

Historical Copy  
Do not remove from Registrar's Office

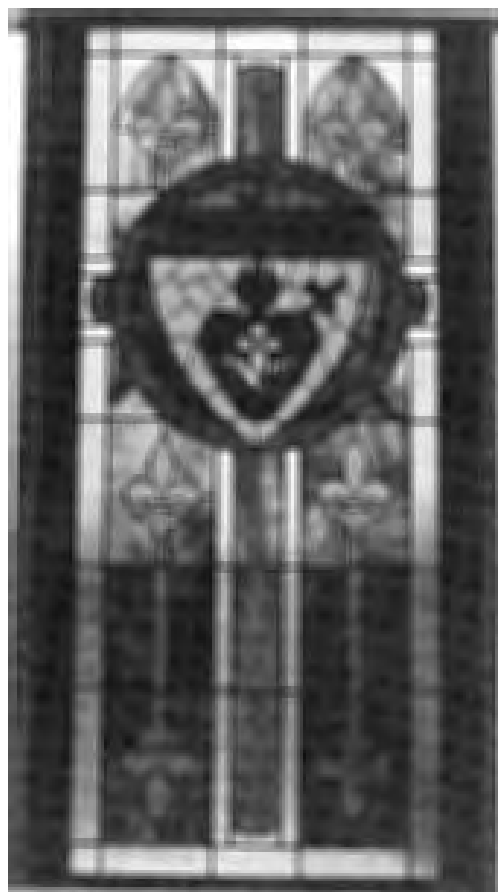


# Madonna

**College Bulletin '84-'86**

Coeducational

*The crest consists of the Franciscan emblem, which is a cross and the two pierced hands of Christ and St. Francis. The Felician Sisters' emblem is the pierced Heart of Mary, with a host symbolizing the adoration of the Eucharist through the Immaculate Heart, to which the Community is dedicated. The College crest, "Sapientia Desursum", is translated "Wisdom from Above".*



# **Madonna College Bulletin**

**Vol. 28 — 1984-1986  
(Effective as of Term I — 1984)**

**MADONNA COLLEGE**  
36600 Schoolcraft • Livonia, Michigan 48150  
(313) 591-5000  
TTY 591-1203

*Madonna College guarantees the right to equal educational opportunity  
without discrimination because of race, religion, sex, age, national origin  
or disabilities.*

# MADONNA COLLEGE CALENDAR

## TERM I - FALL

	1984-1985	1985-1986	1986-1987
<b>Filing Deadline:</b>			
Intent to Graduate Term I - Dec. . . . .	May 4 '84	May 3 '85	May 2 '86
Final Registration . . . . .	Aug. 20	Aug. 19	Aug. 18
Faculty Conference . . . . .	Aug. 30-31	Aug. 29-30	Aug. 28-29
Classes Begin . . . . .	Sept. 4	Sept. 3	Sept. 2
Add-Drop Period . . . . .	Sept. 4-10	Sept. 3-9	Sept. 2-8
Final Date: Election S Grade . . . . .	Oct. 23	Oct. 22	Oct. 21
Comprehensive Examinations: Term I . . . . .	Nov. 3	Nov. 2	Nov. 1
Registration: Term II - Winter . . . . .	Nov. 12-17	Nov. 11-16	Nov. 10-15
Thanksgiving Recess . . . . .	Nov. 22-24	Nov. 21-23	Nov. 20-22
Final Date: Withdrawal from Courses . . . . .	Nov. 9	Nov. 8	Nov. 7
Final Examinations . . . . .	Dec. 10-15	Dec. 9-14	Dec. 8-13
End of Term I . . . . .	Dec. 15	Dec. 14	Dec. 13
Grades Due . . . . .	Dec. 18	Dec. 17	Dec. 16

## TERM II - WINTER

<b>Filing Deadline:</b>			
Intent to Graduate Term II - May . . . . .	Sept. 7 '84	Sept. 6 '85	Sept. 5 '86
Final Registration . . . . .	Dec. 19	Dec. 18	Dec. 17
Faculty Conference . . . . .	Jan. 4	Jan. 3	Jan. 9
Classes Begin . . . . .	Jan. 7	Jan. 6	Jan. 5
Add-Drop Period . . . . .	Jan. 7-12	Jan. 6-11	Jan. 5-10
Comprehensive Examinations: Term II . . . . .	Feb. 9	Feb. 8	Feb. 7
Final Date: Election S Grade . . . . .	Feb. 25	Feb. 24	Feb. 23
Registration: Term III - Spring-Summer . . . . .	Feb. 25-Mar. 2	Feb. 24-Mar. 1	Feb. 23-28
Spring Vacation . . . . .	Mar. 4-9	Mar. 3-8	Mar. 2-7
*Easter Recess . . . . .	Apr. 5-6	Apr. 28-29	Apr. 17-18
Registration: Term I - Fall . . . . .	Mar. 25-30	Mar. 24-29	Mar. 23-28
Final Date: Withdrawal from Courses . . . . .	Mar. 15	Mar. 14	Mar. 13
Final Examinations . . . . .	Apr. 22-27	Apr. 21-26	Apr. 20-25
End of Term . . . . .	Apr. 27	Apr. 26	Apr. 25
Grades Due . . . . .	Apr. 30	Apr. 29	Apr. 28
Commencement . . . . .	May 11	May 10	May 9

\*Easter Recess begins at 4:00 p.m. on the Thursday before Easter.

## TERM III - SPRING-SUMMER

<b>Filing Deadline:</b>			
Intent to Graduate Term III-July . . . . .	Jan. 11	Jan. 10	Jan. 9
Registration . . . . .	Feb. 25-Mar. 2	Feb. 24-Mar. 1	Feb. 23-28
Classes Begin . . . . .	May 6	May 5	May 4
Add-Drop Period . . . . .	See Tuition and Fees Section		
Final Date: Withdrawal from Courses-No Later than 2/3 of Completed Course Work			
Memorial Day - No Classes . . . . .	May 27	May 26	May 25
Comprehensive Examinations: Term III . . . . .	June 8	June 7	June 6
Independence Day - No Classes . . . . .	July 4	July 4	July 4
Final Examinations . . . . .	Last	Class	Session
End of Term III . . . . .	July 26	July 25	July 24
Grades due . . . . .	July 30	July 29	July 28

# Contents

	Page
College Calendar . . . . .	2
The College . . . . .	4
— Mission and goals	
— Academic Options	
Admissions . . . . .	12
Tuition and Expenses . . . . .	16
— Payment Policies	
Financial Aid . . . . .	22
Student Life . . . . .	29
Student Support Services . . . . .	32
College Policies . . . . .	34
— Academic Policies	
— Guidelines for Campus Life and Activity	
Majors and Degree Programs . . . . .	44
Divisional Organization . . . . .	46
Plan of Study . . . . .	47
Program and Course Description . . . . .	50
Board of Trustees . . . . .	140
Officers of Administration . . . . .	142
Faculty . . . . .	144
Academic and Institutional Support Staff . . . . .	158
INDEX . . . . .	161
Campus Map . . . . .	164

---

Each Madonna College Student is responsible  
for compliance with contents of this Bulletin.

The College reserves the right to withdraw or  
modify information in this Bulletin.

---

# THE COLLEGE

**Madonna College** is proud of its commitment to quality liberal arts education and its history of rendering public service. Founded as a four-year institution in 1947, an outgrowth of Presentation Junior College (1937-1947), Madonna College became coeducational in 1972. It maintains its tradition as an independent Catholic College, sponsored by the Felician Sisters. Today the College offers programs leading to certificates, associate degrees, bachelor degrees, and a Master of Science in Administration, with specialties in nursing and in business.

## **On Campus**

**The wooded forty-nine acre campus** of Madonna College is located in Livonia, Michigan, a suburb on the western perimeter of metropolitan Detroit. The campus faces Schoolcraft Road and the Jeffries (I-96) Freeway (Exit 173 at Levan or Newburgh Road), with easy access to downtown Detroit, the Detroit Metropolitan Airport, and important state highways.

**The two-story academic building** accommodates a variety of purposes from administrative offices to classrooms and laboratories. Special facilities include the TV Studio/Graphics area where students and faculty can work with media specialists to develop audio-visual materials for instruction or presentation. Another important facility is the Health Instruction Center. This includes a practice laboratory for clinical instruction, a library of print and audio-visual resources in nursing, individual

study carrels, and the office of the Director of the H.I.C., a library/media specialist.

**Career counseling and advising** are provided by the staff of the Career Resource Center, a national model for liberal arts colleges. Students can research career alternatives with the aid of the CRC staff and materials and utilize the testing, cooperative education and placement services of the center.

**The Computer Laboratory**, also located in the academic building, supports the computer science and computer systems programs and provides access to microcomputers and to an IBM 4331 mainframe. Madonna College is committed to having its students acquire computer literacy by exposing them to computer applications in their fields.

**The new \$4.1 million library wing** has become a focal point for the academic life of the campus. Housing more than 100,000 books and other print and nonprint materials, the library provides study carrels, reading areas, and group study rooms in addition to photocopiers, microfilm and microfiche readers, and a typing room. The library's ethnic heritage study alcoves contain a variety of artifacts relating to the cultural backgrounds of Madonna's multiethnic student body, and the Livonia Bar Association Law Library, held by the Madonna Library, constitutes a special resource for students studying law-related courses. The Center for Personalized Instruction is also located in the library; it provides tutoring services and self learning materials in

basic skills. The library has expanded its resources by participating in the Online Computer Library Center and subscribing to other online bibliographic retrieval services.

The library wing also houses the Kresge Hall - a 300-seat auditorium for special events, an archival room, classrooms, and faculty offices.

**A multi-purpose Activities Center** attached to the academic building seats 1,000 spectators and provides facilities for sports activities, stage productions, convocations, and lectures. The Oakway Symphony Orchestra as well as area dance and theatre troupes appear before student and community audiences. Adjacent courts for tennis, basketball, and volleyball and a soccer field encourage team and individual sports.

**Across campus, the Residence Hall** houses 200 men and women in separate wings. Throughout the year, the dorm lounges, the commons and snack bar, and the spacious dining halls are centers for floor parties, coffee houses, dances, speaking events, and workshops, as well as student government and club meetings. The roof-covered patio and the upper and lower terraces afford a view of the tree-lined pond and landscape.

**The Psycho-Educational Center** offers services to children and adults from the surrounding communities in diagnosis and remediation of reading and learning problems. Here pre-service and in-service teachers gain valuable laboratory experience.

All of the Madonna College buildings are barrier free for the physically handicapped. Closed captioned televisions, teletypewriters, and telephone boosters are available to hearing-impaired students.

## **APPROVALS AND ACCREDITATIONS**

American Dietetic Association  
General Dietetics, 1977, 1982  
Clinical Dietetics, 1982  
Community Nutrition, 1982  
Council on Social Work Education, 1982  
State of Michigan Board of Education:  
Approval of four-year degrees, 1947  
Teacher certifications, 1954, 1969  
Vocational certification and authorization, 1969, 1974  
Learning disabilities certification, 1974  
Reading, 1977  
Emotionally impaired, 1978  
Michigan Board of Nursing, 1967  
North Central Association of College and Schools, 1959, 1968, 1978, (1982 Graduate Studies)  
National League for Nursing, 1970, 1978  
National Council for Accreditation of Teacher Education, 1972, 1981  
Michigan Department of Public Health:  
Advanced Emergency Medical Technician, 1975

## **MEMBERSHIPS**

Adult Education Association of Michigan  
American Alliance for Health, Physical Education, Recreation and Dance  
American Association of Colleges of Nursing  
American Association of Colleges for Teacher Education  
American Association of Collegiate Registrars and Admissions Officers  
Association for Counseling & Development  
American Association for Higher Education

—  
Ac  
Ac  
Ag  
All  
Bir  
Br  
Ch  
Cl  
Co  
C  
C  
C  
C  
C  
C  
C  
C  
C

American Association for Paralegal Education  
American Correctional Association  
American Council on Education  
American Library Association  
American Personnel and Guidance Association  
American Society of Allied Health Professions  
American Society For Industrial Security  
Association of American Colleges  
Association of Catholic Colleges and Universities  
Association of College and University Telecommunication Administrators  
Association for Gerontology in Higher Education  
Association for Systems Management  
Association of Governing Boards of Universities and Colleges  
Association of Independent Colleges and Universities of Michigan  
Association of Independent Liberal Arts Colleges for Teacher Education  
Career Educational Association  
Catholic Campus Ministry - Archdiocese of Detroit  
Catholic Library Association  
College Art Association  
College and University Personnel Association  
College Placement Council  
Conference of Interpreter Trainers  
Cooperative Education Association  
Council for the Advancement of Experiential Learning  
Council for the Advancement and Support of Education  
Council of Independent Colleges  
Council on Social Work Education  
Detroit Area Consortium of Catholic Colleges  
Greater Detroit Chamber of Commerce  
Historical Society of Michigan

International Association of Chiefs of Police  
International Television Association  
Livonia Chamber of Commerce  
Livonia Interagency Collaborative Body  
Michigan Academy of Science, Arts and Letters  
Michigan Association of College Admissions Counselors  
Michigan Association of Colleges of Nursing  
Michigan Association of Collegiate Registrars and Admissions Officers  
Michigan Association of Colleges for Teacher Education  
Michigan Association for Health, Physical Education and Recreation  
Michigan Catholic Campus Ministry Association  
Michigan Catholic Guidance Council  
Michigan Colleges Foundation  
Michigan Committee for Jobs and Energy  
Michigan Council on Human Service Education  
Michigan Criminal Justice Educators Association  
Michigan Student Financial Aid Association (MSFAA)  
Michigan Library Consortium  
Michigan Registry of Interpreters for the Deaf  
Michigan Society of Gerontology  
Midwest Alliance for Nursing  
Midwest Association of Student Financial Aid Administrators (MASFAA)  
Midwest College Art Association (MCAA)  
Midwest College and University Placement Association  
National Association of College and University Attorneys  
National Association of College and University Business Officers  
National Association of the Deaf



National Association of Independent  
Colleges and Universities  
National Association of Legal  
Assistants  
National Association of Social Work  
National Association of Student  
Financial Aid Administrators  
National Commission for Cooperative  
Education

National Council on the Aging  
National Fire Protection Association  
National League for Nursing  
On-Line Audiovisual Catalogers  
Senior Coordinating Agency Network  
(SCAN)  
SouthEast Michigan TeleVision  
Consortium (SEMTVC)  
Television Licensing Center

## MISSION STATEMENT

The goal of Madonna College is to educate the whole person in the attainment of Christian humanistic values, intellectual pursuits, and the realization of service to others.

## EDUCATIONAL OBJECTIVES

Within the framework of its liberal arts curriculum, the College envisions

### THE MADONNA COLLEGE GRADUATE

to be a person who

1. Is aware of Christian moral principles and their practical application to personal, familial and societal living.
2. Supports a Judeo-Christian interpretation in all fields of learning by acquiring a sympathetic understanding of religions.
3. Has an active concern for the human dignity and welfare of each person.
4. Participates as an active member in one's community.
5. Possesses a spirit of inquiry to motivate one to continue to learn.
6. Communicates clearly and effectively in actions as well as words.
7. Is prepared in one or more disciplines to continue or undertake further graduate work and to fill a productive and rewarding career.
8. Understands the artistic and aesthetic dimensions of culture and environment.
9. Has knowledge of the increasing and relentless impact of science and technology on the total human enterprise.
10. Is prepared for meaningful roles in the contemporary world by a study of the past and the present and a contemplation of the future.

# ACADEMIC OPTIONS

Madonna College students may select certificate, associate, or baccalaureate programs in over 50 different majors. In addition to the traditional academic program, Madonna offers a variety of nontraditional options that create special opportunities for students.

## **The College Year: Flexible Scheduling**

Madonna has a three-term college calendar, which enables some students to complete a bachelor's degree in three years.

### **Term I – Fall**

15 Weeks

September – December

### **Term II – Winter**

15 Weeks

January – April

### **Term III – Spring/Summer**

12 Weeks

May – July

Students may attend morning, afternoon, evening or Saturday classes.

### **Weekday Classes**

9 a.m. – Noon

1 – 4 p.m.

4 – 7 p.m.

7 – 10 p.m.

### **Saturday Classes**

9 a.m. – Noon

1 – 4 p.m.

Weekend seminars, workshops and institutes offer additional learning opportunities.

## **Advanced Placement**

Madonna provides superior 11th and 12th grade students the option

of pursuing college credits, as they complete their high school diploma. These credits may be applied toward a college degree.

Students seeking credit or waiver for advanced work in high school must pass the College Entrance Examination Board's advanced placement test with the prescribed score. Credit or waiver must be requested in writing from the Dean for Student Development.

## **Credit for Life-Work Experience**

Adult students pursuing a college degree frequently have mastered college course competencies in life or work situations. The Madonna Experiential Learning Program provides the option for students to receive up to 60 semester hours of credit for learning experiences outside the college classroom. Such experiences include:

- military service
- community service
- internship or in-service
- research or independent study
- art, music or film-making
- travel

Students seeking credit in this manner should contact the Director of Experiential Learning or a faculty advisor in the subject area for which they are seeking credit. The faculty member will assist the student in identifying appropriate learning experiences and in choosing a method of evaluation such as:

- challenge exam
- interview
- portfolio
- written recommendation
- College-Level Examination Program (CLEP)

A course entitled Portfolio Development, English 116, assists students in documenting prior learning and preparing a portfolio for experiential credit approval.

Students must be admitted to the College to make formal application for experiential credit.

Credits will be awarded on a satisfactory basis (S) but will not be recorded on the transcript until the student has completed 12 s.h. in residence. These credits are excluded in determining a student's eligibility for grants and financial aid. For additional information, consult the Academic Policies section.

#### **Independent Study**

Students may earn credits for independent study with the approval of the Dean for Student Development and a faculty member of the department in which the study is pursued. Independent study provides the option for in-depth investigation of a subject which is of particular interest to the student.



#### **Co-Operative Education (Co-op)**

Madonna students can earn limited college credit for work related to the student's plan of study. A job assignment may be a course in itself, approved by the faculty member who supervises, evaluates and grades the student's performance. Or the student may integrate a cooperative work experience with a course that calls for field experience, practicum, internship or seminar.

The following majors require cooperative education coursework: fashion merchandising, computer systems, computer science, journalism and public relations, criminal justice and security, occupational safety and health and home economics/family life.

Madonna's Office of Cooperative Education coordinates most student placements in area business, industry, government and service agencies. Application deadlines are April 1 for Term I — Fall; October 1 for Term II — Winter; and February 1 for Term III — Spring/Summer. For additional information on work-study options, see the Academic Policies section.

#### **Career Education**

Madonna's model Career Resource Center (CRC) offers substantial individual assessment and numerous short seminars and workshops which prepare students for the workworld and which assist the student in integrating a liberal education with career goals. A full description of these services can be found in the Student Support Services section.

#### **Continuing Education**

Each term Madonna offers a wide variety of options for the life-long learner, who may be a professional or a homemaker. Long and short

courses for Continuing Education Units (CEU's) are offered in the areas of health and human services, business and management, computers, and personal enrichment. Continuing Education Units are a nationally recognized form of measurement which may be used as evidence of increased performance capabilities and personal interest, but not as college credit. One CEU equals 10 instructional hours.

In addition, televised courses over cable and broadcast television allow students to pursue college coursework right in their homes.

Registration and scheduling are coordinated by the Office of Continuing Education.

#### **Catholic College Consortium**

Madonna is a member of the Detroit Area Consortium of Catholic Colleges, which means that full time Madonna students may take one or more courses during the academic year at other participating institutions.

Marygrove, Mercy, Sacred Heart Seminary, St. Mary of Orchard Lake Colleges and The University of

Detroit are participating institutions, whose students may take Madonna courses as well.

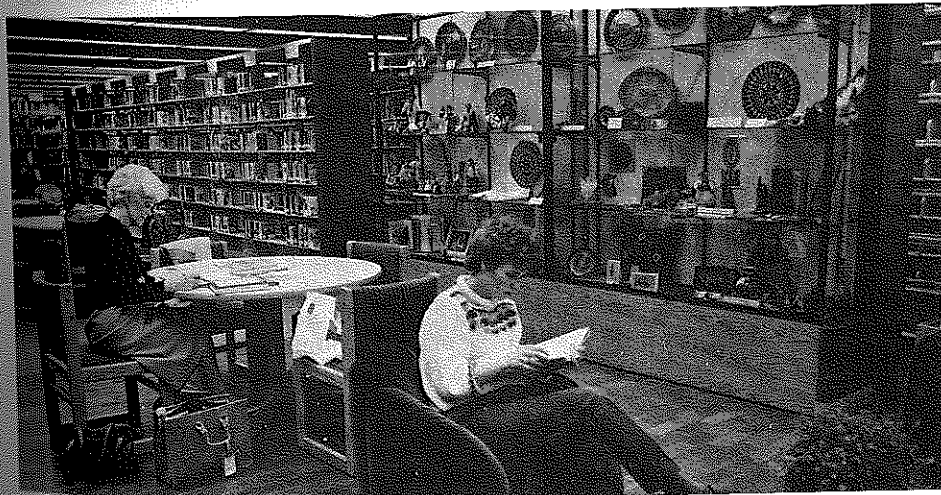
To be eligible Madonna students must enroll for no less than 12 s.h. (including the coursework at the consortium college). The student registers with Madonna's Registrar and the Registrar of the consortium college; tuition is paid to Madonna. For exact procedures see the Academic Policies section.

#### **Guest Students**

Madonna uses the Michigan Uniform Undergraduate Guest application. This assists visiting students in earning credits to be applied toward a program at their home institution. The application is good for one term and should be on file prior to registration. Madonna students beyond sophomore standing may not earn credit in two-year institutions for transfer to Madonna.

#### **Study Abroad**

Study abroad may be arranged during any college term. Interested students should contact the Dean for Student Development.



courses for Continuing Education Units (CEU's) are offered in the areas of health and human services, business and management, computers, and personal enrichment. Continuing Education Units are a nationally recognized form of measurement which may be used as evidence of increased performance capabilities and personal interest, but not as college credit. One CEU equals 10 instructional hours.

In addition, televised courses over cable and broadcast television allow students to pursue college coursework right in their homes.

Registration and scheduling are coordinated by the Office of Continuing Education.

#### **Catholic College Consortium**

Madonna is a member of the Detroit Area Consortium of Catholic Colleges, which means that full time Madonna students may take one or more courses during the academic year at other participating institutions.

Marygrove, Mercy, Sacred Heart Seminary, St. Mary of Orchard Lake Colleges and The University of

Detroit are participating institutions, whose students may take Madonna courses as well.

To be eligible Madonna students must enroll for no less than 12 s.h. (including the coursework at the consortium college). The student registers with Madonna's Registrar and the Registrar of the consortium college; tuition is paid to Madonna. For exact procedures see the Academic Policies section.

#### **Guest Students**

Madonna uses the Michigan Uniform Undergraduate Guest application. This assists visiting students in earning credits to be applied toward a program at their home institution. The application is good for one term and should be on file prior to registration. Madonna students beyond sophomore standing may not earn credit in two-year institutions for transfer to Madonna.

#### **Study Abroad**

Study abroad may be arranged during any college term. Interested students should contact the Dean for Student Development.



# ADMISSIONS

Madonna College welcomes students of all age levels and of various economic, racial, experiential and religious backgrounds. Admission is granted to all qualified applicants who can attain their educational goals within the philosophy and academic framework of the College.

Prospective students are expected to possess the integrity, interest and talents that will enable them to contribute to and benefit from the life and programs of the College.

## Application Procedure

1. Submit a completed application for admission and the non-refundable admission fee. High school students may submit applications as early as their junior year.
2. Arrange to have the following documents sent directly to the Admissions Office:

### First-Time College Applicants:

- Official high school transcript or General Education Development (GED) test results.
- Student Profile Report (SPR) indicating results of the American College Test (ACT) for all current high school students or recent high school graduates. Madonna College must be the direct recipient of this report. Scholastic Aptitude Test (SAT) or other test results are optional.

### Transfer Applicants:

- Official transcript(s) from the college(s) attended.
- Official high school transcript if less than 12 semester hours of

transferable credits or quarter hour equivalent have been earned from prior college(s).

Students contemplating admission to the teacher education, emergency medical technology, legal assistant, medical technology, or social work programs should meet with an advisor from these departments immediately after college admission. The College reserves the right to request additional personal information and evidence of academic proficiency.

## Notification

Applicants can expect to receive written notification of their admission status within a period of two weeks following receipt of the required application documents by the Admissions Office. Exceptions to this practice involve those programs of limited access, e.g., nursing, in which applicant credentials are evaluated on a competitive basis. This may, in some cases, result in a delay of notification.

## Admission Criteria and Status

### Regular status is granted to:

- high school graduates who have earned a minimum cumulative high school grade point average of 2.5 on a 4-point scale and whose ACT results indicate sufficient potential to succeed.
- transfer applicants who have earned a minimum cumulative college grade point average of 2.0 on a 4-point scale.

### Provisional status is granted to:

- high school graduates who have earned a cumulative grade point average between 2.0 and 2.49 on a 4-point scale.

- non-recent high school graduates whose maturity and seriousness of purpose indicate evidence of possible success. These students shall be assigned to a designated advisor, who will prescribe an individual program of instruction for them and determine when they shall be assigned to their major faculty adviser.

*Non-admitted students may register for and attend college courses while they complete the admissions process.* Students in this category must be admitted within two terms in order to continue their enrollment. Those students who do not intend to seek a degree but wish to enroll in courses for personal and professional enrichment may do so. These courses may or may not fulfill specific degree requirements should such students choose to pursue a formal degree program at a later date.

#### **Readmission**

Students admitted to Madonna College who have not been in attendance for two years at the College or who have transferred meanwhile to another college are required to file an application for readmission. Baccalaureate graduates of Madonna College returning for additional study are not required to apply for readmission, but must reactivate their file with the Registrar's Office.

Students who return to the College after an absence of two or more consecutive terms must meet the degree requirements of the Bulletin which is in effect at the time of return. Credits earned in certain fields more than ten years prior to admission or readmission may not be valid as degree credits.

The files of applicants who are admitted for a specific term, but who do not register, are held in the Admissions Office for a period of two years following that term. After this period, non-registered applicants must apply for readmission.

Incomplete files of non-registered applicants are not kept beyond two years.

#### **Early Admission of High School Students**

High school students of superior ability who have completed their junior year may be admitted to the freshman class at Madonna College even though they have not completed their high school senior year. However, recommendation from the high school principal must accompany such an application indicating that the student has a scholastic standing of 3.0 or better. A personal interview is required prior to admission.

Also, superior senior high school students may enroll in one or more lower-division courses at Madonna College. It is thus possible for the student to earn college credits while concurrently completing high school graduation requirements.

#### **Transfer Students**

Students transferring to Madonna College from either a two-year or four-year institution must provide evidence that they are in good academic and personal standing at their previous colleges. The Madonna College grading system is used to determine their grade point average.

All transfer students and students pursuing a second baccalaureate degree at Madonna College must complete the minimum requirements for the desired majors and at least



30 semester hours, which may include courses in General Education. Transfer students pursuing an associate degree at Madonna College must complete the minimum requirements for the desired majors and at least 15 semester hours.

The College will consider accepting credits from degree-granting institutions listed in *Accredited Institutions of Higher Learning* published by the American Council on Education. Credits from non-accredited institutions may be accepted in escrow pending successful completion of college-level courses at Madonna College.

*All adjustments, additions, and corrections to transfer credits must be completed within the term following the student's admission into the College.*

#### **Graduates with Associate Degrees**

Madonna College provides educational opportunities to graduates of community colleges who have earned associate degrees and are interested in pursuing bachelor degrees. Ordinarily, a student may not transfer more than 64 semester



hours or the equivalent from a two-year college into a bachelor program at Madonna College. The Associate of Arts or Science degree from a community college is recognized as fulfilling the two-year General Education requirements at Madonna College provided that the transfer courses conform with the Michigan Association of Collegiate Registrars and Admissions Officers (MACRAO) agreement. Additional baccalaureate level General Education Requirements, including religious studies, are required.

#### **Contractual Agreements**

*American Institute of Banking:* Students may transfer a maximum of 30 credit hours with a grade of "C" or better from the American Institute of Banking toward a major in financial services administration for a bachelor of science degree at Madonna College.

*Control Data Institute:* Upon admission to Madonna College, Control Data Institute graduates of the computer programming and computer technology programs are granted 30 semester hours of credit toward a Bachelor of Science degree with a major in Computer Information Systems. (Select courses may apply toward a Computer Science major.) These 30 semester hours will be recognized as the major concentration for the Associate of Science degree in Computer Technology. To complete the requirements for this degree, the student must complete an additional 30-32 semester hours in general education at Madonna College.

*Michigan Fire Fighters Training Council:* Upon admission to Madonna College, graduates of the Michigan Fire Fighters Council Basic

Fire Fighting and/or Fire Inspector School programs may apply for up to 12 semester hours of credit toward an associate or bachelor of science degree in Fire Science and/or Occupational Safety and Health through the Office of Admission.

*Michigan Paraprofessional Training Institute:* Graduates of the MPTI medical laboratory technician or radiography sequence of courses, involving 2,336-3,040 hours of instruction, will be granted 49-51 semester hours of credit for this work when they are admitted to Madonna College.

*Specs Howard School of Broadcast Arts:* Students who have completed the Fundamentals of Practical Broadcasting Arts are granted up to 20 semester hours to be applied as the specialty area within the communication arts major. Students apply to the Communication Arts department for the credit after having successfully completed 12 semester hours of course work at Madonna College.

#### **Advanced Standing for Non-Traditional Students**

Madonna College believes that higher education should be available to persons throughout their lifetime and not just immediately after high school graduation. The College welcomes all persons who wish to return to study later in life, either on full-time or part-time schedules. Military personnel, civil service employees, management and supervisory personnel from business and industry, housewives and personnel

from allied health occupations may pursue degree programs appropriate to their lifetime interests. All applicants follow the regular admissions procedure.

Candidates from areas of specialization, e.g., law enforcement officers, fire protection and occupational safety, health personnel and social work personnel, may receive credit for on-the-job field experience and for related knowledge.

Each academic department determines the credit awarded for external study experience and professional training. A personal interview with the Experiential Learning Director is required.

#### **International Students**

International students are encouraged to apply for admission to the College at least one year before enrolling in classes. In addition to fulfilling the admission requirements previously listed, these students must submit:

1. Official results of the Test of English as a Foreign Language (TOEFL) or of an equivalent English proficiency test.
2. A statement signed by the applicant's parent or guardian assuring full financial responsibility for the student.

Applicants to Madonna College who are graduates of foreign high school must have academic preparation equivalent to that required of eligible U.S. high school graduates. Following notification of admission, the student must submit an advance enrollment deposit of \$1,500. The Director of Admissions will issue the I-20 following receipt of the deposit.

# TUITION AND EXPENSES

Madonna College believes that higher education should be affordable to all who seek it. Therefore, tuition is maintained at the lowest possible level. The following schedule is in effect beginning in Term I, 1984:

## TUITION

Regular and Audit . . . . .	\$ 75 per semester hour
Emergency Medical Technology . . . . .	\$ 80 per semester hour
Nursing . . . . .	\$ 100 per semester hour
Credit by Examination/Evaluation . . . . .	\$ 27 per semester hour
Testing Fee . . . . .	\$ 15 per evaluation or per exam
Non-Credit Courses (See Specific Departments)	

## FEES

Madonna College reserves the right to change fees without advance notice. Inquiries relating to fees should be referred to the Student Billing Department in writing or by calling (313) 591-5034.

### Course Fees (Non-Refundable)

- Directed Teaching: 4 s.h., \$40; 8 s.h., \$80.
- Home Management (HEF 427): Resident \$30, Non-Resident \$60.
- Private Music Instruction: \$90 per course, 1 lesson per week, per term.
- Other: Additional course fees are required and are published in the class schedule each term.

Application (Non-Refundable) . . . . .	\$ 15
Advance Enrollment Deposits	
Nursing students . . . . .	\$ 50
(For all students entering the Nursing Program to guarantee the student's intent to enroll at Madonna. Deposit is applied to the amount due at registration; it is non-refundable in event of the student's withdrawal.)	
Foreign Students . . . . .	\$ 1,500
(Deposit refunded to paying party when the student is no longer enrolled in Madonna's programs.)	
Registration . . . . .	\$ 10 per term
Unscheduled Registration (Returning students only) . . . . .	\$ 20
Deferred or Anticipated Examination . . . . .	\$ 10 per test
The Instructor will require a receipt from the Student Billing Department that the fee has been paid.	
Removal of Incomplete . . . . .	\$ 5
Transcript of Credits . . . . .	\$ 2
Billing/Payment Record Replacement . . . . .	\$ 5
Graduation . . . . .	\$ 25
Returned Check Penalty . . . . .	\$ 10

**RESIDENCE HALL FEES**

**Room (Rented Per Term)**

Semi-Private . . . . . \$1,130 per year/\$565 per term  
 Private . . . . . \$1,380 per year/\$690 per term

**Per Night**  
 Registered Guest of Student . . . . . \$8 per night  
 Room Reservation (non-refundable but applicable  
 to room rent) . . . . . \$30

Rooms are rented for a term; no refund is made in case of withdrawal. Refunds on room reservations will be allowed to incoming students if the Dean for Student Development is notified before July 31.

**Board** . . . . . 1,130 per year/\$565 per term

Students living on campus are required to take their meals in the College Dining Hall. No refund will be made on the board fee because of contractual arrangements relating to service in the Dining Hall. Occasional or week-end absences are non-refundable.

**Incidentals**

Key Replacement . . . . . \$5  
 Room Damage Deposit . . . . . \$50  
 Replacement of Student I.D. Card . . . . . \$3

Checks should be made payable to MADONNA COLLEGE.  
 NOTE: ALL TUITION AND FEES MUST BE PAID IN U.S. CURRENCY.

**STUDENT PAYMENT POLICIES**

All students may obtain their registration forms from the Student Billing Office, when past due financial obligations have been met.

*Registration and unscheduled registration fees are due and payable at the time of registration at the Student Billing Office.*

**Payment Plans**

1. *Tuition and fees are payable in advance in full at the time billed.* Students may pay by cash (U. S. currency), check, money order or credit card (Master Card or Visa). Payment may be made by telephone for credit card holders. Payment may also be made by mail. However, the College is not responsible for lost or delayed mail. The assessment of program adjustment and late payment charges is determined by the date payment is received by the Student Billing Office, regardless of the postmark date.
2. *Students who do not pay in full in advance automatically choose the deferred payment plan of two equal installments.*  
 The initial payment is due approximately two weeks prior to the beginning of each term. The balance of tuition and fees is due six weeks after the

beginning of the term. The Class Schedule Bulletin carries the exact due dates for each term. The deferred payment plan is denied to students whose accounts have in the past been referred to a collection agency because of the student's failure to pay the College.

NOTE: Each billing due date will have an associated billing close date. The close date will be approximately two weeks prior to each billing due date. Students who register after the established billing close date, or add additional courses to their initial registration, will be required to pay the minimum advance payment of 50 percent before registration forms are processed. Students registering for non-credit or CEU will be required to pay 100 percent of the charges at the time of registration.

- 3 . *Payment may be made through the direct crediting of a financial aid award to the students account, provided that the award is sufficient to cover the required advance minimum payment.* This plan excludes college work-study awards. Students with an insufficient amount of financial aid to cover the minimum advance payment of 50 percent are required to pay the difference by the invoice due date. Students who have not received their official award verification notice prior to the billing close date are also required to pay the minimum advance payment of 50 percent when due.

NOTE: The following student assistance programs, for which the student has applied and/or been approved but from which the student has not yet received funds, will not serve to release the student from the obligation of required minimum payments when due: Guaranteed loans, veteran benefits, Michigan Tuition Differential Grant and special department awards. The latter two may be applied toward final payment.

- 4 . *Students whose employers will be invoiced for tuition and expenses may submit a billing authorization form prior to the billing close date, in lieu of the 50 percent advance payment.*

#### **Address Changes**

It is the responsibility of the student to inform the College of any address changes by completing a change of address form in the Student Billing Office. Mail returned to the College because of an address change will not defer the assessment of program adjustment and late payment charges.

#### **Penalties**

- 1 . *Failure to meet the required minimum advance payment due date will result in the suspension of the student's registration.* Prior to the end of add/drop week, in order to reinstate the registration, the student is required to pay a \$10 suspension fee in addition to the 50 percent minimum payment. At the end of add/drop week, in order to reinstate the registration, the student is required to pay a \$30 suspension fee in addition to the 100 percent of the term's charges. If the student does not plan to attend, he/she should withdraw through the Registrar's Office.

- 2 . *A penalty of 5 percent up to a maximum of \$30 is assessed if the second payment is not received by the due date on the invoice.*
- 3 . *Students whose accounts are past due for a current semester's enrollment or who are in debt to the College at the end of any term are not entitled to register, receive a transcript, or diploma until the account is settled.*
- 4 . *Checks returned for any reason will constitute non-payment and will be subject to a \$10 penalty per check. Program adjustment or late payment charges will be assessed when applicable.*

#### **Billing Error or Dispute**

Errors or disputes about a bill must be submitted in writing within 30 days after the mailing date of the bill. The written inquiry must include: name and social security number, a description of the presumed error, and the dollar amount of the presumed error.

The student remains obligated to pay the portion of the bill not in dispute, but the disputed amount may remain unpaid until such time that the problem is resolved. Send billing inquiries to Student Billing Office, Madonna College, 36600 Schoolcraft Road, Livonia, Michigan 48150.

#### **Other Penalties**

- 1 . *Program adjustment fee:* a complete drop prior to the first day of classes is not assessed a program adjustment fee. Thereafter, a complete drop is assessed \$10. Each add/drop transaction is assessed a \$10 program adjustment fee.

At least 50 percent of the increased tuition and fees resulting from a change in program made after the billing close date is paid at the time of the adjustment. No program adjustment fee is assessed for changes required as a result of College actions.

- 2 . *Unscheduled registration:* Students who do not complete registration on the days designated in the Class Schedule Bulletin will be assessed an unscheduled registration fee of \$20, which includes the \$10 registration fee plus penalty.
- 3 . *Replacement fee:* Requests to duplicate billing records and to verify payments are assessed a \$5 replacement fee.

#### **Refunds/Credit Adjustments**

Students are required to officially drop or withdraw from classes in person or in writing through the Registrar's Office. The date the Registrar's Office receives the request determines the amount of any adjustment of tuition after classes have begun.

Students who do not officially drop or withdraw from classes within the specified add/drop periods are responsible for full tuition and fees for the courses. In such cases the grade of NC is entered for the courses on the student's transcript.

*Tuition credit adjustments are made according to the following schedule:*

**FULL TERM**

Add/drop week . . . . .	100% minus \$10 adjustment fee
Second week . . . . .	75%
Third week . . . . .	50%
Fourth week . . . . .	25%
No credit past the fourth week	

**CLASSES, WORKSHOPS & SEMINARS LESS THAN FULL TERM**

	No. of class sessions	
	1-4	5-8
First class meeting . . . . .	100%	100%
Second class meeting . . . . .	25%	50%
Third class meeting . . . . .	0%	25%
No credit past the third class meeting		

**NOTE:** Students unable to complete the withdrawal process within the designated time periods, or those compelled to withdraw completely at any time due to circumstances beyond their control, may appeal the credit adjustment decision in writing to the Business Manager.

**REFUNDS VS. CREDITS:**

When students decrease their schedule or withdraw from classes, only certain credit for the total tuition commitment can be granted based on the above credit adjustment schedule. A credit adjustment is not necessarily a refund. If the credit is greater than the amount due, the difference is refunded to the student. If the credit is less than the amount due, the difference must be paid by the student.

Students whose tuition was paid all or in part from financial aid funds will have all or a portion of the refund restored to the aid program. Therefore, students may not receive cash refunds.

Students whose accounts have a credit balance from changes in registration should complete a refund request form in the Student Billing Office.

Student accounts which have a credit balance from financial aid received are not automatically refunded. To receive a refund, students must make a written request anytime after the sixth week of classes in the fall and winter terms, and after the fourth week in the spring/summer term. Madonna College encourages students to leave credit balances on their account to ensure that they can meet the required minimum payments of a subsequent term.

All students who have a credit balance at the end of a term automatically will receive a refund if they are not registered for classes in the subsequent fall or winter term.

All refunds are mailed. Students will receive a refund check in approximately two weeks from the date of their request. The College needs time to process the formal student refund request, to process the check, and to allow for mail delivery. Fees are not refundable.

A credit balance of \$1 or less is not refunded unless specifically requested, and is not credited against future registration charges after the end of the term in which the credit is generated.

### Non-Refundable Fees

- 1 . *Room and Board fees are not refundable.* Rooms are rented for a term; no refund is made in case of withdrawal. Refunds on room reservations will be allowed to incoming students when the Dean for Student Development is notified by July 31. No refund will be made on the board fee because of contractual arrangements relating to service in the dining hall.
- 2 . *Graduation fee:* A non-refundable graduation fee of \$25 is charged each student who applies for graduation. It is assessed only once for each degree. Students who file an "intent to graduate" form pay the \$25 fee at the Student Billing Office at that time. The intent form must be completed, signed by the student's advisor and presented to the Registrar's Office. See College Calendar for deadlines.





# FINANCIAL AID

Madonna College provides financial assistance to admitted students whose scholastic aptitude merits a scholarship and/or whose personal and family resources are inadequate to meet the educational cost. All students are urged to apply for financial aid.

The primary responsibility for financing a college education rests with the student, the parents and/or the spouse. Financial aid is a supplement to the funds which can reasonably be provided by the applicant and his/her family. The student is expected to contribute toward education expenses through savings, employment, Social Security benefits, and earnings from both the students, spouse and/or parents.

Because the demand for student aid exceeds the supply of monies available, most financial aid programs must limit their awards to students who can demonstrate need according to a nationally accepted formula which is applied uniformly to all individuals applying for aid.

## Eligibility for Financial Aid

The eligibility requirements for the Pell Grant (formerly Basic Educational Opportunity Grant), Supplemental Educational Opportunity Grant, Michigan Tuition Grant, Michigan Competitive Scholarship, National Direct Student Loan, Nursing Student Loan, Guaranteed Student Loan and College Work-Study are as follows:

1. Citizenship: U.S. citizen, national or U.S. permanent resident who has a 1-51 or 1-551 (Alien Registration Receipt Card) or I-94 with proper endorsement.  
—Michigan residence for Michigan Tuition Grant and Competitive Scholarship.
2. Enrolled in an eligible course of study on at least a half-time basis (six credit hours). NOTE: Credit by examination, audit, life experience, and/or experiential learning are NOT counted in determining a student's eligibility for any type of financial aid.
3. To be eligible to apply for and/or to continue to receive financial aid, the student MUST be making satisfactory academic progress. Satisfactory progress is determined based on two criteria: cumulative grade point average and movement toward a degree as measured by course completion. The student must maintain a minimum cumulative GPA of 2.00. In addition, the full-time student must successfully complete a minimum of 20 s.h. per academic year. Part-time students (those enrolled for 6-11 s.h.) must complete a minimum of 10 s.h. per academic year. (A formula will be applied to determine the completion factor for students whose enrollment status [FT, PT] changes from one term to the next.)

A student who does not meet the criteria of "satisfactory progress" will be placed on financial aid probation the following term he/she enrolls.

Failure to make satisfactory progress during the probation term will result

in dismissal from the College and loss of all Federal, State and Institutional aid.

Students may appeal their dismissal and/or loss of aid to the Dean for Student Development.

More detailed information on Satisfactory Academic Progress is available upon request from the Financial Aid Office.

- 4 . The student must not be in default on a student loan or refund on a student grant.
- 5 . Student must sign a Statement of Educational Purpose/Registration Compliance.
- 6 . The student must have demonstrated financial need.

In addition to the criteria listed above, applicants must be officially admitted to Madonna College and be enrolled in a degree or certificate program to be eligible for the Pell Grant, National Direct Student Loan, College Work Study and/or Supplemental Educational Opportunity Grant.

#### **Application Procedure**

To apply for the Pell (formerly Basic Educational Opportunity) Grant, College Work Study, National Direct Student Loan, Nursing Student Loan, Supplemental Educational Opportunity Grant, Michigan Tuition Grant and Michigan Competitive Scholarship, a student must:

- 1 . Complete a Madonna College Financial Aid Application, sign it, and return it to the Madonna College Financial Aid Office.
- 2 . Complete a Financial Aid Form (FAF) which is available from high schools, libraries and the Madonna College Financial Aid Office. Send this form along with the appropriate fee to the College Scholarship Service, Box 2858, Princeton, N.J., 08541. NOTE: students should pay particular attention to Section G, items 43 through 47.
- 3 . Submit a copy of parents' income tax form 1040, 1040A, or 1040EZ, and all schedules if the student is a dependent (live with or receives support from parents). Independent students must submit copies of their 1040, 1040A, or 1040EZ and all tax forms. (Dependent students must also submit a copy of their 1040, 1040A, or 1040EZ.)
- 4 . Students or parents who had no taxable income may be required to provide supportive documents for all non-taxable income received, such as ADC, Social Security, Unemployment, etc. They must also complete an income tax information waiver form. NOTE: Parents or students who lost, or did not retain a copy of their tax form 1040, 1040A, or 1040EZ may request a duplicate by completing IRS form 4506 available from the Madonna College Financial Aid Office.

- 5 . All students who attended another college or university prior to coming to Madonna MUST request those institutions previously attended to complete a Financial Aid Transcript and send it to the Madonna College Financial Aid Office. These forms are available from the Madonna College Financial Aid Office.
- 6 . Independent students (those who do not live with or receive support from their parents) under age 25 must complete the Self-Supporting Student Verification Form available from the Financial Aid Office.
- 7 . Students who are not U.S. Citizens or U.S. Nationals MUST Provide a copy of their I-151 (Alien Registration Receipt Card) or I-94, I-181 or I-181B with proper endorsement.
- 8 . Applications should be submitted as early as possible each year. To ensure full consideration students are encouraged to apply as follows:

Fall Term	February
Winter Term	September
Spring/Summer Term	January

NOTE: Students need to apply only once each academic year.

- 9 . Procedures for students applying for Madonna College Scholarships and Endowment Scholarships:
  - Fulfill requirements for admission to Madonna College.
  - Complete Madonna College Scholarship Application by March 1.
  - Scholarship/Award winners will be notified by April 15.

#### Available Federal Aid Programs

- 1 . PELL GRANTS (BASIC GRANTS): Undergraduate students from limited income families are entitled to up to \$1,900 per year in federal Pell Grant aid (formerly called Basic Educational Opportunity Grants); on the basis of financial need. The grants can be renewed annually until the student completes an undergraduate degree. Students may apply for the Pell Grant by marking the appropriate boxes on the financial aid application.
- 2 . SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS: The federally funded Supplemental Educational Opportunity Grants may be awarded to undergraduate students whose financial aid applications demonstrate need. The maximum grant allowed for a student is \$2,000 a year. These grants may be renewed each year that need is shown and funds are available until the student completes an undergraduate degree.
- 3 . NATIONAL DIRECT STUDENT LOANS: Up to \$1,500 per year is available to students who demonstrate financial need. Repayment begins six months after graduation or reduction of class hours to less than half-time and may extend over a ten year period. Interest charges of five percent (5%) begin at

the start of the repayment period.

4. **NURSING STUDENT LOANS:** Up to \$2,500 per year is available to students majoring in nursing who demonstrate financial need. Repayment begins 9 months after graduation or reduction of class hours to less than half-time and may extend over a ten year period. Interest charges of 6 percent (6%) begin at the start of the repayment period.

Detailed information regarding current loan amounts, deferment, postponement, cancellation, and repayment provisions for the loans listed above are available upon request from the Financial Aid Office.

5. **COLLEGE WORK STUDY:** The College Work-Study program encourages employment for financially needy undergraduate and graduate college students in jobs on campus. These jobs are secured through the College Financial Aid Office.

#### **Available Michigan Aid Programs**

1. **MICHIGAN TUITION GRANTS:** The Tuition Grant program provides grants up to \$1,300 per year to qualifying Michigan residents for tuition and fee expenses. This aid is granted students whose financial aid application shows financial need.

Tuition Grants are provided to eligible full-time or part-time undergraduate students for up to the equivalent of 10 semesters of study. Graduate students may receive the grants for up to 6 semesters (or equivalent).

2. **MICHIGAN DIFFERENTIAL GRANTS:** Michigan residents who enroll as undergraduate students are eligible for a Michigan Differential Grant, regardless of family income. These grants are not based on financial need.

Differential Grants currently are funded at \$500 for each full-time undergraduate and \$250 for each part-time undergraduate. The award levels depend on the funding appropriated by the Legislature and may vary from year to year.

Applications should be made at the time of enrollment at Madonna. The grants are renewable for up to ten semesters. **Students who wish to participate in the program must sign a form available upon request at the Madonna College Financial Aid Office.** Forms **MUST** be completed no later than the end of the add/drop period each term.

3. **MICHIGAN COMPETITIVE SCHOLARSHIPS:** Michigan Competitive Scholarships of up to \$1,300 are awarded annually to college freshmen (Michigan residents) whose scores on the American College Test (ACT) qualify them and whose financial aid applications indicate financial need. Undergraduate students may renew their scholarships for up to the equivalent of ten semesters by maintaining eligibility.

- 4 . **GUARANTEED STUDENT LOANS:** Students (Michigan residents and non-residents) enrolled in eligible colleges can secure low-interest student loans from participating commercial financial institutions through the Michigan Guaranteed Student Loan Program. The necessary applications are available at commercial financial institutions.

The annual percentage rate when repayment begins is 8\* percent (8%) simple interest. Undergraduate students who are dependent on their parents may borrow up to \$2,500 a year and a total of \$12,500. Undergraduate independent students and graduate students may also secure Guaranteed Loans. Graduate students may also qualify for up to \$2,500 per academic year.

If a Michigan resident student has applied to a financial institution for a Guaranteed Student Loan (above) and has been denied, he/she may be eligible to apply for a loan with the Michigan Higher Education Student Loan Authority. Applications should be submitted through the Financial Aid Office.

In addition, parents may obtain loans through the program of Parent Loans for Undergraduate Students (PLUS) to help meet their share of college costs. The annual interest rate is 14 percent (14%). Parents may borrow up to \$3,000 annually for each dependent student in college.

\*NOTE: Interest rates change based on T-Bill rates. Check the Financial Aid Office for current rates. More detailed information on Michigan aid programs is available from the Financial Aid Office.

#### **Madonna College Aid Programs**

- 1 . Minimum requirements for Madonna College scholarships, endowment scholarships, and merit awards are a 3.0 GPA in high school or college academic subjects; full-time enrollment at the College (12 s.h.) during the award period.

NOTE: Madonna College scholarship and merit award winners who receive state or federal assistance may have their Madonna awards reduced, so as to comply with state or federal award guidelines.

- Madonna College **Athletic** Scholarship (1982): awarded to students who demonstrate outstanding athletic and scholastic ability.
- Thomas G. **Bosco** Family Scholarship (1977).
- Mother Mary **DeSales** Scholarship (1947): awarded to a graduate of Ladywood High School.
- **Felician-Franciscan** Scholarship (1982): awarded to a Felician Sister recommended by the Director of Education of the Livonia Province or a postulant approved by the Congregation. Preference will be given to a candidate who is enrolled full-time.
- **Handicapped** Student Scholarship (1982): interested students should contact the Madonna College Counselor for the Handicapped for more detailed information.

- Anton **Jakobs** Scholarship (1968): awarded to a Community College graduate who transfers to Madonna College.
- Rudolph **Kleinert** Scholarship (1968): awarded to a Community College graduate who transfers to Madonna College.
- **Knights of Columbus** Scholarship/George F. Monaghan Council 2690 (1970): awarded to a hearing impaired student in the amount of \$100 annually.
- Sister Mary Hugoline **Konkel** Scholarship (1984): awarded to a graduate of a Catholic High School.
- **Kowalski** Sausage Company Scholarship (1967).
- **Maccabees** Mutual Insurance Company Scholarship (1982): awarded to a Madonna junior or senior who has demonstrated academic excellence.
- Mayor Edward H. **McNamara** Scholarship (1972): awarded to a graduate of a Livonia area public high school on a rotating basis, beginning with Bentley (1983), Churchill (1984), Clarenceville (1985), Franklin (1986), and Stevenson (1987) High Schools.
- **Minority** Student Scholarship (1982): interested students should contact the Financial Aid Office for more detailed information.
- **Non-Traditional** Student Scholarship (1982): interested students should contact the Dean for Student Development for more detailed information.
- Sister Mary Joela **Patelski** Scholarship (1984): awarded to a graduate of a Catholic High School.
- Father John **Quinn** Scholarship (1979): awarded in the amount of \$300 annually.
- **St. Mary** Hospital Scholarship (1969): awarded to a nursing student.
- Sister Mary Danatha **Suchyta** Scholarship (1976): awarded to a graduate of a Catholic High School.
- Frank J. and Josephine **Svoboda** Scholarship (1962): awarded to a student pursuing Art or Journalism.
- Nancy E. **Tanger** Scholarship (1969): awarded to a prospective teacher.
- Lucille A. **Weber** Memorial Scholarship: awarded to a student majoring in gerontology.

2. Madonna College Merit Awards: Each year merit awards in the amount of \$500 each are awarded to outstanding incoming students by the Admissions office. NOTE: Students do *not* apply for Merit Awards — they are awarded through the admissions process.

3. Endowment Scholarships:

- **Brocki** Family Scholarship (1984): \$100 annually.
- Joseph **Gruscynski** Family Scholarship (1977): awarded in the amount of \$100 annually.
- Richard **Koch** Scholarship (1980): awarded in the amount of \$200 annually to a Criminal Justice Major.
- Theodore and Eleanor **Konarski** Scholarship (1984): \$250 annually.
- Anna and Stanley **Kucharski** Scholarship (1984): \$200 annually.
- Sister Mary Chester **Kucharski** Scholarship (1983): \$250 annually.
- William and Martha **Lake** Scholarship (1983): \$200 annually for RN's.

- **Lions Club Scholarship Endowment (1979)**: awarded to a hearing impaired student annually. Amount is dependent upon the size of the endowment.
- **Sister Colleen Morris Scholarship (1979)**: awarded to a student majoring in gerontology.
- **Sister Mary Berarda Osinski Scholarship (1983)**: \$500 annually. Established by Thomas A. Monaghan.
- **Mary Pitrone Richards Scholarship (1977)**: Each year in January a \$600 scholarship is awarded to a junior or senior (basic) student who is pursuing a baccalaureate degree in nursing. The student must show financial need, be of good character and dedicated to the art of nursing.
- **Riggs Scholarship (1977)**: awarded to a hearing impaired student in the amount of \$100 annually.
- **George and Caroline Zgoda Family Scholarship (1980)**: awarded in the amount of \$100 annually.

4 . Additional Scholarship:

- **Livonia Heart Fund/Sharon Jahn Scholarship (1984)**: awarded to a graduate of a Catholic High School.

**Supplemental Assistance Programs**

A variety of funds are also available from Government agencies for students who are in specific kinds of situations. Some of the major sources of such funds are:

- **Social Security Educational Benefits** provide benefits for single, full-time students, to age 22, who come from families eligible for Social Security Assistance. Contact the Social Security Administration for further information.
- **Veteran's Benefits** are educational benefits for veterans and dependents of certain deceased/disabled veterans. Contact the Financial Aid Office at Madonna College or Veterans Administration under U.S. Government telephone directory listing.
- **Vocational Rehabilitation Educational Benefits** are for students with physical or mental disabilities which result in substantial handicaps to employment. Contact local VRS Office for additional information.
- **The Bureau of Indian Affairs** can give you more information about educational benefits for students of at least ¼ American Indian descent. They can be contacted at Michigan Inter-Tribal Education Association, Keweenaw Bay Tribal Center, Baraga, Michigan 49908.
- **Employee Tuition Reimbursement Program**. Many employers will pay tuition for their employees who successfully complete course work at Madonna College. For more details check with the Personnel Office at your place of employment.

More detailed information on all Financial Aid Programs is available from Madonna College Financial Aid Office, 1-(313)-591-5035, 5036 or 5193. **All** students are encouraged to contact the Financial Aid Office for further information and assistance in applying for financial aid.

# STUDENT LIFE

Madonna recognizes that quality college life is not limited to educational opportunities alone. Diverse and stimulating extracurricular activities promote individual student growth and interest, making college far more than attending classes. The following opportunities exist for all our students: young, older, men, women, handicapped, commuter and resident.

## Student Clubs and Organizations

Madonna students have the opportunity to express their interests and develop leadership and commitment through voluntary club memberships and campus chapter organizations. Active campus organizations include:

American Chemical Society  
Athletic Club  
Business Professionals Association  
Criminal Justice Association  
(Lambda Alpha Epsilon-Mu Chi)  
Gerontology Association  
Home Economics/Family Life Club  
Kappa Gamma Pi (Honor Society)  
Silent Voice Club  
(deaf & hearing impaired)  
Social Work Association  
Society of Medical Technologists  
Student Nurses' Association  
Student Teaching Association

## Student Government

Annual elections are held for the Madonna Student Government, which promotes the interests and welfare of the student body. Student Government coordinates the campus clubs and organizations, whose presidents are voting members. Special events such as dances, mixers and coffee houses are student government sponsored.

## Student Representation:

### College Committees

Students are represented on most standing committees of the faculty and the Board of Trustees, including:

### Faculty Standing

Admissions and Scholarships  
Curriculum and Educational Policies  
Library  
Teacher Education  
Cultural Affairs  
Campus Ministry

### Board of Trustees

Academic Programs and Support  
Services  
Physical Plant  
Public Relations and Development



## Cultural Affairs

An essential dimension of a liberal arts education is the opportunity for artistic expression and appreciation. Madonna offers various programs in the fine and performing arts for student participation.

In the fall and spring there are student fine art and photography



exhibits. A reader's theatre group, music recitals, the Madonna Chorale — open to all students and community members — and a spring fashion show offer opportunities for performing arts expression.

The College's Cultural Affairs Committee, with in-put from students, plans an outstanding series of performing arts. Past events have included nationally-known dance, drama and musical performances, as well as lecturers.

The College also sponsors a captioned film series of recent movies for the deaf and hearing impaired. A student publication, *The Phoenix*, offers students the opportunity to produce a campus newspaper.

Students who wish to go off campus for cultural activities will find many opportunities in the greater Detroit-Ann Arbor metropolitan area.

### **Athletics**

The Physical Educational Department offers a variety of classes geared toward the development of good health and fitness. Offerings include Aerobics/Jazzercise, Physical Fitness and Conditioning, and other seasonal classes (see workshops). Instruction in sports includes tennis, bowling, and golf. Winter classes include downhill and cross-country skiing.

The athletic program has expanded offering Women's volleyball, Men's and Women's basketball and baseball at the intercollegiate level. All team sports are open to all students.

Basketball scholarships are available to students of promising talent.

The Athletic Club, available to all students, promotes school spirit through the sponsorship of the annual 10K (6.2 mile) fun run, sports banquet,

sports clinics, and other events.

The Activities Center is open to students during posted Open Gym Hours. Locker room facilities are available for men and women. Outdoor facilities include lighted tennis courts, basketball court, soccer and softball fields, and a volleyball pit. Expansion is planned to include a hardball diamond.

### **Campus Ministry**

Religious and lay faculty members of Madonna's Campus Ministry team serve as counselors and spiritual activity coordinators for students of all denominations. The practical application of Christian moral principles is what Campus Ministry seeks through student participation. Among the activities sponsored by the Ministry are daily celebration of the Holy Mass, annual student retreats, Bible study sessions, Reconciliation services, spiritual counseling and Thanksgiving and Christmas food drives for the needy.

### **Residence Halls and Food Service**

Madonna maintains residence halls with separate accommodations for undergraduate men and women students. Room and board are provided as part of the residence contract. Admitted students apply for residence through the Dean for Student Development. The Residence Handbook explains policies for life in the dormitories.

Food service is available in the cafeteria located in the Residence Hall. Three meals are served daily, except during recess and vacation periods. The cafeteria is open to resident and commuter students, staff and guests of the College.

### **Health Services**

Health services are available at St. Mary Hospital located adjacent to the College campus. Students are responsible for all medical bills incurred because of sickness or injury on or off campus. Students may apply for medical insurance through Madonna College.

### **Handicapped and Hearing Impaired Students**

Madonna endeavors to include handicapped students in all aspects of

student life, by providing facilities and services for handicapped students. For example, a ramp between the residence and academic buildings and special laboratories in the classroom and gymnasium areas promote access and independence of movement for students. The flat terrain, ramps, elevators, curb cuts, special laboratories and electronic opening doors provide additional ease of movement.

Madonna has as its stated goal an integrated hearing-deaf community. (See Student Support Services section of this bulletin.)



# STUDENT SUPPORT SERVICES

To assure that Madonna College students have opportunities to progress and excel, the College offers extensive support services. Minority students, handicapped students, older adults returning to college, veterans and underprepared/provisionally admitted students have access to the following services.

## Counseling

Students whose academic performance is being disturbed by personal problems from some source of stress may contact the Dean for Student Development, an appropriate faculty member or a member of the Campus Ministry team for assistance. Referrals to community professionals are made in cases where problem resolution is beyond the realm of College resources.

At Madonna much emphasis is placed on advising the student in his or her plan of studies. (See Academic Policies section.)

## Madonna Academic Performance Program (MAPP)

Located in the Center for Personalized Instruction, the MAPP program assists underprepared students experiencing difficulty in basic skills areas. Tutors are available in specific subject areas as well as basic reading, writing, mathematics and chemistry.

Students may be admitted to the program by self-referral or referral by a faculty member. The director of the program reviews the student's problem area and prepares a plan for regularly scheduled remediation and subsequent evaluation.

## Career-Related Services

Madonna College emphasizes a learner-career approach to education, which means that students are assisted in identifying and realistically analyzing their intellectual abilities and career options, from admission through graduation. The hub of work-education and job placement services is the Career Resource Center (CRC). Here in one location are the offices of Admissions, Student Development, career counseling and Cooperative Education and Placement.

Students may take advantage of career counseling, testing, and planning. A specialized library provides books, pamphlets, monographs, video and audio-tapes and filmstrips on career related topics.

Up-to-date information is available through the System of Interactive Guidance and Information (SIGI) and the Michigan Occupational Information System (MOIS). The former helps students determine personal values, preferences, interests and abilities in making career decisions. The latter reflects the statewide employment and educational outlook.

The CRC offers three courses in Terms I and II which may be elected for social science credit:

- CRC 100 — *Career Planning and Decision Making, 1 s.h.*
- CRC 317 — *Adults in Transition, 1 s.h.*
- CRC 313 — *Job Planning and Research, 1 s.h.*

(See also Academic Options section for Cooperative Education.)

### **Handicapped/Hearing-Impaired Services**

Students with a documented physical handicap are eligible for special support services to assist them in their educational progress. The Office of Educational Support Services (ESS) employs a support team that includes:

- *Interpreters*, proficient in American Sign Language, who interpret upon request for the deaf and hearing-impaired in the classrooms and at other important events.
- *Notetakers*, for students whose disability prevents them from taking notes in their classes.
- *Counselors*, who are trained and sensitive to the needs of special students, and who assist students in making academic and personal adjustments to college life.

While students are ultimately responsible for their own progress, the support team assures that students will have equal access to classroom information.

Funding for students needing services of interpreting, note taking, and tutoring (in basic skills area) is requested from Vocational Rehabilitation Services where available. If handicapped students are not eligible for governmental rehabilitation funds, the College will provide for these services.

### **Library Services**

The new additions to the campus buildings include the College library, a large lecture hall, an art exhibit gallery and other related offices and services.

The College library houses open stacks for circulation and reference, conference rooms, offices, a typing room, listening and reviewing stations, the law library, the Center for Personal-

ized Instruction, the College archives and a closed stack room.

### **Health Instruction Center**

The Health Instruction Center provides a variety of audiovisual material and equipment in two autotutorial areas. A conference section, testing area and administrative offices are also provided. In the practice lab and physical assessment room, clinical equipment is available for student practice or faculty planned simulation.

The services of the Director of the Health Instruction Center are available to all students and faculty of the College designing and implementing instruction systems. The center maintains evening and Saturday hours for the convenience of students and faculty.

### **Academic Computer Laboratory**

The Academic Computer Laboratory (ACL) provides hands-on experiences for students with computer majors. Also, computer literacy is achieved in many non-computing courses where computers are used to demonstrate the value of a computer in work-settings. Students' assignments are completed on Apple, Radio Shack and IBM-PC microcomputers.

An IBM 4331 mainframe computer system is available to students in programming, statistics, and graduate research areas. An expanding network of terminals provides these advanced students with easy access to high-speed processing power for class assignments. This hands-on experience duplicates many employment situations.

The laboratory is open during posted hours Monday through Saturday, including four evenings.

Lab assistants are on duty to insure the effectiveness of training.

# COLLEGE POLICIES

## Academic Advising and Counseling

Students are assigned faculty advisors who assist them in developing plans of study to meet their professional requirements. In addition to the academic advisors, students have access to counselors who assist in promoting personal growth and development, and aid them in times of stress and need.

**Students are required to meet with their advisors prior to registration to have the programs for the term approved.** The Student Advisement Form, signed by the advisors, is presented by students to the Registrar at the time of registration. **The College assumes no responsibility for students' programs if students are self-advised. Students are urged to meet with their advisors periodically to discuss academic progress and future plans.**

## Student Load

The normal credit hour load per semester is sixteen; maximum load without special permission from the Dean for Student Development is eighteen, exclusive of choral and physical education activities. A minimum of twelve credit hours is required for certification as a full-time undergraduate student. Freshman status is 0-29 hours. Sophomore status is 30-59 hours. Junior status is 60-89 hours. Senior status is 90 hours or more.

## Level of Instruction

Courses with numbers from 100-299 are lower division courses intended primarily for freshmen and sophomores. Juniors and seniors are urged to take upper division courses

with numbers from 300-499.

Students must observe prerequisites set by the College and/or by their specific departments. Since the College must consider the needs of the entire student body, it may be impossible to honor individual requests for particular hours and instructors. The scheduling of courses and sections at certain hours does not assure a student's admission to any given section. **The College may cancel or substitute any course listed for which there is insufficient registration.**

## Registration

To enroll in courses, students must register with the Office of the Registrar. That office also manages registration for: consortium, guest, and credit-by-examination.

Currently enrolled students are expected to register on days specified in the College calendar. A fee of \$10 will be charged during scheduled registration and an additional \$10 fee for unscheduled registration. Students enrolling for the first time may register up to the add/drop period. For workshops and institutes, students may register any time prior to the first session. Necessary changes in registration, including withdrawal in writing from a course, are made through the Registrar's Office. The service charge for a change in registration is \$10. The student who does not withdraw officially — in writing — from a course receives a grade of non-credit (NC).

## Attendance

Class attendance is required of all students. Repeated absences may result in lowering of grade or loss of credit. The College places the responsi-

bility for attendance upon the student. Students should report prolonged absences to the Dean for Student Development.

#### **Change of Address**

Students must notify the Registrar of any change(s) in name, home address, and telephone number. A form is provided for this purpose.

### **INTERPRETATION OF GRADES**

#### **A— Exceptional — 4 honor points per semester hour.**

Represents outstanding achievement.

It implies that the student:

- a. consistently exceeds average requirements;
- b. is always alert, active and makes original and pertinent contributions to class discussions with evidence of a well-developed critical attitude and sound judgment.
- c. is prompt, accurate in assignments, and shows command of English and mastery of the subjects;
- d. reads extensively and works independently and pursues research projects independently;
- e. gives evidence of superior aptitude, high originality and great ability to grasp and organize the subject matter of the course and apply it to other fields and to the problems of daily life.



#### **B— Very Good — 3 honor points per semester hour.**

Represents work which is decidedly above average.

It implies that the student:

- a. frequently exceeds average requirements;
- b. is usually alert and active in class discussion, showing some critical attitude and good judgment.
- c. exercises noticeable care in working on assignments and gives evidence of doing independent reading and research;
- d. is eager to learn and willing to profit from direction and criticism;
- e. has ability to transfer the general principles of the course to other situations.

**C— Satisfactory — 2 honor points per semester hour.**

Represents work which is good.

It implies that the student:

- a. performs the required assignments regularly;
- b. is attentive during class hours and gives adequate answers;
- c. is usually careful, neat and accurate in work;
- d. masters the facts of general principles of the course and grasps their more general significance;
- e. uses material from preceding courses but needs additional assistance;
- f. does research and independent reading.

**D— Poor but Passing — 1 honor point per semester hour.**

Designates work which is below average, that is, below the standards set for graduation unless it is balanced by superior work in other courses.

It implies that the student:

- a. usually does the minimum requirements and merely grasps the basic material of the course;
- b. frequently misunderstands the assignments and is careless in preparation of them;
- c. is willing but slow to comply

with instruction and correction;

- d. seldom or never participates in class discussion and only gives irregular answers when detailed questions are directed by the instructor or other students.

**NC —No Credit — (Failure) — 0 honor points**

- a. designates unacceptable work and requires the student to repeat course to gain credit;

**b. NC is included in computing grade point average.**

**S— Satisfactory (Optional Grade: C or Better)**

Except for specifically designated "S" courses open to all students, only juniors or seniors may elect in each semester one course for which the usual academic credit will be granted with a designation of S but without any quality points for the grade. The policies governing such markings are:

- a. The courses for S marking may not be given in courses for the major, minor, or professional programs, unless granted by department chairperson for lifework experience.
- b. Students may elect the S grade at the Registrar's Office not later than the date specified in the school calendar.
- c. Instructors will issue conventional grades for course work which will be converted to S on the academic record.

- d. Only grades of C and above will be converted to S. A grade of D is not converted to S.
- e. Unsatisfactory performance in S grade courses is recorded as NC.

**W – Withdrawal**

Students who wish to withdraw from a course(s) must do so officially – in writing – at the Registrar’s Office before the deadline date specified in the calendar of the College bulletin. Failure to officially withdraw from a course will be recorded as NC and computed in the grade point average.

**Y– Carry-Over**

For courses taught over two terms with grade awarded in second term.

**AUD – Audit**

Audit status must be approved both by the student’s advisor and the course instructor. Audit status must be selected at the time of registration. Auditors must adhere to the attendance policy of the course; those who fail to meet attendance requirements will be recorded as “W” on their transcript.

**I– Incomplete**

A grade of I automatically becomes NC if not removed within six weeks after the end of the term. In extenuating circumstances, students must arrange for an extension of this limit with the instructor and the Registrar.

**Note:**

1. Students receiving a grade of D or NC may be permitted to repeat a course once; twice, if approved by the instructor and department.
2. Only a grade of C or better is applicable toward a major, minor, a professional program, or required supportive courses.
3. The College reserves the right to request students to withdraw from a program due to unsatisfactory performance in the theoretical and/or practical phases of that program or because of inappropriate behavior.

**Examinations, Grade Reports, and Transcripts**

Final examinations are administered at the end of each term. An unexcused absence from a final examination may constitute a failure in the course.

A report of the final grade in each course and the student’s grade point average for the term is mailed to each student.

Transcripts are issued within a week after a signed request by the student. Transcripts for completed course work will be mailed after all grades have been posted – usually within three weeks of the end of the term. Issuance of the first transcript is free; additional requests for transcripts are \$2 each. Official transcripts are issued to the student in extenuating circumstances only. The fee for such service is \$3.

**Scholastic Integrity**

All written work is presumed to be the effort of the individual student.

Scholastic dishonesty will be penalized in accordance with the gravity of the situation. (See *Style Manual* for particulars.)



Cheating on examinations results in automatic failure in the course. A student so accused has the right of appeal to the Student Grievance Board.

Violating library rules regarding unauthorized removal or damaging of books, magazines, or periodicals is also violation of integrity.

#### **Dean's List**

Full-time students who carry at least 12 semester hours (none by evaluation), maintain a grade point average of 3.5 or better during a term and make satisfactory progress as defined below merit first honors on the Dean's List; 3.25-3.49, second honors.

#### **Satisfactory Academic Progress/ Probation/Termination**

To be eligible for continued enrollment, the student **MUST** maintain satisfactory academic progress.

Satisfactory progress is based on the following criteria: cumulative grade point average and movement toward a degree as measured by course completion. The student must maintain a minimum cumulative GPA of 2.00. In addition, the full-time students must successfully complete a minimum of 20 s.h. per academic year. Part-time students (those enrolled for 6-11 s.h.) must complete a minimum of 10 s.h. per academic year. Students taking 5 s.h. or less must complete one course for each term they are enrolled. (A formula will be applied to determine the completion factor for students whose enrollment status [full-time and part-time] changes from one term to the next.)

A student who does not meet the criteria of "satisfactory progress" will be placed on probation the following term he/she enrolls. Failure to make satisfactory progress during the probation term will result in dismissal from

the College. Students who have been terminated because of failing to make satisfactory progress and who wish to appeal the termination shall: 1) appeal to the Dean for Student Development; 2) Students may appeal an unfavorable decision to the Student Appeal Board. More detailed information on Satisfactory Academic Progress is available upon request from the Dean for Student Development.

Names of veterans who fail to make satisfactory progress are submitted to the Veteran's Administration.

#### **Student Grievance Procedure and Appeal Board**

The Student Grievance Procedure provides a method for settling student grievances which result from misinterpretation in areas related to the Madonna College Bulletin and/or departmental policies. The grievance procedure must be requested within six weeks of the end of the term wherein the grievance exists.

*If a student, heretofore referred to as the grievant, has a complaint he/she completes the following procedure:*

1. The grievant attempts to rectify the problem by seeing the faculty member with whom the grievance exists within 15 teaching days following the grievant's knowledge of the complaint.
2. If the matter is not settled to the satisfaction of the grievant within 10 teaching days, the grievant proceeds to the immediate supervisor of the faculty member with whom the grievance exists, normally the department chairperson.
3. If these two courses of action fail to produce satisfactory results,

and, if a grievance committee exists in the department, the grievant, after another 10 days, may appeal to the appropriate committee within the department wherein the grievance exists.

4. If the grievance of the student is not resolved at level 2 or 3, after an added 10 days, the grievant may turn to the Student Appeal Board. It is understood that the faculty member will be kept apprised on the events as they occur.

*If the grievant seeks a hearing from the Student Appeal Board:*

1. The grievant writes a letter describing the nature of the grievance to the Dean for Student Development.
2. A hearing date is set with the Student Appeal Board upon receipt of the letter. At that time both the grievant and instructor are allowed to present their views of the grievance. Following the hearing, the grievant and instructor are dismissed; and the Student Appeal Board arrives at a majority decision.
3. The grievant and instructor are notified of the decision in writing by the Dean for Student Development after the hearing. If the grievant is not satisfied with the decision, he/she may appeal to the Academic Dean, whose decision will be final.

#### **Notice of Intent to Graduate**

Students who plan to earn Bachelor Degrees, Associate Degrees, or Certificates of Achievement must file appropriate notices with the Registrar one semester before the term in which they

plan to finish their course work. Deadline dates are specified in the calendar of the College bulletin. Failure to meet the deadline date may result in graduation being postponed until the following term.

#### **Degrees with Distinction**

Graduation honors are computed on an overall grade point average excluding credits received for the term prior to graduation for May graduates. A student pursuing a second baccalaureate degree must complete a minimum of 45 semester hours at Madonna College to be considered for graduation honors.

With Honors, 3.5-3.699; with High Honors, 3.7-3.899; With Highest Honors, 3.9-4.0.

#### **Graduation and Commencement**

Students may graduate at the end of each term upon completion of degree requirements. A minimum 2.00 GPA from Madonna College is required. The annual commencement exercises are scheduled early in May. Students receiving degrees are expected to participate in the exercises. Each candidate is assessed a \$25 fee for expenses, regardless of participation.



### Experiential Learning

1. Formal application for prior learning credit will be accepted by the college when a student is formally admitted.
2. Credits for prior learning will be recorded when an admitted student has earned at least 12 semester hours of class work at Madonna College.
3. Prior learning credit will be granted for learning experiences which match or parallel the content of a college course in that subject.
4. In some areas the College expects the applicant to demonstrate adequate laboratory and clinical/field work experience.
5. Up to sixty hours of credit may be granted for prior learning, and this may satisfy the requirements for General Education, a major, or an elective.
6. Thirty semester hours may be granted on successfully completing CLEP examinations. Three to four semester hours for each course may be awarded to individuals who achieve a mean score, based on CLEP national norms sample. CLEP credit can be used to satisfy many of the General Education Requirements for graduation. CLEP credits will not be awarded in a subject below the level of work already attained by students. The English Composition CLEP exam does not fulfill the English requirement, and the Natural Science Examination does not apply toward a science degree.
7. CLEP examinations are admini-

stered monthly on the Thursday before the third Saturday, with the exception of December, February and August at Madonna College and require approximately one month processing.

8. The transcript of students who have been awarded prior learning credit will carry the notation that credit was granted by evaluation, e.g., PSY 101.1, General Psychology.
9. Grading for prior learning credit is usually Satisfactory (S). No failing evaluation is recorded.
10. Each student who plans to receive a bachelor's degree at Madonna College will need to take a minimum of 30 s.h. of course work at Madonna College.
11. Experiential learning credits are excluded in determining a student's eligibility for financial aid.

### Cooperative Education (Co-op)

Students are encouraged to incorporate into their degree plans academically related work experiences of sufficient duration — a minimum of two terms. Course numbers for cooperative education are 191, 192, 291, 292, 391, 392, 491, and 492.

The Cooperative Education program offers the following work and study schedules:

- Alternating — semester of full-time co-oping (40 hours per week) followed by a semester of course work on campus.
- Parallel — full or part-time co-oping and on-campus course work pursued daily or weekly during the same semester.

*Eligibility criteria for students interested in cooperative education:*

1. Sophomore or higher college status, unless approved for earlier job placement by the department granting credit.
2. Transferees qualify after earning nine semester hours at Madonna College or earlier upon departmental recommendation.
3. An overall GPA of 2.0 and 2.7 in the major field of study or as defined by the department in which Co-op credit will be earned.
4. Full intent to complete a minimum of two co-op terms and a degree program at Madonna College.
5. Employable on terms of the employer defined in the job placement.

*Students apply to Cooperative Education by:*

- Obtaining an application form from the Office of Cooperative Education and making an appointment with the Co-op Director.

Application for Co-op studies should be completed by April 1 for Term I, October 1 for Term II, and February 1 for Term III.

**Catholic College Consortium**

*General procedures for enrolling in consortium college classes:*

1. Students must enroll for at least 12 s.h., including the course(s) at the consortium college. An advisor's signature is required. Official authorization form is obtained from the

home Registrar, filled out, and validated. The completed authorization form is presented to the Registrars of both home and host schools and the registration procedure of that institution is followed.

2. Tuition is paid to the home institution. Special laboratory and/or studio fees are paid directly to the host school. Madonna students may also be requested to pay a tuition differential in some instances.
3. To drop a course taken on the above basis, students must comply with the deadlines of the home and host institutions and must officially inform the Registrars of both home and host schools of the decision.
4. The authority to limit the total number of courses which Madonna students may pursue at other consortium schools rests with the Academic Dean.

**COLLEGE POLICIES: Guidelines for Student Life & Activity**

**Student Records**

In accord with the "Family Educational Rights and Privacy Act of 1974," the policy of Madonna College regarding students records is as follows:

1. Students have the right to inspect their records. The institution will comply with the student's request for information within 45 days after the request has been filed.
2. Confidential information pertaining to students will not be disclosed to

any person, organization or agency outside the College without the written authorization of the student.

3. A parent or legal guardian of a student under 18 years of age may request to view the dependent's records.
4. Directory information is public information.

*Excluded from inspection are the following:*

1. Parental financial records.
2. Confidential records of recommendation filed before January 1, 1975.
3. Confidential letters solicited under a waiver of the right of future access.

*Records excluded from the provisions of the Act:*

1. Personal notes of teachers and administrators.
2. Law enforcement records.
3. Employment records.
4. Medical psychiatric reports or related professional files.

*Records may be released without written consent to:*

1. Other school officials within the College.
2. Accrediting organizations.
3. Officials with application or receipt of financial aid.

4. State or local officials as required by state statute.
5. Organization conducting studies on behalf of educational institution.
6. In an emergency: health or safety.

A record of requests for information must be kept with each student's file.

#### **I.D. Cards**

College student identification cards are issued by the Office of the Dean for Student Development at the time of the first registration. The I.D. Card can be replaced for \$3.00. The I.D. Card should be carried at all times; it is used whenever identification is necessary, and must be presented when requested by a College staff member or security guard.

#### **Parking Regulations**

Students are to use the south parking lot, except where restrictions are posted for reserved parking for the disabled. There is no parking on the grass or anywhere on the inner campus. Parking violators will be ticketed. Parking decals are obtained in the Office of Student Billing, and students are requested to place the decals on their windshield.

#### **Dress**

When on campus, students are expected to wear proper attire. Standards of good taste and propriety should be observed.

#### **Madonna College Alumni Association**

All graduates of Madonna College

are considered members of the Madonna College Alumni Association. The MCAA provides recruitment assistance, on-campus activities and off-campus trips in which current students can participate. In cooperation with the Alumni Office, the MCAA raises funds for the College Annual Fund Campaign and Association projects.

### **Prohibitions**

Students are prohibited from gambling or using narcotics, drugs and alcoholic beverages on campus. Madonna College recognizes its duty to uphold the laws of the State of Michigan. Students are reminded that violation of these laws may be considered as a misdemeanor or as a felony. The College will not condone the abuse of the law or of persons. The College acknowledges, however, that alcohol and drug dependence is an illness and may make treatment recommendations, in lieu of or in addition to penalties.

In deference to non-smokers, smoking is confined to designated

areas in the academic building, the Commons Room, and the patio of the Residence Hall.

### **Drives and Solicitation of Funds**

Individual students or organizations are not permitted to operate stores or conduct sales in the dormitory or on the campus. Nor shall anyone solicit funds or organize or participate in drives for any reason without first securing approval of the Office of Development.

### **Buildings and Equipment**

Damage caused by students to College property will result in disciplinary action as well as financial assessment for replacement or repair.

### **Changes in Policy**

Students are responsible for knowledge of any authorized changes in policy, regulations, and procedures that may be implemented during the academic year.



## MAJORS/AREAS OF CONCENTRATION AND DEGREES

	Majors	Minors	Certificate of Achievement	Associate Degree	Bachelor Degree	
					B.A.	B.S.
Accounting	X					X
Activity Therapy in Gerontology			X			
Aging and Mental Health			X			
Allied Health Management	X					X
Biology	X	X				X
Business Administration (General)	X	X		X		X
Chemistry	X	X				X
Child Care and Guidance	X	X	X	X		X
Child Development	X	X				X
Clinical Dietetics	X					X
Clothing Management	X	X				X
Commercial Art	X			X	X	
Communication Arts	X	X		X	X	
Community Nutrition	X					X
Computer Information Systems	X	X				X
Computer Science	X	X		X		X
Computer Technology				X		
Criminal Justice	X	X	X	X		X
Law Enforcement						
Corrections						
Administration/Management						
Economic Applications	X					X
Education <sup>1</sup>						
Emergency Medical Technology	X					X
Emotional Impairment (Spec. Education)	X				X	
Engineering <sup>2</sup>						
English	X	X		X	X	
English-Journalism	X	X		X	X	
English-Speech	X	X		X	X	
Fashion Merchandising	X	X				X
Financial Services Administration	X					X
Fine Arts	X	X		X	X	
Fire Science	X	X	X	X		X
Food Service Management	X	X				X
Foods and Nutrition	X	X		X		X
Foreign Languages					X	
French <sup>1</sup>	X	X			X	
General Dietetics	X					X
Gerontology	X	X	X	X		X
Health (Voc. Certification in Education)	X					X
History	X	X			X	
Home Economics and Family Life	X	X				X
Home Economics in Business	X					X
Hospice Care		X	X			
Humanities		X				
Journalism/Public Relations	X	X		X	X	
Latin <sup>2</sup>		X				

## MAJORS/AREAS OF CONCENTRATION AND DEGREES

	Majors	Minors	Certificate of Achievement	Associate Degree	Bachelor Degree	
					B.A.	B.S.
Learning Disabilities (Spec. Education) . . . . .	X				X	
Legal Assistant . . . . .	X		X	X		X
Management . . . . .	X					X
Marketing . . . . .	X					X
Mathematics . . . . .	X	X		X		X
Medical Technology . . . . .	X					X(BSMT)
Music Education . . . . .	X	X			X	
Music Management . . . . .	X				X	
Music Performance . . . . .	X	X			X	
Music - Piano Pedagogy . . . . .			X			
Natural Science . . . . .	X	X		X		X
Nursing . . . . .	X					X(BSN)
Occupational Safety & Health . . . . .	X	X	X	X		X
Physics . . . . .		X				
Polish <sup>3</sup> . . . . .		X				
Political Science . . . . .		X				
Preprofessional <sup>4</sup> . . . . .						X
Pre-Dentistry . . . . .						
Pre-Law . . . . .						
Pre-Medicine . . . . .						
Pre-Osteopathy . . . . .						
Pre-Podiatry . . . . .						
Pre-Veterinary . . . . .						
Psychology . . . . .	X	X				X
Public Administration . . . . .	X	X		X	X	
Radiologic Technology . . . . .	X					X
Reading, K-9 or 7-12 (Education) . . . . .		X				
Religious Studies . . . . .	X	X	X	X	X	
Security & Loss Prevention . . . . .	X	X	X	X	X	
Sign Language Studies/Interpreting . . . . .	X	X	X	X	X	
Interpreting . . . . .						
Instruction . . . . .						
Preprofessional . . . . .						
Social Science . . . . .	X	X		X	X	
Social Work . . . . .	X					X(BSW)
Sociology . . . . .	X	X		X	X	
Spanish <sup>1</sup> . . . . .	X	X			X	
Speech and Drama . . . . .		X				
Trade, Industry, Allied Health (Voc.) . . . . .	X					X

<sup>1</sup>Consortial arrangement with University of Detroit and Marygrove College.

<sup>2</sup>Consortial arrangement with University of Detroit.

<sup>3</sup>Consortial arrangement with St. Mary College.

<sup>4</sup>Students may take courses to prepare them for professional schools such as medicine. Students should become familiar with the exact requirements of the school to which they will apply.

NOTE: Certificates of Achievement and Associate Degrees are not awarded in programs such as Education, Nursing, Medical Technology and Radiologic Technology.

This chart is to be used as a guide and is subject to change without notice. Please refer to Department Chairpersons.



# DIVISIONAL ORGANIZATION

## THE DIVISION OF BUSINESS AND COMPUTER SYSTEMS

Accounting  
Business Administration  
Computer Information Systems  
Computer Technology  
Economic Applications  
Financial Services Administration  
General Business  
Management  
Marketing

## THE DIVISION OF HUMANITIES

Art  
    Commercial Art  
    Fine Arts  
Communication Arts  
    English  
    English-Journalism  
    English-Speech  
    Journalism/Public Relations  
    Speech and Drama  
Foreign Languages  
    French  
    Latin  
    Polish  
    Spanish  
Humanities  
Music  
    Instrumental/Vocal Performance  
    Music Education  
    Music Management  
Religious Studies/Philosophy  
Sign Language Studies/Interpreting

## THE DIVISION OF NATURAL SCIENCE AND MATHEMATICS

Allied Health  
Biology  
Chemistry  
Fire Science  
Mathematics  
    Computer Science  
Medical Technology  
Natural Science/Physics  
Occupational Safety and Health  
    Occupational Safety and Health/  
    Fire Science

Pre-Professional  
Pre-Dentistry  
Pre-Engineering  
Pre-Medicine  
Pre-Osteopathy  
Pre-Podiatry  
Pre-Veterinary  
Radiologic Technology

## THE DIVISION OF NURSING AND EMERGENCY MEDICAL TECHNOLOGY

Emergency Medical Technology  
Hospice Care  
Nursing  
Physical Education

## THE DIVISION OF SOCIAL SCIENCES

Criminal Justice  
    Law Enforcement  
    Corrections  
    Management/Administration  
Education  
    Education/Middle/Secondary  
    Emotional Impairment  
    Learning Disabilities  
    Reading  
Gerontology  
History  
Home Economics and Family Life  
    Child Care and Guidance  
    Child Development  
    Clinical Dietetics  
    Community Nutrition  
    Fashion Merchandising  
    Food Service Management  
    Foods and Nutrition  
    General Dietetics  
    Home Economics in Business  
Legal Assistant  
Political Science  
Pre-Law  
Psychology  
Security & Loss Prevention  
Social Science  
Social Work  
Sociology  
Trade Industry, Allied Health  
    (Vocational Authorization/  
    Certification)

# PLAN OF STUDY

Liberal Arts Education is an education for life, designed to expand the students' understanding of significant ideas and issues relevant to our culture and the complexity of the modern world. Madonna College provides students with career preparation within a liberal arts framework. This is reflected in the mission statement of the College: to educate the whole person in the attainment of Christian humanistic values, intellectual pursuits, and the realization of service to others. To this end, the College requires all students to complete a General Education core as well as major program requirements in a chosen field of study.

The General Education requirements grow out of a statement of competencies that together characterize the liberally educated person. These competencies provide a rationale for the courses designated in the core.

## Degrees

Madonna College offers programs leading to associate degrees, baccalaureate degrees, and a Master of Science in Administration.

Madonna College follows a career ladder approach to course and degree work. Credits earned for the Associate degree also apply toward the Baccalaureate degree.

## Certificate of Achievement

A Certificate of Achievement is awarded to students who earn 30 semester hours in a planned program of study, including ENG 101, with a grade point average of 2.0 (C) or better.

## ASSOCIATE DEGREE REQUIREMENTS

1. A minimum of 60 semester hours with a grade point average of 2.0 (C). The last 15 semester hours must be completed at Madonna College.
2. A minimum of 24-30 semester hours in a major field of study with an overall grade-point average of 2.0 or better. Courses should be selected in consultation with an advisor.
3. 31 semester hours in General Education:

**HUMANITIES**, 19 s.h. are required from the following distribution:

*Values/Religious Perspectives\**  
Minimum of:

- 3 s.h. Religious Studies

*Communication Skills*  
Minimum of:

- 3 s.h. ENG 101  
ENG 102

*Culture and Aesthetic Appreciation*  
Minimum of:

- 4 s.h. HUM 201  
 3 s.h. ART 202  
MUS 202  
ENG 223  
 3 s.h. HIS 108, 245, 330,  
333,  
PHL 105, 155, 201,  
221, 331

\*Some courses are designed basically within the Catholic tradition; other

courses are non-denominational in approach and of general human interest.

**NATURAL SCIENCE AND MATHEMATICS**, 6 s.h. are required from the following:

*Mathematical Skills/Computer Literacy*

*Minimum of:*

- 3 s.h. MTH 101, 104, 105, 111, 235, 238, 251

*Scientific Bases of Technological Realities*

*Minimum of:*

- 3 s.h. BIO 103, 224, 243  
CHM 111, 161  
NSC 125, 212, 303, 325, 373  
PHY 251, 252

**SOCIAL SCIENCE**, 6 s.h. are required from the following selections:

*Personal, Social and Societal Skills*

*Minimum of:*

- 3 s.h. PSY 101

*National and International Citizenship Skills*

*Minimum of:*

- 3 s.h. HIS 101, 432, 463

4. Electives may be applicable toward a major or supportive courses.

NOTE: An associate of arts or sciences degree from a community college is recognized as fulfilling the two-year General Education requirements of the College, if the MACRAO agreement is fulfilled. However, if the transfer credits do not include courses in religious studies, students are required to take 6 semester hours in that area toward a bachelor's degree, in keeping with the philosophy of the College.

Students are expected to build on the associate degree requirements by completing additional General Education requirements at the baccalaureate level.

## BACHELOR DEGREE REQUIREMENTS

For the baccalaureate degree a minimum of 120 semester hours with a grade point average of 2.0 (C) or better is required. This includes:

1. 30-56 semester hours in a major field of study with an overall grade point average of 2.0 or better, and a minimum "C" in each course of the major sequence.
2. A minimum of 47 semester hours in General Education:

**HUMANITIES**, a minimum of 25 s.h. are required from the following distribution:

*Values/Religious Perspectives*

*Minimum of:*

- 3 s.h. RST 261, 262, 267, 333, 340, 345, 347, 415
- 3 s.h. RST 305, 321, 353, 407, 410, 412, 422, 445, or 470

*Communication Skills*

*Minimum of:*

- 6 s.h. ENG 101, 102

*Culture and Aesthetic Appreciation*

*Minimum of:*

- 4 s.h. HUM 201, 305
- 3 s.h. ART 202  
MUS 202  
ENG 223

4 s.h. ENG 301, 302, 355, 361, 362, 371, 421, 475

3 s.h. HIS 108, 245, 330, 333  
PHL 105, 155, 201, 221, 331

**NATURAL SCIENCE AND MATHEMATICS**, 7 s.h. are required from the following:

*Mathematical Skills*

*Minimum of:*

3 s.h. MTH 101, 104, 105, 111, 230, 235, 251

*Computer Literacy*

*Minimum of:*

1-3 s.h. MTH 238  
BUS 225, 238, 416.2

*Scientific Bases of Technological Realities*

*Minimum of:*

3 s.h. BIO 103, 224, 243  
CHM 111, 161  
NSC 125, 212, 303, 325, 373  
PHY 251, 252

**SOCIAL SCIENCE**, 15 s.h. are required from the following selections:

*Personal, Social and Societal Skills*

*Minimum of:*

3 s.h. PSY 101 or 240 (Nursing Majors)

6 s.h. BUS 101, 218, 236, 302, 318  
CJ 401, 418  
FRE 300  
GER 107, 307  
HEF 225, 353  
PED 358  
PSY 241  
SLS 100, 231  
SOC 101, 221, 322, 367  
SPA 300  
SW 233

*National and International Citizenship Skills*

*Minimum of:*

3 s.h. HIS 101, 432, 463  
 3 s.h. ECN 271, 272, 273  
GEO 301  
HIS 231, 341, 451, 453  
PSC 251, 301, 321, 451

3. Successfully passing the senior comprehensive examination or the equivalent seminar.

Students are encouraged to consider a second major or a minor. The last 30 semester hours must be completed at Madonna College.

**MASTER OF SCIENCE IN ADMINISTRATION**

See separate publication.



# PROGRAM AND COURSE DESCRIPTION

*To the Student:* What follows is a description by department of all the courses offered at Madonna. Students are encouraged to see their academic advisers to review courses and to make course selections. An asterisk (\*) is included in parentheses after a course which is cross-listed in other departments; the asterisk indicates the department in which the course originates.

## 405 Constitutional Law (CJ\*/LAW)

This course is taught in the Criminal Justice (CJ) Department.

## ALLIED HEALTH MANAGEMENT (AHM)

The Allied Health Management program is designed to provide allied health professionals with management and organizational skills needed to assume entry-level or mid-level positions in hospitals, clinics, or schools of allied health. The program builds upon clinical expertise which students acquire through certification or registration in the health occupation.

### Admission Requirements:

For students entering within one year of high school graduation, the admission requirements are:

1. ACT or SAT test scores that indicate potential program success.
2. A 2.5 high school grade point average.

*Major:* 30-34 s.h. including 20 s.h. in Business and 10 s.h. in Allied Health. Graduates of non-collegiate programs may earn up to 40 s.h. by evaluation. Business courses requirement: BUS 101, 218, 236, 318, 271 or 272, 375. Allied Health courses required: AHM 475 and 495.

*Courses by Evaluation:* AHM 130.1, 131.1, 230.1, 231.1, 330.1, 331.1. Credit by evaluation is processed by the Allied Health Office.

**101 Medical Terminology** 2 s.h.  
Basic understanding of medical vocabulary and its use.

**201 Introduction to Health Technology (MTE)** 2 s.h.  
Academic, professional and certification requirements of health technologies with emphasis on ethical, technical and procedural orientation. Introduction to health research methodology.

**375 Allied Health Management (BUS)** 3 s.h.

**475 Administration and Teaching for Health Professionals (MTE)** 2 s.h.  
Design, implementation and evaluation of strategies for decision making and educational practice for the contemporary health professional.

**495 Senior Seminar (MTE) 2 s.h.**  
Presentation of scientific paper in a specific allied health discipline. Required of students graduating in AHM.

---

**ART (ART)**

*Fine Arts Major:* 36-40 s.h. including 105, 207, 325, 326, 346 or 446, 408, 415 and HUM 495. An extensive portfolio/exhibit of work done independently which is representative of one's growth in the area of interest is required of ALL ART MAJORS. Certificate of Achievement is available.

*Minor:* 20-24 s.h. including 105, 207, 326 or 415, 346 or 446.

*Commercial Art Major:* 36-40 s.h., including 105, 121, 207, 268, 326 or 415, 346 or 446, 361, 425 and one s.h. of cooperative education is encouraged.

Advanced placement or credit is offered upon producing a portfolio of previous art work.

**105 The Visual Arts in 2-D 4 s.h.**  
Instruction in drawing through extensive exercises in line, texture, shape, space and composition. Introduction to various drawing media.

**121 Introduction to Commercial Art (JRN) 4 s.h.**  
Introduction to the advertising field, its language, manner of working and preparation of ads for commer-

cial purposes. Prerequisite: ART 105.

**175 Painting and Composition 4 s.h.**

The development of skills requisite to oil painting or acrylics, based on a systematic treatment of composition and the techniques of painting. Emphasis on the most effective use of materials and concepts.

**191 Creative Watercolor 3 s.h.**

Exploration of a variety of ways to paint in watercolor, creative composition of subject matter and imaginative thinking. Introduction to watercolor technique and color theory.

**202 Great Monuments in World Art 3 s.h.**

Slide lectures and discussions of important artifacts and masters in the visual arts, stressing the understanding and appreciation of man's creative ability as seen through works of art. (Not for art majors.)

**203 Art Appreciation 3 s.h.**

Survey of major works in visual arts from all ages given in slide lectures and discussions with emphasis on the appreciation and understanding of the contributions of various cultures to the world of art. Interpreter available.

**207 Creative Design and Color 4 s.h.**

Elements of color and design as applied to a variety of areas in the arts. Intense study of the basic factors of creative expression. Experimentation in line, texture, area and movement. Emphasis on the development of individual creative powers.

- 268 Commercial Art Experiences** 4 s.h.  
Additional advertising problems employing the usage of airbrush, prefabricated graphic arts materials, photography and other equipment. Introduction to writing creative captions with related visuals for magazine and newspaper ads, cover designs, posters, fliers and billboards. Prerequisites: ART 105, 121 and 207 or permission of instructor.
- 305 Calligraphy** 4 s.h.  
Development of the skills and the art of lettering, spacing and layout as applied to writing of certificates, announcements and resolutions. Preparation of work for professional use. Recommended for Commercial Art students.
- 313 Photography I (JRN)** 3 s.h.
- 314 Photography II (JRN)** 3 s.h.
- 316 Art for the Elementary School Teacher (EDU)** 2 s.h.  
Study of elements of art with orientation to a variety of media and techniques, emphasizing preparation of innovative, motivating art lessons appropriate to elementary grades. (Specifically designed for non-art majors.)
- 325, 326 History of Art I, II** 4,4 s.h.  
Understanding and appreciation of the fine arts as exemplified in the major monuments of man's creativity from the ancient cultures to the present.
- 330 Advanced Drawing** 1-4 s.h.  
Advanced level instruction in composition with an emphasis on the human figure, the head and abstractions.
- 331 Advanced Painting** 1-4 s.h.  
Advanced level instruction in one of the following media: oil, watercolor, acrylics, or mixed media.
- 335 Art and Culture of Africa, Near East and Asia (HUM)** 3 s.h.
- 346 Relief and Silkscreen Printing** 4 s.h.  
Principles and techniques of making multiple images from relief surfaces such as linoleum, wood block, and from stencil printing, particularly silkscreen. Prerequisites: ART 105, 207 or permission of instructor.
- 361 Advertising Design** 4 s.h.  
Layout and skillful preparation of advertising problems at an advanced level. Introduction of the television commercial, campaign and specific production knowledge. Areas of interest: Art Direction, Illustration, Direct Sales and Container Design. Prerequisite: ART 268.
- 408 Three Dimensional Forms** 4 s.h.  
Three dimensional forms including sculpture and ceramics. Choice of one medium made and experimented with in depth. Wood, clay, plaster as well as more contemporary materials employed.
- 415 Modern Art (HUM)** 4 s.h.  
A detailed study of the art movements, artists and new media of the 19th & 20th century in Europe and contemporary America.

**425 Advanced Problems in Commercial Art** 4 s.h.

Advertising campaign problems; camera-ready layout and illustration; color separation and preparation of art work for printing; advanced and independent problems for business and/or institutions; preparation of a job-seeking portfolio.

**440, 441 Studio Electives** 1-4 s.h.

Independent advanced work in media and disciplines not currently offered, such as advanced watercolor, design, ceramics and advertising, etc.

**446 Etching and Lithograph** 4 s.h.

Printing with a press using the full range of values and textures provided through these techniques. Introduction to various intaglio processes such as etching, aquatint and drypoint, to planographic methods such as lithography and monoprint, to collography, and to color experimentation and edition printing.

**495 Senior Seminar (HUM)** 1 s.h.

Required of all FINE ART MAJORS.

---

**BIOLOGY (BIO)**

*Major:* 30 s.h. Required courses: BIO 103, 104, 226, 243, 244, 301 and 495. Required courses from other fields: CHM 111, 112; PHY 251, 252 or 271; and MTH 6 s.h., including MTH 111. A chemistry minor is recommended, as well as cooperative education.

*Minor:* 20 s.h. Required courses: BIO 103, 104, 224, 226 and 301.

**103, 104 General Biology I, II** 4,4 s.h.

Fundamental biological principles and problems as they apply to molecular, cellular, organismic, and ecological levels of the plant and animal worlds. Lecture 3 hours, laboratory 3 hours. Co-requisite: enrollment in or completion of CHM 111 or equivalent. One year of high school biology and chemistry recommended.

**224 Basic Human Physiology** 4 s.h.

Non-laboratory study of the functioning of the body systems considering the integration and control of life processes in the cells, tissues, organs, and systems of the human body.

**226 Microbiology** 4 s.h.

Fundamental principles of microbiology with emphasis on the biology of bacteria and other microbes (metabolism, genetics, growth and death); their ecological relationships in natural and controlled environments and the interactions of pathogenic microorganisms and their human and animal hosts. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 161 or 221 and BIO 104 or 244; or consent of instructor.

**243, 244 Anatomy and Physiology I, II** 3,3 s.h.

Study of the structure and function of the ten major body systems. Supplementary topics include: the cell, fluids and electrolytes, and acid-base balance. Lecture 2 hours, laboratory 2 hours, recitation 1 hour.



**301 Genetics 4 s.h.**

Principles of genetic theory with its application to plants, animals and humans and technique (including statistics). Lecture 3 hours, laboratory 3 hours. Prerequisite: 6 s.h. of biology; MTH 235 recommended.

**317 Invertebrate Zoology 4 s.h.**

Morphologic and physiologic study of representative invertebrate organisms, with emphasis on the parasitic groups. Identification of invertebrate species stressing the parasitic adult and larval forms. Lecture 2 hours, laboratory 6 hours. Prerequisite: BIO 226.

**327 Immunology 3 s.h.**

Basic principles of immunology with emphasis on the nature of antigens and antibodies, the theories of the immune response and the application of principles in hypersensitivity, tumor and transplantation immunology. Lecture 3 hours. Prerequisite: BIO 226, 301 and CHM 361.

**350 Medical Mycology 4 s.h.**

Studies in the isolation and identification of fungi with emphasis on the fungi of medical importance. Lecture 3 hours, laboratory 3 hours. Prerequisite: BIO 226.

**361 Epidemiology 3 s.h.**

Study of factors involved in the occurrence and prevention of diseases within human populations. Prerequisite: BIO 226.

**371 Pathophysiology 3 s.h.**

Study of disease processes affecting normal functioning of the human body in cardiovascular, pulmonary, endocrine, neurological and renal systems. Prerequisite: BIO 243, 244.

**402 Advanced Human Physiology 4 s.h.**

A study of the normal functioning of the human organ systems with emphasis on muscle, nerve, and cardiovascular physiology. Special topics include cellular transport and acid-base balance. Prerequisite: BIO 224 or 244.

**427 Clinical Bacteriology 4 s.h.**

Study of the qualitative and quantitative aspects of bacteriology in relation to diseases as found in humans. Methods of detection, isolation, enumeration, toxin production and techniques in the identification of pathogenic bacteria. Lecture 2 hours, laboratory 6 hours. Prerequisite: BIO 226; BIO 327 recommended.

**470 Biological Investigation 1-4 s.h.**

Independent research, directed reading or special problems under the supervision of a faculty member. Prerequisite: recommendation of major adviser, and problem director.

**495 Senior Seminar 2 s.h.**

Preparation and presentation of a scientific paper and evaluation of others' papers. Taken by students with Senior status as a requirement for graduation.

*Pre-Professional\* (dentistry, medicine, osteopathy, podiatry, veterinary)*

Students preparing for a health professions career may major in any area whose free electives allow completion of the following basic courses:

Biology (BIO 103, 104) 8 s.h.  
Chemistry (CHM 111, 112, 221, 222) 16 s.h.  
Mathematics (MTH 111, 251) 8 s.h.  
Physics (PHY 251, 252) 8 s.h.

\*Schools and programs vary in general requirements for admission. Students are advised to become familiar with the exact requirements of the program(s) to which application will be made.

within one year of high school graduation, the admission requirements are:

1. ACT or SAT test scores that indicate potential success in the program.
2. A 2.5 high school GPA.

### **BUSINESS ADMINISTRATION (BUS)**

The Business Administration Department offers majors in:

- Accounting
- Computer Information Systems
- Economic Applications
- Financial Services Administration
- General Business Management
- Marketing

Admission Requirements:  
For the student entering

### **Business Administration Majors**

Completion of a minimum of 56 s.h. is required in business administration courses, of which 30-32 s.h. must be in a major area. Core courses required for all business administration majors are: BUS 201, 202, 236, 238, 244, 333, 355. Required courses outside the business area are: ECN 272 and 273, MTH 105 or MTH 111, 230 and 235. The final 12 hours of the major must be completed at Madonna College, including BUS 495.



*Accounting Major Requirements:* BUS 303, 304, 315, 358, 370, 405, 430 and 495. Students planning to take the CPA exam should also take BUS 361, 406, 432, and 450. Accounting electives are chosen from BUS 242, 371, 380, 414, 438, LAW 241 or co-operative education.

*Financial Services Administration Major Requirements:* BUS 242, 303, 304, 315, 371, 430, 432, 495, and ECN 380. Electives are chosen from BUS 302, 310, 313, 405, 414, 438, 442, 451, co-operative education, or selected American Institute of Banking courses.

*General Business Major Requirements:* BUS 495 plus electives. Program must be developed with an adviser.

*Management Major Requirements:* BUS 302, 313, 315, 318, 430, 495. Students may choose from two tracks: Human Resource Administration or Production Management. Required courses for the Human Resource Administration track are BUS 310, 427, and 442. Electives are chosen from BUS 371, 375, 414, 415, 419, 438, 469, SOC 233, PSY 342, 422, 483, and co-operative education. The Production Management track requirements are BUS 363, 414, 421. Electives are chosen from BUS 310, 415, 419, 438, 442, 469, or co-operative education.

*Marketing Major Requirements:* BUS 255, 307, 313, 315, 368, 415, 442, 495; minimum of one of the following, 363, 387 or 414. Electives are chosen from ART 121, 305, 361, BUS 430, 438, 469, HEF 343,

432, 447, JRN 205, or co-operative education.

#### **Computer Information Systems Majors**

Completion of a minimum of 56 s.h. is required which include a set of core courses, computer electives, and support courses, selected from an applications area. The requirements for this program comply with the Data Processing Management Association guidelines.

Required courses outside the computer core area are: ECN 272 and 273, MTH 105 or 111, 230, and 235, and BUS 238.

Requirements are 30-32 s.h. in computer courses including BUS 245, 248, 291, 345, 348, 385, 447, 455, and 485. Electives are chosen from MTH 248, BUS 341, 365, 400, 419 and 432; 24-26 s.h. in one of the following applications areas: Accounting, Allied Health, Business Administration, Criminal Justice, Law or Public Administration. The final 12 hours of the major must be completed at Madonna College, including BUS 447 and 485.

#### **Economic Applications Majors**

Completion of a minimum of 56 s.h. is required for this interdisciplinary degree. The final 12 hours of the major must be completed at Madonna College, including BUS 495.

Courses required are: BUS 201, 202, 315, 333, 355, 430, 442, 491, 495, ECN 272, 273, 380, 451, PSC 451. Electives may be selected from BUS 242, 371, 414, PSC 251, HIS 301, 321, MTH 325, or SSC 495.

Required courses outside the business and economics area are: MTH 105 or 111, 230, and 235.

#### **Associate Degrees**

**Business Administration (30 s.h.)**

Required courses are BUS 201, 236, 238, 244, and 272.

**Computer Technology (30 s.h.)**

Required courses are BUS 238, 245, 248, 291, 201, and 272.

#### **Minors**

**Business Administration (24 s.h.)**

Required courses are BUS 201, 272, and 225 or 238.

Recommended courses are BUS 236 and 244.

**Computer Information Systems (24 s.h.)**

Required courses are BUS 201, 238, 245, 248, and 291.

See Graduate Studies Bulletin for Master of Science in Administration degree with a Business Administration major.

#### **101 Contemporary Society and Organization 3 s.h.**

The dynamics of contemporary administration, social and political influences on the organization, laws and regulatory agencies and their impact on the organization; career opportunities in the organization.

#### **201 Principles of Accounting I 4 s.h.**

Elementary accounting theory and procedures, including classification of accounts, journalizing, posting, preparation of working papers and financial statements, recording of plant assets, inflation accounting, and computerized application.

#### **202 Principles of Accounting II 4 s.h.**

Continued study of accounting principles, emphasizing partnerships, capital stock, cost accounting, budgeting and income tax considerations. Prerequisite: BUS 201.

#### **218 Human Behavior and Attitudes (CJ) 2 s.h.**

Holistic approach to understanding oneself; discussion of various approaches to personal growth and development; overview of communication skills and practices; analysis of personal values and attitudes. No credit within business major.

#### **225 Computer Fundamentals 1 s.h.**

Introduction to the fundamentals of computers for the non-technical person. Emphasis on hands-on experiences, and elementary programming in BASIC. No credit for business or computer information systems majors.

#### **236 Principles of Management (CJ) 3 s.h.**

Introduction to the administrative process, theories and practices. Analysis of managerial functions and their relationship to political, power and conflict-resolution forces within the organization.

#### **238 Introduction to Computers 3 s.h.**

Study of uses and capability of computers and hardware, software, terminology, program planning techniques, procedures, systems, and ethics of data storage and retrieval; explores the integration and application of information systems with human resources in business and society; introductory programming techniques in BASIC.

**242 Principles of Banking 3 s.h.**

Introduction to the principles of banking. Pertinent topics of bank management, capital investment, liquidity, internal audit, and control. Prerequisites: 201 and 273.

**244 Principles of Marketing 3 s.h.**

Study of marketing concepts, terminology, and applications, with special emphasis on the marketing mix relationships: e.g., product, price, promotion, and distribution. Introduction to the role and operation of marketing functions and their respective influence on the organization, both internally and externally.

**245 Programming 3 s.h.**

**Applications I: RPG II**

Problem-solving with the computer, using the computer language RPG II, numerical and non-numerical applications in a business environment; emphasis on translating specifications into RPG II, using a top-down structured approach. Prerequisite: BUS 238.

**248 Programming 3 s.h.**

**Applications II: COBOL**

Problem-solving with the computer, using the computer language COBOL, numerical and non-numerical applications in a business environment; emphasis on reading, interpreting and understanding program specifications, translating specifications into COBOL and developing top-down structured design. Prerequisite: BUS 245 or one other programming course.

**255 Consumer Behavior (HEFL) 3 s.h.**

The study of the impact of consumer behavior based on psychological and sociological forces on the market. Analysis of the buying decision process, and how it is affected by advertising, public relations, and the mass media. Emphasis on consumer-oriented legislation. Prerequisite: BUS 244.

**271 Economics for Human Services (ECN) 3 s.h.**

**272 Principles of Microeconomics (ECN) 4 s.h.**

**273 Principles of Macroeconomics (ECN) 4 s.h.**

**291 Co-op: Computer Operations 2 s.h.**

Hands-on experience in a computer environment; includes programming, data base experience, troubleshooting, and operations. Prerequisite: BUS 248.

**302 Organizational Behavior 3 s.h.**

Analysis of group and individual behavior in the organization; analysis of social structures which affect management policies and procedures. Prerequisite: BUS 236.

**303 Intermediate Accounting I 3 s.h.**

An intermediate level examination of the basic accounting statements and underlying accounting principles. Topics include: present value concepts, current assets, current liabilities, long-term liabilities, plant and intangible assets. Prerequisite: BUS 202.

**304 Intermediate Accounting II** 3 s.h.

A continuation of the intermediate level examination of the basic accounting statements and underlying accounting principles. Topics include: accounting for leases, pensions, income taxes, changing prices, financial statement analysis, and statement of changes in financial position. Prerequisite: BUS 303.

**307 Promotional Strategy** 4 s.h.

A study of key promotional tools (Advertising, Public Relations, Sales and Sales Promotion). Major emphasis on identifying the factors that become the basis for promotional decisions determining managerial strategy. Prerequisites: BUS 244 and 255.

**310 Human Resource Utilization** 3 s.h.

Analysis of personnel functions, job and manpower requirements, techniques for recruitment and hiring, job analysis techniques; compensation process; collective bargaining process. Prerequisite: BUS 236.

**313 Managerial Accounting** 3 s.h.

Management use of accounting information for planning and control, evaluation of financial performance, and product revenue cost relationships. Prerequisites: BUS 202 and 236.

**315 Business Finance** 3 s.h.

Introduction to the theories and practices of financial management. Emphasis on interpreting financial statements, asset and liability management, sources and uses of funds, dividend policies and effects of various policy decisions on the value of the firm. Prerequisites: BUS 313, MTH 235, ECN 272, 273.

**318 Human Behavior and Leadership (CJ)** 2 s.h.

Leadership and its relationship to theory, style, time management, problem solving, personal power, team building, and self-assessment. Prerequisite: Junior standing or full-time work experience.

**333 Business Law** 3 s.h.

Study of law as an institution and how it functions in society; emphasis on the study of contracts and agency, sales, property, commercial paper, credit transactions, government regulations, and business organizations. Case study method used.

**341 Programming Applications III: PASCAL** 3 s.h.

Problem-solving with the computer, using the computer language PASCAL: numerical and non-numerical applications in a business environment; covers basic PASCAL programming constructs, user-defined scalars, pointers, subroutines, and functions. Prerequisites: BUS 238 and one programming course.

**345 Systems Analysis and Design** 3 s.h.

An overview of the systems development lifecycle with emphasis on techniques and tools of analysis, design, documentation, and logical system specification. Prerequisite: BUS 248.

**348 Data Structures** 3 s.h.

Data file organization and manipulation, includes sequential and random access, indexed files, linked lists, trees, searches and sorts. Prerequisite: Minimum of two programming courses and a working knowledge of one of the following: PASCAL, COBOL, FORTRAN, or BASIC.

**355 Decision Making with Statistics** 4 s.h.

Nature of decisions and quantitative methods as used in business. Topics studied include probability, normal curve, forecasting, linear programming, PERT, simulation, and other research tools. Course includes formal term projects utilizing specific quantitative methodology. Includes computerized applications. (An algebra entrance exam will be given; special algebra workshops will be offered for all students needing additional algebra.) Prerequisite: MTH 235.

**358 Taxation I (LAW)** 3 s.h.

A study of the principles of taxation emphasizing the individual as a taxable entity. Included is a study of tax law as it pertains to inclusions in gross income, exclusions from gross income and deductions available to the taxpayer. Prerequisite: BUS 202.

**361 Taxation II (LAW)** 3 s.h.

Continued study of principles of taxation; emphasis on business entities, estates and trusts. Prerequisite: BUS 358.

**363 Materials and Purchasing Management** 4 s.h.

Relationship and coordination of purchasing to other business functions. Includes qualitative and quantitative procedures for determining need, selection of sources, storage of materials. Prerequisites: BUS 236, MTH 235 or BUS 355.

**365 Office and Business Automation** 2 s.h.

An examination of the office as a center of business activity, opera-

tional logistics, decision support, and the impact of automation on the office environment. Emphasis on the integration of the various elements and how they mesh to form integrated systems. Subjects to be covered include word processing, electronic mail, data banks, videotex, teleconferencing, and distributed data processing. Discussion includes human/system interfaces and appraisals of current and future technology trends and their impact on human resources and the business environment. Prerequisites: BUS 238.

**368 Marketing Communications** 3 s.h.

Principles of effective communications as applied to marketing operations including preparation of marketing surveys and sales communications; preparation of oral presentations and video informational programs. Prerequisites: BUS 236 and 244, ENG 102.

**370 Cost Accounting** 3 s.h.

Analysis, design, and operation of cost accounting systems; techniques for planning, controlling and analyzing revenue-cost relationships. Prerequisites: BUS 303 and 355.

**371 Institutional Portfolio Management** 3 s.h.

Analysis of the savings/investment process. An appraisal of the relative values and importance of various instruments, kinds and types of investment is made. The role of government in the investment-making function is discussed as to its impact on the outcome of investment decisions. Prerequisites: BUS 315.

**375 Allied Health Management (AHM) 3 s.h.**

Management problems and practices in health care facilities. Prerequisite: BUS 236.

**380 Money and Banking (ECN) 3 s.h.**

**385 Data Base Management 3 s.h.**

Introduction to the concept and structures necessary to implement a database system. Prerequisites: BUS 348 and two courses in programming.

**387 Sales Management 3 s.h.**

Introduction to organization and direction of sales programs. Emphasis on formulation of strategic sales programs, involving personal selling activities and integration of sales efforts with other marketing elements of the firm, implementation of sales programs, selection of appropriate sales personnel, designing and implementing sales policies and procedures, evaluation and control of sales force performance. Prerequisite: BUS 244.

**400 Decision Support Systems 2 s.h.**

An analysis of the highest level of information support systems which aid the manager in the decision-making process. Prerequisites: BUS 345 and 385.

**405 Advanced Accounting 4 s.h.**

Advanced accounting theory as it applies to partnerships, consolidations, home and branch accounting, installment sales, interim financial statements and fund accounting. Prerequisite: BUS 304.

**406 Advanced Accounting Topics 1-3 s.h.**

Emphasis placed on in-depth analyses of accounting principles and procedures applicable to governmental units and non-profit organizations. Additional topics relating to important current developments in accounting will be introduced. These may include FASB regulations, international accounting, bankruptcy and reorganization. Prerequisites: BUS 304.

**409 Overview of Computers for Educators (EDU) 1 s.h.**

Introduction to Apple computer with special applications for educators: hands-on experiences. (Not for business or computer information systems majors.)

**410 BASIC Programming for Educators (EDU) 2 s.h.**

Problem-solving with the computer, using the computer language BASIC with special applications for educators. Prerequisite: BUS 409 or basic knowledge of the Apple computer. (Not for business or computer information systems majors.)

**411 Intermediate BASIC Programming for Educators (EDU) 2 s.h.**

Continuation of BUS 410, including random and sequential access files with special applications for educators. Prerequisite: BUS 410.

**412 Pascal Programming for Educators (EDU) 2 s.h.**

Problem-solving with the computer, using the computer language Pascal with special applications for educators. Prerequisite: BUS 409 or basic knowledge of the Apple computer. (Not for business or computer information systems majors.)



**414 International Business 3 s.h.**

The relationship of culture, politics, law, and economics to the operation of multinational business. Study will cover an integrated approach to marketing, finance, law, management, sociology, political science, and economics. Prerequisite: Senior standing.

**415 Marketing Management 4 s.h.**

A study of the overall marketing strategy pertaining to problems experienced in today's economy, utilizing a case study method. Emphasis on physical distribution, cost analysis, and effective pricing. Prerequisites: BUS 355, minimum of 12 s.h. in marketing, and senior standing.

**419 Special Problems 1-3 s.h.**

Pragmatic approach to selected problems of interest which are not normally included in existing courses. Prerequisite: Junior level or full-time work experience.

**421 Production and Operations Management 4 s.h.**

Analysis of operations and production management from the perspective of how the production system evolves and operates; includes such topics as designing production and service facilities and production and inventory planning and control systems. Prerequisites: BUS 236 and 355.

**427 Human Resource Development 3 s.h.**

Processes involved in retaining and developing the human resources of any organization; includes learning theory and its relationship to training and development, counseling, career pathing and consulting

techniques. Prerequisites: BUS 302 and senior standing.

**430 Information Systems for Managers 2 s.h.**

Methodology of information system design (including accounting, production, inventory and human resource systems) from the perspective of the user/manager; hands-on experience in working with data base, word processing, and managerial decision-making tools. Prerequisite: BUS 238 or 225. No credit for computer information systems majors.

**432 Auditing, Control and Security 2 s.h.**

Principles of auditing of information systems with emphasis on controls, audit types, security, and audit techniques and their effects on computer system development. Prerequisite: BUS 345 or 430.

**438 Computer Applications 1 s.h.**

Presentation of a variety of computer applications in accounting, marketing, management, health education, and social services. Emphasis on hands-on activities and field trips. Prerequisite: BUS 238 or 225.

**442 Research in Business 4 s.h.**

Study of research design, instruments, sampling, computerization of data, statistical analysis, and interpretation of research results. Emphasis on developing and conducting actual research studies. Includes computerized applications utilizing the SPSS package. Prerequisites: Business major, senior standing and BUS 355.

**447 Advanced Systems Design and Management** 3 s.h.

A capstone course covering advanced strategies and techniques of systems development and management with emphasis on planning, organizing, controlling hardware, software, and human resources, project management. Prerequisite: BUS 345. Must be taken within final six hours of program.

**450 Auditing** 3 s.h.

Analysis of the audit process, the audit examination and procedures for completing the audit test. Emphasis on generally accepted auditing standards and professional ethics. Prerequisite: BUS 405.

**451 Economic and Business History of the United States (HIS\*/ECN)** 4 s.h.

**455 Advanced System Programming and Design** 3 s.h.

Advanced coverage of the strategies and techniques of structured systems development and applications programming, using RPG II and COBOL. Prerequisites: BUS 248, 385, and 345.

**469 Entrepreneurship** 3 s.h.

A study of financial, organizational, and personal influences which combine to create a flow of new ideas, new markets, new products, and often, new technological advancements. A close-up of risk-taking to make or produce something new — a product or service, intended to create new, more profitable markets. Emphasis on practices which identify entrepreneurship traits. Applications of business research techniques for

assisting local business owners and operators in analyzing their respective business operations and practices — with the help of available computer software, to aid in the development of more effective entrepreneurial practices. Prerequisite: Business major with senior standing.

**485 Applied Software Development Project: Co-Op** 2 s.h.

A systems experience applying the programming and systems development knowledge and skills gained through the computer-related courses to a comprehensive systems development project. Prerequisite: Computer Information System major, to be taken within final 6 hours of program.

**495 Business Policy** 3 s.h.

Capstone course: emphasis on the integration of business administration knowledge in order to develop general points of view and standing decisions based on logical and critical thinking, analytical skills, historical perspective, and an ethical system. Prerequisite: A major in Business Administration. (To be taken in final 6 hours of program.)

---

**CHEMISTRY (CHM)**

*Major:* 34 s.h. including CHM 111, 112, 221, 222, 331, 351, 441, 442 or 451, and 495.  
Recommended Elective: CHM 361.

*Minor:* 20 s.h. including CHM 111, 112, 221, 222 or 361, 331.

**099 Fundamentals of Chemistry** 2 s.h.

Basic concepts of mathematics used in general chemistry; introduction to atomic structure, periodicity, elements of stoichiometry, and some solution chemistry. (For credit, but not applicable toward degree.) Lecture 2 hours.

**111 General Chemistry I** 4 s.h.

Principles of chemistry including atomic structure and periodicity, chemical bonding, stoichiometry, gas laws, solution concepts, acid-base theory, and redox processes. Lecture 3 hours, laboratory 3 hours. Prerequisites: One year of high school chemistry or CHM 099 and one year of high school intermediate algebra.

**112 General Chemistry II** 4 s.h.

Builds upon a one-semester general chemistry course such as CHM 111; review of formulas, equations, and stoichiometry; thermodynamics; kinetics; equilibrium systems; proton transfer; and electrochemistry. Laboratory projects related to each major subject area. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111 or equivalent; pre- or co-requisite MTH 106 or 111.

**161 Introduction to Life Chemistry** 4 s.h.

Integrated organic and biochemical principles related to normal functioning of the human body. Lecture 3 hours, laboratory 3 hours. Prerequisite: CHM 111. (Does not apply toward chemistry major or minor.)

**221 Organic Chemistry I** 4 s.h.

Structure and classification of

compounds of carbon with stress on the aliphatics; IUPAC nomenclature; properties and characteristic reactions of the common functional groups, especially of the oxygen functions; introduction to mechanisms; stress on Bronsted and Lewis acid/base processes. Laboratory exercises directed to demonstration of mechanistic processes. Lecture 3 hours, laboratory 3 hours. Prerequisite: CHM 111 or equivalent.

**222 Organic Chemistry II** 4 s.h.

More extensive study of reaction mechanisms; aromatics; organometallics. Laboratory exercises directed to the systematic identification of organic functional groups. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 112 and 221 or consent of instructor.

**331 Quantitative Analysis** 4 s.h.

Theory and techniques of classical quantitative analysis, including gravimetry, titrimetry, potentiometry, and spectrophotometry. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 112, 221; MTH 111 or equivalent.

**351 Advanced Inorganic Chemistry** 4 s.h.

Descriptive chemistry of the representative elements, transition metal complexes and organometallic compounds; ligand field theory, molecular orbital and valence bond theories, symmetry and group theory, nuclear chemistry. Lecture 4 hours. Prerequisites: CHM 111, 112; MTH 111 or equivalent.

**361 Biochemistry** 4 s.h.

Principles of biochemistry; bioenergetics; major biodegradative pathways with some mention of parallel or associated biosynthetic pathways. Laboratory exercises in enzyme kinetic, chromatography and electrophoresis, and other techniques of purification. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 221.

**441 Physical Chemistry I** 4 s.h.

Kinetics, mechanisms, rate laws, properties of solids, liquids, and gases; kinetic theory of gases, phase rules, thermodynamics, equilibria, chemical activity, and electrochemistry. Lecture 4 hours. Prerequisites: CHM 111, 112, 221, 222, 331; MTH 251, 252; PHY 251, 252 or 271.

**442 Physical Chemistry II** 4 s.h.

Atomic and molecular structure, quantum theory and mechanics, analytical spectroscopy, selection rules, photochemistry, and instrumental techniques including UV, visible, and IR spectrometry; NMR,

EPR and mass spectroscopies. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 112, 221, 222, 331, 441; MTH 251, 252; PHY 251, 252 or 271.

**451 Instrumental Analysis** 4 s.h.

Theory and techniques of modern instrumental analysis including spectrophotometry, electrochemistry, chromatography, and current topics. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 112, 331; PHY 251; MTH 251; CHM 221, 222 recommended.

**490 Problems in Chemistry** 1-4 s.h.

Advanced study in a special area of interest in laboratory or library research studies. Prerequisite: Recommendation of major adviser.

**495 Senior Seminar** 2 s.h.

Preparation and presentation of a scientific paper and evaluation of others papers. Taken by students with Senior status as a requirement for graduation.



## COMMUNICATION ARTS

(See also ENGLISH, JOURNALISM/  
PUBLIC RELATIONS, and SPEECH)

*Major:* 36 s.h. 20 s.h. in either English, Journalism, or Speech and 8 s.h. in each of the others, including ENG 101, 102; JRN 132, 357; SPH 105; HUM 495.

*Minor:* 24 s.h. 12 s.h. in either English, Journalism, or Speech and 6 s.h. in each of the others, including ENG 101, 102; JRN 132, 357; SPH 105.

Other Group Majors:

*English-Journalism Major:* 36 s.h.  
18 s.h. in each department, including ENG 101, 102; JRN 132, 357; HUM 495.

*English-Journalism Minor:* 24 s.h.  
12 s.h. in each department, including ENG 101, 102; JRN 132, 357.

*English-Speech Major:* 36 s.h.  
18 s.h. in each department, including ENG 101, 102; SPH 105; HUM 495.

*English-Speech Minor:* 24 s.h.  
12 s.h. in each department, including ENG 101, 102; SPH 105.

---

## COMPUTER INFORMATION SYSTEMS AND COMPUTER SCIENCE

Computer Information Systems  
Majors (see BUSINESS  
ADMINISTRATION)

Completion of 56 s.h. is required

which include a set of core courses, computer electives, and support courses, selected from an applications area. The requirements for this program comply with the Data Processing Management Association guidelines.

Required courses outside the computer core area are: ECN 272 and 273, MTH 105 or 111, 230, and 235, and BUS 238.

Requirements are 30-32 s.h. in computer courses including BUS 245, 248, 291, 345, 348, 385, 455, 447, and 485. Electives are chosen from MTH 248; BUS 341, 365, 400, and 432; 24-26 s.h. in one of the following applications areas: Accounting, Allied Health, Business Administration, Criminal Justice, Law or Public Administration. The final 12 hours of the major must be completed at Madonna College, including BUS 447 and 485.

## Computer Science Majors (see MATHEMATICS)

*Major:* 43-45 s.h. including: MTH 208, 246, 247, 251, 252, 291, 303, 305, 313, 391, 485; and 9 s.h. required support from: MTH 249, 301, 341; PHY 451; BUS 248, 341, 348, 385.

*Minor:* 21 s.h. including MTH 208, 246 or 247, 251, 252, 303, 305.

## CRIMINAL JUSTICE (CJ)

*Major:* 46 s.h. in Criminal Justice and supportive courses.

Core courses include: CJ 102, 201, 265, 321 and 495; CJ 291, 391 or 491 for pre-service students.

### Areas of specialization:

#### Law Enforcement

Core courses plus CJ 211, 305, 311, 323 and 401.

#### Corrections

Core courses plus CJ 121, 235, 280, 281, 402.

#### Administration/Management

Core courses plus BUS 236, 318; PSC 310; SW 233.

#### Required supportive courses:

PSC 251; SOC 101 or 221; SOC 322 or 442; SOC 342 or 367.

*Minor:* 20 s.h. in criminal justice, including 102, 201, 265 and 321.

A Certificate of Achievement is available upon successful completion of 30 s.h. including ENG 101, CJ 102, 265 and 321; in addition to either CJ 305, 311, 323 and 401; or CJ 121, 280 and 281.

### 102 Introduction to Criminal Justice 3 s.h.

Study of agencies and process of the criminal justice system. Responsibilities of the police, prosecutor, courts, corrections and society in the criminal justice process.

### 121 Introduction to Corrections 3 s.h.

Philosophical and historical

background of corrections; European antecedents and the American evolution of correctional facilities and programs; survey of career opportunities.

### 201 Criminal Justice Organization and Administration (PSC) 3 s.h.

Organization and management of the various criminal justice agencies throughout the United States. Includes systems of management, alcoholism as a management problem, and systems analyses and their relationships.

### 211 Law Enforcement Administration 3 s.h.

Organization and management of law enforcement agencies, the role of the police administrator in line and staff functions. Investigation of areas of police qualifications, promotional standards and cadet systems.

### 212 Correctional Regulations 3 s.h.

Laws, rules and regulations concerning the corrections officer and the jailer specialist.

### 213 Traffic Operations, Administration and Investigation 3 s.h.

Role of police administrator in traffic operations, administration and supervision. Strategies for moving and controlling traffic; investigations of vehicular accidents; familiarization with traffic safety programs.

### 218 Human Behavior and Attitudes (BUS) 3 s.h.

- 231 Correctional Justice Organization and Administration** 3 s.h.  
 Organization and management principles of correctional agencies; correctional procedures, rights and process.
- 233 Interviewing Techniques (SOC/SW\*)** 3 s.h.
- 235 Probation and Parole** 3 s.h.  
 History and philosophy of probation and parole; function and operation of pardon and parole boards; statutory limitations; modern trends; personnel qualifications.
- 236 Principles of Management (BUS)** 3 s.h.
- 265 Criminal Law** 3 s.h.  
 History, purposes and philosophy of criminal law, local, state and federal law; development, application and rights of the offender.
- 280 Principles and Methods of Corrections** 3 s.h.  
 Legal aspects of probation, drug addiction and alcoholism; analysis of human behavior from the viewpoint of corrections; understanding basic counseling techniques and establishing therapeutic relationships.
- 281 Principles and Methods of Corrections II** 3 s.h.  
 Continuation of CJ 280 including demonstration of practical ability to apply counseling psychology to casework. Prerequisite: CJ 280.
- 291, 391, 491 Practicum 3,3,3 s.h. in Criminal Justice/Co-op**  
 Internship in an approved criminal justice setting designed to provide opportunities to synthesize theory with practice. Laboratory 32 hours for each semester hour, available for co-op.
- 301 Basic Police Training** 3 s.h.  
 Credit awarded to those who have successfully completed 240 instructional hours in a Michigan Regional Police Academy, or equivalent instruction.
- 302 Field Experience** 3 s.h.  
 Credit awarded by the chairperson for one year full-time experience in an appropriate area of the criminal justice system.
- 303 Jail Operations** 2 s.h.  
 Credit awarded to those who successfully complete the U. S. Bureau of Prisons course in "Jail Operations."
- 304 Jail Administration** 2 s.h.  
 Credit awarded to those who successfully complete the U. S. Bureau of Prisons course in "Jail Administration."
- 305 Criminal Procedure (LAW)** 3 s.h.  
 Procedural law for law enforcement officers. Law of arrest, evidence and search and seizure. Prerequisite: CJ 265.
- 310 Introduction to Public Administration (PSC/PAD\*)** 4 s.h.

- 311 Criminal Investigation** 3 s.h.  
Basic principles and procedures of criminal investigation; conduct at crime scene; search, collection and preservation of evidence; interviewing; and methods used in crime laboratories.
- 318 Human Behavior and Leadership (BUS)** 2 s.h.
- 321 Principles of Criminology (SOC)** 3 s.h.  
Study of the incidence, type, causes and theories of adult deviant behavior. Emphasis is placed upon current crime trends and statistics and the processes involved in dealing with crime.
- 323 Juvenile Justice (SOC)** 3 s.h.  
Theories of causation and prevention of delinquency; role of the courts, police prevention programs, institutions in the control and prevention of juvenile delinquency.
- 355 Contemporary Correctional Methods** 3 s.h.  
Current practices and trends in correctional methods; parole, probation and correctional institutions.
- 401 Crime Prevention and Police Community Relations (SOC)** 3 s.h.  
Social responsibility of criminal justice personnel; cooperation between criminal justice personnel and the community; emphasis on minority groups, political pressure and cultural problems.
- 402 Human Relations for Corrections** 3 s.h.  
Study of the sociological,

psychological and political determinants in the development of human relations as viewed from aspects of corrections in the criminal justice system.

**405 Constitutional Law (PSC/LAW)** 3 s.h.

Introduction to constitutional law, political theory. Historical examination of the major Supreme Court decisions which have contributed to contemporary judicial interpretations of the Constitution.

**412 Organized Crime Institute** 3 s.h.

History, scope and methods of control of organized crime in the United States. Emphasis on local, regional and statewide control of organized crime; social implications of organized crime. Prerequisite: Departmental approval.

**418 Narcotics Institute (SOC)** 3 s.h.

Problems faced by local, state, federal and international law enforcement agencies concerning drug manufacture, trafficking and investigative techniques. Examination of social problems caused by drug use.

**423 Homicide Investigation** 3 s.h.

Study of many facets which comprise a thorough, sound and reliable homicide investigation; inquiry into new investigative techniques as well as a review of State laws concerning homicide. Consideration of case preparation, warrant writing, arrests, arraignment and preliminary examinations.



**435 The American Judicial Process** 3 s.h.  
Analysis of the American state and federal court system; a comparative study of foreign court systems. Prerequisite: CJ 265 and 305 or chairperson's permission.

**495 Criminal Justice Seminar** 3 s.h.  
Evaluation of criminal justice practices and procedures. Emphasis on contemporary criminal justice problems and their solutions.

---

**DIETETICS** (see *HOME ECONOMICS* and *FAMILY LIFE*)

*Clinical Dietetics:* 36 s.h. Plan IV (ADA). Required courses: HEF 225, 226, 325, 326, 338, 425 and 442. Required support courses: BIO 224, 226, and 402; BUS 236; CHM 111, 112, 221, 331, 361; ECN 271; EDU 312 and SOC 101.

*Community Nutrition:* 36 s.h. Plan IV (ADA). Required courses: HEF 225, 226, 325, 326, 338, 346, 376, 425, 438 and 446. Required support courses: BIO 224, 226; BUS 236; CHM 111, 221, 361; ECN 271; EDU 312; SOC 101 and 233.

*Food Service Management:* 36 s.h. Required courses: HEF 225, 226, 246, 346, 376, 446, and 476. Required support courses: BIO 224, 226; BUS 201, 236, 238, 310; CHM 111; ECN 272, 273.

Minor: 20 s.h. Required courses: HEF 226, 246, 346, 376, 446 and 476.

*Foods and Nutrition:* 36 s.h. Required courses: HEF 125, 225, 226, 325, 326, 425, 426. Required support courses: BIO 224, 226; CHM 111, 161.

Minor: 20 s.h. Required courses: HEF 225, 226, 238, 242, 246, 326.

Associate degree: 30 s.h. Required courses: HEF 125, 225, 226, 238, 242, 246, 291, 346, 376; BIO 224; BUS 236.

*General Dietetics:* 36 s.h. Plan IV (ADA). Required courses: HEF 225, 226, 325, 326, 346, 376, 425, 446. Required support courses: BIO 224, 226; BUS 236; CHM 111, 221, 361; ECN 271; EDU 312; SOC 101.

---

**ECONOMICS (ECN)**

**271 Economics for Human Services (BUS)** 3 s.h.

A survey of the discipline of economics with special reference to the American free enterprise system. Attention given to economic policy in relation to social issues and problems including government and the quality of life, distribution of wealth and income, unemployment, poverty, the disadvantaged, respect for the law, public health, and aid to the Third World. (No credit for business, economics, or computer information systems majors.)

**272 Principles of Microeconomics (BUS)** 4 s.h.

Theories of production and cost, demand, supply, competition, consumer behavior, and distribution of income. Prerequisite: MTH 105.

**273 Principles of Macroeconomics (BUS)** 4 s.h.

Measurement and determination of economic activity and development, aggregate income, and employment. Emphasis on consumption, monetary policy, fiscal policy, taxes, government, investment, and expenditures. Prerequisite: MTH 105.

**380 Money and Banking (BUS)** 3 s.h.

Study of the nature and function of money with reference to the expansion and contraction of the money supply. The various functions of the Federal Reserve System including the control of the rate of interest, and money supply. Prerequisites: ECN 272, 273 and BUS 201.

**451 Economic and Business History of the United States (BUS/HIS\*)** 4 s.h.

---

**EDUCATION (EDU)**

The Madonna College elementary and secondary teacher preparation programs are approved by the Michigan Department of Education and accredited by the National Council for Accreditation of Teacher Education (NCATE). The College recommends students for elementary provisional certification (K-9), secondary provisional certification (7-12); for K-12 certification in Art and Music; for K-12 endorsement in Learning Disabilities, Emotional Impairment; for K-9 or 7-12 endorsement in Reading; and for Middle School Endorsement (5-9). The Col-

lege also recommends students for vocational endorsement and authorization in Trade and Industry, Health Occupations, and Home Economics and Family Life.

It is essential that students who are contemplating a teaching career meet with an Education Department adviser immediately after being admitted to the College. The following General Education coursework is to be taken by all teacher education students according to their level of certification:

*Secondary Certification:* SOC 101

*Elementary Certification:*

Humanities: MUS 202 or ART 202, ENG 300

Natural Sciences/Mathematics: MTH 101, NSC 373

Social Sciences: SOC 101, HIS 101, or HIS 432 or HIS 463; PSC 251 or GEO 301.

**Admission to the Teacher Education Program:**

Students planning to pursue a program in teacher education take the following steps:

- Declare intention of preparing for the profession of teaching either on the elementary or secondary level at the time of application to the College.
- Apply for admission to the Teacher Education program during the first semester of the sophomore year, or upon completion of 30 s.h. including EDU 200.

— Meet the following criteria for admission and retention in the program:

1. 2.5 or higher grade point average;
2. 3 semester hours of EDU 200 with a grade of C or better;
3. proficiency in use of communication skills, as well as other skills related to general education content, to be established through examination;
4. two recommendations (one from major adviser) testifying to personal integrity, emotional stability, and social and academic competence.

Applications for admissions to the Teacher Education Program are reviewed and approved by the Teacher Education Committee.

Transfer students will be evaluated on an individual basis but must complete a minimum of 20 semester hours at Madonna College before being recommended for initial certification.

#### **Admission to Directed Teaching:**

Prior to the senior year, the student applies for admission to Directed Teaching. At this time the student will submit evidence of the following:

1. Academic competency as

evidenced by a grade point average of 2.5 or better;

2. Attainment of a grade of "C" or better in professional education courses, major, minor, or planned program;
3. Evidence of growth in professional teaching competence;
4. Written recommendation from major adviser and departmental approval.

Applications for admission to Directed Teaching are reviewed and approved by the Teacher Education Committee.

#### **Application for Michigan Certification:**

To be recommended by the College for provisional certification in the State of Michigan on the elementary (K-9), and/or secondary level (7-12), the prospective teacher completes the following requirements:

1. A major of at least 30 semester hours or a group major of at least 36 semester hours in an approved field;
2. For secondary certification, an approved minor of at least 20 semester hours or a group minor of at least 24 semester hours;
3. For elementary certification, a planned program in substantive fields appropriate to elementary education. The Elementary Planned Program includes the following:

MTH/EDU 243	4 s.h.
ENG/EDU 300	4 s.h.
SSC/EDU 307	3 s.h.
MUS/EDU 309	2 s.h.
ART/EDU 316	2 s.h.
EDU 335	3 s.h.
NSC/EDU 374	4 s.h.

4. The following professional education courses:
- |             |        |
|-------------|--------|
| EDU 200     | 3 s.h. |
| EDU 312     | 4 s.h. |
| EDU 321     | 3 s.h. |
| EDU/SED 330 | 3 s.h. |
| EDU 346     | 2 s.h. |
| EDU 382     | 3 s.h. |
| EDU 440*    | 2 s.h. |
| EDU 449-459 | 3 s.h. |
| EDU 469-479 | 8 s.h. |
| EDU 480     | 3 s.h. |
| EDU 481     | 2 s.h. |

Admission to the Teacher Education program and admission to directed teaching do not guarantee eventual recommendation for a certificate. Students must maintain satisfactory standards, and a grade point average of 2.5, to be retained in the program and they must be recommended for certification by the Teacher Education Committee.

*\*Not required for Child Care and Guidance (Child Development) Certification.*

Special Teaching Endorsement Programs  
(For endorsement of certified elementary and/or secondary teachers)

These programs are of particular interest to those certified teachers wishing to complete an 18-hour plan-

ned program for Continuing Certification, and those individuals who wish to add another teaching endorsement to their current teaching certificate:

1. Middle School: (5-9)  
An 18 s.h. planned program to include the following courses: PSY 313, EDU 449, 469.
2. Reading Improvement: (K-9) or (7-12) (minor only) A 24 s.h. planned program selected from the following courses: PSY 101; HEF 310; EDU 321, 372, 382, 485; ENG 300; SED 401.
3. K-12 Program:  
All candidates for K-12 certification in Art or Music will fulfill the requirements for their certificate levels (elementary or secondary) as well as additional methods and Directed Teaching requirements for the other level.

*Example:*

K-12 endorsement with elementary certification:

EDU 450, and 451 or 456

EDU 470, and 471 or 476

K-12 endorsement with secondary certification in Art or Music only:

EDU 451 or 456

EDU 471 or 476

4. ZA Endorsement - Early Childhood Pre-K and K.

Special Education Endorsement Programs (See Special Education Section.)

## MADONNA COLLEGE TEACHER EDUCATION PROGRAMS

Approved by the Michigan Department of Education

Accredited by the National Council for  
Accreditation of Teacher Education

	Elementary (K-9)		Middle (5-9)		Secondary (7-12)	
	Major	Minor	Major	Minor	Major	Minor
Art (K-12) . . . . .	X	X	X	X	X	X
Biology . . . . .	X	X	X	X	X	X
Chemistry . . . . .	X	X	X	X	X	X
Communication Arts . . . . .	G	G	G	G	G	G
Emotional Impairment (K-12) . . . . .	G		G		G	
English . . . . .	X	X	X	X	X	X
English-Journalism . . . . .	G	G	G	G	G	G
English-Speech . . . . .	G	G	G	G	G	G
French . . . . .	X	X	X	X	X	X
Health (Voc) . . . . .					X	X
History . . . . .	X	X	X	X	X	X
Home Economics and Family Life (Voc) . . . . .	X	X	X	X	X	X
Child Care and Guidance (Voc) . . . . .					X	X
Early Childhood: Pre-kindergarten and Kindergarten . . . . .	X	X	X	X	X	X
Home Economics (Voc) . . . . .	X	X	X	X	X	X
Journalism . . . . .		X		X		X
Latin . . . . .		X		X		X
Learning Disabilities (K-12) . . . . .	G		G		G	
Mathematics . . . . .	X	X	X	X	X	X
Music Education (K-12) . . . . .	X	X	X	X	X	X
Natural Science . . . . .	G	G	G	G	G	G
Physics . . . . .		X		X		X
Polish . . . . .		X		X		X
Political Science . . . . .		X		X		X
Reading (K-9) or (7-12) . . . . .		G		G		G
Social Science . . . . .	G	G	G	G	G	G
Sociology . . . . .	X	X	X	X	X	X
Spanish . . . . .	X	X	X	X	X	X
Speech . . . . .		X		X		X
Trade, Industry (Voc) . . . . .					X	X

X = Major, 30-32 s.h.; minor, 20 s.h.  
G = Group Major, 36 s.h.; group minor, 24 s.h.

A planned program in substantive fields appropriate to elementary education is required of all students completing requirements for the elementary provisional certificate.

**200 Introduction to Professional Education Experiences** 3 s.h.

Observation-participation in a classroom setting; experiences in instruction; development of curriculum and instructional materials; exposure to a variety of multicultural educational settings; survey of legislation related to the placement of students in least restrictive environments. Prerequisite: PSY 101. Lecture 2 hours, laboratory 1 hour.

**243 Mathematics Foundations (MTH)** 4 s.h.

**300 Children's Literature and Drama (ENG\*/SPH)** 4 s.h.

**307 Social Studies Foundation (SSC)** 3 s.h.

**309 Music for the Classroom Teacher (MUS)** 2 s.h.

**312 Educational Psychology** 4 s.h.

Focus on the learning process: role of the teacher in learning; efficiency of learning as it is affected by the developmental processes; psychological principles that are central to the learning process and their relationship to the teaching situation; variables in learning; evaluation of the outcomes of learning. Application of learning theory and multicultural concepts in a field-based context. Prerequisites: PSY 101, EDU 200. Lecture 3 hours, laboratory 1 hour.

**316 Art for the Elementary School Teacher (ART)** 2 s.h.

**321 Principles of Reading Instruction** 3 s.h.  
Application of psychological

principles to the reading-learning process: development and demonstration of competencies essential to effective teaching of reading. Prerequisites: PSY 101, EDU 200. Lecture 2 hours, laboratory 1 hour.

**328 Teaching the Adult Learner (GER)** 2 s.h.

An opportunity to apply principles of andragogy and other theories of adult education to continuing education, gerontological, and other human service settings.

**330 The Exceptional Learner in the Classroom (SED)** 3 s.h.

Study of physical, psychological, social and educational factors related to exceptional individuals, including intellectually gifted and the handicapped. Emphasis upon collaborative historical, legal, legislative, and futurist aspects of education for the exceptional. Prerequisite: EDU 200 or Departmental approval.

**335 Language Arts and Linguistics Foundations** 3 s.h.

Application of linguistic theory to language arts education, including an overview of structural and transformational linguistics, and its impact on oral and written communication; techniques of handwriting, and an exploration of the theory and techniques of listening, speaking, and writing effectively in the English language. Prerequisite: ENG 101.

**346 Instructional Media** 2 s.h.

The purpose of this course is to help the student in selecting, evaluating and using appropriate media, including microcomputers as an integral part of the curriculum, to

achieve stated learning or behavioral objectives, as well as to have experience in preparing and using audio-visual materials and equipment for effective classroom presentations.

**372 Diagnosis and Remedial Techniques in Reading 3 s.h.**

Identification of reading and associated difficulties; methods in diagnostic and remedial work; use of tests and clinical apparatus in improvement of learning; modification of reading materials to meet the needs of handicapped students; observations and laboratory experiences. Prerequisite: EDU 321. Lecture 2 hours, laboratory 1 hour.

**373 Science Foundations I: Chemistry and Life Science (NSC) 4 s.h.**

**374 Science Foundations II: Earth Science and Physics (NSC) 4 s.h.**

**382 Reading in the Curriculum 3 s.h.**  
Identification of skills to be developed at different maturational levels, with emphasis on reading in the content areas and organization of reading programs. Prerequisite: EDU 321. Lecture 2 hours, laboratory 1 hour.

**409 Overview of Computers for Educators (BUS) 1 s.h.**

**410 BASIC Programming for Educators (BUS) 2 s.h.**

**411 Intermediate BASIC Programming for Educators (BUS) 2 s.h.**

**412 PASCAL Programming for Educators (BUS) 2 s.h.**

**421 In-Service Projects 1-4 s.h.**

Focus on new developments in education with practical implementation: Open classroom concept, individualized instruction, instructional technology, accountability, mainstreaming, multicultural education. Prerequisite: Departmental approval. (May not substitute for a required course.)

**440 Behavior Management in the Classroom 2 s.h.**

An investigation of the analysis of discipline, behavior modification and group dynamics, designed to give students an opportunity to discuss various approaches to handling disruptive behavior with actual problem situations. Emphasis on prevention of classroom problems. Prerequisite: EDU 312.

**449 Theory and Techniques of Instruction: Middle School (5-9) 3 s.h.**

Theory of instruction, methods, and materials in the middle school curriculum; observations of classroom procedures; participation in simulation and micro-teaching. Emphasis upon the application of multicultural concepts in a field-based context. Prerequisites: EDU 200, 312. Lecture 2 hours, laboratory 1 hour.

**450 Theory and Techniques of Instruction: Elementary School (K-9) 3 s.h.**

Theory of instruction, methods, and materials in the elementary school curriculum; observation of classroom procedures; participation in simulation and micro-teaching. Emphasis upon the application of multicultural concepts in a field-based context. Prerequisites: EDU 200, 312. Lecture 2 hours, laboratory 1 hour.

**451-459 Theory and Techniques of Instruction: Major Field (Secondary)** 3 s.h.

Theory of instruction, secondary methods and materials in the secondary subject-matter fields in which students expect to teach; observations of classroom procedures; participation in simulation and micro-teaching. Emphasis upon the application of multicultural concepts in a field-based context. Prerequisites: EDU 200, 312. Lecture 2 hours, laboratory 1 hour.

**451 Theory and Techniques of Instruction: ART (K-12)** 3 s.h.

**452 Theory and Techniques of Instruction: Communication Arts (7-12)** 3 s.h.

**453 Theory and Techniques of Instruction: Foreign Languages (7-12)** 3 s.h.

**454 Theory and Techniques of Instruction: Home Economics and Family Life (7-12)** 3 s.h.

**455 Theory and Techniques of Instruction: Mathematics (7-12)** 3 s.h.

**456 Theory and Techniques of Instruction: Music (K-12)** 3 s.h.

**457 Theory and Techniques of Instruction: Natural Science (7-12)** 3 s.h.

**458 Theory and Techniques of Instruction: Social Science (7-12)** 3 s.h.

**459 Theory and Techniques of Instruction: Vocational Subjects (7-12)** 3 s.h.

Theory of instruction; concepts and techniques for developing professional teaching abilities; use of community resources; guidance procedures. Performance objectives, relevant teaching materials, equipment aids and effective delivery systems in specific adult education and vocational curriculum areas. Prerequisites: EDU 200, 312. Lecture 2 hours, laboratory 1 hour.

**Directed Teaching**

Applications for admission to Directed Teaching must be approved by the Teacher Education Committee.

All Candidates for initial teaching certificates must register for 8 semester hours of Directed Teaching and EDU 481 Seminar: Directed Teaching 2 s.h. Level change candidates must register for a minimum of 4 semester hours.

**469 Directed Teaching: Middle Schools (5-9)** 4,8 s.h.

Observations and teaching in classroom situations and individual conferences:

**470 Directed Teaching: Elementary School (K-9)** 4,8 s.h.

Observations and teaching in classroom situations; individual conferences and seminars.

**471-479 Directed Teaching: Secondary School** 4,8 s.h.

Observations and teaching in classroom situations; individual conferences and seminars.



- 471 Art (K-12)
- 472 Communication Arts (7-12)
- 473 Foreign Languages (7-12)
- 474 Home Economics and Family Life (K-12, Vocational)
- 475 Mathematics (7-12)
- 476 Music (K-12)
- 477 Natural Science (7-12)
- 478 Social Science (7-12)
- 479 Vocational-Technical
- 480 Foundations of Education 3 s.h.**  
 Interdisciplinary approach to the study of fundamental issues and problems in education; the historical, social, philosophical and cultural implications of the school as an educational institution; the structure, function and purposes of educational institutions in our diversified society; emphasis on equal educational opportunity guarantees and multicultural education, and legislation related to the placement of students in least restrictive environments. Prerequisites: EDU 200, 312.
- 481 Seminar: 2 s.h.**  
**Directed Teaching**  
 Field trips, workshops, community resources, public and private school personnel, college faculty and student resources utilized to provide students in directed teaching contacts with practical information which can be applied in the classroom.
- 485 Reading Practicum 2-4 s.h.**  
 Supervised clinical and class-

room teaching of teaching. Two laboratory hours for each semester hour. Prerequisites: EDU 321, 372.

---

### EMERGENCY MEDICAL TECHNOLOGY (EMT)

#### *Program Overview:*

The Emergency Medical Technician (EMT) provides emergency care to victims of illness or injury primarily during the pre-hospital phase before definitive medical care is available. The knowledge and skill utilized in various life support settings make the EMT with basic, intermediate or advanced life support expertise a valuable member of the Emergency Medical Service (EMS) system. The expanding role of the EMT in the field of education and management is an evolving trend. The preparation necessary to assume the professional roles is becoming an integral part of the EMT curriculum.

During academic years 1984-86, the department will review the feasibility of deleting multiple entry levels and, in keeping with a senior college mission, offer only an upper division bachelor's degree for EMT personnel focusing particularly on teaching and management roles. Program articulation will be encouraged with community colleges providing the technical (basic and advanced EMT) base.

1. Basic life support competency (Basic EMT): Advanced First Aid, EMT 156, 157. (By transfer of credits or challenge exams.)

2. Limited life support competency (EMT Specialist): EMT 278; ORT 101; BIO 243, 244. (Available through academic year 1984-85; thereafter by transfer of credits or challenge exams.)
3. Advanced life support competency (Advanced EMT): EMT 294. (Available through academic year 1984-85; thereafter by transfer of credits or challenge exams.)
4. Associate Degree: The above competencies are also incorporated in the associate degree program (through academic year 1984-85).
5. Bachelor Degree: The baccalaureate degree in science builds on the technical skills in lower division EMT programs. The specific professional competencies include instruction and coordination in EMT and management of an EMS system.

*PROGRAM REQUIREMENTS:*

1. B.S.: General Education requirements and 41 semester hours of EMT. Required supportive courses: ORT 101, BIO 226\*, 243, 244; BUS 219, 236, 238, 271; EDU 346; OSH 325.
2. A.S. General Education requirements and 29 semester hours of EMT. Required supportive courses: ORT 101, BIO 226\*, 243, 244. (Available through academic year 1984-85.)

\*College Chemistry courses required for students without a background in high school chemistry.

*ADMISSION REQUIREMENTS:*

1. Students enrolled in any of the EMT programs will have to meet all College requirements for admission.
2. Interview with the department chairperson or program coordinator before acceptance to the program.
3. Two letters of recommendation from current employers and/or high school counselors.
4. Written statement of purpose for pursuing an EMT career.
5. Resume of work experience.
6. Proof of complete health assessment including T.B. skin test and/or chest X-ray, obtained within three months of enrolling in the program.

Good physical health is mandatory in order to meet the following demands as an EMT as stated by the United States Department of Transportation:

- a. Manual dexterity, physical coordination, fine manual skills in carrying, lifting, climbing, extricating, hoisting, and other similar maneuvers.
- b. Visual color discrimination.
- c. Visual acuity (correction by lenses permitted).

7. Michigan Basic EMT license and successful completion of at least 6 semester hours of anatomy and physiology (BIO 243, 244) and medical terminology (ORT 101) prior to acceptance in the Advanced EMT program. (Available through academic year 1984-85.)

**RETENTION REQUIREMENTS:** To be retained in the EMT program, the student must meet the following:

1. Grade point average of 2.0 or higher.
2. Proficiency in communication skills.
3. Evidence of personal integrity, emotional stability, and positive attitude.

The College reserves the right to request the student's withdrawal from the program because of unsatisfactory performance in the theory component and for inappropriate behavior and/or lack of competence in the clinical setting.

**156 Fundamentals of EMT 5 s.h.**

Emphasis on the fundamental principles and practices of basic life support including patient assessment and recognition of manifestations of illnesses and injuries; implementation of emergency care and procedures including airway management, cardiopulmonary resuscitation, control of hemorrhage and shock. Prerequisite: Advanced First Aid. (By challenge exam.)

**157 Basic Practice in EMT 5 s.h.**

Continuation of the development and application of knowledge

and skills of basic life support in diverse medical and environmental emergencies, including emergency childbirth, burns, drug overdose and multiple-trauma situations. Prerequisite: EMT 156. (By challenge exam.)

**278 Specialized Practice in EMT 6 s.h.**

Focuses on the physiological disturbances resulting from trauma and illness; principles and practice of pre-hospital advanced life support; promotion of physical assessment skills including chest and heart auscultations; immediate pre-hospital intervention including administration of drugs and endotracheal intubation. Prerequisites: EMT 156, 157; Ort 101; BIO 243, 244. (Available through academic year 1984-85; thereafter by challenge exam.)

**294 Advanced Practice in EMT 10 s.h.**

Emphasis is on the application of principles and practice of advanced life support on patients with acute cardio-vascular alterations; reinforcement of physical assessment skills including EKG interpretation; pre-hospital treatment modalities for cardiac arrhythmia including drug therapy, cardioversion and defibrillation; maintaining a working knowledge of the operation a long-range ECG telemetry and the communication network used in the EMS system for pre-hospital emergency care. Prerequisite: EMT 278. (Available through academic year 1984-85; thereafter by challenge exam.)

**333 Pharmacology (NSC) 3 s.h.**

An in-depth study of the pharmacological agents commonly used

in advanced life support situations with emphasis on those affecting the autonomic and central nervous systems. Prerequisites: BIO 243, 244 or consent of instructor. Restricted to Health Related majors.

**355 Principles of EMT Instruction and Coordination** 4 s.h.

Focuses on the concepts and techniques of designing a basic EMT program and applying for State approval; implementation of the principles of learning and instruction in a micro-teaching setting; discussion of overall administrative responsibilities of the EMT instructor/coordinator.

**422 Management of EMS** 3 s.h.

Exploration of the principles of management as they relate to the Emergency Medical Service system with emphasis on organizational design, personnel and budget planning, implementation of an EMS program and evaluation of personnel and services.

**443 Practicum in EMS Management** 3 s.h.

Focuses on providing the student with opportunities to observe, participate and evaluate the implementation of management principles through internship in an approved EMS setting under the supervision of a preceptor. The off-campus experience will be complemented by a weekly on-campus seminar.

**495 Senior Seminar** 2 s.h.

Emphasis on providing the graduate candidate the opportunity to integrate the concepts of technical competencies, teaching, and management in the professional role; review of current legislation, standards of practice, education, and cer-

tification; research in pre-hospital care.

---

## ENGINEERING

Students may earn an engineering degree through special consortial arrangements between Madonna College and the University of Detroit. Following a planned program fulfilling the degree requirements of each institution, the student may earn a Bachelor of Science Degree from Madonna College and a Bachelor of Engineering degree from the University of Detroit.

After the second year, students may combine academic courses and cooperative training in industry.

---

## ENGLISH (ENG)

(See also COMMUNICATION ARTS, JOURNALISM/PUBLIC RELATIONS, and SPEECH)

*Major:* 36 s.h., including 101 and 102; 28 s.h. in literature, including 301 or 302, 361 or 362, 475; HUM 495. Prospective elementary teachers include ENG 300.

*Minor:* 20 s.h., including 101 or 102 and 12 s.h. in literature.

*Communication Arts Major:* 36 s.h., 20 s.h. in either English, Journalism, or Speech and 8 s.h. in each of the others, including ENG 101, 102; JRN 132, 357; SPH 105; HUM 495.

in advanced life support situations with emphasis on those affecting the autonomic and central nervous systems. Prerequisites: BIO 243, 244 or consent of instructor. Restricted to Health Related majors.

**355 Principles of EMT Instruction and Coordination** 4 s.h.

Focuses on the concepts and techniques of designing a basic EMT program and applying for State approval; implementation of the principles of learning and instruction in a micro-teaching setting; discussion of overall administrative responsibilities of the EMT instructor/coordinator.

**422 Management of EMS** 3 s.h.

Exploration of the principles of management as they relate to the Emergency Medical Service system with emphasis on organizational design, personnel and budget planning, implementation of an EMS program and evaluation of personnel and services.

**443 Practicum in EMS Management** 3 s.h.

Focuses on providing the student with opportunities to observe, participate and evaluate the implementation of management principles through internship in an approved EMS setting under the supervision of a preceptor. The off-campus experience will be complemented by a weekly on-campus seminar.

**495 Senior Seminar** 2 s.h.

Emphasis on providing the graduate candidate the opportunity to integrate the concepts of technical competencies, teaching, and management in the professional role; review of current legislation, standards of practice, education, and cer-

tification; research in pre-hospital care.

---

## ENGINEERING

Students may earn an engineering degree through special consortial arrangements between Madonna College and the University of Detroit. Following a planned program fulfilling the degree requirements of each institution, the student may earn a Bachelor of Science Degree from Madonna College and a Bachelor of Engineering degree from the University of Detroit.

After the second year, students may combine academic courses and cooperative training in industry.

---

## ENGLISH (ENG)

(See also *COMMUNICATION ARTS, JOURNALISM/PUBLIC RELATIONS, and SPEECH*)

*Major:* 36 s.h., including 101 and 102; 28 s.h. in literature, including 301 or 302, 361 or 362, 475; HUM 495. Prospective elementary teachers include ENG 300.

*Minor:* 20 s.h., including 101 or 102 and 12 s.h. in literature.

*Communication Arts Major:* 36 s.h., 20 s.h. in either English, Journalism, or Speech and 8 s.h. in each of the others, including ENG 101, 102; JRN 132, 357; SPH 105; HUM 495.

- Michigan Basic EMT license and successful completion of at least 6 semester hours of anatomy and physiology (BIO 243, 244) and medical terminology (ORT 101) prior to acceptance in the Advanced EMT program. (Available through academic year 1984-85.)

**RETENTION REQUIREMENTS:** To be retained in the EMT program, the student must meet the following:

- Grade point average of 2.0 or higher.
- Proficiency in communication skills.
- Evidence of personal integrity, emotional stability, and positive attitude.

The College reserves the right to request the student's withdrawal from the program because of unsatisfactory performance in the theory component and for inappropriate behavior and/or lack of competence in the clinical setting.

**156 Fundamentals of EMT 5 s.h.**

Emphasis on the fundamental principles and practices of basic life support including patient assessment and recognition of manifestations of illnesses and injuries; implementation of emergency care and procedures including airway management, cardiopulmonary resuscitation, control of hemorrhage and shock. Prerequisite: Advanced First Aid. (By challenge exam.)

**157 Basic Practice in EMT 5 s.h.**

Continuation of the development and application of knowledge

and skills of basic life support in diverse medical and environmental emergencies, including emergency childbirth, burns, drug overdose and multiple-trauma situations. Prerequisite: EMT 156. (By challenge exam.)

**278 Specialized Practice in EMT 6 s.h.**

Focuses on the physiological disturbances resulting from trauma and illness; principles and practice of pre-hospital advanced life support; promotion of physical assessment skills including chest and heart auscultations; immediate pre-hospital intervention including administration of drugs and endotracheal intubation. Prerequisites: EMT 156, 157; Ort 101; BIO 243, 244. (Available through academic year 1984-85; thereafter by challenge exam.)

**294 Advanced Practice in EMT 10 s.h.**

Emphasis is on the application of principles and practice of advanced life support on patients with acute cardio-vascular alterations; reinforcement of physical assessment skills including EKG interpretation; pre-hospital treatment modalities for cardiac arrhythmia including drug therapy, cardioversion and defibrillation; maintaining a working knowledge of the operation a long-range ECG telemetry and the communication network used in the EMS system for pre-hospital emergency care. Prerequisite: EMT 278. (Available through academic year 1984-85; thereafter by challenge exam.)

**333 Pharmacology (NSC) 3 s.h.**

An in-depth study of the pharmacological agents commonly used

*Communication Arts Minor:* 24 s.h.,  
12 s.h. in either English, Journal-  
ism or Speech and 6 s.h. in  
each of the others, including  
ENG 101, 102; JRN 132,  
357; SPH 105.

*English-Journalism Major:* 36 s.h.,  
18 s.h. in each department,  
including ENG 101, 102; JRN  
132, 357, HUM 495.

*English-Journalism Minor:* 24 s.h.,  
12 s.h. in each department,  
including ENG 101, 102; JRN  
132, 357.

*English-Speech Major:* 36 s.h.,  
18 s.h. in each department,  
including ENG 101, 102; SPH  
105; HUM 495.

*English-Speech Minor:* 24 s.h.,  
12 s.h. in each department,  
including ENG 101, 102; SPH  
105.

**098 Vocabulary Building** 3 s.h.  
(For credit but not applicable  
toward degree.)

Vocabulary mastery program  
consisting of vocabulary improve-  
ment techniques and learning ap-  
proaches to increase word usage and  
retention.

**099 Basic Writing Skills** 3 s.h.  
(For credit but not applicable  
toward degree)

Instruction to meet individual  
needs in basic English writing skills;  
usage, vocabulary and composition.

**100 Developmental Reading** 3 s.h.  
Individualized program with  
emphasis on improving vocabulary,  
study skills, note taking, comprehen-  
sion and reading.

**101 Communication Skills I** 3 s.h.

Study of strategies for sentence  
and paragraph development; applica-  
tion of such strategies in descriptive,  
narrative, and explanatory essays;  
examination of writing as a process;  
oral presentation; introduction to  
library resources.

**102 Communication Skills II** 3 s.h.

Application in essays of a vari-  
ety of purposes such as cause/effect,  
comparison/contrast, and definition;  
special emphasis on argumentation;  
development of library research  
paper; study of professional writing;  
participation in stages of writing pro-  
cess; presentation of oral argument.

**105 Creative Writing** 4 s.h.

Critical study and practical  
application of the techniques of  
poetry, fiction, and drama, with em-  
phasis on creative expression.

**116 Portfolio Development** 1 s.h.

Process of identifying prior  
learning developing learning com-  
ponents; gathering necessary infor-  
mation; determining credit equivalen-  
cy; and preparing portfolio for assess-  
ment.

**132 Newspaper Reporting** 3 s.h.  
(JRN)

**200 Technical Writing** 3 s.h.

Theory and application of  
technical writing principles; basis of  
library research and preparation of  
research paper; writing business let-  
ters, personal data sheets; the pro-  
blem solving report, including graphic  
aids; practice in the oral presentation  
of technical information to groups.

**223 Ideas in World Literature** 3 s.h.

Survey of western civilization as expressed in major literary works which reveal the distinctive ideals, values, and attitudes of various eras.

**262 Language and Culture** 3 s.h.

A survey of major approaches to the study of language and communication, including: linguistic, semiotic, and communication theory; biological, psychological and philosophical perspectives; non-verbal communication and animal communication.

**300 Children's Literature and Drama (SPH/EDU)** 4 s.h.

Classical and contemporary writing for children; dramatization of stories. Selection of materials with reference to the interest, needs and abilities of children.

**301 Major American Writers: Beginnings to 1900** 4 s.h.

A study of those writers who expressed in distinctive styles the diverse elements of the American experience; includes Franklin, Emerson, Thoreau, Poe, Hawthorne, Melville, Whitman, Dickinson, and Twain.

**302 Major American Writers: 1900 to Present** 4 s.h.

Critical examination of major writers, poets, and dramatists who have explored the changing values and concerns of American society in the twentieth century; minority and ethnic perspectives are to be expressly noted.

**355 Women in Literature** 4 s.h.

Study of representative prose and poetry by and about women

which focuses on their search for independence and fulfillment.

**361 Major British Writers: Chaucer to Johnson** 4 s.h.

A study of principal figures in British literature from the fourteenth through the eighteenth century; includes Chaucer, Spenser, Shakespeare, Donne, Milton, Swift, Pope, and Samuel Johnson.

**362 Major British Writers: Blake to Eliot** 4 s.h.

An examination of major British authors from the Romantic period to the post World War I era; includes Blake, Wordsworth, Keats, Shelley, Coleridge, Byron, Tennyson, Browning, Dickens, George Eliot, Hardy, Conrad, Yeats, Joyce, and T.S. Eliot.

**371 Contemporary Literature** 4 s.h.

A study of contemporary American and British authors who may be classified as Modernist or Post-Modern; figures will include principal ethnic and minority writers.

**421 Time and Literature (HIS)** 4 s.h.

Interdisciplinary analysis of a particular period, event, or personality in terms of the human dilemmas and choices which are confronted.

**475 Studies in Literature** 4 s.h.

Topics in literature will vary on an annual basis. Seminar is required of English majors but is open to all students.

**495 Senior Seminar (HUM)** 1 s.h.



## FASHION MERCHANDISING

(see HOME ECONOMICS AND FAMILY LIFE)

*Major:* 36 s.h. Required courses: HEF 108, 236, 291, 331, 333, 335, 343, 363, 391, 432, 447, 491, 495. Required support courses: BUS 218, 225, 236, 244, 255, 307, 310, 318.

Fashion Design Core: Required courses: ART 105, 121, 207, 268, 305, 361, 425. BUS 307, 310, 318 not required for Fashion Design Core.

## FIRE SCIENCE

(see OCCUPATIONAL SAFETY AND HEALTH/FIRE SCIENCE)

*Major in Fire Science:* (A.S. or B.S.) 30 s.h. minimum (B.S.), 24 s.h. minimum (A.S.) including OSH 115, 215, 268, 269, 351, 395. Pre-service students must take OSH 291 (A.S. or B.S.) and OSH 391 (B.S.). Required support courses: MTH 105 and 106 or MTH 111, CHM 111, PHY 251 and 252.

*Minor in Fire Science:* 20 s.h. minimum.

*Group Major in OSH & FS:* (A.S. or B.S.) 36 s.h. minimum including OSH 102, 115, 215, 268, 269, 321, 322, 331, 351, 352, 395. Pre-service students must take OSH 291 (A.S. or B.S.) and OSH 391 (B.S.). Required support courses: MTH 105 and 106 or MTH 111, CHM 111 and 161, PHY 251

and 252, BIO 224 or 243 and 244 or NSC 125.

*Certificate of Achievement is available.*

## FRENCH (FRE)

*Major:* 30 s.h. beyond elementary level. Some courses to be taken on consortial arrangement.

*Minor:* 20 s.h. beyond elementary level.

### 101, 102 Elementary 4,4 s.h. Programmed French I, II

Individual work in French involving the use of specially designed texts and tapes. Intended for learning French individually with weekly tutorial guidance. At least one hour of language learning required daily.

### 223, 224 Intermediate 4,4 s.h. Programmed French I, II

Review of grammar essentials. Further development of audio-lingual skills with emphasis on reading and writing. Materials used are selected for their linguistic, literary, and cultural values. Intended for learning French individually with weekly tutorial guidance. At least one hour of language learning required daily. Prerequisite: FRE 102 or two years of secondary school French.

### 300 French Language and Culture for International Learning 3 s.h.

An introductory course for students who have no previous background in French; presents basic structures of the French language; proposes to develop minimal

language skills, with the emphasis on planning and writing business letters and memos relating to various areas of business and industry; introduces French cultural norms which affect life in French-speaking countries. No prerequisites.

**311 Oral and Written Composition** 4 s.h.

Applied advanced grammar with practice in original composition. Emphasis on developing skill in employing natural, everyday expressions in speaking and writing correct, idiomatic French. Prerequisite: FRE 224.

**322, 323 French Culture and Civilization I, II** 4,4 s.h.

Study of selected aspects of the geographical, historical, social, and cultural backgrounds of France for a better understanding of its civilization. Prerequisite: FRE 224.

**357 French Literature I** 4 s.h.

Selected text from outstanding authors representing the chief periods of French literature from its beginning to the eighteenth century. Prerequisite: FRE 224.

**358 French Literature II** 4 s.h.

Study of major literary trends and representative authors in the nineteenth and twentieth centuries. Prerequisite: FRE 224.

**362 French Linguistics** 4 s.h.

Phonetics, diction, and advanced oral interpretation. Theory and practice of modern French pronunciation, intonation and rhythm. Interpretative readings. Individual laboratory practice. Prerequisite: FRE 224.

**480 Foreign Study in France** 4-16 s.h.

Study abroad may be arranged during any calendar term with any approved institute of learning, including the Alliance Francaise, Paris.

---

**GEOGRAPHY (GEO)**

**301 World Regional Geography** 4 s.h.

Regional study of the earth realms; cultural and physical factors affecting man; effect of the demographic and industrial revolutions on the world.

---

**GERONTOLOGY (GER)**

The interdisciplinary program in Gerontology is both theoretical and practical. It is designed to foster wholesome attitudes toward aging. Students can prepare for a number of careers in Gerontology through a planned program of studies in social, psychological, biological, and political aspects of aging complemented by field experience.

*Authorization*

All courses have been approved for continuing education credit in the renewal of the Nursing Home Administrator License.

*Major:* (B.S.) 42 s.h. Required courses: GER 107, 230, 302, 307, 315, 415, 425, 476, 477, 495 and 12 s.h. gerontology electives, including 16 s.h. taken on campus.

(A.S.) 30 s.h. Core courses: GER 107, 230, 302, 307, 315, 415, 476, 477 plus 6 s.h. in gerontology electives.

Certificate Achievement — 30 s.h. Core courses: GER 107, 230, 302, 307, 315, 415, 476, 477; ENG 101 plus 3 s.h. gerontology electives.

*Minor:* 20 s.h. — GER 107 required.

*Areas of Specialization:* Aging and Mental Health — 30 s.h. Certificate Program (GER 107, 215, 219.2 or 219.3, 230 or 302, 307, 315 or 415, 350, 476, 477; PSY 342; ENG 101).

Activity Therapy in Gerontology — 30 s.h. Certificate Program including GER 107, 210, 219.2 or 219.3, 246, 262, 302, 307, 310, 415, 476, 477; GER Core Electives; ENG 101.

**107 Introduction to Gerontology** 3 s.h.

Overview of Gerontology; a brief description of biological, psychological, and social changes the elderly may experience.

**210 Physical Education Activities (PED)** 2 s.h.

Study of concepts and effects of physical education and recreation activities for older adults.

**215 Mental Health and Aging** 3 s.h.

Evaluation of mental health needs of elderly individuals in the community and/or institutions; in-

vestigation of assessment and diagnostic criteria for common mental health problems; functional psychosis and organic brain syndromes. Emphasis is on practical application of theoretical constructs.

**222 Personal Care of the Aged** 2 s.h.

Study of basic nursing skills for care of the aged at home; physiological changes common in aging; and coping mechanisms to help the elderly maintain independent living.

**230 Issues in Aging** 3 s.h.

Lectures by practitioners in field of Gerontology on topics such as: physiology, psychology, and sociology of aging; nutritional, spiritual, physical, and mental health of the elderly; income status; death and dying; and social service programs.

**242 Nutrition for the Aging (HEF)** 3 s.h.

**246 Activities for the Impaired Elderly** 2 s.h.

An examination and analysis of materials, methods, and exercises for frail older people, who are bedridden or confined to home or a wheelchair. The social, psychological, and physical abilities and limitations of each group are explored.

**252 Retirement Planning** 2 s.h.

Study of the implications of retirement for the older adult; topics covered include: housing, transportation, health and safety, legal affairs, income, and meaningful use of leisure time.

**262 Humanities Programs for the Elderly** 2 s.h.

Demonstration and application of methods to develop humanities programs which utilize the creativity of older adults. Students will examine and analyze creative art forms.

**302 Program Planning for Older Adults** 3 s.h.

Focus on potential of the older adult exploring attitudes and stereotypes regarding learning potential of the older adult; emphasis on components of program design.

**307 Psychology of Aging (PSY/SOC)** 3 s.h.

Overview of psychology of aging; study of personality; adjustments common in process of aging; examination of cognitive and emotional developments as a function of aging.

**310 Activity Theory in Gerontology** 2 s.h.

An analysis of concepts related to Activity Therapy; topics include: Stress management, self-concept development, Psycho-dynamic behavior, and environmental limitations.

**315 Physical Aspects of Aging (NSC)** 3 s.h.

Study of physiology of aging with special emphasis on chronic illness among the elderly and major causes of death. (For Gerontology/Social Work majors: fulfills science requirements.)

**350 Counseling the Older Adult** 2 s.h.

Study and demonstration of techniques of interviewing, counsel-

ing, and working with older adults and their families. Examination of the principles and methods of assessment and intervention skills. Emphasis on a positive approach to the maintenance or improvement of mental health.

**415 Social Gerontology (SOC)** 3 s.h.

Introduction of demographic, cultural, economic, psychological, and political aspects of growing old; discussion of impact of aging upon individual and society; awareness of socio-economic problems of the elderly. Prerequisite: GER 107 or permission of Gerontology Department.

**425 Public Policy and Resources in Aging** 3 s.h.

Examination of public policies, legislation, and resources related to older people. Focus on the role of gerontology professionals in policy decision-making and the role of ethics. Analysis of structure and functions of service delivery systems and organizations.

**476 Field Placement** 4 s.h.

**477 Field Seminar**

Professionally supervised practical experience with organizations providing services to the elderly. Selected readings and case studies complement lecture and group discussion. Lab: 225 hours.

**485 Gerontology Management** 3 s.h.

Examination of efficient gerontology management techniques; focus on humane and effective delivery of services.

**495 Gerontology Senior Seminar** 3 s.h.

A comprehensive analysis and evaluation of the theoretical concepts related to current social, psychological, and biological aspects of aging. Students synthesize the content and methodology of Gerontology and formulate an individual approach to aging that is adaptable to new research findings in a changing field.

---

**HISTORY (HIS)**

*Major:* 33 s.h., including 108 or 245, 341, 453, 463, 495.

*Minor:* 20 s.h., including 108 or 245, 453, 463.

*Social Science Group Major, History Core:* 36 s.h. total, 16 s.h. in History.

**101 World Problems (PSC)** 3 s.h.

Analysis of the most significant contemporary world issues confronting the international community of nations and citizens of United States.

**108 Ancient World** 4 s.h.

Three-part investigation of ancient times, including the Ancient Near East, Ancient Greece, and the Roman Republic and Empire; the origins of Christianity.

**231 United States to 1900** 4 s.h.

Political, social, economic and cultural development of the United States; emphasis on the colonial period, the Civil War, and the rise of America to world power.

**245 Medieval and Renaissance Europe** 4 s.h.

A study of the Middle Ages from the Germanic invasions, emphasizing feudalism, chivalry, the Church and Empire, and the Crusades. The Italian Renaissance and Northern Humanism.

**322 Race, Ethnicity, and Social Class in American Life (SOC)** 4 s.h.

**330 Early Modern Europe** 4 s.h.

European politics, religion and ideas from the Age of Discovery to the Napoleonic Wars, with emphasis upon the Reformation, religious and dynastic wars, scientific revolution, absolute monarchies, the Enlightenment, and the French Revolution.

**333 Modern Europe, 1815 - Present** 4 s.h.

European politics and ideas from the Napoleonic Wars to contemporary Europe, emphasizing the industrial revolution, the Victorian Age, German unification, imperialism, First World War, Bolshevik Revolution and Stalinist Russia, Fascism and the Second World War, the Cold War and the Rise of Europe.



**341 Minority Groups in America** 4 s.h.

Conflict between the revolutionary ideals of the American dream and the reality of majority-minority group relations from colonial America to the present.

**380 Dynamics of Sex Roles (SOC)** 4 s.h.

**419 Special Problems in History** 1-2 s.h.

Study of selected topics of interest in History.

**421 Time and Literature (ENG)** 4 s.h.

**432 Diplomatic History of United States** 3 s.h.

Influence of foreign policy on past and present life of the United States; emphasis on the nation as a world power, taking into account the viewpoints of the international community of nations.

**451 Economic and Business History of the United States (BUS/ECN)** 4 s.h.

Survey of major changes in the American economy, including transportation, industry, labor, finance and marketing. Role of private business and government in economic change.

**453 United States in the Twentieth Century** 4 s.h.

Development of the United States as a world power and its impact on the social, economic, cultural, and political changes in the contemporary era.

**463 Emerging Nations (PSC)** 3 s.h.

Introduction to patterns of political, social, religious, and economic

development of emerging nations in Asia, Africa, and Latin America.

**480 Foreign Study Abroad (HUM)** 3 s.h.

Foreign travel study program. Travel to major foreign cities with an emphasis on comparative studies of government, history, and culture of the people.

**495 History and Social Science Seminar (SSC)** 4 s.h.

Theoretical and philosophical foundations of history and the social sciences, including a paper or project reflecting methodological skills.

**HOME ECONOMICS AND FAMILY LIFE (HEF)**

The HEFL Department offers majors in the following areas:

*Child Care and Guidance (Child Development):* 36 s.h. Required courses: Associate degree requirements plus HEF 310, 353, 410, 491, 495.

Associate degree: Required courses: HEF 216, 238, 258, 272, 273, and 316.

Minor: 20 s.h. Required courses: HEF 216, 238, 258, 272, 310 or 410, 491, 495.

Transfer students with an A.S. in Child Development must take 20 s.h. of upper divisional major courses; 10 s.h. for a minor in Child Care and Guidance.

Secondary Teacher Certification and Vocational Authorization

- Child Care and Guidance
- Clothing Management
- Food Service Management
- Home Economics and Family Life

ZA Endorsement: Early childhood.  
18 s.h. planned program.

*Clinical Dietetics:* 36 s.h. Plan IV (ADA). Required courses: HEF 225, 226, 325, 326, 338, 425 and 442. Required support courses: BIO 224, 226, and 402; BUS 236; CHM 111, 112, 221, 331, 361; ECN 271; EDU 312 and SOC 101.

*Community Nutrition:* 36 s.h. Plan IV (ADA). Required courses: HEF 225, 226, 325, 326, 338, 346, 376, 425, 438 and 446. Required support courses; BIO 224, 226; BUS 236; CHM 111, 221, 361; ECN 271; EDU 312; SOC 101 and 233.

*Food Service Management:* 36 s.h. Required courses: HEF 225, 226, 246, 346, 376, 446, and 476. Required support courses: BIO 224, 226; BUS 201, 236, 238, 310; CHM 111; ECN 272, 273.

Minor: 20 s.h. Required courses: HEF 226, 246, 346, 376, 446 and 476.

*Foods and Nutrition:* 36 s.h. Required courses: HEF 125, 225, 226, 325, 326, 425, 426. Required support courses: BIO 224, 226; CHM 111, 161.

Minor: 20 s.h. Required courses: HEF 225, 226, 238, 242, 246, 326.

Associate degree: 30 s.h. Required courses: HEF 125, 225, 226, 238, 242, 246, 291, 346, 376; BIO 224; BUS 236.

*General Dietetics:* 36 s.h. Plan IV (ADA) Required courses: HEF 225, 226, 325, 326, 346, 376, 425, 446. Required support courses: BIO 224, 226; BUS 236; CHM 111, 221, 361; ECN 271; EDU 312; SOC 101.

*Clothing Management:* 30 s.h. Required courses: HEF 108, 236, 331, 333, 335, 343, 432, 447. Required support courses: BUS 218, 219, 225, 236, 244, 255.

*Fashion Merchandising:* 36 s.h. Required courses: HEF 108, 236, 291, 331, 333, 335, 343, 363, 391, 432, 447, 491. Required support courses: BUS 218, 225, 236, 244, 255, 307, 310, 318.

Fashion Design Core: Required courses: ART 105, 121, 207, 268, 305, 361, 425, BUS 307, 310, 318 not required for Fashion Design Core.

*Home Economics and Family Life:* 36 s.h. Required courses: HEF 108, 216, 225, 236, 353, 363, 427, 495. Required support courses: BUS 225, 236, 255.

Minor: 24 s.h. Required courses: HEF 108, 216, 225, 226, 236, 353, 363, 427.

*Home Economics in Business:* 30 s.h.  
Required courses: HEF 108, 225, 226, 236, 255, 363, 427, 391 or 491. Required support courses: BUS 101, 201, 218, 225, 236, 244, 307, 438.

**108 Textiles** 4 s.h.  
Basic principles and recent developments in textile products. Chemical and physical properties of fibers, yarns, fabric structures and finishes related to fabric care. Lecture 2 hours, laboratory 3 hours.

**125 Health Problems (NSC)** 4 s.h.

**201 Creative Art and Music Experience** 4 s.h.  
Basic elements of art and music with guidelines for creative expression based on developmental needs of young children. Lecture 3 hours, laboratory 2 hours.

**208 Creative Play and Movement Education** 4 s.h.  
Principles of body awareness, space and qualities of movement in relation to self-expression and creative imagination of the child; selection of activities appropriate for children with special problems. Lecture 3 hours, laboratory 2 hours.

**216 Child Development and Guidance** 4 s.h.  
Growth and behavior of a child from the prenatal stage through early childhood as well as guidance techniques for each stage of development. Lecture 3 hours, laboratory 2 hours.

**225 Nutrition (NSC)** 4 s.h.  
Study of nutrients in foods and their involvement in the function of human body systems. Problems in

meeting personal, family, national, and world nutritional needs. Educational and assistance programs available. Prerequisite: BIO 224.

**226 Introductory Foods** 4 s.h.  
Principles and procedures of food selection and preparation based on the factors that cause variation in quality. Laboratory experience in the preparation of selected food products. Lecture 3 hours, laboratory 3 hours.

**236 Clothing Selection and Construction** 4 s.h.  
Selection and construction of clothing. Application of color and design principles to wardrobe planning and construction. Lecture 2 hours, laboratory 4 hours.

**238 Child Nutrition** 3 s.h.  
Study of normal growth patterns from conception to adulthood and the principles involved in meeting maternal, infant, child, adolescent nutritional needs at home or in agencies concerned with child care or education.

**240 Human Growth and Development I (PSY)** 3 s.h.

**241 Human Growth and Development II (PSY)** 4 s.h.

**242 Nutrition for the Aging (GER)** 3 s.h.  
Practical problems of meeting nutritional needs of older adults considering economic, physical, and psychological changes that occur with age. Study of agencies and programs concerned with meal delivery systems for the elderly.



**246 Meal Management 3 s.h.**

Economic, aesthetic and managerial aspects of menu planning. Ethnic and cultural meal practices. Consumer problems in the purchase, use and care of food, kitchen equipment and table appointments. Laboratory experience in service of family size meals. Lecture 2 hours, laboratory 2 hours.

**255 Consumer Behavior (BUS) 3 s.h.**

**258 Child Development Curriculum 4 s.h.**

Emphasizes techniques in analysis, development, evaluation of instructional materials for curriculum in practicum setting. Lecture 3 hours, laboratory 2 hours.

**272, 273, 274 Child Care Practicum and Seminar 2,2,2 s.h.**

Planning, observation, and supervised experience in a child care center. Lecture 1 hour, laboratory by arrangement. Required: 4 hours. Prerequisite: HEF 258.

**291 Practicum/Co-Op 1-4 s.h.**

Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: Approval of advisor. Recommended for graduation.

**310 Language Development in Early Childhood 4 s.h.**

Presents theories and development of child's language from birth through early childhood. Includes experiences that facilitate language while considering social, emotional, intellectual, and physical development. Lecture 3 hours, laboratory 2 hours.

**316 Administration of Child Care Centers 4 s.h.**

Basic processes of administration including planning, organizing, supervising, assembling resources, accounting and specific administrative skills, required by child care center administrator. Prerequisite: Experience in child care and planning. Lecture 3 hours, laboratory 2 hours.

**325 Diet Therapy 4 s.h.**

Physiological basis for modification of the normal diet as a preventive measure or therapeutic aid in certain diseases and disorders of the body. Prerequisites: CHM 161 or 361, HEF 225. Lecture 4 hours.

**326 Advanced Foods 4 s.h.**

Principles involved in food quality, spoilage, preservation and foodborne diseases. Managerial and manipulative techniques involved in formal demonstrations for teaching or promotional work. Prerequisites: CHM 221, HEF 226. Lecture 3 hours, laboratory 3 hours.

**331 History of Costumes 3 s.h.**

Study of dress and accessories from ancient times to present day; emphasis on aesthetic, social, political, and economic influences; influence of recurring styles on present fashion.

**333 Fashion Design 3 s.h.**

Basic concepts of color and design as related to fashion or individual personalities. Creative and adaptive design concepts stressed.

**335 Advanced Clothing and Tailoring** 4 s.h.

Detailed construction procedures; the principles of tailoring; working with novelty fabric, suede, leather, and fur. Lecture 2 hours, laboratory 4 hours. Prerequisites: HEF 108, 236.

**338 Methods in Nutrition Education** 2 s.h.

Specialized approach to teaching nutrition principles to children of various age levels and to adults of various personal or professional interests. Development of instructional aids and teaching units. Prerequisite: HEF 225.

**343 Fashion Industry** 3 s.h.

Basic principles that influence and govern all fashion movement; the history, development, organization, and merchandising activities of the clothing industry.

**346 Food Service Management I** 3 s.h.

Purchasing standards, buying procedures, storage principles and factors affecting quality, efficiency and economy in quantity food production and service. Lecture 3 hours. Prerequisites: HEF 226, BUS 236. Co-requisite: HEF 376.

**353 Marriage and Family (SOC/RST)** 4 s.h.

Marriage and family from the biblical, theological, economic, psychological and sociological points of view. (Interdisciplinary.) Prerequisite: junior or senior status.

**363 Housing and Interior Design** 4 s.h.

Basic principles of design and color related to house interiors and

exteriors; emphasis on planning, selecting, and furnishing homes in terms of individual and family needs.

**376 Food Service Management Laboratory** 1 s.h.

Laboratory experience and field trips related to quantity food preparation and service. Safety and efficiency in the use and care of specialized equipment. Laboratory 3 hours. Prerequisites: HEF 226, 246; Corequisite: HEF 346.

**391 Practicum/Co-op** 1-4 s.h.

Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: Approval of advisor. Recommended for graduation.

**410 Philosophies in Early Childhood Education** 4 s.h.

Montessori, Piaget, Behavior Analysis, Head Start, innovative programs explored; observations in preschools. Lecture 3 hours, laboratory 2 hours.

**425 Advanced Nutrition** 4 s.h.

Biochemical principles involved in the metabolism of specific nutrients. Problems in applying this knowledge to particular topics in nutrition. Prerequisites: CHM 221, 361; BIO 224, HEF 225.

**426 Readings in Food Science** 2 s.h.

Focus on current and recent articles in professional journals and trade association publications related to food science and technology; research and promotion aspects of the food industry.

**427 Home Management** 4 s.h.  
Management of human and material resources in the family with emphasis on use of time, money, and energy; standards of living related to family concerns, values, and goals; laboratory experience includes family situations and that of the home management house. Prerequisites: HEF 225, 226, 236, 246, 255 and 353, 363. Laboratory by arrangement.

**432 Fashion Merchandising** 3 s.h.  
Merchandising functions of fashion buying with emphasis on the varied techniques used for planning, executing and evaluating merchandise. Prerequisites: BUS 236, 244, 255.

**438 Community Nutrition** 2 s.h.  
Social, economic and political aspects of public health in relation to food and nutrition; problems and programs affecting vulnerable groups such as the poor, the aged, the handicapped, pregnant teenagers, infants. Prerequisite: HEF 225.

**442 Clinical Nutrition** 2 s.h.  
Interpretation of laboratory data in nutritional screening and assessment. Calculation for tube feedings and total parenteral nutrition. Prerequisite: CHM 361, HEF 425. Lecture and clinical experience.

**446 Food Service Management II** 3 s.h.  
Principles of management applied to food service systems; physical facilities planning; sanitation and safety standards; organization and leadership; personnel management and cost control. Prerequisites: HEF 226, BUS 236.

**447 Fashion Retailing** 3 s.h.  
Principles of clothing retail store management; emphasis is given to store location, layout, personnel, organization, buying inventory, sales promotion, customer services and operating expenses. Prerequisites: BUS 236, 244.

**476 Food Service Management III** 2 s.h.  
In-depth study of selected topics using lecture/seminar format and some adjustable scheduling to meet needs of the participants.

**491 Practicum/Co-Op** 1-4 s.h.  
Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: Approval of advisor. Recommended for graduation. Required for Fashion Merchandising major.

**495 Seminar** 2 s.h.  
In-depth consideration of controversial issues in a related field, integration and verification of exit-level competencies.

---

### **HOSPICE CARE (HSP)**

Hospice Care emphasizes an interdisciplinary approach to palliative assistance for dying patients of all ages. Administrators, psychologists, sociologists and social workers, doctors and nurses, gerontologists and dedicated volunteers may participate in this systematic program of study that highlights relevant content for all specialists on the hospice team. It is hoped that by learning together the hospice team will provide better service together.

*Certificate of Achievement:* 30 s.h. including required courses: HSP 321, 348, 350, 353, 462, 465, 475; ENG 101; RST 412.

*Minor:* 20 s.h. including required courses: HSP 321, 348, 350, 353, 462, 465, 475; recommended: RST 412.

**321 Fundamental Concepts in Hospice Care 3 s.h.**

Deals with the history of the hospice movement and the philosophy of care inherent in it: is humanistic and interdisciplinary in nature, emphasizing the therapeutic community and the hospice team; stresses hospice as a concept of care not simply as an institution; discusses recent studies done in the hospice field and local practices.

**348 Psychosocial Components in Hospice Care 3 s.h.**

Teaches counseling techniques; considers bereavement, especially bereaving the child and adolescent; explains the grieving process from the point of view of patient and family; guides the care giver on how to tell the patient he/she is dying; treats mental health aspects such as patient anxiety and employee stress.

**350 Spiritual and Ethical Consideration in Hospice Care 3 s.h.**

Presents the ethical principles involved in problem-solving of moral issues for clients, families, and/or care givers; studies death and dying issues; explores major world religions, identifying their tenets/practice related to meeting the spiritual needs of the sick and their families; uses examples of how the interdisciplinary hospice care team

can facilitate spiritual comfort in their clients and their families.

**353 Comfort and Care for the Hospice Client 3 s.h.**

Instructs in the physical aspects of therapeutic interventions: pain and symptom control in the practice of palliative care, comfort measures performed for the debilitated and incapacitated patient, commonly occurring pathologies, and diversion/physical therapy.

**462 Managing Hospice Services 3 s.h.**

Outlines the classical functions of a manager applying them to "in-house" and "at-home" hospice situation; explains accreditation and licensure of agency services as well as standards and legal aspects; instructs in budgeting and insurance matters; describes staffing issues particularly personnel development and volunteerism.

**465 Hospice Field Experience 3 s.h.**

Consists of a weekly seminar and 90 clock hours of service to the hospice client, observing and applying principles of care and management in a free standing hospice, in a hospital unit, and in the home care setting.

**475 Emerging Issues in Interdisciplinary Hospice Care 2 s.h.**

Review of relevant literature found in periodicals from the various disciplines that provide care givers for the hospice, noting emerging trends and issues; discuss impact of legislation and federal reimbursement on the evolution of hospice care; analysis of newly reported research related to hospice.

## HUMANITIES (HUM)

*Minor:* 24 s.h., including HUM 201 or 305; 20 s.h. from at least four Humanities disciplines (8 s.h. in upper division courses).

155 Inquiry into Values (PHL) 3 s.h.

201 The Medium and the Message 4 s.h.  
Interdisciplinary introduction to art, history, music, and literature, focusing on their means of communication and potential to express spiritual, humanistic, and aesthetic concepts.

261 The Old Testament (RST) 3 s.h.

262 The New Testament (RST) 3 s.h.

267 Epistle of St. Paul (RST) 3 s.h.

305 The Idea of Justice (RST) 4 s.h.  
Interdisciplinary study of concepts of justice as developed and applied in historical and contemporary situations.

321 Aesthetics (PHL) 3 s.h.

333 Introduction to Christianity (RST) 3 s.h.

335 Art and Culture of Africa, Near East, and Asia (ART) 3 s.h.  
The cultural traditions and aesthetic contributions of Africa, India, China, and Japan as reflected in painting, sculpture, architecture, ceramics, and garden design.

340 Person and Mission of Christ (RST) 3 s.h.

407 Moral Principles and Modern Moral Problems (RST) 3 s.h.

410 Conscience and Values (RST) 3 s.h.

412 Death and Dying (RST) 2-4 s.h.

415 Modern Art (ART) 3 s.h.

422 Christian Awareness (RST) 3 s.h.

445 World Religions (RST) 3 s.h.

480 Foreign Study Abroad (HIS) 3 s.h.

495 Senior Seminar 1 s.h.  
Interdisciplinary seminar requiring majors in humanities disciplines to integrate and synthesize knowledge gained in the major and relate that to other humanities fields. Emphasis on demonstrating the analytical, critical, and communication skills necessary for competency in a humanities discipline.

## JOURNALISM and PUBLIC RELATIONS (JRN)

(See also COMMUNICATION ARTS and ENGLISH)

*Major:* 46 s.h. with a minimum of 30 s.h. in Journalism including 121, 132, 286, 313, 316, 357, 401, 416, 491; HUM 495 and 16 s.h. of supportive courses in Art, Business and Journalism to be selected from the following: ART 207, 268, 361, 425; BUS 244, 255, 307, 387, 355, 415; JRN 205, 314, 351, 352.

*Minor:* 20 s.h., including 132, 286, 316, 357, and 416.

**121 Introduction to Commercial Art (ART)** 4 s.h.

**132 Newspaper Reporting (ENG)** 3 s.h.

Organization of the modern newspaper, news values and news sources; structures of the news story; practical training in gathering and writing typical news stories.

**205 Public Relations Writing** 3 s.h.

Acquaints student with functions of public relations in our society and explains basic theories and principles in publicity writing and placement. Prerequisite: JRN 132 or departmental approval.

**286 Editorial Writing and Feature Writing** 3 s.h.

Study of writing of newspaper features, principles and ethics of editorial judgment; the means of persuasion; nature, structure, and function of the editorial: editorial page layout and content; writing of opinion articles. Prerequisite: JRN 132 or departmental approval.

**313 Photography I (ART)** 3 s.h.

Basic black and white photography; principles of light, lenses and film; processing and darkroom techniques; participation in all phases of photograph production from initial composition to finished print.

**314 Photography II (ART)** 3 s.h.

An exploration of color photographic processes including slides, Cibachrome printing, color negative development, and color printing; archival and gallery black and white

printing; emphasis on visualization and creativity. Prerequisite: JRN 313 or permission of instructor.

**316 Newspaper Production** 2 s.h.

Techniques and hands-on experience of covering beats, digging out stories, writing stories, and validating facts under pressure of deadlines through working on the school publication. Prerequisite: JRN 132, 286 or departmental approval.

**351 Television Production Techniques I (SPH)** 3 s.h.

Basic techniques and equipment used in cable, industrial/educational and commercial television production; emphasis on set-up and operation of cameras, microphones, videotape recorders, lights, and studio and control room equipment.

**352 Television Production Techniques II (SPH)** 3 s.h.

Production techniques and equipment used in cable, industrial/educational and commercial television; emphasis on program production and organization, directing, camera techniques, lighting techniques, videotaping, and integration of field produced tapes. Prerequisite: JRN 351 or permission of instructor.

**357 Editing and Copyreading** 3 s.h.

Principles of editing, headline writing, page make-up, use of pictures in newspapers, special sections, magazines. Prerequisite: JRN 132 or departmental approval.

**401 Foundations of Mass Communications** 3 s.h.

Theory behind communications in general and the mass media in particular. The design and evaluation of

public opinion studies and research topics in communications with emphasis on the effects that the various media have had on consumers.

**416 Advanced Newspaper Production** 2 s.h.

Selecting and measuring type, photographic art, captions, mastheads and logos; designing pages within constraints of newshole and budget; editing the school publication under actual deadline conditions. Prerequisite: JRN 132, 316, 357, or departmental approval.

**491 Journalism/Public Relations Practicum/Co-Op** 3-12 s.h.

On-campus or on-the-job experience in publications, publicity, or promotion work. One or more cooperative education experiences may substitute for the practicum. Prerequisite: JRN 132, 286, 357, or departmental approval.

---

**LATIN (LAT)**

*Minor:* Minimum of 20 s.h. beyond elementary level. (Courses as listed in this Bulletin will be offered if there is sufficient enrollment. Courses are also available through the Consortium.)

**101, 102 Elementary Latin** 3,3 s.h.

Elements of Latin grammar; reading and translation; selections from the Gallic Wars.

**103 Cicero and Composition** 3 s.h.

Selected orations of Cicero; special uses of cases and modes, practice in composition. Prerequisite:

LAT 102 or 2 units of high school Latin.

**201 Vergil** 3 s.h.

Selections from Aeneid, Book 1 to 6, syntax of Latin poetry; metrical reading. Prerequisite: 3 units of high school Latin.

**211, 212 Latin Writing** 2-3, 2-3 s.h.

Practice and skill in writing by study of prose selections from representative Latin writers.

**241 Horace** 3 s.h.

Odes and Epodes: reading and interpretation; influence of Horace on English literature.

**301 Letters of Cicero and Pliny** 3 s.h.

Development of epistolary art: reading of selected letters of Cicero and Pliny. Influence on the letter as form in English literature.

**323 The Epic** 3 s.h.

Development of epic: art and structure of epic and its influence on epic in English literature. Prerequisite: LAT 201.

**353 Medieval Latin Literature** 3 s.h.

Selections from authors of Patristic Age to Renaissance; comparison of stylistic features.

---

**PRE-LAW**

Law schools do not prescribe particular curricula for admission. Madonna College, therefore, approaches the preparation for law on an individual basis, tailoring the program of each student to individual needs and desires. Thus, students

may major in English, history, political science, or other liberal arts.

### LEGAL ASSISTANT (LAW)

The Legal Assistant program prepares those who are seeking careers as paralegal professionals, to earn a Bachelor Degree, an Associate Degree, or a post baccalaureate Certificate of Achievement. Students are trained for legal positions in law firms, trust departments of banks, legal departments of corporations and government agencies, insurance firms and various real estate fields.

THE MADONNA COLLEGE LEGAL ASSISTANT PROGRAM IS APPROVED BY THE AMERICAN BAR ASSOCIATION.

*Major:* (B.S.) Legal Assistant 36 s.h. in LAW, including 100, 101, 121, 357 and 495.

*Major:* (A.S.) Legal Assistant 30 s.h. in LAW, including 100, 101, 121, and 495.

*Post-Baccalaureate Certificate:* Legal Assistant: Same as Bachelor of Science - Legal Assistant.

**NOTE:** Completion of the degree requirements of the Legal Assistant Program *does not authorize* graduates to practice law as an attorney.

The last twelve semester hours of legal courses, including *Law 495:*

*Legal Seminar and Practicum*, must be completed in Madonna College courses.

Admission to courses other than LAW 100 requires departmental approval.

#### 100 Legal Assistant Orientation 3 s.h.

Introduction to the various roles of the legal system with an emphasis upon functions, ethics and skills, legal terminology, the court system.

#### 101 Legal Research and Writing I 3 s.h.

An introduction to the law library and the use of legal references; the techniques of legal research as used in writing letters, instruments, pleadings, briefs and memoranda.

#### 121 Legal Research and Writing II 3 s.h.

Further development of research and writing skills analyzing a fact situation and following the evolution of a typical lawsuit. Prerequisite: LAW 101.

#### 201 Legal Interviewing & Investigations 3 s.h.

Collection, organization and use of facts, sources of evidence and leads, access to records, evaluation of testimony and physical evidence, interviewing.

#### 222 Domestic Relations 3 s.h.

Divorce law, including interviewing, determination of jurisdiction and grounds, counseling, investigation; drafting, serving and filing of legal papers; Friend of the Court Act and property settlements.



- 235 Real Estate** 3 s.h.  
Interviewing and data collection, title work, mortgage work, taxation, drafting or purchase and sale agreements, closing, liability insurance.
- 241 Contractual and Commercial Relations** 3 s.h.  
Fundamentals and theory of the law of contracts. Sales transactions, the Uniform Commercial Code, banking transactions, consumer law, analysis of standard commercial contracts.
- 257 Litigation** 3 s.h.  
Pre-trial, trial, appeal, and enforcement/compliance procedures for civil and criminal cases, through courts and administrative agencies. Data collection and analysis; calendar control and scheduling; organization and coordination of exhibits; drafting of interrogatories, replies and pleadings.
- 305 Criminal Procedures (CJ)** 3 s.h.  
Prerequisite: CJ 265.
- 345 Business Associations** 3 s.h.  
Pre-incorporation and incorporation procedures, directors' meetings, stockholders' meetings, public sale of securities, foreign jurisdictions, amending Articles of Incorporation and by-laws, partnership agreements and dissolution.
- 357 Law Office Economics and Management** 3 s.h.  
Supervision, personnel, types of legal practice, governance, finances, equipment and facilities, timekeeping, billing, administrative reports, document control.
- 358 Taxation I (BUS)** 3 s.h.  
Prerequisite: BUS 202.
- 361 Taxation II (BUS)** 3 s.h.  
Prerequisite: LAW 358.
- 386 Probate Estates** 3 s.h.  
Probate administration, Michigan Probate Code, estate planning; gift taxes; decedent's estates, including determination of assets, federal and state death returns, fiduciary income tax returns, tax implications, transfer of securities, closing documents.
- 405 Constitutional Law (CJ\*/PSC)** 3 s.h.
- 419 Special Problems in Law** 1-3 s.h.  
Study of selected areas of paralegal practice on a seminar basis.
- 422 Torts: An Overview of Negligence** 3 s.h.  
Fundamentals of tort law with emphasis on application to fact situations encountered in legal practice. Areas covered are intentional interferences and defenses, negligence and defenses, strict liability, product liability, misrepresentation, defamation, wrongful death, medical malpractice and auto negligence.
- 433 Administrative Procedures** 3 s.h.  
Rules of procedure and evidence for workers' compensation, social security, Veterans' Administration, and unemployment compensation cases.
- 495 Legal Seminar and Practicum/Co-Op** 4-6 s.h.  
In-service training, demonstration of professional legal skills in an

employment situation, self-assessment, evaluation of personal and program curriculum, strategy for continuing legal education. Position arranged by student. Permission of instructor required.

## MATHEMATICS (MTH)

### Mathematics

*Major:* 30 s.h. minimum including MTH 235, 247, 251, 252, 330, 351, 451 and 495.

*Minor:* 20 s.h. minimum including MTH 235, 251, 252. Only one computer science class may be included.

### Computer Science

*Major:* 43-45 s.h. including: MTH 208, 246, 247, 251, 252, 291, 303, 305, 313, 391, 485; and 9 s.h. required support from: MTH 249, 301, 341; PHY 451; BUS 248, 341, 348, 385.

*Minor:* 21 s.h. including MTH 208, 246 or 247, 251, 252, 303, 305.

### 100 Developmental Mathematics 3 s.h.

Emphasis on developing computational skills with whole numbers, common and decimal fractions, and pre-algebra. Does not apply toward major or minor. Does not fulfill general education requirements.

### 101 Introductory Mathematics 3 s.h.

Properties of integers, ratio and proportion, percent, measurement, graphs, operations with algebraic ex-

pressions, solving equations, identifying properties of geometric figures, metrics, descriptive statistics, computer mathematics. Does not apply toward major or minor.

### 104 Introduction to Algebra 3 s.h.

Operations with integers and rational numbers, operations with polynomials, solving first degree equations, applications, relations and functions, graphs of linear functions, systems of linear equations, exponents, factoring, algebraic fractions. Prerequisite: MTH 101 or equivalent. Does not apply toward math major or minor.

### 105 Intermediate Algebra 3 s.h.

Rapid review of signed numbers, natural number exponents, polynomials, factoring, equation solving, and algebraic fractions. Solving inequalities and absolute value sentences, exponents, radicals and complex numbers, second degree equations, graphing, relations and functions, applications. Prerequisite: MTH 104 or one year of high school algebra. Does not apply toward a math major or minor.

### 106 Trigonometry 3 s.h.

Solving linear equations and inequalities, fractional expressions and equations, quadratic equations, radicals, logarithms, formulas, coordinate system and graphs, measurement of plane and solid figures, scale drawings, numerical trigonometry, trigonometry of oblique triangles. Prerequisite: MTH 105 or equivalent. Does not apply toward math major or minor.

**111 Algebra with Trigonometry** 4 s.h.

Properties of real and complex numbers, linear and quadratic functions, equations and inequalities, exponents and logarithms, graphs of trigonometric functions and inverses, trigonometric identities, law of sines and cosines, trigonometric equations. Prerequisite: Two years of high school algebra or equivalent. Does not apply toward math major or minor.

**208 Principles of Computer Science** 3 s.h.

Overview of computers and introduction to programming in BASIC. Introduction to algorithms, data types, iteration, subprograms, and dimensioned variables. Study of the impact of computers on society. No computer science credit if taken after BUS 238. Does not apply toward math major or minor.

**230 Business Calculus** 4 s.h.

Techniques of differentiation and integration as they apply to marginal analysis, asset growth, change of cost, profit, and price. Functions serve as models. Prerequisite: MTH 105. Does not apply toward math major or minor.

**235 Probability and Statistics** 4 s.h.

Sampling distributions, combinatorial analysis, conditional probabilities, random variables, frequency distribution, variance, statistical inference, hypothesis testing, applications. Prerequisite: One year of high school algebra or equivalent.

**243 Mathematics Foundations (EDU)** 4 s.h.

A comprehensive study of the structures, principles and processes

of elementary mathematics: arithmetic, geometry, and basic algebra. This is a content course, not a methods course, that is part of the Elementary Teacher's Planned Program. Math majors and minors may substitute another course with advisor's approval. Prerequisite: MTH 101 or equivalent.

**246 Programming: BASIC** 3 s.h.

In-depth study of BASIC programming language, with applications in mathematics and the sciences. Introduction to file handling, structured programming, multi-dimension arrays. Prerequisite: MTH 208 or equivalent.

**247 Programming: FORTRAN** 3 s.h.

In-depth study of FORTRAN programming language with applications in mathematics and the sciences. Structured programming using subprograms. Nested iterations and matrix processing. Prerequisite: MTH 208 or equivalent.

**249 Interpretive Language: APL and LISP** 3 s.h.

Study of interpretive language techniques through exploration of two powerful interpretive languages: APL and LISP. Matrix manipulation with APL and list processing with LISP are emphasized. Prerequisite: MTH 246 or 247.

**251, 252 Calculus with Analytic Geometry, I, II** 4,4 s.h.

Limits of functions, derivatives and applications, definite integrals, conic sections, exponential and logarithmic functions, transcendental functions, indeterminate forms, improper integrals, Taylor's Formula, infinite series. Prerequisite: MTH 111 or departmental approval.

**291 Co-Op in Operations** 2-3 s.h.

Cooperative education experience with emphasis on computer operations. Consent of an advisor is required.

**301 Numerical Analysis for Computer Science** 3 s.h.

Study of numerical methods in the solution of mathematical problems: integration, differentiation, curve construction and fitting, interpolation and extrapolation. Introduction to numerical computer algorithms. Prerequisite: MTH 251, 252 and 246 or 247.

**303 Operating Systems** 3 s.h.

Study of the organization and operation of computer system software. Control of computer resources. Command parsing. Logical and Physical I/O. Algorithms for multi-programming and resource sharing. Prerequisite: 6 credits of computer programming.

**305 Computer Organization and Assembly Language** 4 s.h.

Study of the organization and operation of the digital computer, and the techniques of programming in machine and assembler language. Prerequisite: 6 credits of computer programming with grade of C or better.

**313 Compiler and Language Theory** 3 s.h.

Study of the operation of language compilers and the underlying theory of computer languages: parsing algorithms, scanning techniques, grammars and code generation. Prerequisite: MTH 303.

**325 Introduction to Statistical Research** 4 s.h.

An extension of statistical tech-

niques to include analysis of variance and correlation. Develops the ability to understand and evaluate research papers. Consideration is given to legitimacy of design, appropriateness of analysis and validity of conclusions. Prerequisite: MTH 235.

**330 Modern Algebra** 3 s.h.

Study of groups, rings, integral domains and fields; development of the rational, real and complex number fields. Prerequisite: MTH 252.

**341 Linear Algebra** 3 s.h.

Elementary theory of polynomials and vector spaces, systems of linear equations, determinants, linear transformations and matrices. Prerequisite: MTH 252.

**351 Calculus with Analytic Geometry III** 4 s.h.

Plane curves and polar coordinates, vectors and analytical geometry in three dimensions, vector valued function, partial differentiation, multiple integrals; topics in vector calculus, differential equations. Prerequisite: MTH 252.

**391 Co-Op in Software** 2-3 s.h.

Cooperative education experience with emphasis on computer programming or software engineering. Consent of advisor is required.

**451 Introduction to Real Analysis** 3 s.h.

The foundations of calculus; properties of the real number system which are related to the theory of limits and continuity. Prerequisite: MTH 351.

**453 Differential Equations** 3 s.h.

Relevant techniques of solving first-order differential equations,

linear differential equations, and linear systems, basic theories behind various solution methods, applications of solution techniques to various fields. Prerequisite: MTH 252.

**465 Foundations of College Geometry** 3 s.h.

Points, lines and planes, separations, curves and surfaces, congruence, measures, parallelism and similarity, non-Euclidean geometries. Prerequisite: MTH 252.

**485 Seminar: Computers and Society** 3 s.h.

Study of the impact of computers in society, both positive and negative aspects. Introduction to automation, robotics, and artificial intelligence, and the implications of each. Examination of computer crime, and methods to detect and prevent it. Ethics and professionalism in computer science. Prerequisite: Senior status and major in Computer Science or Computer Information Systems.

**495 Senior Seminar** 2 s.h.

A course designed to give experience in preparing and presenting a scientific paper and in evaluating those of others. Taken by students with senior status as a requirement for graduation.

---

**MEDICAL TECHNOLOGY (MTE)**

*Bachelor of Science with Major in Medical Technology*  
*Professional Option — 3 + 1*

This curriculum builds upon a three-year sequence of coursework at Madonna College followed by the

twelve month internship at an approved hospital. The major requires 36-42 s.h. of credit in Medical Technology and a minor in Natural Science including: BIO 103, 224, 226, 301, 317 or 350, 327, 427; CHM 111, 112, 221, 331 or 361; MTH 111, 235 or 238; MTE 201, 301, 302, 451, 452, 453, 495.

*Bachelor of Science with Major in Biology*

*Pre-professional Option — 4 + 1*

This curriculum consists of a four-year sequence of coursework at Madonna College with the internship completed following graduation. The student completes the requirements for a major in Biology plus 18 s.h. in medical technology. Required courses include: BIO 103, 104, 224, 226, 301, 317 or 350, 327, 427, 495; CHM 111, 112, 221, 222, 331 or 361; MTH 111, 235 or 238; PHY 251, 252 or 271; MTE 201, 301, 302.

Students who elect Medical Technology follow the prescribed plan of work and must maintain a grade point average of 2.8 (minimum with grades of C or better in all science and math courses) to be considered for an internship. Madonna College participates in the MTIMP.

**201 Introduction to Health Technology (AHM)** 2 s.h.

**301 Human Clinical Pathology I** 4 s.h.

Principles and procedures in hematology, coagulation, and urodynamics for Medical Technology students. Prerequisite: Department approval.

**302 Human Clinical Pathology II** 4 s.h.

Principles and procedures in clinical immunology and immunohematology, serodiagnosis, and clinical chemistry for medical technology students. Prerequisite: Department approval.

**451 Internship I** 2 s.h.

Supervised clinical practice in approved medical technology hospital program. Prerequisite: Department approval.

**452 Internship II** 10 s.h.

Supervised clinical practice in approved medical technology hospital program. Prerequisite: Department approval.

**453 Internship III** 10 s.h.

Supervised clinical practice in approved medical technology program. Prerequisite: Department approval.

**475 Administration and Teaching for Health Professionals (AHM)** 2 s.h.

**495 Senior Seminar (AHM)** 2 s.h.

Evaluation of allied health practices and procedures with emphasis on summation and integration for the entry-level practitioner.

**PREPROFESSIONAL\***

Pre-Dentistry  
Pre-Medicine  
Pre-Osteopathy  
Pre-Podiatry  
Pre-Veterinary

Students preparing for a health professions career may major in any area whose free electives allow comple-

tion of the following basic courses:

Biology (BIO 103, 104) 8 s.h.  
Chemistry (CHM 111, 112, 221, 222) 16 s.h.  
Mathematics (MTH 111, 251) 8 s.h.  
Physics (PHY 251, 252) 8 s.h.

\*Schools and programs vary in general requirements for admission. Students are advised to become familiar with the exact requirements of the program(s) to which application will be made.

**MUSIC**

*Instrumental/Vocal Performance:* 54 s.h. including 111, 112, 211, 212, 333, 334, 402, 403, 16 s.h. in major applied music area; 8 s.h. in minor applied music area; 4 s.h. in group performance.

*Music Education:* 46 s.h. including 111, 112, 211, 212, 333, 334, 353, 402, 403, 404; 8 s.h. in major applied music area; 4 s.h. in minor applied area; 4 s.h. in group performance. See Education for additional requirements.

*Music Management:* 38 s.h. including 111, 112, 211, 212, 333, 334, 402, 495; 8 s.h. in applied music; 4 s.h. in group performance. 28 s.h. in Business including 101, 201, 202, 236, 244, 255, 313, 333.

All music majors are required to take Humanities 495.

*Minor:* 24 s.h. including 111, 112, 333, 334; 10 s.h. in applied music.

*Piano Pedagogy Certificate:* 33 s.h. including MUS 111, 112, 121, 122, 211, 221, 222, 333, 334, 354, 355; ENG 101.

Written approval of instructor prior to registration required for all vocal, instrumental, and theory courses.

**105, 106 Piano for the Adult** 2 s.h. each

Basic course with emphasis on fundamental keyboard technique and musicianship. Credit not applicable to piano majors.

**108.2-108.9 Chorale** 1 s.h. each

Study and performance of sacred and secular choral literature; development of a discriminatory taste in music through experience in actual participation.

**109 Voice Class I** 2 s.h.

Practical approach to fundamentals of good singing technique: support, vowel formation, concepts of resonance. Emphasis is on establishment of good vocal habits and exercises for development of the singing and speaking voice.

**110 Voice Class II** 2 s.h.

Continuation of Voice Class I.

**111, 112 Theory I, II** 4 s.h. each

Aural, visual and written approach to musicianship: sightsinging, melodic and harmonic dictation; four-part writing: triads, sevenths, modulation.

**115, 116 Voice** 2 s.h. each

Voice placement; vocalization for tone production, intonation, breath control, relaxation, resonance, vowel formation and study of the consonants; simple songs with English diction suitable to acquired technique; introduction to the Art Song; Italian Art Song; selected arias.

**121, 122, 221, 222, 321, 322, 421, 422** 2 s.h. each

**Piano**

Study of keyboard theory; techniques and repertoire designed to meet needs of individual students.

**124, 125, 224, 225, 324, 325, 424, 425** 2 s.h. each

**Organ**

Organ technique; application to basic materials; congregational accompaniment; repertoire designed to meet needs of individual students.

**126, 127, 226, 227, 326, 327, 426, 427** 2 s.h. each

**Violin**

**128, 129, 228, 229, 328, 329, 428, 429** 2 s.h. each

**Guitar**

**131, 132, 231, 232, 331, 332, 431, 432** 2 s.h. each

**Flute**

**141, 142, 241, 242, 341, 342, 441, 442** 2 s.h. each

**Clarinet**

**151, 152, 251, 252, 351, 352, 451, 452** 2 s.h. each

**Trumpet**

**201 Creative Art and Music Experience (HEF)** 4 s.h.

**202 Music Through the Ages** 4 s.h.

Introduction to music designed especially for the non-musician to increase understanding and enjoyment of music through intelligent listening habits. Includes music literature together with life and thought during major historical eras; contemporary composers and new trends.

**211, 212 Theory III, IV** 4 s.h. each

Advanced sight singing and dictation; four-part writing; non-harmonic tones, chromatic harmony, modulation, twentieth-century practices.

**215, 216, 315, 316, 415, 416 Voice** 2 s.h. each

Continuation of 115, 116; more advanced repertoire.

**309 Music for the Classroom Teacher (EDU)** 2 s.h.

Development of the basic knowledge of the melodic, rhythmic, and harmonic elements of music; introductory experiences in reading and playing music using the autoharp, guitar, piano, and recorder. The course is particularly designed for, but not limited to, the elementary school teacher.

**333 History of Music - Literature I** 3 s.h.

Development of music from pre-Christian beginnings through the Baroque period with emphasis on music form, style, literature, and composers.

**334 History of Music - Literature II** 3 s.h.

Development of music from the Classical period to the present

with emphasis on musical form, style, literature, and composers. Prerequisite: 333.

**353 Instrumental Techniques** 2 s.h.

Group study of the four families of instruments on the orchestra; technical differences, capabilities, peculiarities, range, embouchure.

**354 Piano Pedagogy I** 2 s.h.

Intensive study of methods and materials in piano teaching as applied to beginning and intermediate students.

**355 Piano Pedagogy II** 2 s.h.

Continuation of MUS 354 as applied to the advanced student.

**362.2-362.5 Ensemble: Instrumental Chamber Music** 1 s.h.

Study and performance of duos, trios, quartets and other combinations; open to all students by audition.

**372.2-372.9 Orchestra/ Band** 2 s.h. each

By audition, rehearsal, membership and performance in the Oakway Symphony.

**402 Contrapuntal Techniques** 2 s.h.

Aural and visual acquaintance with contrapuntal music of the 17th and 18th centuries; writing of music involving techniques characteristic of the period.

**403 Form and Analysis** 2 s.h.

Structural elements of musical composition as applied to form, from the simple song forms to the sonata-allegro form; harmonic and structural analysis of representative works.



**404 Conducting and Performance Techniques** 2 s.h.

Integrated course with emphasis on baton technique, score reading, and arranging. Lecture 1 hour. Laboratory 2 hours.

**405 Choral Techniques I** 1 s.h.

Integrated course in development of choral tone, blend, balance, articulation and appropriate baton techniques.

**406 Choral Techniques II** 1 s.h.

Continuation of MUS 405 with further emphasis on style and rehearsal procedures.

**495 Music Management Seminar** 2 s.h.

A seminar in which students will, through class discussion, presentations, and directed projects, acquire information and skills pertinent to their particular interests and goals, as well as an overview of the entire Music Management field.

---

**NATURAL SCIENCE (NSC)**

*Major:* 36 s.h. with a minimum of 16 s.h. including at least two upper division courses in one area and 8 s.h. in one or more of the physical or biological sciences or mathematics.

*Minor:* 24 s.h. with 8 s.h. in two or more of the physical or biological sciences or mathematics.

**125 Health Problems (HEF)** 4 s.h.

Biological approach to health and disease in man. Study of drugs, smoking, alcohol, venereal disease, sex education, nutrition and heredity. (For non-science majors.)

**212 Environmental Problems** 4 s.h.

Principles of basic ecology related to environmental problems of pollution, population control, pesticides, and resources, radiation, environmental management, and energy management. (For non-science majors.)

**225 Nutrition (HEF)** 4 s.h.

**303 Oceans: Our Continuing Frontier** 4 s.h.

Introduction to the whole range of human involvement with the sea — emphasizing awareness of and possible solutions to technological problems inherent in exploring the sea. Interdisciplinary course designed for non-science majors.

**315 Physical Aspects of Aging (GER)** 4 s.h.

**325 The Ascent of Man** 4 s.h.

Presentation of interrelationships of science and humanities throughout history. Discussion of the role of science and technology on the course of human events; course based on TV series. (For non-science majors.)

**333 Pharmacology (EMT)** 3 s.h.

**373 Science Foundations I: Chemistry and Life Science (EDU)** 4 s.h.

An introduction, for elementary school teachers, to the basic concepts of the structure of matter: atoms, molecules, chemical changes and reactions with applications to everyday life. Plant and animal life, genetics, food cycle, changes in digestion, and ecosystems. Prerequisite: MTH 101. Lecture 3 hours,



laboratory 3 hours. (For non-science majors.) Offered in alternate years.

**374 Science Foundations II: 4 s.h.  
Astronomy, Earth Science,  
and Physics (EDU)**

A continuation of basic science concepts for elementary school teachers; study of the solar system, the earth's structure and the laws and forces which govern our planet and the universe as a whole. Prerequisite: NSC/EDU 373 or approval from both the Education and the Natural Science departments. Lecture 3 hours, laboratory 3 hours. (For non-science majors.) Offered in alternate years.

**495 Senior Seminar 2 s.h.**

Preparation and presentation of a scientific paper and evaluation of others' papers. Taken by students with Senior status as a requirement for graduation.

**NURSING (NUR)**

Madonna College offers a Bachelor of Science in Nursing degree for both beginning college students and Registered Nurses from the associate degree and diploma programs. This program has been accredited since 1970 by the National League for Nursing.

**ADMISSION REQUIREMENTS —**

Students' records are evaluated individually.

*(Basic Students):*

1. High school transcripts with at least a "C" level achievement in a year of Chemistry, Biology and Math/Algebra.
2. Minimum 2.5 grade point average in college preparatory courses.
3. American College Testing (ACT) scores indicating strong potential to succeed in program.

4. Candidates should be in the top 1/3 of their high school class.
  5. Good physical condition adequate to meet professional performance standards as attested to by a Physician or Master Nurse Clinician.
  6. \$15 non-refundable application fee sent with application for admission to the College. After acceptance, a non-refundable \$50 reservation fee that is applied toward tuition costs.
2. Minimum of "C" grade must be achieved in each required natural and behavioral science.
  3. Satisfactory grades in Nursing courses.
  4. Proficiency in communication skills.
  5. Evidence of personal integrity, emotional stability, social competence and a positive attitude. The College reserves the right to request student's withdrawal from the program or nursing course because of unsatisfactory performance in the theory or practical phases of the program and/or for inappropriate behavior.

*(Registered Nurses):*

1. Official transcripts from colleges or institutions attended while qualifying for State Board licensure in nursing (R.N.) and collegiate work pursued subsequently.
2. Photocopy of current Michigan nursing license.
3. Resume of professional experience.
4. Two professional letters of reference; one, from the current supervisor.
5. Written statement of purpose for pursuing further study.

**PROGRESS IN THE NURSING MAJOR:**

*Basic Students* — Pre-service students are admitted directly to the major. They must maintain the following:

1. Minimum of 2.5 grade point average.

*Degree Completion Students* — Registered Nurses are admitted directly to the Nursing Major; in addition, they follow these stages:

1. Completion of freshman and sophomore requirements through:
  - Validation by testing of past education and of professional experience, and/or
  - transfer of equivalent credits from other colleges and/or
  - pursuit of prerequisite course work at Madonna College. Nursing 200 is required of all Registered Nurses before any nursing challenges are attempted.
2. Completion of:
  - NUR 310 and BIO 371 as prerequisites.



- Challenging examinations of junior-level nursing, both written and practical.
3. Begins after:
- Accumulation of 90 semester hours, including the successfully completed or challenged sophomore and junior nursing courses, and
  - Registration for the required senior level nursing offerings.

#### *PROGRAM REQUIREMENTS*

The conceptual framework that gives cohesion to the nursing curriculum uses a developmental model vitalized by Christian Humanism. The content is so leveled that students learn family-centered nursing as sophomores, episodic nursing as juniors, and distributive nursing as seniors.

Nursing courses are presented in competency-based learning modules

requiring weekly mastery. Semester credit is earned in ten-week sequences and contact time is computed accordingly. A laboratory credit equates to 3-4 clinical hours depending on course objectives.

1. Required General Education courses including:
  - Humanities: Philosophy and RST 407 or equivalency, Literature.
  - Natural Sciences: CHM 111, 161, BIO 243, 244, 226, 361, 371.
  - Social Sciences: PSY 240-241, SOC 101, ECN 271.
2. Required nursing courses:
  - Freshman year: Term III: NUR 200.
  - Sophomore year: NUR 210, 295, 296.
  - Junior year: NUR 310, 347, 365, 366.

Senior year: NUR 410, 430, 462, 485.

Further details are found in the Nursing Handbook. See the Graduate Studies Bulletin for the Master of Science in Administration degree with a Nursing Administration major.

**200 Nursing Process 3 s.h.**

An overview of professional nursing including its history, current issues and legal aspects. Introduction to the basic methodology of nursing explaining the four steps in the nursing process and offering major theoretical constructs for the use in assessment of client needs. Promotion of skills in physical assessment, interpersonal relationships, the teaching/learning process, care planning, developing a nursing diagnosis as well as objective or expected patient behaviors. Prerequisites: BIO 243, 244; CHM 161, PSY 241.

**210 Family Centered Nursing I 5 s.h.**

Application of the nursing process to situations where family members are experiencing a need for hospitalization. Major emphasis is on gaining knowledge of and experience in implementing appropriate nursing interventions, evaluating them and modifying them when necessary. Prerequisite: NUR 200. Concurrent: BIO 226.

**295 Family Centered Nursing II 5 s.h.**

Normal phenomenon of parenting presented to provide theory and practice in maternal-newborn nursing and to gain increased competency in utilizing the nursing process to meet the needs of the expanding family. Prerequisite: NUR 210.

**296 Family Centered Nursing III 5 s.h.**

Health promotion, growth and development and other pertinent aspects of the child-rearing epoch in the life cycle. Correlated clinical experience will show the impact illness has on the child and the family and how use of nursing methodology can assist in meeting the primary, secondary, and tertiary health needs of the family, in particular its most youthful members. Prerequisite: NUR 210.

**300 Operating Room Practicum of Nursing Practice 2 s.h.**

Surgical learning experience that utilizes the nursing process in all phases of operative care. Emphasis on operating room technology that enhances the student nurse's knowledge of aseptic technique and functioning as a member of the surgical team. Prerequisite: 200 level nursing courses.

**310 Nursing Intervention Crisis Core 1 s.h.**

Foundation for junior-level Episodic Nursing and the care of clients experiencing psychophysiological trauma. Crisis theory is introduced within the framework of the nursing process, and problem-solving through application of crisis methodology is required. Prerequisite: 200 level nursing courses.

**318 Nutrition in the Nursing Process 2 s.h.**

Focuses on the nutritional requirements in major phases of the life cycle and selected disease processes; the interaction between drugs; nutrients and the client's nutritional status; the assessment of the client's nutritional status and teaching nutrition in the clinical and community setting. Prerequisite: NUR 200, 210.

**319 Pharmacology in the Nursing Process** 2 s.h.

A survey of drug classification emphasizing physiological effects, precautions in administration and monitoring of drug therapy. Prerequisite: NUR 200, 210.

**347 Episodic Nursing I** 4 s.h.

The application of the nursing process to clients having acute episodes of difficulty coping with life, adapting to their environment, due to stresses causing them to have alterations in their mental health as seen on a health-illness continuum. The growth concepts and humanistic theories are used as a conceptual framework for the therapeutic use of self to implement planned nursing interventions. Prerequisites: NUR 310.

**365 Episodic Nursing II** 6 s.h.

Application of nursing process with clients undergoing acute biological stress episodes that relate to homeostatic mechanisms and oxygen transport; identifies the family's and client's psychobiological adaptations to illness, using that assessment for professional decision making. Prerequisite: NUR 310 and concurrently BIO 371.

**366 Episodic Nursing III** 7 s.h.

Application of nursing process to clients with complex nursing problems related to cellular nutrition, and neurohormonal regulations; interventions to meet the learning needs of the client and family in order to promote a return to homeostasis is emphasized. Prerequisite: NUR 310, concurrently BIO 371.

**410 Introduction to Distributive Nursing** 1 s.h.

Explains research principles,

community health nursing process, and change theory to be applied throughout the senior year. Prerequisite: 300 level nursing courses, senior status.

**430 Distributive Nursing I** 5 s.h.

Introduces leadership management, budgeting and the use of computers, planning process, legal aspects of nursing, power and influence in nursing, group process and teaching, accountability, and career planning. The hospital setting provides practice area. Prerequisite: NUR 410.

**462 Distributive Nursing II** 5 s.h.

Developmental approach to families studied through content on family systems; chronicity and rehabilitation nursing studied through content on cerebral palsy, teenage pregnancy, alcoholism and stroke. Health attitudes and behavior are examined and applied in preventive health counseling. Community nursing, in its expanding role, is applied with families while placed in official and voluntary community health agencies. Prerequisite: NUR 410, concurrent BIO 361.

**485 Distributive Nursing III** 4 s.h.

The community as the client; students apply research principles through completing a descriptive community study and change project. Students study and observe special populations in the community; the elderly, school-age children, and the work population. Content is on the changing health care delivery system with emphasis on the potential role of the nurse as a change agent. Prerequisite: NUR 410. Concurrent with BIO 361.

### Curriculum electives:

A. Cooperative education opportunities are also available to nursing majors through mutual agreement of the Nursing Department and the Office of Cooperative Education.

B. All students may pursue independent studies in nursing and/or nursing electives after consultation with their faculty adviser or the department chairperson.

## OCCUPATIONAL SAFETY AND HEALTH/FIRE SCIENCE (OSH/FS)

*Major in OSH:* (B.S.) 30 s.h. minimum including OSH 102, 215, 321, 322, 331, 351, 352, 398. Internship/Co-op I & II required of pre-service students, field experience (OSH 302.1) of those working in the field already. Required support courses: MTH 105 and 106 or MTH 111 and either MTH 235 or 238, CHM 111 and 161, PHY 251 and 252, BIO 224 or 243 and 244 or NSC 125.

*Major in OSH:* (A.S.) 24 s.h. minimum including OSH 102, 322, 331, 351, 352, 398. Required of pre-service students: OSH 291. Required support courses: MTH 105 and 106 or MTH 111, CHM 111 and 161, BIO 224 or 243 and 244 or NSC 125.

*Minor in OSH:* 20 s.h. minimum.

*Major in Fire Science:* (A.S. or B.S.) 30 s.h. minimum (B.S.), 24 s.h. minimum (A.S.) including OSH 115, 215, 268, 269, 351, 395. Pre-service students must

take OSH 291 (A.S. or B.S.) and OSH 391 (B.S.) Required support courses: MTH 105 and 106 or MTH 111, CHM 111, PHY 251 and 252.

### *Minor in Fire Science:*

20 s.h. minimum.

*Group Major in OSH & FS:* (A.S. or B.S.) 36 s.h. minimum including OSH 102, 115, 215, 268, 269, 321, 322, 331, 351, 352, 395. Pre-service students must take OSH 291 (A.S. or B.S.) and OSH 391 (B.S.). Required support courses: MTH 105 and 106 or MTH 111, CHM 111 and 161, PHY 251 and 252, BIO 224 or 243 and 244 or NSC 125.

*Certificate of Achievement is available.*

### **101 History and Philosophy of Fire Protection and Prevention 3 s.h.**

Fire protection problems; fire department role and modern practices; fire hazards, inspection procedures, codes and programs related to fire prevention. (Directed study and exam.)

### **102 Standards and Regulations 3 s.h.**

OSHA/MIOSHA/NFPA standards, codes and regulations. Rationale for the Williams-Steiger Occupational Safety and Health Act of 1970. Evolution of standards; record-keeping, compliance and enforcement.

### **103 Basic Fire Protection Training 3 s.h.**

Credit awarded for evidence of successful completion of a certified training program.

**115 Public Fire Protection 3 s.h.**

Principles of organization, supervision, and administration as applied to fire protection and prevention. A study of the techniques utilized in dealing with the human element; organization aspects of educational and community services; assessment methods used in town grading.

**215 Building Construction 2 s.h.**

Study of fundamental concepts of building design and construction; site selection, code compliance, architectural plans, incorporation of mechanical and power devices; terminology.

**250 Tactics and Strategy 3 s.h.**

Study and evaluation of various methods and techniques employed in fire suppression; includes pre-planning and analysis of emergency situations with emphasis on individual decision-making, the effective use of equipment, apparatus and manpower.

**268 Fire Protection Systems I 3 s.h.**

Survey of sprinkler systems covering design details, placement, inspection, and maintenance; practical application of current codes and standards for system utilization. Prerequisite: MTH 105.

**269 Fire Protection Systems II 3 s.h.**

Principles of use and design characteristics of special fire protection systems; halons, CO<sub>2</sub>, dry chemical, foam and alarm and detection systems. Prerequisite: MTH 105.

**291 Internship/Co-Op I 1-6 s.h.**

Field-placement in municipal, industrial, hospital, or similar settings

that provide experience in the area of fire protection and/or occupational safety. Laboratory 180 hours.

**302 Field Experiences 1-3 s.h.**

Credit awarded individuals for evidence of full-time employment of two or more years in the field(s) of fire protection and/or occupational safety. Documentation of competencies required.

**317 Technical Drawing, Drafting, and Design 3 s.h.**

Basic techniques in free-hand drawing, sketching, illustration and lettering; instrument projection; detailing and specifications; blueprint reading and basic photography. Use of structure layouts and design of guards or safety modification. Complementary for investigative, accident, and technical reports.

**321 Construction Safety 2 s.h.**

Study of factors in building structures and in use of tools and materials that cause accidents. Application of regulations and standards of Michigan Department of Labor — Construction Division. Development of safety awareness to prevent or reduce accidents on construction sites.

**322 Inspection and Survey of Various Facilities 3 s.h.**

Safety and health hazards, both common and unique to various kinds of occupancies; including residential, industrial, and commercial. Includes surveying procedures, hazard recognition and evaluation and the application of appropriate measures to assure maximum life and property safety. Prerequisite: OSH 215 or consent of instructor.



**325 Motor Fleet Safety 3 s.h.**

Study of major aspects of master fleet operations. Deal with driver selection, training and supervision, defensive driving techniques and attitudes; vehicle safety inspection and maintenance logs, accident incident reports and analysis. Transport of hazardous materials and knowledge of Department of Transportation regulations as well as intra/interstate and local driver/load laws.

**328 Fire and Arson Investigation 3 s.h.**

Role of safety/fire science specialist in arson investigation; methods and mechanics of protecting, searching, and controlling fire scene; interviewing and interrogation; recognition and preservation of evidence; case preparation, court testimony, corpus delicti, alibis, motives; dealing with pyromaniacs or juvenile fire setters; Michigan and National arson laws. Prerequisites: Departmental permission required.

**331 Safety Program Management 3 s.h.**

Examination of the organizational concepts of a safety program, with emphasis on organizational safety programs, objectives, responsibilities, and implementation; accident control and reports; motivation and incentives.

**351 Hazardous Materials 3 s.h.**

Identification, storage, handling, disposal, and products of combustion of hazardous materials, including flammable liquids, explosives, oxidizing and corrosive materials; sources of technical

assistance available to aid in making tactical decisions. Prerequisites: CHM 111 or equivalent.

**352 Industrial Hygiene I 3 s.h.**

Familiarization with irritating or toxic substances and various occupational stress factors causing employee discomfort or illness; emphasis on sources and the control of environmental pollution, concepts of industrial hygiene; hazard evaluation and elimination of related problems. Prerequisites: CHM 111, BIO 224 or 243 and 244 or NSC 125 or equivalent.

**391 Internship/Co-Op II 1-6 s.h.**

Advanced semi-professional level assignments in on-the-job application of occupational health and safety principles in an industrial/commercial/institutional setting.

**394 Hydraulics and Water Supply 3 s.h.**

Principles of hydraulic theory, grading of water supplies, water supply adequacy testing procedures and computation of velocity friction loss related to tactical decision-making. Prerequisite: PHY 252.

**398 Industrial Hygiene II 3 s.h.**

Techniques of instrumentation and sampling. Hands-on training in use of instruments to measure and evaluate occupational health hazards by taking samples or surveying noise level, heat exposure, oxygen deficiency, combustible vapors, ventilation, as well as toxicology and radiation sources along with protective measures to cope with hazards for their prevention and control. Prerequisite: OSH 352.

**405 Fire Protection  
Survey and Analysis 3 s.h.**

Surveying techniques for detection of potential fire or explosive hazards. Evaluation and application of measures to prevent or contain identified fire hazards for protection of human and physical resources. Prerequisite: OSH 115 & 215.

**420 Research Project 3 s.h.**

Independent research, directed reading, or special problems under the supervision of a faculty member. Prerequisite: Recommendation of major adviser and problem director.

**430 Employee Occupational  
Health Maintenance and  
Medical Care Program 3 s.h.**

Study of drugs, smoking, alcohol, nutritional and substance abuse in relationship to lost time, morale, accident frequency and security. Medical care aspects deal with pre-employment, return to work, and work limitations as well as periodic physical re-examination; providing administrative and operational guidelines for designing and implementing a health maintenance program as well as emergency and pre-hospital medical care.

**Occupational Safety and Health/  
Fire Science Workshops 1-3 s.h.**

Short-term on-campus and off-campus programs on specific topics related to student's major. Specific requirements arranged by academic adviser. Subjects may include: Ventilation, Noise, Light; Protective Devices; Disaster Control; Orientation to Industry.

**PHILOSOPHY (PHL)**

**105 Philosophy of Person 3 s.h.**

Introduction to philosophy through the study of man. An analysis of man's basic human experiences to inquire into his nature and at the same time explore the question of reality, knowledge, values, human sexuality, freedom, and destiny. The exploration encourages the student to develop his own inquiry into the meaning of existence.

**155 Inquiry Into Values (HUM) 3 s.h.**

A study of man as the value-seeker and value-creator through an investigation of the various realms of values, with a focus on moral and religious values; human freedom; some modern theories on values; some contemporary issues and the values question.

**201 Logic 3 s.h.**

Introduction to the principles of correct reasoning. A study of the basic argument patterns in ordinary discourse; syllogisms; distinguishing premises from conclusions; evaluation of evidence; deduction and induction; focus on relationship between language and logic and the fallacies arising from the ambiguities of grammar and semantics.

**221 Person and Society 3 s.h.**

Study of the person as the primary component of society, of society as persons bound together in their many worlds of needs, problems, and potential; human culture; rise of social theories; law; freedom; variant ideologies.

**321 Aesthetics (HUM) 3 s.h.**

Focus on philosophical theories on aesthetics, from Plato's inquiry

through representative types to Camus' critique; the personal aesthetic experience; art and beauty; art and truth; the authentic dimension as a behavioral trait.

**331 Philosophy, Technology and Human Concern 3 s.h.**

An exploration of the areas of human identity, individual freedom, social responsibility, and cosmic meaning, particularly as these areas are challenged by contemporary science and technology; focus on the person as knower and valuer; various theories on the threat and promise of technology for human destiny.

**415 Philosophy of Religion (RST) 3 s.h.**

Study of the relationship between philosophy and religion by highlighting philosophy's role in the inquiry into the validity, value, and meaning of man's concern with the existence and nature of the ultimate reality — God.

---

**PHYSICAL EDUCATION (PED)**

**205, 206 Tennis I,II 1, 1 s.h.**

Instruction provided at all skill levels. Emphasis on techniques, etiquette, equipment, scoring, strategy, and competitive play.

**209.2-209.5 Downhill Skiing 1 s.h.**

Winter term only. For the first seven Fridays of the semester the class meets at Mount Brighton. Instruction for all levels of skiing. Class 12 noon to 5 p.m. Equipment is not necessary.

**210 Physical Education Activities (GER) 2 s.h.**

**358 Life-Time Activities 1 s.h.**

Features team and individual sports for all ages. Included are volleyball, tennis, softball, football, soccer, badminton, and conditioning.

**Note:** A number of seasonal workshops will be offered each semester. They are offered in 7-week increments and are worth 1 semester hour each. Their descriptions are as follows:

**Aerobics/Jazzercise I & II**

Features various exercises choreographed to popular music. Emphasis on toning and strengthening muscle groups, cardiovascular and overall conditioning. Daily lectures supplement work-outs.

**Bowling I & II**

Emphasis on development and improvement of skill levels. Instruction includes rules, scoring, equipment, etiquette, techniques, and tournament bowling. Classes held off-campus at Cloverlanes. First class orientation is in the gym.

**Cross-Country Skiing**

Instruction in a leading recreational sport. Students will be acquainted with conditioning, injury prevention, equipment, skills and safety at various skill levels. Meets 7 weeks, winter term only.

**Golf**

Concentration in eliminating poor habits and playing technique, and improving one's game. Students will learn scoring, handicapping, fundamentals, trouble shots, and strategy.

**Jogging**

This individualized course is geared toward the development of a safe running program. Areas such as prevention of injury, diet, nutrition, weight control, pulse monitoring, and proper attire will be covered.

**Physical Fitness and Conditioning I & II**

A multi-faceted course for the promotion of good health. Students develop individualized fitness programs. Areas covered include injury prevention, diet, exercise, nutrition, and weight control. Emphasis is on lifetime fitness.

**PHYSICS (PHY)**

*Minor:* 20 s.h.

**251 General Physics I 4 s.h.**

Fundamental methods and principles of magnetism, electricity, optics, light and atomic physics. Opportunity for experiments at Argonne National Laboratory near Chicago. Prerequisite: Working knowledge of algebra and trigonometry or departmental approval. Lecture 3 hours, laboratory 3 hours.

**252 General Physics II 4 s.h.**

Fundamental methods of mechanics, molecular physics, heat and sound. Opportunity for experiments at Argonne National Laboratory near Chicago. Pre-requisite: Working knowledge of algebra and trigonometry. Lecture 3 hours, laboratory 3 hours.

**271 Fundamental Electronics 4 s.h.**

Study of power and energy of A.C. and D.C. circuits; introduction to diodes, transistors, transducers, and their applications in circuits and modern instruments. Prerequisite: PHY 251 or departmental approval. Lecture 3 hours, laboratory 3 hours.

**351 Modern Physics:****Atomic and Nuclear 4 s.h.**

Investigation of properties of atoms and the nucleus, the changes under the influence of relativity and the impact of the quantum theory. Applications of instruments in studying nuclear reactions. Prerequisite: PHY 251 or approval of department. Lecture 3 hours, laboratory 3 hours.

**451 Electronics:****Digital Techniques 4 s.h.**

Number systems, digital codes, and Boolean algebra used in analysis of digital logic circuits; logic gates, encoding and decoding; Flip-Flops, counters, registers and integrated circuits; introduction to interfacing. Prerequisite: PHY 271 or equivalent. Lecture 3 hours, laboratory 3 hours.

**POLISH (POL)**

*Minor:* 20 s.h. beyond elementary level.

**101, 102 Elementary****Programmed Polish I, II 4, 4 s.h.**

Individual work in Polish involving the use of specially designed texts and tapes. Intended for learning Polish individually with weekly tutorial guidance. At least one hour of language learning required daily.

**223, 224 Intermediate Polish I, II** 4, 4 s.h.

Review of grammar essentials. Further development of audiolingual skills with emphasis on reading material for its linguistic and literary value and for obtaining insight into some aspects of Polish culture. At least one hour of language learning required daily. Prerequisite: POL 102 or 2 years of secondary school Polish.

**322, 323 Polish Culture and Civilization I, II** 4, 4 s.h.

Study of significant aspects of the geographical, historical, social and cultural backgrounds of Poland for a better understanding of its civilization. Prerequisite: POL 224.

**357 Polish Literature I** 4 s.h.

Review of texts from outstanding authors representing the chief periods of Polish literature from its beginning to the eighteenth century. Prerequisite: POL 224.

**358 Polish Literature II** 4 s.h.

Analytic study of major literary trends and representative authors in the nineteenth and twentieth centuries. Prerequisite: POL 224.

**480 Foreign Study in Poland** 4-16 s.h.

Students elect a program of studies in Poland. Options are open for study during the summer and/or academic year.

---

**POLITICAL SCIENCE (PSC)**

*Minor:* 20 s.h., including 251.

*Social Science Group Major, Political Science Core:* 36 s.h. total, 16 s.h. in Political Science.

**101 World Problems (HIS)** 3 s.h.

**201 Criminal Justice Organization and Administration (CJ)** 3 s.h.

**251 American Government (PAD)** 4 s.h.

A study of American political structure to include the organization, power, functions and services of national, state and local government and their interdependence in seeking solutions to contemporary social, economic, and political issues.

**301 International Relations** 4 s.h.

Future-oriented evaluation of international politics since World War II. Emphasis on conflict resolution, increasing interdependence between states and the possibility of progressing toward a "politics of the planet Earth."

**310 Introduction to Public Administration (PAD\*/CJ)** 4 s.h.

**321 Comparative Politics** 4 s.h.

Contemporary patterns of political processes, general European experience, specific systems of England, France, Germany and the Soviet Union.

**405 Constitutional Law (CJ\*/LAW)** 3 s.h.

**451 State and Local Government (PAD)** 4 s.h.

Analysis of state and local governments, local political forces, trends in metropolitan and suburban politics, problems in planning in an age of urbanization and governmental relations.

**463 Emerging Nations (HIS) 3 s.h.**

**491,492 Public Administration  
Field Experience I, II (PAD)  
3-5, 3-5 s.h.**

**495 Public Administration  
Seminar (PAD) 2 s.h.**

---

### **PSYCHOLOGY (PSY)**

*Major:* 30-32 s.h. Required courses: 101, 342, 367, 422, 483, 495. Required support courses: MTH 235 (grade of "C" or better). Electives: 240, 241, 307, 313, or 316.

*Minor:* 20 s.h. including 101 and a minimum of 8 s.h. in upper division courses (300-400) level.

*Social Science Group Major, Psychology Core;* 36 s.h. total, 16 in psychology.

Psychology is the scientific study of human behavior and experience. This discipline provides students with a wide variety of theoretical foundations, an appreciation for research, as well as an opportunity for personal growth and understanding. While the title of "psychologist" requires further graduate study, students have the option of preparing for graduate school and/or combining with another academic major resulting in a double major, such as with sign language studies, sociology, gerontology, etc.

**101 General Psychology 3 s.h.**  
Nature and scope of psy-

chology; perception learning, motivation, emotions and stress, personality development; conflicts and adjustment.

**240 Human Growth and  
Development I (HEF) 3 s.h.**

Basic concepts and principles of growth, development, maturation, learning and personality; developmental tasks relative to the stages of growth from conception to late childhood; factors conditioning successive stages of development of personality; modes of adjustment.

**241 Human Growth and Development II (HEF) 4 s.h.**

Basic concepts and principles of growth, development, maturation, learning and personality from adolescence to senescence and death. Prerequisite: PSY 240 or 101.

**307 Psychology of Aging  
(GER\*/SOC) 4 s.h.**

**313 Adolescent Psychology 4 s.h.**

Nature of pre-adolescent and adolescent behavior and its underlying dynamics; systematic study of modern concepts for understanding and dealing with the adolescent and pre-adolescent in our society. Emphasis on normal behavior development as it relates to the physical, emotional, social, and intellectual growth of adolescents. Prerequisite: PSY 101.

**316 Group Dynamics and  
Discussion Techniques  
(SPH/SOC) 4 s.h.**

Forms and methods of group discussion to develop proficiency in communication and leadership. Prerequisite: PSY 101.



**342 Abnormal Psychology (SOC) 4 s.h.**

Nature of abnormal and deviant behavior and its underlying dynamics; systematic study of modern concepts of diagnosis, understanding, treatment and prevention of abnormal behavior patterns. Emphasis on normal behavior development as delineated by psychopathology. Prerequisite: PSY 101 and Junior or Senior standing.

**367 Social Psychology (SOC) 4 s.h.**

**422 Theories of Personalities 4 s.h.**

An overview of the major theories of personality, what constitutes a personality theory, the role of personality theories in development, how various personality theories can be distinguished from one another, and an evaluation of these theories. Prerequisite: PSY 101 and Junior or Senior standing.

**483 Introduction to Experimental Psychology 4 s.h.**

A critical study of experimental methods, problems, materials, results and conclusions with emphasis on conducting and interpreting psychological research. Each student will conduct a small-scale research experiment of their choosing with the approval and assistance of the instructor. Prerequisite: MTH 235.

**495 Seminar in Psychology 4 s.h.**

This course will provide an in-depth exploration and examination of current significant issues in the field of psychology, and the historical development of psychological thought to the present day views of humanism, behaviorism, and psychoanalysis. Prerequisite: Senior standing.

## **PUBLIC ADMINISTRATION (PAD)**

The Public Administration program is designed for in-service and pre-service administrators and professionals in government and other public-related organizations. Combination of classroom work and field experience/internship prepares students on the undergraduate level to become employable on completion of the program.

*Major:* (B.A.) 44 s.h., including BUS 201, 236; ECN 272; HIS 231, 341, 453; PAD 251, 310, 451, 491, 495; SOC 442, and an approved minor.

*Major:* (A.A.) 32 s.h., including BUS 201, 236; ECN 272; HIS 231, 341; PAD 251, 310, 451.

*Minor:* 24 s.h. including BUS 201; PAD 251, 310, 451. Electives must be chosen from BUS 236; ECN 272; HIS 231, 341, 453; or SOC 442, with approval of adviser.

**251 American Government (PSC) 4 s.h.**

**310 Introduction to Public Administration (PSC/CJ) 4 s.h.**

Governmental structure and administrative organization with special attention to policy formulation, personnel administration, supervision, coordination, administrative control.

**419 Special Problems in Public Administration 1-2 s.h.**

Pragmatic approach to selected problems of interest which are not normally included in existing courses.

**451 State and Local Government (PSC) 4 s.h.**

**491,492 Public Administration Field Experience I, II (PSC) 3-5, 3-5 s.h.**

Professionally supervised practical experience in government or other public-related agencies. Position arranged by student with approval of instructor, and assistance of the Cooperative Education Department.

**495 Public Administration Seminar (PSC) 2 s.h.**

Integration of the theory gleaned from the several component disciplines as well as the practical knowledge of the field experience. An evaluation of public administration practices and procedures, emphasis on contemporary problems and solutions.

---

## **RADIOLOGIC TECHNOLOGY (RTE)**

*Major:* B.S. 36 s.h.

Radiologic Technology is offered as two programs: pre-professional program for students planning to attend an accredited school of radiologic technology and a professional program for Registered Radiographers.

### *Pre-professional Program*

*Requirements:* 36-40 s.h. in the major including: AHM 101, 201; BIO 226, 243, 244; CHM 111, 161; MTH 105 and 106 or 111; PHY 251, 252 or 271.

Upon completion of these courses, and the general education re-



quirements the student earns the Associate in Science degree in Natural Science. Following the completion of the accredited internship, the student is eligible to sit for the Registry examination.

*Professional Program Requirements:*  
30-40 s.h. including 10 s.h. in Business and 20-24 s.h. in AHM/RTE. Business courses required: BUS 218, 236, 318, 375. Courses by Evaluation: RTE 110.1, 115.1, 150.1, 200.1, 250.1, 300.1. Credit by evaluation is processed by the Allied Health Office.

**110 Radiography I** 5 s.h.  
Medical terminology, nursing and protection, darkroom chemistry and techniques.

**115 Principles of Radiographic Exposure** 5 s.h.  
Study of principles of radiographic exposure, factors affecting radiographic quality, with a correlation to X-ray techniques as applied in the radiographic suite.

**150 Radiobiology** 5 s.h.  
Structure and function of the human body; special emphasis on skeletal anatomy with integration of topographic anatomy and radiographic appearance.

**200 Radiographic Positioning** 5 s.h.  
Study and demonstration of standard and special radiographic positioning and topographic anatomy.

**250 Radiologic Physics** 5 s.h.  
Electricity, radiation, production of X-rays and theory of ionizing radiation.

**300 Clinical Practicum** 7 s.h.  
Supervised practical experience in radiographic examination with periodic evaluation of radiographs produced.

Advanced courses in radiologic technology include:

**260, 390, 460 Independent Studies in Radiologic Technology** 1-4 s.h.

**375 Allied Health Management (BUS)** 3 s.h.

**471 Seminar in Management** 2-4 s.h.  
Emphasis on department of radiology, including budgeting and cost control. Introduction of new equipment with current application.

**475 Administration and Teaching for Health Professions (AHM)** 2 s.h.

**495 Senior Seminar (AHM)** 2 s.h.

---

#### RELIGIOUS STUDIES (RST)

*Major:* 30 s.h. Required courses include: RST 261, 262; RST 333 or 445; RST 407 or 410; RST 470 or 491; HUM 495. Required support courses: 6 s.h. in philosophy.

*Minor:* 20 s.h. Required courses: RST 261, 262 and 407 or 410. Required support courses: 3 s.h. in philosophy.

Courses 345, 347 and 470 are designed basically within the Catholic tradition but are not limited to persons of that religious persuasion. All other courses are ecumenical in content and method of presentation.

The Religious Studies program may be pursued on one of three levels, with credits from a lower level applicable to the one above it. At least half of a major's RST courses must be taken at Madonna College.

*Certificate of Achievement:* 30 s.h. including 20 s.h. Religious Studies (261, 262, 407 or 410 required). 10 s.h. Supportive courses.

*Associate of Arts:* 60 s.h. including 30 s.h. Religious Studies (20 s.h. requirement above plus 333 or 445).

*Bachelor of Arts:* 120 s.h. including 30-52 Religious Studies (20 s.h. as required above plus 470 or 491).

**261 The Old Testament (HUM) 3 s.h.**  
Introduction to the historical background, literary styles, symbols, personalities and major religious themes of the Old Testament.

**262 The New Testament (HUM) 3 s.h.**  
Introduction to the New Testament writings seen as emerging from the historical-cultural circumstances and the diversified situations of the early Christian communities.

**267 Epistles of St. Paul (HUM) 3 s.h.**  
Study of life, works and impact of Paul of Tarsus on the early Christian community as well as on contemporary Christian thought.

**305 The Idea of Justice (HUM) 4 s.h.**

**321 Theology of Person 3 s.h.**  
Investigation of the human quest for an understanding of God, creation, grace, sin, death, judgment, and eternity.

**333 Introduction to Christianity (HUM) 3 s.h.**  
The historical differences and commonalities of various Christian groups so that the student may acquire a greater appreciation of the richness, diversity and dynamism of Christianity.

**340 Person and Mission of Christ (HUM) 3 s.h.**  
Reflections on the identity of Jesus of Nazareth and the faith proclamations about Him as the Son of God, Messiah, and Savior; a scriptural, historical, and theological investigation.

**345 Contemporary Catholicism 3 s.h.**  
Study of the doctrines, practice and persons formed by and reflective of the Catholic Tradition in history and in modern experience.

**347 The Catholic Sacraments 3 s.h.**  
Survey of the history, theology and practice of the seven sacraments in the Catholic Tradition, with an emphasis on recent developments.

**353 Marriage and Family (HEF\*/SOC) 4 s.h.**

**407 Moral Principles and Modern Moral Problems (HUM) 3 s.h.**  
Basic principles underlying Christian morality and their application to problems encountered in contemporary society. Prerequisite: junior or senior level students.

**410 Conscience and Values (HUM) 3 s.h.**

Essence, impostors, and influences of conscience analyzed from the perspectives of theology, psychology, and science. Prerequisite: junior or senior level students.

**412 Death and Dying (HUM) 2-4 s.h.**

Psychological, theological, and faith dimensions of loss, bereavement and grief as they apply to dying persons and their survivors.

**415 Philosophy of Religion (PHL) 3 s.h.**

**422 Christian Awareness (HUM) 3 s.h.**

A Christocentric analysis of life and its relationship to God, self and others. Prerequisite: junior or senior level students.

**445 World Religions (HUM) 3 s.h.**

The major religions of the world; their historical development, basic doctrines, ritual practices and behavioral codes.

**470 Contemporary Catechesis 3 s.h.**

Current theories and trends in catechesis in the light of recent Church documents; the theological and psychological foundations of the catechetical renewal.

**491 Religious Education Practicum 3 s.h.**

Directed field and evaluation of life experience in religious education.

Note: A variety of religious/moral/ catechetical topics are covered by 1 and 2 s.h. workshops throughout the academic year.

Madonna College, in cooperation with the Detroit Archdiocesan Department of Religious Education and the Detroit Area Consortium of Catholic Colleges, following evaluation and approval by the RST Department, offers college credit in religious education for courses offered at parishes throughout the Archdiocese. Further, courses in religious studies offered at Madonna College can be applied to one of four phases:

I. Basic Catechetics

II. Scripture

III. Values, Morals, Christian Formation

IV. Teaching Techniques

Upon completion of Spectrum or Christian Youth Ministry programs, students may apply for evaluation and assignment of academic credit. The above process will be conducted by the Religious Studies Department.

Comprehensives are fulfilled in HUM 495, 1 s.h. under the co-direction of the course coordinator and a designated RST department member.

**SECURITY AND LOSS PREVENTION (CJS)**

*Major:* 54 s.h. in major and supportive courses. Core courses include: CJS 101, 201, 324, 391, 495; CJ 265, 311; BUS 238; ENG 200; OSH 322, 328.

*Minor:* 20 s.h. in Security and Loss Prevention, including CJS 101, 201, 265 and 324.

A Certificate of Achievement is available upon successful completion of 30 s.h. including CJS 101, 201, 265, 324, 391, 495 and ENG 101.

**101 Introduction to Security 3 s.h.**

Origins and development of Security; the security function; basic defenses including building protection, intrusion and access control, fire protection and emergency planning, internal theft; special security problems and career opportunities.

**201 Security Administration and Organization 3 s.h.**

Administration and organization of security programs and protective services; planning, education and training for business, commercial, industrial and institutional situations; legal ramifications indigenous to security personnel.

**265 Security Law 3 s.h.**

Historical development of private security and the law; sources of authority; enforcement of specific laws; detention and arrest; search and seizure; civil liabilities; regulation; licensing and registration.



**324 Principles of Loss Prevention 3 s.h.**

An examination of the several types of security situations in both private and public institutions; the functional operations which apply to each of them, particularly focusing on loss prevention management, theft, risk control and security surveys.

**391 Internship/Co-Op 3 s.h.**

Participation in adviser-approved learning experiences in a security related job situation. Security majors are required to complete two semesters (6 s.h.) in either an internship or cooperative education position.

**495 Security Seminar 3 s.h.**

Overview of current trends toward professionalization of security personnel and the security industry including legislation, goals and standards; industry sponsored training, education and certification; current issues in security.

---

**SIGN LANGUAGE STUDIES/  
INTERPRETING (SLS)**

American Sign Language (ASL) is the language of the American Deaf Community. ASL has become a serious area of study for individuals interested in communicating and working with Deaf persons. The Sign Language Studies/Interpreting Department offers students the opportunity to develop ASL communication skills and an understanding of the language and its community. Interpreting courses are also offered for students interested in Sign language interpretation.

Students pursuing a bachelor's degree in Sign language studies are encouraged to consider a second major as well. Such program planning will assist the student in developing career-related skills by integrating other majors with the SLS major. (See chart of Madonna Majors.)

*Major:* (B.A.) 31 core hours plus 13-22 additional hours dependent on the area of study.

*Minor:* (B.A.) 31 hours (see core).

(A.A.) 31 hours (see core).

*Certificate of Achievement:* 31 hours (see core).

Core Courses required: SLS 100, 101, 102, 201, 202, 228, 229, 301, 302, 362.

Areas of Concentration: Students pursuing the B.A. may choose areas of concentration from among the following fields: interpretation, Sign language instruction, and pre-professional preparation.

*SLS Interpreting concentration:* 31 SLS core hours and 22 hours of interpreting courses: SLS 365, 441, 445, 461, 471, 475, 481, 493.

Students admitted to the interpreting concentration will be scheduled for ASL and English competency tests. Students can be admitted by completing the SLS core and meeting such language requirements. Students may also be admitted to the interpreting concentration if interested in interpreter upgrading or preparation for certification. Please direct all questions to the SLS/Interpreting department.

*Sign Language Instruction concentration:* 31 SLS core hours and 13 hours of Sign language instruction: SLS 365, 428, 451, 453, 471.

Students electing the concentration of Sign Language Instruction will need to complete core SLS coursework, follow the Sign Language Instruction sequence, and are strongly recommended to complete the following support courses in the Education department: EDU 200, 312, 328, 335, 346, 440, 451-459, 480. (Note: the education support course sequence does not lead to teacher education/certification.)

*SLS Preprofessional concentration:* 31 SLS core hours and 14 additional hours in SLS electives based on consultation with SLS Department Advisor.

Students choosing the Preprofessional preparation concentration will need to complete additional SLS electives which are to total a minimum of 14 additional hours. In addition, students are encouraged to integrate another major or minor based on professional and/or personal academic and career goals.

SLS language requirements may also be met by life and/or work experience in addition to course requirements. Refer to the Experiential Learning program in this bulletin.

The 31 semester hour core program in SLS is often used by students to fulfill vocationally related Sign communication requisites in positions requiring such skills.

**100 Introduction to Sign Language Studies 3 s.h.**

A survey of Sign language and gestural communication systems used by deaf and non-deaf populations. Definition of sign language; structure, history, and usage of Sign language; topics of research interest; discussion of attitudes toward Sign language and cultural factors.

**101, 102 Beginning American Sign Language (SPH) 4, 4 s.h.**

Development of basic communication skills with appropriate vocabulary and grammatical structures. Emphasis on comprehension skills. Prerequisite or corequisite: SLS 100. 30 hours of laboratory practicum required for SLS 101, 102.

**201, 202 Intermediate American Sign Language (SPH) 4, 4 s.h.**

Review of grammar essentials and further development of communication skills with emphasis on expanding vocabulary and expressive skills. Prerequisite: SLS 102 or placement. 30 hours of laboratory practicum required for SLS 201, 202.

**211 Orientation to Deafness 2 s.h.**

A survey of clinical and developmental aspects of hearing and deafness. Includes basic audiology, deaf education, and psycho-social implications of hearing loss.

**228, 229 Fingerspelling I, II 1, 1 s.h.**

Concentrated instruction in practice of fingerspelling at increasing levels of complexity. Prerequisite: SLS 102 or placement.

**231 Deaf Culture 3 s.h.**

A survey of factors that contribute to defining Deaf persons as a cultural minority. Prerequisite: SLS 100.

**301 Advanced American Sign Language 3 s.h.**

Development of conversational fluency for communicating technical and esoteric information in ASL. Study of selected texts in various ASL "sublanguages" as opposed to texts translated from English. Prerequisite: SLS 202 or Departmental approval.

**302 Advanced American Sign Language 3 s.h.**

Study of selected ASL texts for esoteric and aesthetic communication. Emphasis on original ASL texts as opposed to translated texts. Prerequisite: SLS 301 or departmental approval.

**362 Sign Language Structure 4 s.h.**

Analysis of the semiotic (including linguistic) structure of American Sign Language (in particular) and other gestural communication systems. Includes aspects of phonology, syntax, semantics, discourse, psycholinguistics, sociolinguistics, biolinguistics and kinesics. Prerequisites: SLS 202 and ENG 262 or departmental approval.

**365 Contrastive Text Analysis: ASL and English**

**For Interpreters 3 s.h.**

Analysis of various texts in ASL and English to identify structures unique to one language or the other. Problems of translation and/or interpretation. Includes discussion of cross-cultural communication between Deaf and hearing cultures. Prerequisite: SLS 362.

**428 Simultaneous Communication 3 s.h.**

Practice and theory. Emphasis on smoothness of expression and appropriate sign selection. Prerequisite: 302 or departmental approval.

**441 Fundamentals of Interpretation and Transliteration 4 s.h.**

Introduction to the theory, practice, and criticism of interpretation and transliteration: simultaneous and consecutive. Definition of basic terms and concepts. Study of various models of the interpreting and transliterating processes, problems of linguistic and communicative equivalence, historical foundations, and professional issues. Prerequisite: SLS 365 or departmental approval.

**445 Basic Simultaneous Interpretation for Interpreters 3 s.h.**

A practical course in the process of interpreting from ASL to English and from English to ASL. Prerequisites: SLS 365 and SLS 441.

**451 Sign Language Acquisition 3 s.h.**

Study of the acquisition of sign languages and as second or subsequent languages by deaf and hearing persons. Factors affecting learning: cognitive, environmental, motivational, etc. Prerequisites: SLS 362, SLS 365 recommended.

**453 Fundamentals of Sign Language Instruction 3 s.h.**

Study of various philosophies and methodologies on instruction of manually coded English and American Sign Language. Discussion and research of teaching materials and various curricula. Prerequisite: SLS 451.



**461 Voice to Sign: Interpreting Lab 3 s.h.**

Development of skills in voice to Sign interpreting. Audiotapes will be interpreted into ASL which will be videotaped and analyzed with the instructor. Prerequisite: SLS 445, B average (SLS department) and departmental approval.

**471 Selected Seminar Topics 1-4 s.h.**

Workshops or seminars include topics related to Sign language and interpreting, such as linguistic research, bilingual education and related issues. (May be repeated for credit as topics vary. Students are allowed to apply up to four SLS workshop credits toward SLS major requirements. Additional workshops are optional.)

**475 Interpreting in Specialized Settings 3 s.h.**

Emphasis on specialized settings in which interpreters are expected to function. A range of interpreting settings and situations will be presented including: Deaf/blind, hospital/medical, religious and community based situations. Prerequisite: SLS 441 and

445, B average (SLS department) and departmental approval.

**481 Sign to Voice:  
Interpreting Lab 3 s.h.**

Focus on Sign to voice interpreting. Videotapes and in-class speakers will provide interpreting exercises for the student. Sign to voice techniques will be discussed and put into practice. Prerequisite: SLS 445, B average (SLS department) and departmental approval.

**493 Field Experience 1-16 s.h.**

Observation and/or practicum in Sign language interpretation, instruction, or a preprofessional area. Selected readings and maintenance of daily logs to compliment lectures.

**Cooperative Education opportunities are available; please refer to the Cooperative Education section in this bulletin.**

---

**SOCIAL SCIENCE (SSC)**

*Major:* 36 s.h. from no more than three Social Science Departments (minimum of 16 s.h. in upper division courses) including 16 s.h. in core area (minimum of 8 s.h. in upper division courses) and SSC 495 or an equivalent seminar experience, approved by advisor. Core areas available in CJ, GER, HIS, PSC, PSY and SOC.

*Minor:* 24 s.h. with a minimum of 12 s.h. in core area, including 4 s.h. in upper division courses.

**307 Social Studies  
Foundations (EDU) 3 s.h.**  
An interdisciplinary course com-

prising selected topics in Geography, History, Political Science, and Sociology integrated into an overview of the structure of the respective disciplines and designed to provide solid content background and resources for elementary school teachers. Prerequisites: SOC 101, and PSC 251 or GEO 301.

**495 History and Social Science  
Seminar (HIS) 4 s.h.**

Theoretical and philosophical foundations of history and the social sciences, including a paper or project reflecting methodological skills.

---

**SOCIAL WORK (SW)**

Madonna College offers a Bachelor of Social Work (B.S.W.) degree program which is accredited by the Council on Social Work Education. The B.S.W. program is designed to prepare students for entry-level professional employment and for graduate professional education.

Social Work is enhancing the problem-solving and coping capacities of people; linking people with systems that provide them with resources, services, and opportunities; promoting humane services.

The Social Work curriculum is based on the premise that a social worker needs a well-integrated program of liberal arts content, specific professional content, and a professionally guided field practicum. These experiences engage students directly in the delivery of services to individuals, families, groups, organizations, and/or communities.



### *Admission to the B.S.W. Program*

Students must submit an application for formal acceptance to the program. Requirements for admission are completion of NSC 125, SOC 101, PSY 101, ECN 271, PSC 251, SW 230. In addition, applicants should show aptitude for social work practice as evidenced in pre-field experience and recommendations. Only students formally admitted to the program will be permitted to enroll in SW 480/485 and SW 490/495.

Transfer students only may take SW 230 as a co-requisite with SW 240, 233, 239, 350 provided that the required support courses have been completed. This 16 semester hours of social work courses must be completed before transfer students may continue in the sequence of the professional core courses.

### *The Social Work Program*

To complete the Social Work Program the student is required to take the following courses:

#### *Required Support Courses: 19 s.h.*

PSY 101, SOC 101, ECN 271, PSC 251, NSC 125 (or biology for transfers) must be included among the general education requirements and be completed before taking SW 240.

#### *Professional Core: 44 s.h.*

SW 230, 233, 239, 240, 350, 365, 370, 390, 480, 485, 487, 490, 495. These courses must be taken in sequence. Students must complete a total of 100 pre-field hours at sophomore and junior levels and 400 hours of field experience at senior level.

### *Professional Support Course*

*Electives: 8 s.h.*

SW 340, 342.

#### **230 Introduction to**

##### **Social Work**

**4 s.h.**

Examines social work as a helping profession working with individuals, families, and groups; defines the concepts of social systems, problem-solving, human diversity, and planned change; establishes the knowledge, skills, values base; establishes the theoretical framework; stresses self-assessment of aptitude for social work; includes a pre-field requirement of 50 hours experience. Prerequisites: SOC 101, PSY 101.

#### **233 Interviewing Techniques**

##### **(SOC/CJ)**

**3 s.h.**

Principles, types and stages of interviewing; developing observational skills and communication ability including documentation and recording. Prerequisite: PSY 101.

#### **239 Empathy Listening Skills**

##### **(SOC)**

**1 s.h.**

Instruction and practice in the establishment of rapport with individuals through practical listening skills. Techniques developed in the context of the helping relationship. Prerequisite: PSY 101.

#### **240 Human Behavior and**

##### **Social Environment**

**4 s.h.**

Examines theories and models from the interrelated fields of psychology, sociology, anthropology, biology, economics, and political science from which social work draws its basic knowledge, skills, and values related to diverse human populations. Demonstration of relevance and applicability of such know-

ledge to social work practice. Prerequisites: SOC 101, PSY 101, ECN 271, PSC 251, NSC 125, SW 230.

**340 Chemical Addictions I —**

**Theory 3 s.h.**

Reviews the etiology of chemical addictions including biological, psychological, and socio-cultural bases; focuses holistically to synthesize the various theories; assesses chemical problems including prevention, education and treatment; examines family and environmental affects of problematic chemical use; clients' rights and ethics. Content will be included to assist student to achieve state credentialing.

**342 Chemical Addictions II —**

**Practice 3 s.h.**

Practical extension of Chemical Addictions I. Focus on current issues in the treatment of chemical problems. Stress on the effects on the family system. Describes methods of assessment, intervention, and treatment in the service network. Discusses credentialing and prepares students for required state test.

**350 Social Welfare 4 s.h.**

Examination of the philosophical and historical perspectives of social welfare services to diverse populations and comparison/contrast with contemporary programming. Examines structure and function of social programming. Focus on identification and knowledge of the recipients of social welfare services. Prerequisite: SW 230, 233.

**365 Social Policy 4 s.h.**

Exploration of historical and current forces which generate social policies about social problems and the legislation which results from these. Examines framework for social

policy analysis and models of problem-solving. Studies the role of social work professionals in policy making process. Explores impact of specific policy on the vulnerable and diverse populations. Prerequisite: SW 350.

**370 Practice Methods I 4 s.h.**

Examines the models, processes, and skills of social work interventions appropriate to beginning levels of practice as they apply to individual, families, and groups in their specific socio-cultural contexts. Emphasis on social systems theory and the ecological-life model in individual and multiperson interaction. Use of planned changes as a problem-solving process within the helping relationship. Practice in data collection, assessment, documentation, and intervention including the use of action plans with focus on the service network. Includes pre-field requirement of 50 hours experience. Prerequisite: SW 230.

**390 Practice Methods II 4 s.h.**

Examines the structure of and behavior in organizations including the formal and informal network characteristics of the bureaucratic settings of social agencies and institutions. Identifies skills needed to survive and ways to use agency resources to provide effective services to clients. Applies the use of collaboration and the role of the social worker as a change agent with small and large groups. Prerequisite: SW 370.

**487 Social Work Research 4 s.h.**

Examines current research theory and methodology to understand its impact and application in policy formulation, the development of programs and services, and pro-

gram evaluation. Examines the appropriateness and use of statistical information related to minorities. Focus on the use of computer technology as an aid to research. Prerequisite: SW 390.

**480/490 Field Placement I, II 4/4 s.h.**

Professionally supervised practical experience of social work knowledge, values, and skills in a human services agency; fifteen hours per week in the field for two consecutive terms (400 hours minimum) accompanied by mandatory weekly seminars. Students are directly engaged in the delivery of services to individuals, families, groups, organizations and/or communities. Verification of stated competencies of the program. Prerequisites: SW 370 for 480; 390 for 490 and formal admission to the program; Co-requisites: SW 485 with 480; 495 with 490.

**485/495 Field Placement Seminar I, II 2/2 s.h.**

Mandatory weekly seminar to accompany Field Placement I, II. Review of field activities with emphasis on assessment of interpersonal skills by use of videotaping, role-playing, and feedback. Verification of knowledge and skills appropriate to entry-level social work practice and applied to levels of client systems. Demonstration of aptitude for social work. Exploration of ongoing professional development and contribution. Prerequisite: SW 370 for 485; 390 for 495 and formal admission to the program; Co-requisites: SW 480 with 485; 490 with 495.

**SOCIOLOGY (SOC)**

*Major:* 30-32 s.h. including required core courses: 101, 221, 367, 442, 495. Required support course: MTH 235.

*Minor:* 20 s.h. including 101, 221.

*Social Science Group Major, Sociology Core:* 36 s.h. total, 16 s.h. in Sociology including 101.

Sociology, the study of social life and consequences of human behavior, offers opportunities in a range of research techniques, whether one's concern is administration, personnel, labor relations or criminal justice. This major provides a firm foundation for students planning futures in professions such as law, politics or business. Sociology also provides the "cutting edge" as a double major in combination with psychology, marketing, sign language studies, criminal justice, social work gerontology, etc. Approved practicums and co-ops are encouraged.

**101 Introduction to Sociology 4 s.h. and Cultural Anthropology**

Foundations and principles of social order, social control, social institutions, and social life in America and other cultures.

**221 Social Problems 4 s.h.**

Social and physical disorganization including poverty and unemployment, crime and delinquency, race relations, population. Prerequisite: SOC 101.

**233 Interviewing Techniques 3 s.h. (SW)**

**239 Empathy Listening Skills (SW) 1 s.h.**

**308 Organized Sport in Contemporary Society 3 s.h.**

An examination of the impact of sport on the American character, economy and political scene. The many dimensions of this phenomenon are considered: crowd behavior, collective violence and consumerism. Analysis of the occupational sub-cultures in the work world of sport is included in this study as well.

**316 Group Dynamics and Discussion Techniques (PSY\*/SPH) 4 s.h.**

**318 Parenting and Child Management 3 s.h.**

An examination of the contemporary family with focus upon the quality of the parent-child relationship. Modalities are introduced to the student suggesting techniques for resolving family conflict and the preservation of the wholesome family unit.

**321 Principles of Criminology (CJ) 3 s.h.**

**322 Race, Ethnicity, and Social Class in American Life (HIS) 4 s.h.**

Survey of historical and contemporary expressions, patterns and consequences of intergroup tensions stemming from discrimination in American life. Prerequisite: SOC 101.

**323 Juvenile Delinquency (CJ) 3 s.h.**

**342 Abnormal Psychology (PSY) 4 s.h.**

**353 Marriage and the Family (HEFL\*/RST) 4 s.h.**

**367 Social Psychology (PSY) 4 s.h.**

Examination of how groups affect their members and how groups act as units. Research begins with questions which become testable hypothesis which in turn become the bases for prediction. Myriad aspects of interaction are considered. Prerequisite: SOC 101 or PSY 101.

**380 Dynamics of Sex Roles (HIS) 4 s.h.**

An examination of traditional sex roles, the structure of human sexual relationships, the sex-role socialization of children, sex-role liberation movements and their impact on American institutions. Prerequisite: SOC 101.

**401 Crime Prevention and Police Community Relations (CJ) 3 s.h.**

**415 Social Gerontology (GER) 3 s.h.**

**418 Narcotics Institute (CJ) 3 s.h.**

**442 Urban Sociology 4 s.h.**

Patterns, structures, functions, and problems of urban communities. Prerequisite: SOC 101.

**495 Sociology Seminar 4 s.h.**

Develops insights into social theory, both classical and contemporary; skills in research methodology; design applied to original research in order to interpret the trend of current social problems, policies and practices. Prerequisite: junior or senior standing and departmental approval.

---

**SPANISH (SPA)**

*Major:* 30 s.h. beyond elementary level. Some courses to be taken on consorsial arrangement.

*Minor:* 20 s.h. beyond elementary level.

**101, 102 Elementary Programmed Spanish I, II** 4, 4 s.h.

Individual work in Spanish involving the use of specially designed texts and tapes. Intended for learning Spanish individually with weekly tutorial guidance. At least one hour of language learning required daily.

**223, 224 Intermediate Programmed Spanish I, II** 4, 4 s.h.

Review of grammar essentials. Further development of audio-lingual skills with emphasis on reading and writing. Materials used are selected for their linguistic, literary and cultural values. Intended for learning Intermediate Spanish individually with weekly tutorial guidance. At least one hour of language learning required daily. Prerequisite: SPA 102 or 2 years of secondary school Spanish.

**300 Spanish Language and Culture for Human Services** 3 s.h.

Study of basic structures of the Spanish language with the primary purpose of developing minimal language skills. Students are also introduced to Hispanic cultural norms affecting life in Spanish-speaking countries including the USA. No prerequisites.

**311 Oral and Written Composition** 4 s.h.

Applied advanced grammar with practice in original composition. Emphasis on developing skill in employing natural, everyday expressions in speaking and writing correct, idiomatic Spanish. Prerequisite: SPA 224.

**322 Spanish Culture and Civilization** 4 s.h.

Study of significant aspects of the geographical, historical, social, and cultural backgrounds of Spain for a better understanding of its civilization. Prerequisite: SPA 224.

**323 Latin American Culture and Civilization** 4 s.h.

Significant aspects of geography, history, social life and culture of Latin American countries for a better understanding of their civilization. Prerequisite: SPA 224.

**357 Spanish Literature I** 4 s.h.

Study of selected texts from outstanding authors representing the chief periods of Spanish literature from its beginning to the eighteenth century. Prerequisite: SPA 224.

**358 Spanish Literature II** 4 s.h.

Study of major literary trends and representative authors in the nineteenth and twentieth centuries. Prerequisite: SPA 224.

**362 Spanish Linguistics** 4 s.h.

Phonetics, diction and advanced oral interpretation. Theory and practice of modern Spanish pronunciation, intonation and rhythm. Intensive individual practice. Prerequisite: SPA 224.

**480 Foreign Study in Spain/  
Spanish America** 4-16 s.h.

Students elect a program of studies in a Spanish-speaking country or in Spain. Options are open for study during the summer and/or academic year.

## **SPECIAL EDUCATION (SED)**

The Education/Psychology Department offers special programs leading to endorsement in the following areas: Learning Disabilities (K-12) and Emotional Impairment (K-12). A minimum of 15 s.h. is to be taken at Madonna College.

*Required Core:* The following required 14 s.h. core may be applied to either the E.I. or L.D. endorsement program: PSY 240, 342, EDU 330, and SED 401.

*Emotional Impairment (K-12):* 36 s.h. planned program. Required course sequence: EDU/SED 330, SED 339 or 428, 349, 401, 426, 467, PSY 240, 342, and 422. Elective Courses: MTH 235, PSY 241, PSY 313, CJ 323 and PSY 367. Minimum of 1 s.h. in computer course work.

*Learning Disabilities (K-12):* a 36 s.h. planned program. Required course sequence: PSY 240, EDU/SED 330, PSY 342, SED 345, EDU 372, SED 401, SED 409, SED 448, SED 468 and SED 495. Minimum of 1 s.h. in computer course work.

**330 The Exceptional Learner in the Classroom (EDU) 3 s.h.**

**339 Introductory Practicum with Emotionally Impaired Students 4 s.h.**

Initial experiential contact with emotionally impaired children and youth for purposes of observation,

identification and interaction. Specialized educational setting as well as identification procedures as they apply to the behavioral characteristics of the emotionally impaired.

Enrollment in SED 339 is primarily for students who have not as yet attained teacher certification and/or have less than two (2) years of teaching experience. Laboratory 8 hours. Prerequisites: PSY 101, SED 330.

**345 Learning Disabilities 4 s.h.**

A comprehensive study of state and federal guidelines, terminology, definition, behavioral and learning characteristics and overview of pathology of central nervous system. Attention will be given to perceptual deficits in visual, auditory, tactile, kinesthetic, and sensorimotor perceptual skills. Current issues such as infant and early childhood identification, medication, diet and hyperactivity. Lecture 3 hours, laboratory 1 hour. Prerequisites: EDU 330 and EDU 200.

**349 Conceptual Models of Emotional Impairment 4 s.h.**

Conceptual models of student variance, intervention strategies, service delivery systems, future directions. Classification of varying behavior disorders. Sociological and cultural influence on emotional development. Lecture 3 hours. Prerequisite: SED 339 and departmental approval.

**401 Speech and Language Development and Disorders in Children 3 s.h.**

Focus on language models and language development from birth to

pre-adolescence, including various language disorders, reliable assessment devices and methodology for classroom teachers. Some attention to speech problems and remediation techniques: cerebral palsy, cleft palate and autism. Lecture 3 hours. Prerequisite: EDU/SED 330.

**409 Practicum in Diagnostic and Prescriptive Techniques** 4 s.h.

Study and in-class demonstrations of diagnostic instruments, techniques and individual case studies. Evaluation of current theoretical findings related to intelligence as well as evaluative measurements. Practice in educational diagnosis and prescriptions. Lecture 3 hours, laboratory 1 hour. Prerequisites: EDU/SED 330, SED 345.

**426 Methods for Teaching the Emotionally Impaired** 4 s.h.

Goals, methodology, and assessment of emotionally impaired students. Specific classroom practices for acquiring attention, order response, and social competencies. Methods, materials and classroom designs working with the emotionally impaired students. Lecture 3 hours, laboratory 1 hour. Prerequisite: Departmental approval.

**428 Seminar in Emotional Impairment** 4 s.h.

Study and investigation of differential behavioral diagnosis, interpretation of diagnostic evaluations and use of resource materials for specific needs. The course will research alternative educational structures within which academic and behavioral progress can be anticipated for the emotionally impaired

student. Lecture 3 hours. Prerequisites: Post-degree student, 2 years teaching experience, adviser approval, PSY 101, EDU/SED 330.

**448 Methods for Teaching the Learning Disabled** 4 s.h.

Emphasis on the interrelationship between instruction, development, and learning. A study of objectives, curriculum content, physical class settings and a survey of materials and methodology for the learning disabled. Emphasis on developing, redesigning appropriate materials and task analysis. Inclusion of classroom organization as well as behavior management techniques. Lecture 3 hours, laboratory 1 hour. Prerequisite: SED 345 and departmental approval.

**467 Directed Teaching: Emotionally Impaired (K-12)** 6 s.h.

Observation and teaching in classroom situations; individual conferences and seminars. Prerequisite: SED 426 and admission to Directed Teaching.

**468 Directed Teaching: Learning Disabled (K-12)** 6 s.h.

Observations and teaching in classroom situations as well as individual conferences. To be taken with SED 495. Prerequisite: SED 448 and admission to Directed Teaching.

**495 Learning Disabilities Seminar** 1 s.h.

A culmination of the learning disabilities sequence to be taken with SED 468. Research of current issues in learning disabilities. Writing of prescriptions and Individual Educational Plans (IEP), as well as asset/deficit profiles on students they are working with in the directed

teaching assignment. May not substitute for a required course. Prerequisite: Admission to Directed Teaching.

---

**SPEECH AND DRAMA (SPH)**  
(See also *COMMUNICATION ARTS AND ENGLISH.*)

*Minor:* 20 s.h. including 105.

**105 Speech Communication 3 s.h.**

Principles of speech communication applied to a wide range of speaking situations: interpersonal, group and public. Emphasis on preparation, delivery, persuasive techniques, listening and responding to messages. Opportunity to practice speaking skills.

**101, 102 Beginning American Sign Language (SLS) 4,4 s.h.**

**201, 202 Intermediate Sign Language (SLS) 4,4 s.h.**

**300 Children's Literature and Drama (ENG\*/EDU) 4 s.h.**

**316 Group Dynamics and Discussion Techniques (PSY\*/SOC) 4 s.h.**

**341, 342 Acting Techniques I, II 4,4 s.h.**

Basic forms and methods of expression, including voice projection and diction; development of individual talents in pantomime, improvisation, acting, and oral interpretation. Lecture and laboratory.

**351, 352 Television Production Techniques I, II (JRN) 4,4 s.h.**

**401 Speech and Language Development and Disorders in Children (SED) 3 s.h.**

**415 Film Appreciation 4 s.h.**  
Examination of those aspects of film that qualify it as an art form worthy of critical attention.

---

**VOCATIONAL AUTHORIZATION/ENDORSEMENT**

Individuals who have worked two years in a particular health field or trade or industry can apply for recommendation by Madonna College to the State Department of Education for a Temporary Vocational Authorization, valid for teaching in a State-reimbursed vocational classroom, provided that they have also completed a Bachelor's degree program and have a major or minor in the health, trade, or industry area. In order to be recommended, the student must complete 12 s.h. of course work at Madonna College.

In order to be recommended for a secondary provisional teaching certificate with a vocational endorsement, the student must have two or more years of occupational experience, complete the teacher education program and requirements for the Bachelor's degree.

---



## BOARD OF TRUSTEES

Sister Mary Alfonsa *Van Overberghe*, CSSF, (1982), Councilor, Presentation Province

Bishop Moses B. Anderson, S.S.E., (1984), Auxiliary Bishop of Detroit - West Region

Sister Mary Avila *Labiak*, CSSF, (1969), Treasurer, Presentation Province

Mother Mary Cynthia *Strzalkowski*, CSSF, (1977), Superior, Presentation Province

Sister Mary Dennis *Glonek*, CSSF, (1977), Councilor Presentation Province

Sister Mary DeSales *Herman*, CSSF, (1979), Principal, Ladywood High School

Aline DeSerrano (1984), Chairman of the Board, Cold Heading Company

Angelo J. DiPonio (1979), Owner and President, Greenfield Construction Company

Sister Mary Francilene *Van de Vyver*, CSSF, (1976), President, Madonna College, *ex officio*

Michael A. Gaskin (1981), President, Taylor & Gaskin, Inc., *Chairman of the Board*

Richard J. Hayward (1980), President, R.J. Hayward Company

James A. Herrington (1979), President, Lapeer Manufacturing Company

Sister Jane Marie *Lebiedzinski*, CSSF, (1984), Administrator, St. Francis Home

Sister Mary Janice *Ziolkowski*, CSSF, (1982), Secretary, Presentation Province

Sister Mary Madeleine *Dolan*, CSSF, (1983), Administrator, St. Joseph Home for Children, Incorporated

Sister Marcella Marie *Garus*, CSSF, (1981), President, Villa Maria College of Buffalo

Edward H. McNamara (1979), Mayor, City of Livonia

Sister Mary Modesta *Piwowar*, CSSF, (1982), President, St. Mary Hospital

Sister Mary Noel *Labiak*, CSSF, (1982), Administrator, Maryville Center

Leo A. Obloy (1984), Chairman, Special Drill & Reamer Corporation  
Sister Mary Paulita, *Bikowski*, CSSF, (1982), Councilor, Presentation Province  
William T. Phillips (1983), President, PSI Hydraulics  
Leslie Rose (1984), Chairman, Fidelity Bank of Michigan  
Stanley A. Seneker (1979), President, Ford Motor Credit Company  
Dr. Richard E. White (1969-1978, 1980), Associate Dean for Administration,  
College of Education, University of Toledo

# OFFICERS OF ADMINISTRATION

## Administrative Council



Sister Mary Francilene *Van de Vyver*, President; B.A., Music, Madonna College; M. Ed., Ph.D., Wayne State University.

Sister Mary Lauriana *Gruszczynski*, Vice President for Development; B.A., History, Madonna College; M.S., Ph.D., Fordham University.

Sister Rose Marie *Kujawa*, Academic Dean; B.A., Mathematics, Madonna College; M.Ed., Ph.D., Wayne State University.

Leonard A. Wilhelm, Business Manager; B.B.A., University of Michigan; M.B.A., Eastern Michigan University.

Sister Mary Emeline *Bash*, Dean for Student Development; B.A., English, Aquinas College; M.A., The Catholic University of America.

Edward D. Meyer, Ph.D., Dean for Administrative Services; B.S., Zoology; M.S., Ph.D., University of Arizona.

### Administrative Officers

Sister Mary Amadeus *Harkiewicz*, Associate Director of Admissions; B.A., Economics, Madonna College; M.B.A., University of Detroit.

Sister Mary Angelis *Zgoda*, Registrar; B.A., Education, Madonna College; M.A., University of Detroit.

Louis E. Brohl, III, Director of Admissions; B.A., Business Administration, Wayne State University; M.B.A., University of Detroit.

Sister Mary Danatha *Suchyta*, Director of Information Systems & Services, Computer Services Center; B.A., Biology, Madonna College; M.S., Fordham University, Ph.D., Walden University.

Sister Mary Fidelia *Dominas*, Director of Buildings and Grounds; B.A., Social Studies, Madonna College; M.Ed., University of Detroit.

Sister Mary Joela *Patelski*, Administrative Assistant to the President; B.S., Chemistry, College of Mt. St. Joseph; M.S., University of Notre Dame.

Sister Mary Lydia *Mlodzianowski*, Director of Library Services; B.A., English, Madonna College; M.L.S., Spalding College.

Mary F. VanAlsten, Director of College Relations; B.A., English-Journalism, Keuka College.

Chris Ziegler, Director of Financial Aid; B.A., Anthropology, Michigan State University; M.A., University of Michigan.

# FACULTY

## Full-Time

Sister Mary Angeline *Filipiak*, Art; B.A., Siena Heights College; M.F.A., Catholic University of America; Ph.D., University of Michigan.

Stuart R. Arends, Business Administration; B.A., Michigan State University; M.Ed., Marygrove College; Ph.D. Walden University.

Edward Balian, Business Administration; M.Ed., Ph.D., Wayne State University.

Esther H. Bay, Nursing; B.S.N., University of Michigan; M.S.N., Wayne State University.

Albert Beasinger, Business Administration; B.S., M.B.A., University of Detroit; M.S.T., Walsh College.

Dennis Berrigan, Sign Language Studies; B.S., Gallaudet College; M.Ed., Western Maryland College; RSC Interpreting Certificate.

Charlene Berry, Cataloging Librarian; B.S.E., M.A., M.S.L.S., Wayne State University.

Michele Bietler, Nursing; B.S.N., Mercy College; M.S.N., Wayne State University.

Dennis Bozyk, History; Legal Assistant; B.A., M.A., University of Michigan; Ph.D. candidate, Michigan State University.

Sister Mary Bridget *Roznowski*, Home Economics and Family Life; B.A., Siena Heights College; M.Ed., M.A., Wayne State University.

Sister Mary Cabrini *Hahl*, Chemistry; B.A., Marygrove College; M.S., University of Detroit; Ph.D., Wayne State University.

Peter J. Caulfield, Communication Arts; B.S., M.A., Eastern Michigan University; D.A., University of Michigan.

Gerald Charbonneau, Social Work; B.A., Portland State College; M.S.W., Wayne State University; Certified by State of Michigan; Member of Academy of Certified Social Workers.

Sister Mary Cecilia *Eagen*, Nursing; B.S., College of Mt. St. Joseph; B.S.N., M.S.N., Catholic University of America; Ph.D., University of Michigan.

James Copi, Division Head of Natural Science and Mathematics; B.S., Michigan State University; M.S., Ph.D., Wayne State University.

Norene F. Daly, Education; B.A., Madonna College; M.Ed., Ed.D., Wayne State University.

Sister Mary Damascene *Brocki*, Director of Experiential Learning; B.A., English, Madonna College; M.A., Ph.D., University of Notre Dame.

Sheila Damiano, Sociology and Criminal Justice; B.A., Siena Heights College; M.A., P.D.D., University of Michigan.

Diana DelCampo, Home Economics and Family Life; B.S., Concord College; M.S., Virginia Polytechnic Institute and State University; Ph.D., University of Michigan.

Cheryl Dotinga, Nursing; B.S.N., M.S.N., University of Michigan.

Sister Edith Marie *Agdanowski*, Music; B.Mus.Ed., University of Detroit; M.Mus., University of Notre Dame.

Alan Eichman, Criminal Justice; B.S., Madonna College; M.A., M.C.S., University of Detroit; Ph.D., Wayne State University.

Sister Mary Felicity *Wardzinski*, Philosophy; B.A., Canisius College; M.A., St. Bonaventure University; Ph.D., Catholic University of America.

Richard M. Fitzsimmons, Emergency Medical Technology; B.S.N., M.S.A. candidate, Madonna College.

Dorothy H. Fox, Nursing; B.A., M.S., West Virginia University; B.S.N., Ph.D., St. Louis University.

Sister Frances Gabrielle *Hess*, R.D., Home Economics and Family Life; B.S., Marygrove College; M.S., Michigan State University.

Sister Gail Marie *Romanchuk*, Biology; B.S., Madonna College; M.S., Wayne State University.

Kirsten Jensen Galka, Nursing; B.S.N., Cuttington University, Liberia; M.P.H., University of Minnesota.

Therese Gielegam, Serials Librarian; B.A., M.S.L.S., Wayne State University.

Sister Mary Giovanni *Monge*, Nursing; B.A., B.S.N., M.S.A. candidate, Madonna College.

Marianne Seemann Glazek, Gerontology; B.A., Mercy College; M.A., University of Detroit; Ph.D., Wayne State University.

Ralph F. Glenn, Art; A.B., M.A., University of Michigan; A.M., Ph.D. candidate, Harvard University.

Judith Ann Grant, Nursing; B.S.N., Madonna College; M.S.N., Wayne State University.

Mary Jane Hatt, Education and Psychology; B.S., Michigan State University; Med.Ph.D., University of Houston.

William E. Herman, Education and Psychology; B.S., Michigan State University; M.A., M.A., Eastern Michigan University; Ph.D. candidate, University of Michigan.

Julie A. Herrin, Reference Librarian and Cataloger; B.A., M.S.L.S., Wayne State University.

Charlotte Higgins, Nursing; B.A., M.S.N., Wayne State University; B.S.N., Northwestern University; Specialist in Aging Certificate.

Randal Hoyer, History; B.A., Marquette University; M.A., Ph.D., Michigan State University.

Loretta C. Hubley, Art; B.S., University of Dayton; M.A., University of Maryland.

Mary M. Hunt, Allied Health; B.A., Mercy College; M.Ed., Marygrove College; Ed.D. candidate, Wayne State University.

Sister Mary Humilitas *Gersztyn*, Nursing; B.S.N.Ed., Mercy College; M.S.N., Catholic University of America.

Sister Mary Jacqueline *Anderson*, Communication Arts; A.A., Felician College; B.A., Mundelein College; M.S., Southern Illinois University at Carbondale.

Louise Jasinski, Nursing; B.S.N., Madonna College; M.S.N., Wayne State University.

Sister John Francis *Moore*, Physics; B.A., B.S.E., Mary Manse College; M.S., University of Notre Dame.

Sister Kathleen Marie *Wlodarczak*, Mathematics; B.A., Madonna College; M.A., Wayne State University.

Reverend John Kosinski, Religious Studies; B.A., St. Francis College; M.Theology, Aquinas Institute of Theology; M.Rel.Ed., Seattle University.

Nancy F. Kriegler, Nursing; B.S.N., Case Western Reserve University; M.S., University of Michigan.

Bernard F. Landuyt, Business Administration; B.Ed., Western Illinois University; M.A., Ph.D., State University of Iowa; M.A., Columbia University; L.L.D., Honorary, University of Detroit.

Leon Levitt, Business Administration; B.A., Washington Square College; M.A., New York University; M.A., Ed.D., University of Southern California.

Miriam A. Long, Mathematics; B.S., Marygrove College; M.A., University of Michigan.

B. Diane Louvar, Business Administration; B.A., Mount Mercy College; M.A., Wayne State University.

Sister Martin Ann *Stamm*, Religious Studies; A.B., Madonna College; M.A., Ph.D., Fordham University.

Sister Mary Martinez *Rozek*, Foreign Languages; A.B., Madonna College; M.Ed., St. Mary College.

Marilyn McConnell, Nursing; B.S.N., University of Michigan; M.S.N., Wayne State University.

Arthur W. Meek, Education; A.B., Illinois College; A.M., University of Illinois; M.Mus., Ph.D., University of Michigan.

Michael M. Meldrum, Sign Language Studies; B.S., Eastern Michigan University; M.A., Gallaudet College.

Joycelyn Montney, Nursing; B.S.N., Case Western Reserve University; M.S., University of Michigan.

Loretta Moore, Nursing; B.S.N., Duquesne University; M.S., University of Michigan; Specialist in Aging Certificate, University of Michigan.

Kathleen Murphy-Spinali, Nursing; B.S.N., Northeastern University; M.S.N., Wayne State University; Ph.D. candidate.

Kathleen Needham, Gerontology; B.A., Olivet College; M.A., Michigan State University; Specialist in Aging Certificate, University of Michigan.

Charlotte Neuhauser, Division Head of Social Sciences/Associate Director of Graduate Studies; B.A., DePauw University; M.Ed., Ph.D., Wayne State University.

Mary Newman, Social Work; B.A., Southern University; M.S.W., Wayne State University; Certified by the State of Michigan; Member of Academy of Certified Social Workers.

Ernest Nolan, Division Head of Humanities/Director of Graduate Studies; B.A., Wayne State University; M.A., Ph.D., University of Notre Dame.



- Kathleen O'Dowd, Communication Arts; B.A., University of Michigan; M.A., Ph.D., Michigan State University.
- Noreen C. O'Neill, Division Head of Nursing and Emergency Medical Technology/Associate Director of Graduate Studies; B.S.N., Dominican College; M.S.N., St. Louis University; Ph.D., University of Michigan.
- Linette Popoff, Music; B.Mus., Marygrove College; M.A., Eastern Michigan University.
- Leon W. Pratkanicki, Director of Continuing Education; B.S., M.A., University of Detroit.
- Irvin Rabideau, Assistant Library Director; B.S., Eastern Michigan University; M.A., M.S., Wayne State University.
- Sister Mary Rachel *Bawol*, Communication Arts; B.A., Madonna College; M.A., University of Detroit.
- John J. Ray, Educational Support Services; B.S., Marian College of Fond du lac; B.A., Madonna College; M.Ed., Marygrove College.
- John Redmon, Music; B.A., M.A., California State University.
- James Reilly, English; B.A., University of Michigan; M.B.A., Michigan State University; M.A., University of Detroit; Ph.D., University of Wisconsin.
- Kathleen Richard, Home Economics and Family Life; B.S., Michigan State University; M.A., Eastern Michigan University.
- Reverend Robert T. Rogalski, B.A., St. Mary of the Lake Seminary; Licentiate, University of Laval, Quebec.
- Charles V. Roman, Business Administration; B.S., B.A., M.B.A., Ph.D., Wayne State University.
- Karen Ross, Gerontology; B.S., Western Michigan University; M.A., University of Michigan; Specialist in Aging Certificate, University of Michigan.
- Kenneth Rust, Sign Language Studies; B.S., Eastern Michigan University; M.A., candidate, Oakland University; Comprehensive Skills Certificate (CSC); Registry of Interpreters for the Deaf; Comprehensive Permanent Certificate; Sign Instructors Guidance Network.
- Florence F. Schaldenbrand, Chemistry; B.A., Madonna College; M.Ed., Wayne State University.
- Peggy Shinkel, Nursing; B.S.N., University of Michigan; M.S.Ed., Purdue University.

Ellen Oliver Smith, Biology; B.S., Ph.D., Louisiana State University.

Marilee A. Smith, Nursing; B.S.N., University of Omaha; M.S.N., Wayne State University.

Robert A. Smith, Criminal Justice; A.A., B.A., Mercy College; M.A., University of Detroit.

Raymond Sobocinski, Physical Education, Director of Athletics; B.S., M.A., Eastern Michigan University.

Kathleen Surowiec, Nursing; B.A., Mercy College; M.S.N. candidate, Wayne State University.

Dionne Thornberry, Social Work; B.S., M.Ed., M.S.W., Wayne State University; Licensed by State of Michigan; Member of Academy of Certified Social Workers.

Ramon Torres-Isea, Physics; B.S., M.S., Eastern Michigan University.

Jacqueline Urquhart, Nursing; B.S.N., Madonna College; M.S.N., Wayne State University.

Patricia A. Vint, Director of Health Instruction Center; B.A., University OF Detroit; M.A.L.S., University of Michigan; M.A.E.L., Eastern Michigan University; Ed.D., University of Sarasota; Permanent Certificate in Library Science, Wayne State University.

Sandra Wahtera, Nursing; B.S.N., M.S., Universty of Michigan.

Hubert P. Watson, Education; B.S., M.Ed., Ed.D., Wayne State University.

Teresa A. Wehwein, Nursing; B.S.N., Michigan State University; M.S.N. Wayne State University.

Donna Wissbrun, Education; B.S., Ohio State University, M.A.T., Oakland University; Ed.Sp., Ed.D., Wayne State University.

Janet B. Wolf, Nursing; B.S.N., M.P.H., University of Michigan; Ph.D. candidate, Wayne State University.

Sandra M. Worrell, Director of Cooperative Education and Placement; B.S., State University of New York at Oneonta; M.Ed., Northeastern University.

Paulette Zizzo, Mathematics; B.A., M.S.Ed., Youngstown State University.

### Part-Time

Reverend Jeffrey Anifer, Career Resource Center; B.A., St. Francis College; M.A., LaSalle College; M.A., Wayne State University.

Edward J. Bailey, Criminal Justice; B.A., Aquinas College; M.A., University of Detroit.

Anthony Balogh, Art/Gerontology; B.S., M.A., Central Michigan University.

Patricia Barczak, Mathematics; B.A., Madonna College; M.A., Eastern Michigan University.

John M. Blahnik, History and Social Science; B.A., Ph.D. candidate, Wayne State University.

Donald Blaz, Business Administration; B.S., Kent State University, M.Ed., Xavier University.

Donald F. Blouin, Computer Systems; A.S., Rhode Island Junior College; B.S., Roger Williams College; M.B.A., Babson College; C.D.P., Institute for Certification of Computer Professionals.

Hortense V. Bobbitt, Home Economics and Family Life; M.S., University of Michigan.

Dolly Brathwaite, Allied Health Management; B.S.N., M.S.N., Wayne State University.

Timothy Brennan, Business Administration; Ph.B., University of Detroit; M.A., Wayne State University.

Donald J. Brewer, Business Administration; B.S., Wayne State University; M.B.A., University of Detroit.

Kathy Burns, Biology; B.S., Eastern Michigan University; M.P.H., University of Michigan.

Donald Bryne, Business Administration; B.S., M.B.A., University of Detroit; Ph.D., University of Notre Dame.

Teresa Chase, Home Economics and Family Life; B.S., Concord College; M.S., Eastern Michigan University.

Margaret Chmielewski, Education/Psychology; B.A., M.A., Wayne State University.

Steven Chough, Sign Language Studies, D.S.W., Columbia University.

Thomas Coseo, Business Administration; B.B.A., St. Bonaventure University;  
M.B.A., University of Detroit.

Elmer Cote', Business Administration; B.B.A., Eastern Michigan University;  
M.B.A., University of Detroit.

Jennifer Cote', Legal Assistant; B.G.S., University of Michigan; J.D., Detroit  
College of Law.

Christine R. Day-Foley, Communication Arts; B.A., M.A., Eastern Michigan  
University.

Douglas M. Dent, History; B.A., Michigan State University; M.A., Eastern  
Michigan University.

Richard J. Dimanin, Legal Assistant; B.A., Michigan State University; J.D.,  
University of Detroit.

Russell Dore', Business Administration; B.A., M.A., Michigan State University;  
Ed.D., University of Washington.

Honorable Patrick Duggan, Legal Assistant; B.S., Xavier University; L.L.B.,  
University of Detroit.

Barbara Jo Emery, Chemistry; B.S., Marygrove College; M.Ed., Wayne State  
University.

William D. Farmer, Social Work; B.A., M.A., University of Detroit; Special  
Education Certification, Eastern Michigan University; Licensed School  
Psychologist, University of Detroit; Certified Neuropsychological Examiner,  
University of Michigan.

Cynthia Ferris, Music; B.M., M.A., Eastern Michigan University.

John D. Flynn, Business Administration; B.S., John Carroll University, M.B.A.,  
J.D., Case Western Reserve University.

Sandra Frayer, Education and Psychology; B.A., Madonna College, M.A.,  
Wayne State University.

Elizabeth Gaines, Education; B.S., University of Michigan; M.A., Eastern  
Michigan University.

Daryl Galazen, Occupational Health and Safety/Fire Science; A.A., Ferris  
State College; B.S., Madonna College.

- Darrell Garth, Legal Assistant; B.A., Wayne State University; M.A., University of Detroit.
- Marjorie Gaunt, Gerontology; B.S., Mercy College; M.S., University of Michigan.
- Mark Gavoor, Mathematics; B.S., M.S., University of Michigan; M.S., Wayne State University.
- Marlana Geha-Mitzel, Gerontology; B.A., M.A., Specialist in Aging Certificate, Ph.D., University of Michigan.
- James M. George, History; B.A., M.A., Ph.D., Wayne State University.
- Lois A. Gerber, Nursing; B.S.N., University of Pittsburgh; M.P.H., University of Michigan.
- Thomas Groth, Business Administration; B.S., Wayne State University; M.B.A., University of Detroit.
- Karen Hamp, Allied Health Management; B.S., Michigan State University; M.S.W., Wayne State University.
- Leo Hardwick, Business Administration; A.B., Tufts University; M.B.A., Boston University.
- Janita Hauk, Music; B.M., Ohio Wesleyan University; M.M., University of Michigan.
- John Hayden, Business Administration; B.A., Eastern Michigan University; M.A., Central Michigan University.
- Joel Hearshen, History; B.S., M.Ed., Wayne State University.
- Anita M. Herman, Gerontology; B.A., M.Ed., Marygrove College; B.A., Madonna College.
- Richard Herman, History; B.S., Wayne State University; J.D., Michigan State University.
- Timothy Hoepner, Mathematics; B.S., M.S., Purdue University.
- Linda Hoyer, Communication Arts; B.A., St. Xavier College; M.A., Michigan State University.
- Robert Ingram, Business Administration; B.S., University of Buffalo; M.B.A., University of Detroit.
- Helen Jablonski, Music; B.A., M.A., University of Michigan.

- Evelyn Kaplan, Education; B.S., State University of New York College at Buffalo; M.Ed., Wayne State University.
- Michael P. Karczewski, Business Administration; B.S., M.B.A., University of Detroit.
- Carol Kavalhuna, Mathematics; B.S., M.A.T., Michigan State University.
- John R. Keeler, Gerontology; B.A., University of Michigan; M.A., Eastern Michigan University; M.P.H., University of Michigan.
- Isabella Kennedy, Business Administration; B.S.B.A., Wayne State University; M.B.A., University of Michigan; Certified Public Accountant.
- Robert Kliber, Business Administration; B.A., Michigan State University; M.B.A., University of Detroit.
- G. Michael Koch, Business Administration; B.A., M.A., Michigan State University.
- Maria Kokas, Home Economics and Family Life; B.S., M.S., Purdue University.
- Laura L. Kolb, Gerontology; B.S., Wayne State University; M.A., University of Michigan.
- Sister Mary Hugoline *Konkel*, Foreign Languages; B.A., Ph.D., Catholic University of America; M.A., University of Notre Dame.
- Frances T. Krawczyk, Business Administration; B.A., B.B.A., M.B.A., Wayne State University; Ph.D. candidate, University of Michigan.
- Marc Kruman, History; B.S., Cornell University; M.A., M.Phil., Ph.D., Yale University.
- Sandra Kurtti-Pylvainen, Communication Arts; B.A., University of Minnesota; M.A., Northern Michigan University.
- Gerald B. Kustra, Business Administration; B.S., M.B.A., University of Detroit.
- Lawrence Kustra, Business Administration; B.S., J.D., University of Detroit.
- Paul LaRose, Religious Studies; B.A., University of Detroit; M.A., New York University.
- Patricia A. Lewis, Mathematics; B.S., M.A., University of Detroit.
- Robert J. Lucchetti, Chemistry; B.S., University of Detroit; M.A., Eastern Michigan University.

Mary Lund, Communication Arts; B.A., M.A., University of Michigan, M.A., Stanford University.

James M. Lynchey, Occupational Safety and Health/Fire Science; B.C.S., Detroit Business Institute; B.A., B.B.A., Detroit Institute of Technology; M.B.A., University of Detroit.

Reverend Robert J. MacCulley, Religious Studies; Diaconal Studies, Sacred Heart Seminary; B.A., Canidius College; M.A., University of Detroit.

Mack MacVicar, Business Administration; B.Mgt.Eng., Renesselaer Polytechnic Institute; M.B.A., Wayne State University.

Rheo Marchand, Criminal Justice; B.A., University of Western Ontario; M.A., University of Notre Dame; J.D., Detroit College of Law.

Karen Marold, Nursing; B.S.N., University of Iowa; M.S.N., Wayne State University.

Norah M. Martin, Business Administration; B.S., M.Ed., Wayne State University.

Ernest Matchulat, Music; B.S., M.A., Wayne State University.

Clarence McGivens, Education; B.S., Dillar University; M.A., University of Michigan.

Cheryl M. Meehan, Mathematics; B.A., Marygrove College; M.Ed., Wayne State University.

George Meehan, Mathematics; B.A., University of Michigan; M.Ed., Wayne State University.

Douglas A. Miller, Emergency Medical Technology; B.S., Ohio State University; Pharm.D., Philadelphia College of Pharmacy and Science.

George Miller, Sociology; Ph.B., University of Detroit; M.A., University of Notre Dame.

Laura Miner, Computer Systems; B.A., Western Michigan University; M.A., University of Michigan.

Francis Mioni, Business Administration; B.S., Ferris State College; M.A., Central Michigan University.

Peter J. Moloney, Mathematics; Litt.B., Xavier University; Ph.L. Loyola University; M.A., University of Detroit.

- Marvin Monroe, Occupational Safety and Health/Fire Science; B.S., Wayne State University; J.D., Detroit College of Law.
- Roland A. Montambeau, Education/Psychology; B.A., M.A., Eastern Michigan University.
- Michael Morden, Philosophy; B.A., Kalamazoo College; Ph.D., Columbia University.
- Nancy Mosher, Sign Language Studies; B.S., University of Michigan; M.A., Michigan State University.
- Barbara Murray, Business Administration; B.S., Michigan State University; M.B.A., University of Detroit; M.A., Ph.D., Wayne State University.
- Jessie Namikas, Education/Psychology; B.A., M.A., Ph.D., Wayne State University.
- William P. Neuser, Computer Systems; B.A., M.S., University of Michigan; M.B.A., Wayne State University.
- Tressa Norton, Nursing; B.S.N., University of Michigan; M.S.N., Wayne State University.
- Karen L. Obsniuk, Communication Arts; B.A., M.A., Ph.D. candidate, Wayne State University.
- Jose Ortiz, Criminal Justice; A.S., Macomb County Community College; B.G.S., M.Ed., Wayne State University.
- Sister Rosemary Petrimoulx, History; B.A., Barry College; M.A., University of Detroit; Post-Masters, Bonaventure University.
- Alice J. Poledink, Communication Arts; Ph.B., M.A., University of Detroit.
- Kathleen Reynolds, Gerontology; B.S., Bowling Green State University; M.S., University of Michigan.
- Robert Riley, Social Work; B.S., Detroit Institute of Technology; M.S.W., Wayne State University; Certified by State of Michigan; Member of Academic of Certified Social Workers.
- Gail Ruffus, Legal Assistant; B.A., University of Michigan; J.D., Detroit College of Law.



Peter Schaldenbrand, Mathematics; B.S., Michigan State University; M.Ed., Wayne State University.

Honorable Gene N. Schnelz, Legal Assistant; B.A., Alma College; L.L.B., J.D., Detroit College of Law.

Steven Sclawy, Legal Assistant; B.A., Wayne State University; J.D., Detroit College of Law.

Reginald Sobczak, Business Administration; B.B.A., University of Detroit; M.A., Central Michigan University.

Leon Spence, Legal Assistant; B.A., University of Akron; M.A., J.D., Wayne State University.

John A. Stevens, Legal Assistant; B.A., J.D., University of Michigan.

Reverend Joseph Szewczyk, Religious Studies; S.T.D., Catholic University of Lyons, France; S.T.L., Catholic Theological Academy, Warsaw, Poland.

Charles Tangora, Legal Assistant; B.S., J.D., University of Detroit.

Barbara Lee Temporelli, Chemistry; B.S., Wayne State University; M.S., University of Michigan.

Retta C. Thompson, Education; B.A., University of California-Los Angeles; M.Ed., Wayne State University.

William Vanderwill, Social Work; A.A., Henry Ford Community College; B.S.W., Wayne State University; M.S.W., University of Michigan.

James Walling, Business Administration; B.S., M.B.A., University of Detroit.

Reverend Edward Waters, Religious Studies; B.A., Sacred Heart Seminary; M. Divinity, St. John's Seminary.

Miriam Weberman, Education/Psychology; B.A., M.Ed., Wayne State University.

Mary Wells, Sign Language Studies; B.A., Oakland University.

Glenda K. Westover, Mathematics; B.A., M.A. University of Michigan.

Richard Wilhelm, Computer Systems; B.A., Lawrence Institute of Technology; M.A., Central Michigan University.

James Winebrener, Computer Systems; B.S., Michigan State University; M.A., Eastern Michigan University.

David J. Wisniewski, Occupational Health and Safety/Fire Science; B.S.M.E.,  
University of Michigan; M.B.A., Wayne State University.

Ester M. Yager, Business Administration; B.A., Marygrove College; M.A.,  
Wayne State University.

Dale Yagiela, Criminal Justice; B.A., M.A., University of Michigan.

Doris Yezman, Education; B.S., M.Ed., Wayne State University; Ph.D.  
candidate, The Catholic University of America.

Edward Zoski, Sociology; B.A., University of Maryland, M.A., Catholic  
University of America.

# ACADEMIC AND INSTITUTIONAL SUPPORT STAFF

## Full-Time

Donna Berry, Programmer; B.S., Madonna College.

Sister Mary Benita *Budzinski*, Manager of Audio-Visual Equipment; B.A., Madonna College; M.Ed., Wayne State University.

Helen Brazzil, Assistant Residence Hall Director.

Mary Birdsong, Graphic Artist; B.A., Madonna College.

Sister Mary Coronata *Lucas*, Xerox Copy Center; A.B., B.S.E., Mary Manse College.

Patricia Derry, Director of Media Production Services; B.A., Madonna College.

Barbara Evert, Accountant; B.B.A., University of Michigan-Dearborn.

Sister Mary Gilbert *Kubik*, Director of Residence Maintenance.

Sister Grace Marie *Przybysz*, Registrar's Office; B.A., Madonna College; M.A., University of Notre Dame.

Ravindra Gulati, Programmer; B.S., Madonna College.

Sister Mary Idalia *Konopka*, Secretary; B.A., Madonna College.

Sister Mary Jean *Rogoszewski*, Bookstore Manager; B.A., Madonna College.

Denise A. Kulas, Administrative Assistant to the Academic Dean; B.S., Madonna College.

Suzanne Laabs, Media Technician; B.A., Michigan State University.

Ramona Mason, Producer-Writer-Photographer; B.A., Madonna College.

Cheryl Patterson, Manager, Personnel Services; B.S., M.S.A., Central Michigan University.

Allan Peterman, Director, Computer Laboratory.

George Ridenour, Basic Emergency Medical Technology; B.S.,  
Madonna College.

Lawrence Rzepka, Director of Alumni; B.A., Madonna College.

Judith A. Schilling, Manager of Accounting Services; B.B.A., Eastern Michigan  
University.

Kathleen H. Stacey, Admissions Representative; B.S., University of Michigan,  
M.A., Eastern Michigan University.

#### **Part-Time**

Johnn Audritsh, Business Administration; B.B.A., M.S.I.S., Eastern  
Michigan University.

Sister Mary Claver *Rakowska*, Library; B.A., St. Mary of Springs College;  
M.A., Marquette University.

Charles Derry, Journalism; B.A., University of Detroit.

Francesco DiBlasi, Music; B.A., Madonna College; Conductor, Oakway  
Symphony Orchestra.

Sister Mary Evangelist *Abraham*, Library; A.B., Mary Manse College.

Sister Mary Hilary *Spychalska*, Card Shop; B.A., B.S.E., Mary Manse College.

Msgr. Vincent J. Horkan, Director of Planned Giving; B.A.,  
Sacred Heart Seminary; S.T.L., M.A., Ph.D., Catholic University  
of America.

Sister Mary Hospicia *Kubiak*, Library; B.A., M.A., University of Notre Dame.

Sister Janine Marie *Filipowicz*, Library.

Gary Johnson, Business Administration.

David Malicke, D.O., Emergency Medical Technology.

Richard Marinucci, Occupational Health and Safety/Fire Science; B.S. Western  
Michigan University; B.S., Madonna College.

William McMillan, Business Administration; A.S., Lawrence Institute of  
Technology.

Sharon Meldrum, Sign Language Studies; B.A., Gallaudet College.

Florence Nolan, Communication Arts; B.A., Marygrove College.

Gerard Panyard, Art; B.A., Madonna College.

John Pistilli, Director of Church Support Programs.

Sister Mary Ponciana *Zbieracz*, Library; B.A., DeSales College; M.A., University of Detroit.

Sister Mary Raymond *Hojnacki*, Library; A.B., B.S.Ed., Mary Manse College; M.Ed., University of Detroit.

Norbert Schiller, Occupational Health and Safety/Fire Science; B.S., University of Michigan.

Margaret Spas, Biology; B.S., Michigan State University; Registered American Society of Clinical Pathologies.



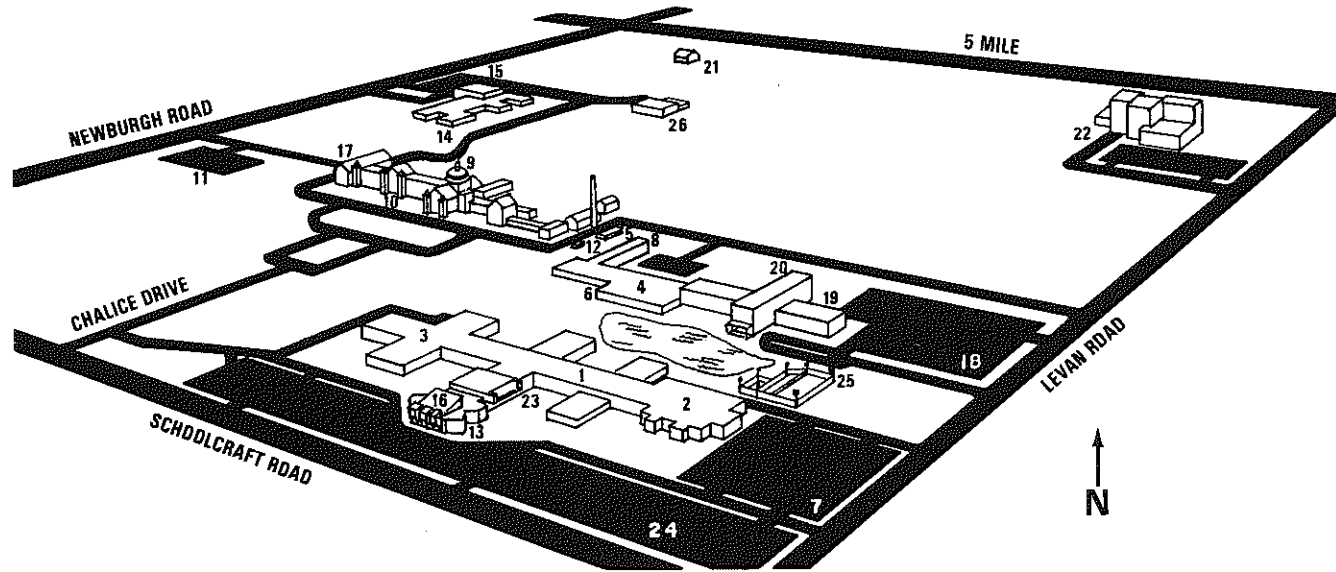
# INDEX

- Academic Advising . . . . . 34
- Academic Options . . . . . 9-11
- Academic Policies . . . . . 34
- Activity Center (ACT) . . . . . 5
- Address Changes . . . . . 18, 35
- Admissions . . . . . 12-15
  - Application Procedure . . . . . 12
  - Criteria & Status . . . . . 12
  - Early Admission . . . . . 13
  - Grads w/Associate Degrees . . . . . 14
  - Notification . . . . . 12
  - Readmission . . . . . 13
  - Transfer Students . . . . . 12, 13
- Administrative Council . . . . . 142
- Advanced Placement . . . . . 9
- Administration Officers . . . . . 143
- Advanced Standing for
  - Non-Traditional Students . . . . . 15
- Allied Health Management . . . . . 50
- Alumni . . . . . 42
- American Institute of Banking . . . . . 14
- Appeal Board . . . . . 38-39
- Approvals & Accreditations . . . . . 5
- Art . . . . . 51-53
- Associate Degree Requirements 47-48
- Athletics . . . . . 30
- Attendance . . . . . 34
- Audit . . . . . 37
  
- Bachelor Degree Requirements 48-49
- Billing Errors . . . . . 19
- Biology . . . . . 53-55
- Buildings . . . . . 43
- Business Administration . . . . . 55-63
  
- Campus . . . . . 4
- Campus Map . . . . . 164
- Campus Ministry . . . . . 30
- Career Counseling . . . . . 4
- Career Education . . . . . 10
- Career Related Services . . . . . 32
- Carryover Grade . . . . . 37
- Center for Personalized
  - Instruction (CPI) . . . . . 32
- Certificate of Achievement . . . . . 47
- Chemistry . . . . . 63-65
  
- Clubs and Organizations . . . . . 29
- College Year . . . . . 9
- Commencement . . . . . 39
- Committees: Student
  - Representation on . . . . . 29
- Communication Arts . . . . . 66
- Computer Information
  - Systems/Computer Science . . . . . 66
- Computer Laboratory . . . . . 4, 33
- Concentration, Areas of . . . . . 44-45
- Consortium, Catholic College . . . . . 11, 41
- Continuing Education . . . . . 10-11
- Contractual Agreements . . . . . 14-15
  - American Institute of Banking . . . . . 14
  - Control Data Institute . . . . . 14
  - Michigan Fire Fighters
    - Training Council . . . . . 14-15
  - Michigan Paraprofessional
    - Training Institute . . . . . 15
  - Specs Howard School of
    - Broadcasting Arts . . . . . 15
- Control Data Institute . . . . . 14
- Cooperative Education . . . . . 10, 40-41
- Counseling . . . . . 32
- Credit Adjustments . . . . . 19-20
- Criminal Justice . . . . . 67-70
- Cultural Affairs . . . . . 29-30
  
- Dean's List . . . . . 38
- Degrees . . . . . 44-45, 47
- Dietetics . . . . . 70, 90
- Divisional Organization . . . . . 46
- Drives and Solicitation
  - of Funds . . . . . 43
  
- Economic Applications . . . . . 56-57
- Economics . . . . . 70-71
- Education . . . . . 71-78
- Emergency Medical
  - Technology . . . . . 78-81
- Engineering . . . . . 81
- English . . . . . 81-83
- Equipment . . . . . 43
- Examinations . . . . . 37
- Experiential Learning . . . . . 9, 40

Faculty . . . . .	144-157	Journalism & Public Relations . . . . .	96-98
Full-Time . . . . .	144-149	Latin . . . . .	98
Part-Time . . . . .	150-157	Legal Assistant . . . . .	99-101
Fashion Merchandising . . . . .	84, 90	Level of Instruction . . . . .	34
Fees . . . . .	16, 21	Library . . . . .	4
Financial Aid . . . . .	22-28	Library-Media Center . . . . .	4
Application Procedure . . . . .	23	Library Services . . . . .	33
Eligibility . . . . .	22	Life-Work Experience . . . . .	9
Federal Programs . . . . .	24	Load, Student . . . . .	34
Madonna College Programs . . . . .	26	Loans . . . . .	24-26
Michigan Programs . . . . .	25	Michigan Guaranteed	
Fire Science . . . . .	84, 114	Student Loans . . . . .	26
Food Service . . . . .	30	National Direct	
French . . . . .	84-85	Student Loans . . . . .	24
Geography . . . . .	85	Nursing Student Loans . . . . .	25
Gerontology . . . . .	85-88	Madonna Academic Performance	
Goals . . . . .	8	Program (MAPP) . . . . .	32
Government, Student . . . . .	29	Majors . . . . .	44-45
Guaranteed Student Loans . . . . .	26	Master of Science	
Guest Students . . . . .	11	in Administration . . . . .	49
Grade Reports . . . . .	37	Mathematics . . . . .	101-104
Grades . . . . .	35-37	Medical Technology . . . . .	104-105
Graduation . . . . .	39	Memberships . . . . .	5-7
Grants . . . . .	24-26	Michigan Competitive	
Michigan Tuition Grants . . . . .	25	Scholarships . . . . .	25
Michigan Differential Grants . . . . .	25	Michigan Differential	
Supplemental Educational		Grants . . . . .	25
Opportunity Grants . . . . .	24	Michigan Firefighters	
PELL . . . . .	24	Training Council . . . . .	14-15
Grievance Procedure . . . . .	38-39	Michigan Paraprofessional	
Handicapped & Hearing		Training Institute . . . . .	15
Impaired . . . . .	31, 33	Michigan Tuition Grants . . . . .	25
Services . . . . .	33	Mission Statement . . . . .	8
Students . . . . .	31	Music . . . . .	105-108
Health Instruction Center . . . . .	33	National Direct Student Loans . . . . .	24
Health Services . . . . .	31	Natural Science . . . . .	108-109
History . . . . .	88-89	Nursing . . . . .	109-114
Home Economics & Family Life . . . . .	89-94	Nursing Student Loans . . . . .	25
Hospice Care . . . . .	94-95	Objectives . . . . .	8
Humanities . . . . .	96	Occupational Safety and	
ID Cards . . . . .	42	Health/Fire Science . . . . .	114-117
Incomplete Grade . . . . .	37	Parking Regulations . . . . .	42
Independent Study . . . . .	10	Payment Plans . . . . .	17
Intent to Graduate . . . . .	39		
International Students . . . . .	15		

Payment Policies . . . . .	17-19	Michigan Competitive . . . . .	25
PELL Grants . . . . .	24	Privately Funded . . . . .	26
Penalties . . . . .	18-19	Scholastic Integrity . . . . .	37
Philosophy . . . . .	117-118	Security & Loss Prevention . . . . .	126-127
Physical Education . . . . .	118-119	Sign Language Studies/ Interpreting . . . . .	127-131
Physics . . . . .	119	Social Science . . . . .	131
Plan of Study . . . . .	47-49	Social Work . . . . .	131-134
Policies . . . . .	34-43	Sociology . . . . .	134-135
Polish . . . . .	119-120	Solitication of Funds . . . . .	43
Political Science . . . . .	120-121	Spanish . . . . .	135-136
Pre-Dentistry . . . . .	105	Special Education . . . . .	137-139
Pre-Law . . . . .	98	Specs Howard School of Broadcast Arts . . . . .	15
Pre-Medicine . . . . .	105	Speech & Drama . . . . .	139
Pre-Osteopathy . . . . .	105	Staff, Academic & Institutional . . . . .	158-160
Pre-Podiatry . . . . .	105	Student Life . . . . .	29-31
Presentation Junior College . . . . .	4	Student Payment Policies . . . . .	17
Pre-Veterinary . . . . .	105	Study Abroad . . . . .	11
Probation . . . . .	38	Supplemental Assistance Programs . . . . .	28
Prohibitions . . . . .	43	Transcripts . . . . .	37
Psychoeducational Center . . . . .	5	Transfer Students . . . . .	13
Psychology . . . . .	121-122	Trustees . . . . .	140-141
Public Administration . . . . .	123	Tuition . . . . .	16
Radiologic Technology . . . . .	123-124	Vocational Authorization/ Endorsement . . . . .	139
Readmission . . . . .	13	Withdrawal . . . . .	25
Refunds/Credit Adjustments . . . . .	19-20	Work-Study . . . . .	37
Registration . . . . .	34		
Religious Studies . . . . .	124-126		
Residence Hall . . . . .	5,30		
Residence Hall Fees . . . . .	17		
Scholarships . . . . .	26-28		
Endowment . . . . .	27		





### MADONNA COLLEGE CAMPUS MAP

- |                               |                                      |                                |
|-------------------------------|--------------------------------------|--------------------------------|
| 1. Academic Building          | 10. Felician Sisters Motherhouse     | 19. Psycho-Education Center    |
| 2. Activity Center            | 11. Felician Sisters Parking Lot     | 20. Residence Hall             |
| 3. Administration             | 12. Guest House                      | 21. Saint Clare Nursing Home   |
| 4. Cafeteria & Student Center | 13. Kresge Hall                      | 22. Saint Mary Hospital        |
| 5. Clergy Motel               | 14. Ladywood High School             | 23. Science Lecture Hall       |
| 6. College Chapel             | 15. Ladywood High School Parking Lot | 24. South College Parking Lot  |
| 7. East College Parking Lot   | 16. Library                          | 25. Tennis & Basketball Courts |
| 8. Faculty Residence          | 17. Montessori School                | 26. Ladywood Convent           |
| 9. Felician Sisters Chapel    | 18. North College Parking Lot        |                                |

**The FELICIAN SISTERS conduct four colleges:**

Felician College  
Chicago, Illinois 60659

Felician College  
Lodi, New Jersey 07644

Villa Maria College  
Buffalo, New York 14225

Madonna College  
Livonia, Michigan 48150

