frank Barragan, Jr., Fayetteville
The Rev. Dr. Brian G. Gentle, Fayetteville
Mrs. Betty Upchurch Hasty, Maxton
The Reverend David O. Malloy, Fayetteville

Mr. O. Ray Manning, Jr., Fayetteville
Mr. Richard L. Player, Jr., Fayetteville
Mr. Charles E. Warren, Fayetteville
Mr. William R. West, Fayetteville

ADMINISTRATIVE AREAS

PRESIDENT EMERITUS

Richard W. Pearce, B.A., J.D., M.A., LL.D.

OFFICE OF THE PRESIDENT

M. Elton Hendricks, B.A., M.Div., M.S., Ph.D., D.Hum.	President
Cory J. Briglin	Network Engineer
Lynn G. Clark, B.A.	Assistant to the President for Special Events
Samuel J. Clark, B.A., M.B.A., J.D.	Director of Institutional Computing
Mary Lou Hupp, A.A.S.	Systems Programmer
Sara Lee, A.A.S.	Systems Programmer
William Littlefield	Computer Laboratory Assistant
Thomas E. Marthers	Network Manager
Lonny Meeks, A.A.S.	Network Engineer
Kathryn Mintz, A.A.S., A.A.	Systems Programmer
Joseph H. Swanner, Jr.	Senior Network Engineer
Gerri Williams, B.A.	Administrative Assistant to the President

ACADEMIC AFFAIRS

Philip C. Williams, B.A., J.D., M.P.H., Ph.D.	Vice President for Academic Affairs and Dean of the College
John Arnold, B.A.	Assistant Director, Center for Entrepreneurship
Shirley Autry, B.S.	Records Technician, Registrar's Office
Ernestine Barnes	Faculty Secretary
Barbara Beebe, B.S., M.L.A.	Electronic Services Librarian
Bonita Belcastro, B.A., M.S.W., Ph.D.	Dean, School of Public Affairs
Emily Bilog, B.S.	Administrative Assistant for Academic Affairs
Courtney Bull, B.S.	Coordinator for Recruiting, Center for Resort Management
Nicolette S. Campos, B.A., M.A.	Assistant Dean for Academic Services

Amanda Canfield, B.A. Director of Admissions, Physician Assistant Program
 Dottie Cassanova Faculty Secretary
 Darl H. Champion, Sr., B.A., M.A., Ed.D. Director, Master of Justice Administration
 Maggie Chan, B.S. Assistant to Library Director
 Dawn Congleton, B.S., M.B.A. Registrar
 Pamela Ellis Faculty Secretary
 Arleen Fields, B.A., M.S.L.S. Cataloging/Special Collections Librarian
 E. Ronald Foster, B.A.S., M.A., M.P.A.S., PA-C Director, Physician Assistant Program
 Wanda Foster, B.S., M.Ed. Academic Services Associate
 Sid Gautam, B.A., M.A., Ph.D. Director, Center for Entrepreneurship
 Jeannine Germain, B.S. Marketing Coordinator, Fort Bragg Office
 Helen Graham Document Delivery and Circulation Coordinator, Library
 Regina Graham Circulation Assistant
 Linda T. Gravitt, B.A., M.B.A. Assistant Dean for MC at Night and Summer School
 Elizabeth Hall, B.A., M.A. Assistant Director of MC at Night
 Zelphia Hinnant-Jones, B.S., M.Ed. Academic Services Associate
 T. Jerry Hogge, B.A., M.S. Director, Professional Golf Management Program
 Wenda Johnson, B.S., M.A., P.E.D. Dean, School of Science and Human Development
 Sharon Kerr Secretary, PGM and PTM
 Donald Lassiter, B.S., M.S., Ph.D. Dean, School of Graduate Studies
 Jen-Hsiang Lin, B.S., M.S., Ph.D. Director, Institute for Business and Marketing Research
 Douglas Little, B.A., M.Ed. Administrator for Academic Compliance
 Todd Lyden, B.A., M.P.A. Debate Coach/Academic Advisor
 Martha Elena McClelland, B.S. Secretary, Physician Assistant Program
 Joseph McKoy, B.S., M.A. Marketing Representative, Fort Bragg Office
 Deborah Mellott, B.A. Faculty Secretary
 Michael Molter, B.A., B.S., M.S.A. Assistant Dean for Distance Education
 Tracy Pearson, B.A., M.L.I.S. Technical Services Librarian
 Stephen J. Petersen, B.A., B.S., J.D. Director, Professional Tennis Management
 Lea Ziobro Phelps, B.A., M.S. Coordinator, The Professional MBA at Pinehurst
 Susan Pulsipher, B.A., M.L.S. Director of Library Services
 Bonnie Rees Cataloging Assistant, Library
 Justin Rimbey B.S. Director of Recruiting, PGM Program
 LTC (Retired) John M. Robbins, B.A., M.Ed. Chair of Military Science Department
 Jennifer Rohrer-Walsh, B.A., M.Ed., M.A. Co-Director, Honors Program
 Peggy G. Sautter, B.A. Acquisitions Assistant, Library
 John Sill, B.S., M.A., M. Div., Ph.D. Dean, School of Arts and Humanities
 Yvonne Simmons Secretary/Records Technician, Registrar's Office
 Narendra P. Singh, B.S., M.S., Ph.D. Associate Dean for Faculty Relations
 R. Mark Smith, B.A., M.B.A., Ph.D. Director, The Professional MBA at Pinehurst
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 Bennie Walker, B.S. Circulation Manager
 Richard G. Walsh, B.A., M. Div., Ph.D. Co-Director, Honors Program
 Willis M. Watt, B.S., M.A., Ph.D. Dean, School of Information and Technology
 Anne Way Faculty Secretary
 Judith Young Faculty Secretary
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 Kathryn L. Zybeck, B.A., M.S.I. Reference/Instructional Services Librarian

PLANNING AND EVALUATION

Trevor Morris, B.A., M.A., Ph.D.	Vice President for Planning and Evaluation
Michael Hadley, B.S., M.B.A.	Assistant Dean for Institutional Research and Effectiveness
Sarah Mayes	Administrative Assistant, Institutional Research and Effectiveness
Dana Xiao, B.A., M.S.	Research Analyst

ATHLETICS

Robert McEvoy, B.S., M.A.Ed.	Athletic Director
Kevin Allingham, B.S., M.S.	Assistant Baseball Coach
Thomas V. Austin, B.A., M.A.	Head Baseball Coach
Halcyon Blake, B.S.	Head Cross Country, Track and Field Coach
Wade Boxleitner, B.S.	Assistant Football Coach
Steve Conley, B.S., M.Ed.	Head Men's Golf Coach
Dave Eavenson, B.S., M.Ed.	Associate Head Football Coach
Carl Funderburk, B.S.	Assistant Football Coach
Bobby Graham, B.S.	Head Women's Soccer Coach
Melissa Hay, B.S., M.A.	Cheerleading and Dance Coach
Belinda Ivey, A.A.S.	Administrative Assistant
DeeDee M. Jarman, B.A., M.S.A.	Associate Director of Athletics
	Senior Woman Administrator
	Head Women's Basketball Coach
	Head Women's Volleyball Coach
	Head Women's Golf Coach
	Head Coach Women's Lacrosse
	Head Softball Coach
	Head Men's Basketball Coach
	Head Football Coach
	Head Men's Soccer Coach
	Sports Information Director
Edward Matthews, B.S.	
Vici Pate, B.S.	
Jill Penrose, B.A.	
Ron Simpson, B.A., M.A., M.S.S.	
David Smith, B.A.	
James C. Sypult, B.S., M.S.	
Justin Terranova, B.S.	
Lee Wright, B.A.	

BUSINESS AFFAIRS

Gene T. Clayton, B.A., M.Ed.	Vice President for Business Affairs
Dawn Ausborn, B.A., M.S.A., C.P.A.	Controller
Linda Autry, A.A.S.	Accounts Receivable Specialist/Collections Clerk
William Billings, B.A., M.A.	College Historian/Director Monarch Press
Renee Callahan	Accounts Receivable Specialist
Melissa Dahmer, B.S.	Perkins Loan Coordinator
Mytrinh Dang	Secretary, Maintenance
Jim Darden, B.S., M.Ed.	Horticulturalist
Thomas Daughtrey	Assistant Superintendent, Buildings and Grounds
Angela Davis, B.A.	Payroll Specialist
John Dixon	College Printer
Dottie Earwood	Manager, Mail Center
Robert Heaton	Assistant Supervisor of Golf Course
Belinda Ivey, A.A.S.	Coordinator of Campus Telephone Systems
Pam Klingelsmith	Business Office Cashier
Marvin McGathy, III	Assistant Director of Housekeeping
Melba McLemore, A.A.	Accounts Payable Supervisor
David Norviel, B.S., M.B.A.	Golf Course Superintendent

Sigrid Nuckolls	Payroll, Personnel/Office Assistant
Matthew Perkinson	Director of Housekeeping
Michelle Petty, B.S.	Director of College Events
Deborah Riley, B.S.	Purchasing Agent
Rick Rode, B.S., M.B.A.	Treasurer
John D. Shaw, B.S., M.A.	Business Office Manager
Ingvild Guerrero, B.A.	Staff Accountant
Larry Smith	Manager, Book Store
S. Mason Sykes, B.A., M.A.	Superintendent, Buildings and Grounds
Glenda Tart	Student Store Assistant Manager
Veronica Thomas, A.A.	Accounts Payable Specialist
Gina Thornton, B.S.	Staff Account
Katherine Watt	Secretary, Vice President for Business Affairs
Clifford M. Wells, B.A.	Manager, Reeves Auditorium
Debra Yeatts	Human Resource Director

DEVELOPMENT AND ALUMNI AFFAIRS

Robin P. Davenport, B.S.	Director of Development
Mimi Hasenkopf, B.A.	Associate Director of Alumni Affairs and Annual Fund
Martha W. Davis	Gift Records Specialist
Claire C. Hedgecoe, B.A.	Director of Grants and Research/Scholarship Coordinator
Krista J. Lee, A.A.	Development Assistant
Cheryle Rivas, B.S., C.R.M.C.	Director of College Relations

ENROLLMENT SERVICES

Rick Lowe, B.A.	Vice President for Enrollment Services
Ashley Abrams, B.S.	Admissions Counselor
Bonnie Adamson, B.S.	Director, Financial Aid
Denice Carter, B.S.	Loan Coordinator/Assistant Director, Financial Aid
Shasta Culbreth, B.A.	Associate Director, Admissions
Patricia Douthit, B.S.	Associate Director, Financial Aid
Alison Friend, B.S.	Assistant Director of Admissions
Amanda Harris	Evening Admissions Administrative Assistant
Marilyn Harris, A.A.	Financial Aid Secretary/Counselor
Jamie Legg, B.S.	Director, Admissions
Paula Leonard	Financial Aid Secretary/Counselor
Jennifer Mish, B.S.	Assistant Director of Admissions
Chris Regan	Receptionist
Margot Runion	Financial Aid Secretary/Counselor
Carole Samperton	Office Assistant, Admissions
Randy Smith, B.S.	Director of Veteran Services/Evening College Admissions
Sheryl Taylor B.S.	Assistant Director, Financial Aid
David Webb, B.S., M.Ed.	Associate Director, Admissions

STUDENT DEVELOPMENT AND SERVICES

George J. Blanc, B.A.	Vice President for Student Development/Dean of Students
Yong Ahn, B.A.	Administrative Assistant, International Programs
Magda Baggett, B.A., M.A.	Director, International Programs
Janet Bird, B.S.	Campus Safety Officer
Clifton Bobbitt, B.A.	Area Coordinator
Steve Bryant, B.A.	Director of Public Safety
Gabriel Ciampi, B.A.	Area Coordinator
Sandra S. Combs, R.N.	Director of Health Services
Tanya Davis, B.A.	Director of Housing and Residence Life
Lois DeVico, A.A.S.	Office Manager for Student Development and Services
Fred Gilbert	Director of Food Services
Duane Grooms B.A., M.Ed.	Director of Student Activities and Parent Programs
Lindsey Hanson, B.A.	Director of Student Media/College Photographer
Darlene Hopkins, B.A., M.S.	Director of Counseling and Psychological Services
Evy Houg, B.A.	Assistant Director, International Programs
Tiffany Helfgott	Secretary, Public Safety
Andrea Neal, B.A., M.A.	Area Coordinator
Crysy Nelson, B.A., M.A.	Assistant Director of Housing and Residence Life
Monique Parker, A.A.S.	Student Insurance Coordinator
Michael Sinkovitz, B.A., M.A.	Director of Campus Recreation and Intramurals
Debbie Sonnenfeld, B.A.	Area Coordinator
Garland J. "Guy" Stewart, B.S.	Director of Career Services
Linda Szulc	Director of Disability Services
Annette Thompson	Campus Crime Prevention Officer
William Walker, B.A., M.A.	Associate Dean for Student Development and Services
Benjamin Wells, B.A., M.Div.	Campus Chaplain

FACULTY EMERITI

Robert B. Ambrose	Assistant Professor of Mathematics
B.S., Jacksonville University; M.A.T., Duke University	
Janet M. Cavano	Professor of English
B.A., University of Denver; M.A.T., Ph.D., University of North Carolina	
Willis Cowan Gates	Professor of Music
B.M., Peabody Conservatory; M.A., Ph.D., University of North Carolina-Chapel Hill	
Jean B. Ishee	Associate Professor of Piano and Organ
B.M., Greensboro College; M.A.T., University of North Carolina	
Sue Laslie Kimball	Professor of English
B.A., University of Kentucky; M.S., Saint Mary College; Ph.D., University of Alabama	
Thomas Garland Knott	Professor of Religion
B.S., Mississippi State University; B.D., Emory University; Ph.D., Boston University	

- Tryon D. Lancaster** Professor of Education
B.S., East Carolina College, M.A., East Carolina University, Ed.D., Duke University
- Pauline Moser Longest** Assistant Professor of Biology
B.A., Woman's College, University of North Carolina; M.A., University of North Carolina-Chapel Hill
- Helen B. Matthews** Associate Professor of Education
B.S., M.A., East Carolina University; further study, Duke University, Campbell University
- Robert C. Perkins** Professor of History
B.A., University of Richmond; M.A., Ph.D., University of South Carolina
- John Claude Peyrouse, Jr.** Professor of Theatre and Speech
B.A., M.A., University of Denver; Ph.D., University of Nebraska
- Lorenzo P. Plyler** Professor of Religion
B.A., Lycoming College; S.T.B., Ph.D., Boston University
- Alan Miller Porter** Professor of Music
B.M., Mount Union College; M.M., University of Illinois; further study, Ball State University; further study with Pierre Bernac and Paul Ulanowsky
- Joyce Elaine Porter** Distinguished Professor of French
B.A., Mount Union College; M.A., Duke University; further study, University of Illinois
- Bruce R. Pulliam** Associate Professor of Social Science
B.A., Wake Forest College; M.A., Western Carolina College; Advanced Study, University of North Carolina
- Walter M. Swing** Associate Professor of Accounting
B.A., East Carolina University; M.S.B.A., Boston University
- R. Parker Wilson** Distinguished Professor of History
B.S., Wake Forest University; M.A., George Peabody College; further study, University of North Carolina-Chapel Hill
- Samuel J. Womack** Professor of Religion
B.A., Florida Southern College; M.Div., Ph.D., Duke University

FACULTY AND ATHLETIC STAFF

- Nancy Alexander** (1992) Associate Professor of English (1997)
B.A., M.A., North Carolina State University
- Kevin Allingham** (2002) Assistant Baseball Coach
Instructor of Wellness and Exercise Science
B.S., Catawba College; M.S. Virginia Commonwealth

- Richard Dennis Anderson** (2004) Assistant Professor of Clinical Medicine
Clinical Coordinator
B.M.E., M.A Sam Houston State University; B.A., P.A.-C., Baylor College of Medicine;
M.P.A.S.A., Arizona School of Medicine
- Steven J. Andrews** (2002) Assistant Director Professional Tennis
Management Program
B.S., Methodist College; B.S., M.A., University of North Carolina at Chapel Hill
- Christopher Aul** (2000) Professor of Medical Science
Medical Director, Physician Assistant Program
B.A., Wabash College; M.D., Washington University School of Medicine
- Thomas V. Austin** (1979) Assistant Professor of Wellness and Exercise Science
Head Baseball Coach
B.A., M.A., Rollins College
- Barry Avner** (2005) Professor of Pharmacology, Physician Assistant Program
B.A., Ph.D., S.U.N.Y.-Buffalo; B.S., Nova Southeastern University;
M.B.A., University of Miami
- Linda Sue Barnes** (1979) Professor of Biology (1989)
B.S., Mississippi College; M.S., University of Mississippi; Ph.D., University of
Tennessee
- Peggy Grady Batten** (1993) Professor of Mathematics (1998)
B.S., Barton College; M.S., Ph.D., North Carolina State University
- Barbara Beebe** (2004) Instructor of Information Science
Electronic Services Librarian Education
B.S., Fayetteville State University; M.L.I.S., University of Southern Mississippi
- Bonita Belcastro** (2003) Professor of Social Work
Dean, School of Public Affairs
B.A., Ohio University; M.S.W., West Virginia University; Ph.D., University of Pittsburgh
- Gilda S. Benstead** (1989) Professor of Education (1994)
Interim Chair, Department of Education
B.A., University of California; M.A., California State; Ed.D., Campbell University
- Joan Bitterman** (1992) Professor of French and German (2001)
B.A., Dominican College of San Rafael; M.A., Ph.D., University of Oregon
- Halcyon Blake** (2000) Head Coach Cross Country, Track and Field
B.S., University of Kansas
- Robert W. Bloodworth, Jr.** (1989) Associate Professor of Mass Communications (1997)
Chair, Department of Communication
B.A., M.A., University of North Carolina at Chapel Hill.

- Steven Brey** (2003) Assistant Professor of Religion
B.A., Ohio Wesleyan University; M.Div., Emory University; M.A., Yale University,
Ph.D., University of Notre Dame
- Evan Bridenstine** (2001) Assistant Professor of Theatre
B.A., Ashland University; M.A., Kent State; M.F.A., University of Virginia;
Ph.D., Ohio State University
- Lori L. Brookman** (1995) Associate Professor of Biology (2001)
Chair, Department of Biology
B.S., Ph.D., Virginia Polytechnic Institute and State University
- John F. Campbell** (1986) Professor of Psychology (1996)
B.S., University of Missouri-Columbia; M.A., Wichita State University;
Ph.D., University of Hawaii-Manoa
- Darl H. Champion** (1993) Associate Professor of Justice Studies (1999)
Chair, Department of Justice Studies
Director, Master of Justice Administration Program
B.A., Indiana University of Pennsylvania, M.S., University of South Carolina;
Ed.D., North Carolina State University
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