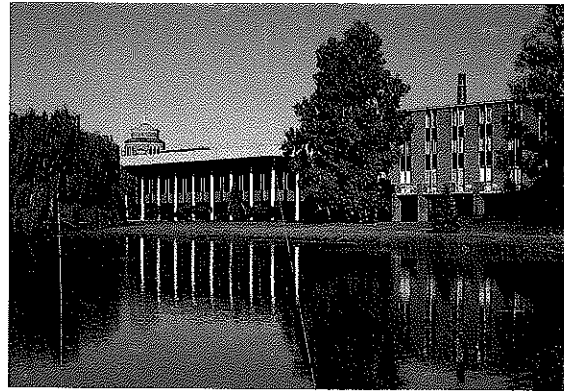


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Madonna

College Bulletin '86 - '88

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. 29 — 1986-1988
(Effective as of Term I, 1986)**

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.

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MADONNA COLLEGE CALENDAR

TERM I - FALL	1986-87	1987-88
Extended hours: Registration	Aug. 18	Aug. 27
Filing Deadline:		
Intent to Graduate Term II - May	Sep. 5	Sep. 11
Faculty Conference	Aug. 28-29	Sep. 3-4
Classes Begin	Sep. 2	Sep. 8
Add-Drop Period	Sep. 2-8	Sep. 8-14
Final Date: Election S Grade	Oct. 21	Oct. 27
Comprehensive Examinations: Term I	Nov. 1	Nov. 7
Mail-In Registration: Term II - Winter	Nov. 3-14	Nov. 2-13
On-Campus Registration: Term II - Winter	Nov. 17-22	Nov. 16-21
Thanksgiving Recess	Nov. 27-29	Nov. 26-28
Final Date: Withdrawal from Courses	Nov. 7	Nov. 13
Final Examinations	Dec. 8-13	Dec. 14-19
End of Term I	Dec. 13	Dec. 19
Grades Due by 12:00 noon	Dec. 16	Dec. 22
TERM II - WINTER		
Extended Registration	Dec. 17	Dec. 16
Filing Deadline:		
Intent to Graduate Term III - July	Jan. 9	Jan. 8
Faculty Conference	Jan. 9	Jan. 8
Classes Begin	Jan. 6(Tues.)	Jan. 6(Wed.)
Add-Drop Period	Jan. 6-12	Jan. 6-12
Comprehensive Examinations: Term II	Feb. 7	Feb. 6
Final Date: Election S Grade	Feb. 23	Feb. 29
Mail-In Registration: Term III - Spring/Summer	Feb. 23-Mar. 6	Feb. 29-Mar. 11
On-Campus Registration: Term III - Spring/ Summer	Mar. 9-14	Mar. 14-19
Spring Vacation	Mar. 2-7	Mar. 7-12
Mail-In Registration: Term I - Fall	Mar. 23-Apr. 3	Mar. 28-Apr. 6
On-Campus Registration: Term I - Fall	Apr. 6-11	Apr. 11-16
*Easter Recess	Apr. 17-16	Apr. 1-2
Final Date: Withdrawal from Courses	Mar. 20	Mar. 18
Final Examinations	Apr. 21(Tues.)-27	Apr. 20(Wed.)-26
End of Term	Apr. 27	Apr. 26
Grades Due by 12:00 noon	May 1	Apr. 29
Commencement	May 9	May 7
*Easter Recess begins at 4:00 p.m. on the Thursday before Easter.		
TERM III - SPRING - SUMMER		
Filing Deadline:		
Intent to Graduate Term I - Dec	May 8	May 6
Classes Begin	May 4	May 2
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 25	May 30
Comprehensive Examinations: Term III	Jun. 6	Jun. 4
Independence Day - No Classes	Jul. 3-4	Jul. 4
Final Examinations	Last Class Section	
End of Term	Jul. 25	Jul. 23
Grades Due by 12:00 noon	Jul. 28	Jul. 26

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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 History

Madonna College is proud of its commitment to quality liberal arts education and its history of public service. Founded by the Felician Sisters as Presentation Junior College in 1937, it was renamed Madonna College in 1947 and incorporated as a baccalaureate institution. It became coeducational in 1972 and initiated its first graduate programs in 1982. Madonna College maintains its tradition as an independent Catholic College.

Mission Statement

The mission of Madonna College is to instill in its students Christian humanistic values, intellectual inquiry, and a commitment to serving others through a liberal arts education, integrated with career preparation and based on the truths and principles recognized within a Catholic tradition.

The Franciscan Ideal

The Madonna College Community is committed to support and maintain an educational environment which is in harmony with the teachings of Jesus Christ as exemplified in the life of St. Francis of Assisi. These precepts encourage a "conversion of heart" away from selfish worldliness toward a Christ-centered vision of creation and decision-making based on that mentality. The Mission of the College receives its spirit from such Franciscan ideals as:

- a reverence for the dignity of each person;
- a love of God translated into

assisting all people, especially the poor, minority, and handicapped;

- an appreciation of nature and all creation;
- a desire to advance the arts and develop the intellect so as to render service to humanity.

The Catholic Tradition

While maintaining fidelity to the teaching authority of the Catholic Church through its academic curriculum, Madonna College promotes an appreciation and openness for other religious traditions and encourages an atmosphere of respect and sensitivity to all persons. The faith environment is one that fosters the spirit of ecumenism, intellectual freedom, and open dialogue.

Through undergraduate, graduate, and continuing education opportunities, Madonna College aims to provide men and women with:

- the accomplishments of intellectual, spiritual and personal growth;
- the comfort and guidance of the Gospel message as relevant to problems of the contemporary world;
- the courage to witness Christ to the world through pursuit of truth and commitment to service.

Liberal Arts with Career Preparation

Madonna College believes in the enduring values of the liberal arts, with its curriculum based on history, culture and traditions as the foundation for the critical thinking,

decision-making and higher literacy required as preparation for responsible careers in a contemporary work environment.

Courses for all students are designed:

- to be intellectually challenging;
- to foster independent learning;
- to cultivate new knowledge through study, research, dialogue, analysis and synthesis;
- to liberate the spirit;
- to eliminate ignorance, fear and prejudice.

Christian Humanistic Values

Christian humanism, developing from the Judeo-Christian tradition of respect for life, supports the belief that a Higher Being judges and redeems life, thereby encouraging men and women to define their relationship with their brothers and sisters across the globe and toward history itself. This philosophy recognizes the innate dignity of each person and the capacity and freedom of will to develop one's physical, social, psychological, and spiritual well-being to the fullest.

Madonna College seeks to provide an educational setting in which students and faculty alike can:

- pursue humanistic endeavors, including appreciation of the cultural heritage of the world's peoples;
- discover a responsibility for lifelong learning;
- develop a sensitivity to human feelings and the expression of talents;
- respond in social conscience to the needs of society.

The Embodiment of the Mission

Madonna College aims to educate students to become the embodiment

of its mission through the attainment of defined competencies.

The College community envisions the MADONNA COLLEGE GRADUATE to be a person who:

1. Understands and can apply Christian principles to personal, family, and social life by assuming responsibility for decisions based on moral values.
2. Acquires an understanding and acceptance of the influence of Judeo-Christian principles and other world religions on contemporary institutions and on individual value decisions.
3. Respects each person's human dignity and is actively concerned for the welfare of each individual.
4. Prepares for meaningful roles in the contemporary world by a study of the past and present and a conscious awareness of possibilities for the future.
5. Becomes involved as a responsible world citizen in the affairs of the community and, avoiding prejudice, is willing to work for justice and peace.
6. Communicates clearly and effectively in action and in words.
7. Discovers that learning is a lifelong process and develops a spirit of inquiry to motivate one to continue to learn.
8. Appreciates the artistic and aesthetic dimensions of various cultural heritages.
9. Acquires knowledge of the increasing impact of science and technology on the total human enterprise and develops skills to function in the modern technological world.
10. Prepares professionally to assume leadership and accept challenges of a productive and rewarding career.

The College 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 investigate 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 has made computer literacy a priority across the institution so that students learn 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 105,000 books and other print and nonprint materials, the library provides comfortable study and reading areas, in addition to group study and conference rooms.

The library is equipped with coin and card operated photocopiers and word processing equipment, as well as microfilm and microfiche readers. The library expands its resources by subscribing to online computer services such as Dialog and Bibliographic Retrieval Service (BRS). It also maintains membership in the Southeastern Michigan League of Libraries Infopass System. This entitles students to borrowing privileges at more than twenty participating university and public libraries.

Additionally, books, abstracts, monographs, articles, research and technical reports, and policy manuals can be obtained through the Network-Locator Services of the Michigan Library Association. Through such consortial arrangements students can take advantage of the extensive research and library resources in the Detroit-Ann Arbor area.

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, deeded to 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 wing also houses the Kresge Hall - a 300-seat auditorium for special events.

The 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, 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 Bar Association, 1984
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

Master of Science in Administration, 1982

Computer Science, 1984

Michigan Board of Nursing, 1967

North Central Association of Colleges and Schools, 1959, 1968, 1978, 1982 (Graduate Studies)

National League for Nursing, 1970, 1978, 1984

National Council for Accreditation of Teacher Education, 1972, 1981

Michigan Department of Public Health:

Advanced Emergency Medical Technician, 1975

Basic Emergency Medical Technician, 1985

Emergency Medical Technician, Instructor/Coordinator, 1985

MEMBERSHIPS

Adult Education Association of Michigan

American Alliance for Health, Physical Education, Recreation and Dance

American Assembly of Collegiate Schools of Business

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
 American Association for Paralegal Education
 American Association of Physics Teachers
 American Correctional Association
 American Council on Education
 American Diabetes Association
 American Dietetic Association
 American Home Economics Association
 American Library Association
 American Personnel and Guidance Association
 American Physics Society
 American Society on Aging (ASA)
 American Society of Allied Health Professions
 American Society for Industrial Security
 Archdiocese of Detroit Catholic Campus Ministry
 Association of American Colleges
 Association of Catholic Colleges and Universities
 Association of College and University Telecommunication Administrators
 Association of Departments of English
 Association for Gerontology in Higher Education
 Association on Handicapped Student Service Programs in Post Secondary Education (AHSSPPE)
 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 Library Association
 College Art Association
 College and University Personnel Association
 College of Obstetricians and Gynecologists
 College Placement Council
 Conference of Interpreter Trainers
 Consortium for Computing in Small Colleges
 Cooperative Education Association
 Council for Adult and Experiential Learning
 Council for the Advancement of Experiential Learning
 Council of Independent Colleges
 Council for Liberal Learning
 Council on Social Work Education
 Detroit Area Consortium of Catholic Colleges
 Fashion Group
 Gerontological Society of America
 Greater Detroit Chamber of Commerce
 Historical Society of Michigan
 International Association of Chiefs of Police
 International Television Association
 Legal Assistants Association of Michigan
 Livonia Chamber of Commerce
 Michigan Academy of Science, Arts, and Letters
 Michigan Association for Adult and Continuing Education
 Michigan Association of Baccalaureate Social Work Programs
 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 Association of Teachers of English
 Michigan Catholic Campus Ministry Association
 Michigan Catholic Guidance Council
 Michigan College and University Placement Association
 Michigan Colleges Foundation
 Michigan Committee for Jobs and Energy
 Michigan Council on Human Service Education
 Michigan Criminal Justice Educators Association
 Michigan Developmental Education Consortium (MDEC)
 Michigan Dietetic Association
 Michigan Home Economics Association
 Michigan Hospice Organization
 Michigan Library Consortium
 Michigan Registry of Interpreters for the Deaf
 Michigan Society of Gerontology
 Michigan Student Financial Aid Association (MSFAA)
 Michigan Women's Studies Association
 Mid-America Association of Educational Opportunity Program Personnel (MAEOPP)
 Midwest Alliance for Nursing
 Midwest Association of Student Financial Aid Administrators (MASFAA)
 Midwest College Art Association (MCAA)
 Midwest College Placement Association
 Midwest Cooperative Education Association
 Midwest Modern Language Association of America (MMLA)
 Modern Language Association of America (MLA)
 National Association of College and University Attorneys
 National Association of College and University Business Officers
 National Association of the Deaf
 National Association for the Education of Young Children
 National Association of Educators for Vocational Home Economics
 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 Catholic Office of the Deaf
 National Commission for Cooperative Education
 National Council on the Aging
 National Council of Educational Opportunity Associations (NCEOA)
 National Council of Family Relations
 National Council of Senior Citizens
 National Council of Teachers of English (NCTE)
 National Council of Teachers of Mathematics
 National Fire Protection Association
 National Hospice Organization
 Nurse's Association of America
 Nutrition Today Society
 On-Line Audiovisual Cataloguers
 Optical Society of America
 Senior Coordinating Agency Network (SCAN)
 Sigma Theta Tau - National Honor Society of Nursing
 Sign Language Instructors Guidance Network
 Society of American Archivists
 Society for Nutrition Education
 Southeastern Michigan Television Education Consortium (SEMTEC)
 Television Licensing Center

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 College is a participant in the Advanced Placement Program of the College Entrance Examination Board (CEEB). Under this program, a high school student who earns a grade of 4 or 5 on an Advanced Placement Examination automatically receives college credit and advanced placement in the area of his or her proficiency.

A student who receives a grade of 3 will be given advanced placement in the designated area of proficiency. Advanced Placement scores and college credits are recorded on the student's transcript. Applicants who seek advanced placement should have examination results sent to the Director of Admissions.

Credit for Experiential Learning

Adult students pursuing a college degree frequently have mastered college course competencies in life or work situations. The Madonna Experiential Learning Program (ELP) 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 experiential learning credit should see the departmental advisor for an initial interview. The representative contacted may advise the student whether the learning described may be creditable to college level learning



and whether the learning may be verified through testing, observation, or a portfolio format. The advisor will assist the student in identifying learning that deserves college credit and in choosing a method of evaluation, such as:

- challenge exam
- interview
- portfolio
- product
- written recommendation
- College-Level Examination Program (CLEP)
- The Armed Services Guide to Educational Experiences

A one-semester hour course entitled ENG 166: Portfolio Development, mentored by the director of ELP, will enable students to assemble materials that formalize and document the request for credit.

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

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 Division Head 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 student placements in area business, industry, government and service agencies. Application deadlines are June 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 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. Registration and scheduling are coordinated by the Office of Continuing Education.

Telecourses

Televised courses over cable and

broadcast television allow students to pursue college coursework right in their homes. Normal registration procedures apply to telecourses.

Catholic College Consortium

Madonna is a member of the Detroit Area Consortium of Catholic Colleges; Marygrove, Mercy, Sacred Heart Seminary, St. Mary of Orchard Lake Colleges and The University of Detroit are participating institutions.

Full-time students of consortium institutions may take one or more courses during the academic year at participating institutions. Part-time students may not register for more than 12 s.h. of consortium credit during his or her undergraduate career.

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.
- ACT Assessment College Report 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. The ACT code number for Madonna College is 2022. 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).

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. Following notification of college admission, students are required to meet with their designated advisor to design a plan of study.

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.

Provisionally admitted 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 advisor.

Non-admitted degree-seeking 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.

Non-degree seeking students may enroll in courses for personal and professional enrichment. 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 are re-admitted to the College must meet the degree requirements of the Bulletin which is in effect at the time of re-admission. 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. 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.

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.

Transfer students pursuing their first baccalaureate degree at Madonna College must complete the requirements for General Education and the desired major. The last 30 semester hours of the 120 required for the bachelor degree must be earned at Madonna College including electives, if necessary. Students pursuing a second baccalaureate degree at Madonna College must complete the requirements for General Education and the desired major. They must earn at least 30 semester hours at Madonna College including electives, if necessary. Transfer students pursuing an associate degree at Madonna College must complete the requirements for General Education and the desired major. The last 15 semester hours of the 60 required for the associate degree must be earned at Madonna College.

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 accredited non-collegiate professional institutions may be accepted pending successful completion of 12 semester hours 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. 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. (Selected 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 Admissions.

Michigan Paraprofessional Training Institute: Graduates of the MPTI will be granted 16-48 semester hours of credit depending on the program they have completed.

Michigan Technical Institute: Graduates of the Michigan Technical Institute Computer/Data Processing Program, will be awarded a maximum of 30 semester hours of credit when they are admitted to Madonna College. Some of these credits will be recognized as satisfying requirements for a major in Computer Science or Computer Information Systems. Other credits will be

accepted as general electives. These credits will apply toward the requirements for the Associate of Science Degree or the Bachelor of Science Degree at 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 procedures.

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 a 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, 1986:

TUITION

Regular and Audit	\$89 per semester hour
Nursing	\$118 per semester hour
Credit by Examination/Evaluation	\$27 per semester hour
Testing Fee	\$15 per evaluation or per exam
Continuing Education/Non-Credit Courses (contact the Continuing Education Office)	

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
- 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)	\$25
(Increase effective January, 1987)	
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
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	\$1,160 per year/\$580 per term

Private \$1,430 per year/\$715 per term
Per Night

Registered Guest of Student \$8 per night
Room Reservation (non-refundable but applicable to room rent) \$50
(Increase effective January, 1987)

Rooms are rented for a term; no refund is made in case of withdrawal.

Board \$1,250 per year/\$625 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 will be determined by 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, and special department awards.

4. *Students whose employers will be invoiced for tuition and expenses may submit a billing authorization form prior to the billing due date.* Failure to provide the Student Billing Office with your employer authorization form by the due date may result in additional penalties.

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 adjustments 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 \$50 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 of term	75%
Third week of term	50%
Fourth week of term	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. 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, untaxed income, 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 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, Princeton, N.J. 08541. NOTE: students should pay particular attention to Section G.
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 may also be required to 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 23 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 \$2,100 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 \$2,100 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 COMPETITIVE SCHOLARSHIPS:** Michigan Competitive Scholarships of up to \$2,100 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.

3. **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

*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.

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.

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 transfer 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.
 - **Madonna** College Alumni Association Scholarship (1986): awarded to the son or daughter of a Madonna College graduate.
 - **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 Scholarships:** Each year merit scholarships in the amount of \$800 each (renewable each year for a maximum total of \$3,200) are awarded to outstanding incoming students by the Admissions office. To retain the award, students must maintain a cumulative GPA of 3.25 at Madonna. **NOTE:** Students do *not* apply for Merit Awards—they are awarded through the admissions process.
3. **Endowment Scholarships:**
- **Brocki** Family Scholarship (1984): \$100 annually.
 - **Eva L. Bourgeois** and **Mary Hall** Memorial Scholarship (1986): Established by Lawrence Bourgeois.
 - **Joseph Gruszczynski** Family Scholarship (1977): awarded in the amount of \$100 annually.
 - **Carla L. Knudsen** Nursing Scholarship (1986).
 - **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.
 - **Dr. Bernard and Meta Landuyt** Scholarship (1986): awarded to a student from a business administration major.

- **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 awarded to student(s) majoring in Child Development. Established by Thomas S. 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.
- **Sister Mary Bridget Roznowski Scholarship (1986)**: awarded to student(s) majoring in Home Economics.
- **George and Caroline Zgoda Family Scholarship (1980)**: awarded in the amount of \$100 annually.
- **Sister Mary Angelis Zgoda Scholarship (1985)**.

4. Additional Scholarships:

Livonia Heart Fund/Sharon Jahns Scholarship (1984): awarded to a graduate of a Livonia high school or a Livonia resident who is a graduate of a private high school. Restricted to students majoring in a health related field of study.

Livonia Heart Fund/Charles Ledgerwood Scholarship (1985): awarded to a graduate of a Livonia high school or a Livonia resident who is a graduate of a private high school.

5. Other:

Madonna College Athletic Grant: awarded to a full-time student with a minimum cumulative GPA of 2.5 and demonstrated athletic ability.

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:

- **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 1/4 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 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
Student Affiliate Chapter
Athletic Club
Business Professional Association
Computer Club
Criminal Justice Association
(Lambda Alpha Epsilon-Mu Chi)
Gerontology Association
Home Economics/Family Life Club
Kappa Gamma Pi (Honor Society)
Music Educators National Conference Student Chapter (MENC)
Nursing Honors Society
Professional and Social Awareness Committee for Nursing
Social Work Honors Society (Phi Alpha)
Social Work Student Association
Society of Medical Technologists

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
Student 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 lectures.

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. In addition, intramural sports include volleyball, basketball, floor hockey, and flag football. 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 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, softball fields, and a volleyball pit.

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 Services

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 lavatories in the classroom and gymnasium areas

promote access and independence of movement for students. The flat terrain, ramps, elevators, curb cuts, special lavatories 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 Resources 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 Plus) 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 two 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 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 Personalized Instruction, the College archives and a closed stack room.

Health Instruction Center

The Health Instruction Center provides a variety of audiovisual materials 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 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. Admitted students may register through the mail or in person according to dates published in the College Calendar. 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. 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. A service fee will be charged for a change in registration. 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 responsibility 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 the course to gain credit.

- b. NC is included in computing the 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 life-work experiences.
- 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 the 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 request is signed 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.

Change of Major

Students wishing to change their major do so at the Registrar's Office by completing a form provided for this purpose. Specific departmental requirements must be met before requesting a change of major into one of the following programs: dietetics, legal assistant, nursing, social work and teacher education.

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 and Madonna grade point average and movement toward a degree as measured by course completion. The student must maintain a cumulative and Madonna GPA of 2.00. Provisionally admitted students are required to maintain a Madonna GPA of 2.00 during their first term which serves as the

probationary term. 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 take 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 appeal to the Dean for Student Development. 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. (See Student Handbook for complete Student Appeal procedures. The Student Handbook is available in the Office of the Dean for Student Development located in the Career Resource Center.)

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 a cumulative and Madonna 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 cumulative and Madonna GPA of 2.00 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 applicable to a baccalaureate degree, and this may satisfy the requirements for General Education, a major, or an elective. (Departmental policies also apply.)
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 Require-

ments 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 administered 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 experience 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-opping (40 hours per week) followed by a semester of course work on campus.
- Parallel—full or part-time co-opping 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 twelve semester hours at Madonna College or earlier upon departmental recommendation.
3. A cumulative and Madonna GPA of 2.5 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 ap-

pointment 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 student 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 present when requested by a College staff member or security guard.

Parking Regulations

Students are to use the south and north parking lots, 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 Code

When on campus, students are expected to exercise good judgment and propriety in wearing appropriate clothing in the academic setting.

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.

Drive 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.



UNDERGRADUATE 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
Church Music	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						
Education ¹						
Emergency Medical Technology	X					X
Emotional Impairment (Spec. Education)	X				X	
Engineering ²						
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 ²	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				
International Business & Economics	X					X
Journalism/Public Relations	X	X		X	X	
Latin ²		X				

UNDERGRADUATE 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					(BSMT)X
Music Education	X	X			X	
Music Management	X				X	
Music Performance	X	X			X	
Music-Plano Pedagogy			X			
Natural Science	X	X		X		X
Nursing	X					(BSN)X
Occupational Safety & Health		X	X	X		X
Physics		X				
Polish ¹		X				
Political Science		X				
Preprofessional ²						
Pre-Dentistry						X
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					(BSW)X
Sociology	X	X		X	X	
Spanish ³	X	X		X		
Speech and Drama		X				
Trade, Industry, Allied Health (Voc.)	X					X

¹Students in the Teacher Education Program complete an academic major. Refer to Education Department for details.

²Consortial arrangement with University of Detroit.

³Consortial arrangement with St. Mary College.

⁴Students complete appropriate majors such as biology or history to prepare themselves for professional schools. 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
Financial Services Administration
General Business
International Business & Economics
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
 Church Music
 Instrumental/Vocal Performance
 Music Education
 Music Management
 Piano Pedagogy
Religious Studies/Philosophy
Sign Language Studies/Interpreting

THE DIVISION OF NATURAL SCIENCE AND MATHEMATICS

Allied Health
Biology
Chemistry
Computer Science
Fire Science

General Science
Mathematics
Medical Technology
Natural Science
Occupational Safety and Health
 Occupational Safety and Health/
 Fire Science
Physics
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
 Elementary/Middle/Secondary
 Emotional Impairment
 Learning Disabilities
 Reading
Gerontology
 Activity Therapy
 Aging & Mental Health
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 §

Public Administration
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 consistent with the mission statement of the College.

To this end, the College requires all students to complete a General Education core as well as a major program 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 admitted Madonna College 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. 24-31 semester hours in a major field of study with an overall grade-point average of 2.0 or better.
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:

- 6 s.h. ENG 101, 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,
315, 331, 365

*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, 121, 208, 235, 251

Scientific Bases of Technological Realities

Minimum of:

- 3 s.h. BIO 104, 224, 243
CHM 111, 161
NSC 125, 216, 225, 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:

- 6 s.h. RST 133 145, 146, 155, 256, 257, 258, 259, 267, 305, 321, 340, 345, 347, 353, 407, 408, 410, 411, 414, 415, 417, 422, 470, 491

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 101, 105, 155, 201, 221, 315, 331, 365

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

Mathematical Skills

Minimum of:

- 3 s.h. MTH 101, 104, 105, 121, 230, 235, 251

Computer Literacy

Minimum of:

- 1-3 s.h. MTH 208
BUS 225, 238, 409

Scientific Bases of Technological Realities

Minimum of:

- 3 s.h. BIO 104, 224, 243
CHM 111, 161
NSC 125, 216, 225, 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 advisors 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)

Major: 30-34 s.h. including 20 s.h. in Business and 10-14 s.h. in Allied Health. Graduates of non-collegiate programs may earn up to 40 s.h. by evaluation. Business course requirements: BUS 101, 218, 236, 318, 271 or 272, 375. Allied Health courses required: AHM 380, 476, 478 and 495.

Courses by Evaluation: AHM 130.1, 131.1, 230.1, 231.1, 330.1, 331.1. Courses by evaluation for graduates of hospital programs. Credit by evaluation is processed by the Allied Health Department.

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.

380 Health Care Organizations 2 s.h.

A review of recent legislative, judicial, and political decisions which influence the workings of the health care industry. Examination of issues complicating the roles of health professionals as providers and consumers.

476 Allied Health Administration (MTE/RTE) 2 s.h.

Current concepts of administrative practice in allied health and related service occupations. Institutional assessment and contemporary practices within the system impacting on responsibility, utilization review and risk management.

478 Allied Health Education (MTE/RTE) 2 s.h.

Examination and assessment of principles of educational practice in the health care professions. Preparation, delivery and evaluation

of instructional modules in the patient, community, and clinical preceptor situation.

495 Senior Seminar (MTE/RTE) 2 s.h.

Presentation of scientific paper in a specific allied health discipline. Required of students graduating in AHM.

ART (ART)

Fine Arts Major: 45 s.h. including 105, 207, 275 or 280, 325, 326, 346 or 446, 408, 415, and HUM 495. A comprehensive portfolio/exhibit representative of the student's growth in a particular medium is required of ALL ART MAJORS. Certificate of Achievement is available.

Minor: 24 s.h. including 105, 207, 275, 326 or 415, 346 or 446 and 408.

Commercial Art Major: 45 s.h., including 105, 121, 207, 210 or 330, 268, 326, 415, 346 or 446, 361, 425; one cooperative education placement is highly recommended.

Advanced placement or credit is based upon evaluation of 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, value, 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 commercial purposes, Prerequisite: ART 105.

201 Art Appreciation 3 s.h.

Survey of major works in visual arts from all ages with emphasis on the appreciation of the contributions of various cultures to the world of art and understanding of the language of design within the context of various media. (Interpreter available; not applicable to an art major.)

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.)

207 Creative Design and Color 4 s.h.

Elements and principles of design and color studied as the basic factors of creative expression. Experimentation in line, texture, value, shape, space and color within the context of principles of composition, balance and movement.

210 Commercial Illustration 3 s.h.

The combination of drawing skills and color application of designer's gouache for the purpose of developing commercial illustration as reflected in multi-media fields. Prerequisites: ART 105, 121 or permission of instructor.

268 Commercial Art Experiences 4 s.h.

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, flyers and billboards. Prerequisites: ART 105, 121 and 207 or permission of instructor.

275 Painting and Composition 3 s.h.

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

280 Creative Watercolor 3 s.h.

Introduction to watercolor techniques and application of both traditional and avant-garde methods of painting to imaginative composition and/or stylization of subject matter. Development of advanced understanding of color theory. Prerequisite: ART 207 or permission of instructor.

305 Lettering and Calligraphy 3 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 Art History: Ancient to Renaissance 4 s.h.

Study of painting, sculpture, architecture and decorative arts from prehistoric ancient Greek, Roman, and medieval periods through the early Renaissance.

326 Art History: Renaissance to 20th Century 4 s.h.

Study of significant examples of painting, architecture and sculpture from the high Renaissance in Italy, northern and southern Baroque masters, Rococo to 20th century.

330 Advanced Drawing 2-4 s.h.

Life drawing among a variety of subjects developing contemporary approaches to realistic and abstract compositions.

331 Advanced Painting 2-4 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.

The cultural traditions and aesthetic contributions of Africa, India, China, and Japan as reflected in miniature and scroll painting, sculpture, architecture, ceramics, and garden design.

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 centuries 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 2-4 s.h.

Independent advanced work in media and disciplines not currently offered, such as advanced painting, design, ceramics, 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: etching, aquatint and drypoint; planographic methods such as lithography and monoprint; collagraphy; color experimentation.

450 Commercial Art Portfolio Preparation 3 s.h.

Development of conceptual skills and professional attitudes in the preparation of a portfolio for the competitive field of commercial art.

475 Studies in Art History 3 s.h.

Topics in art history will vary according to period, artists, school, culture or patronage. Prerequisite: ART 202 or permission of instructor.

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 121. 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 103 or 224 or 243.

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.

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: 12 s.h. of biology including BIO 226; MTH 235 and CHM 361 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.

328 Immunology 4 s.h.

Basic principles of immunology and serology 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. Theory and practice of serological techniques including immunoprecipitation, agglutination and complement mediated cell lysis. Lecture 3 hours, laboratory 3 hours. Prerequisite: BIO 226 and CHM 361; BIO 301 recommended.

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 advisor, 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 profession 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 121, formerly 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.

BUSINESS ADMINISTRATION (BUS)

The Business and Computer Systems Division offers majors in:

Accounting

Computer Information Systems

Financial Services

Administration

General Business

International Business and

Economics

Management

Marketing

Business Administration Majors

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 121, 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, 330, 358, 361, 370, 405, and 495. Students planning to take the CPA exam should also take BUS 406, 432, and 450. Accounting electives are chosen from BUS 242, 371, 380, 414, 435, or co-operative education.

Financial Services Administration Major Requirements: BUS 242, 303, 304, 315, 330, 371, 432, 495, and ECN 380. Electives are chosen from BUS 302, 310, 313, 405, 414, 435, 442, 451, co-operative education, or selected American Institute of Banking courses.

General Business Major Requirements: BUS 495, one course each from management, marketing, and quantitative courses plus electives. Program must be developed with an advisor.

Management Major Requirements: BUS 302, 313, 315, 318, 330, and 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 369, 371, 375, 414, 415, 445, SOC 233, PSY 342, 422, 483, and co-operative education. The Production Management track requirements are BUS 363, 414, 421, and 445. Electives are chosen from BUS 310, 369, 415, 442, 445, or co-operative education.

Marketing Major Requirements: BUS 255, 307, 313, 315, 368, 415, 442, 495; minimum of one of the following, 363, 366, 387 or 414. Electives are chosen from ART 121, 305, 361, BUS 330, 369, HEF 343, 432, 447, JRN 205, or co-operative education.

Computer Information Systems Majors

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 121, 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 305, 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.

International Business and Economic Majors

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, 236, 244, 333, 355, 414, 419, 445, 495, ECN 272, 273, 435. Electives may be selected from BUS 242, 313, 315, 330, 371, 442, PSC 251, 301, 321, GEO 301, FRE 300, 322, 323, SPA 300, 323, ECN 451, HUM 480 or BUS 491.

Required courses outside the business and economics area are: MTH 105 or 121, 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 201, 238, 245, 248, 272, and 291.

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.

Master of Science in Administration

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. A computer application is included.

202 Principles of Accounting II 4 s.h.

Continued study of accounting principles, emphasizing partnerships, capital stock, cost accounting, budgeting and income tax considerations. A computer application is included. 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.

An introduction to the nature and principles of management; history, theories, practices, problems, and techniques; characteristics and qualities of managers; contemporary trends in management thought and practice.

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 understanding program specifications, translating specifications into COBOL and developing top-down structured design. Prerequisite: BUS 245 or one other programming course.

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

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.

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

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

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

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

Experience in a computer environment: includes programming, use of software packages, troubleshooting, and hands-on experience with a computer system. 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 3 s.h.
Accounting I**

An intermediate level examination of the basic accounting statements and underlying accounting principles. Topics include: present value concepts, current assets, and liabilities, tangible and intangible assets. A computer application is included. 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, long-term liabilities, and statement of changes in financial position. Prerequisite: BUS 303.

307 Promotional Strategy 3 s.h.

A study of key promotional tools of Advertising, Public Relations, Sales and Sales Promotion. Major emphasis on identifying the factors that become the basis of managerial strategy which determine promotional decisions. 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. Topics: basic cost concepts, CVP analysis, relevant costs, budgets, product costs, and capital expenditures. No credit for accounting majors. Prerequisite: BUS 202.

315 Business Finance 3 s.h.

Introduction to the theories and practices of financial management. Emphasis on principles of financial return, analysis, and planning. Prerequisites: BUS 303 or 313, MTH 235, ECN 272.

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.

330 Information Systems for Decision Making 2 s.h.

Methodology of information system design (including accounting, production, inventory and human resource systems) from the perspective of the user; 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. (Formerly BUS 430)

333 Business Law 3 s.h.

Study of law and its relationship to business and society; emphasis on contracts, performance, sales, agency, liability, personal property, bailments, bankruptcy, credit consumer protection, federal regulation, and processes of litigation and adjudication. Studies involve critical reading and application of legal fundamentals to actual cases. Prerequisite: BUS 236 or consent of instructor.

341 Programming Application 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, sub-routines, 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 Applied Business Statistics 4 s.h.

Nature of decisions and quantitative methods as used in business. Methods studied include probability, normal curve, forecasting, linear programming, PERT, simulation, and other research tools. Includes formal term projects utilizing specific quantitative methodology and includes computerized applications. 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 3 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, operational logistics, decision support, and the impact of automation on the office environment. Emphasis on integration of the various elements and how they mesh to form integrated systems. Covers word processing, electronic mail, data banks, videotex, teleconferencing, and distributed data processing; discussion of person/machine interfaces and appraisals of current and future technology trends and their impact on human resources and the business environment. Prerequisite: BUS 238.

366 Industrial Marketing 3 s.h.

A study of industrial marketing as a specialization. Examines characteristics of the industrial marketplace and emphasizes key differences from the consumer goods marketplace. Topics include value analysis, current market analysis, marketing mix management techniques, how business organizations buy, product development, pricing, competitive bidding and control of costs, and developing and evaluating industrial marketing strategies. Prerequisites: BUS 201, 236, 244, 307.

369 Entrepreneurship 3 s.h.

A study of financial, organiza-

tional, and personal influences which combine to create a flow of new ideas, new markets, new products, and new technological advancements. Applications of business research techniques for assisting local business owners and operators in analyzing their operations and practices. Prerequisites: BUS 201, 236, 244 or consent of instructor.

370 Cost Accounting 3 s.h.

Analysis including product and process costs. Emphasis on techniques for planning and control, such as budgets, variance analysis, and measures of profitability. 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 concepts 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, involving personal selling activities and integration of sales efforts with other marketing elements of the firms, 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 office and branch accounting, and installment sales. Fund accounting concepts. Prerequisite: BUS 304.

406 Advanced Accounting Topics 1-3 s.h.

Emphasis placed on in-depth analysis of accounting principles and procedures applicable to governmental units and non-profit organizations. Additional advanced accounting topics relating to current accounting developments and practices will be introduced.

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 1-4 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.

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 330.

435 International Trade and Finance (ECN) 3 s.h.

An examination of current theories of the patterns of international trade and finance. An exploration of the history, institutional framework and structural patterns of international trade. Discussion of theories of the determination of exchange rates. Prerequisites: BUS 272 and 273.

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 238 and 355.

445 International Management 3 s.h.

An examination of the managerial issues relevant to an enterprise operating on an international level. Exploration of the specific problems of importation and exportation of commodities. An overview of the differing managerial practices of enterprises of various nations around the world. Discussion of the economic, social and cultural aspects of alternative management methods as they relate to the needs and characteristics of the nations examined. Prerequisite: BUS 236.

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. Prerequisite: BUS 245, 248, 385, and 345.

485 Co-op II: Programming/ Analysis 2 s.h.

Experience in a computer environment; applies skills and techniques learned in programming and systems courses to a systems development project. Prerequisite: CIS 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, and 331.

099 Fundamentals of Chemistry 2 s.h.

Introduction to the language and concepts of chemistry. Includes mole concept, atomic theory and structure, the periodic table, bonding, chemical reactions and equations, stoichiometry, and some solution chemistry. (For credit, but not applicable toward degree.) Lecture 2 hours. Prerequisite: One year of high school algebra or MTH 104.

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 two years of high school algebra or MTH 105.

112 General Chemistry II 4 s.h.

Principles of thermodynamics, kinetics, equilibrium systems, proton transfer, electrochemistry, and nuclear chemistry. 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 121 or equivalent.

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, characteristic reactions of the common functional groups, especially of the oxygen functions; concepts of stereochemistry; 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, 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 121 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 121 or equivalent.

361 Biochemistry I 4 s.h.

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

362 Biochemistry II 3 s.h.

Continuation of the study of metabolism with emphasis on the biosynthesis of molecules such as amino acids, vitamins, and simple sugars. Includes the chemistry of metabolic control particularly of antimetabolites such as antibiotics. Survey of the mechanisms of sensation and transmission of nerve impulses as well as that of typical toxic substances. Prerequisites: CHM 111, 221, 361.

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 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 112, 221, 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, 221, 331; PHY 251, 252 or 271; MTH 251, 252. CHM 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 advisor.

495 Senior Seminar 2 s.h.

Preparation and presentation of a scientific paper. Taken by students with senior status as a requirement for graduation.

COMMUNICATION ARTS

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

Major: 40 s.h. including ENG 101, 102; JRN 132, 357, 401; SPH 105; HUM 495. 21 s.h. in either English, Journalism, or Speech and 9 s.h. in each of the other two areas.

Professional and Technical Writing Specialty: In addition to courses specified above,

including ENG 200, 262, 326 or 344; JRN 205, 313.

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
(see *BUSINESS ADMINISTRATION*)

A minimum of 56 s.h. is required which includes 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 areas are: ECN 272

and 273, MTH 105 or 121, 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 305, 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
(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.

COMPUTER SCIENCE (Teacher Education State Certification)

Major: 37 s.h. including MTH 208, 230 or 251, 246, 247, 303, 305, 291 or 391, 248, 348, 385, 341 and 485.

Minor: 24 s.h. including MTH 208, 246, 247, 303, 248 or 341, 348, 385 and 485.

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 processes 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.

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) 2 s.h.

231 Correctional Justice Organization and Administration 3 s.h.

Organization and management principles of correctional agencies; correctional procedures, rights and processes.

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 I 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 in Criminal Justice/ Co-op 3,3,3 s.h.
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.

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. Recommended support courses: AHM 101, SOC 239.

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. Recommended support courses: AHM 101, SOC 233, 239.

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 271.

Minor: 20 s.h. Required courses: HEF 226, 246, 346, 376, 446 and 476. Required support courses: BUS 236, 238.

Foods and Nutrition: 36 s.h. Required courses: HEF 125, 225, 226, 325, 326, 425. 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. Recommended support courses: AHM 101, SOC 233, 239.

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 both provisional (initial) certification and continuing certification, as well as for additional endorsements to existing certificates. The College also recommends students for Vocational Authorizations and endorsements in Trade and Industry, Health Occupations, and Home Economics and Family Life.

Initial (Provisional) Teacher Certification Programs

Students may complete requirements for either elementary provisional certification (K-9) or secondary provisional certification (7-12). Majors in Art, Computer Science, Emotional Impairment, Learning Disabilities or Music lead to K-12 endorsements on the basic teaching certificate.

Students who are contemplating a teaching career are required to meet with an education department advisor immediately after being admitted to the College, since the

following four sets of requirements must be met:

1. General Education (see Plan of Study section of this bulletin). Note that the following courses in General Education are to be included in the programs of all teacher education students, according to their prospective level of certification:

Secondary Certification: SOC 101
Elementary Certification: ENG 300; NSC 373; SOC 101; PSC 251 or GEO 301.

2. Teaching Major (must be selected from the listing of Madonna College Teacher Education Programs).
3. Teaching Minor. Secondary candidates must select a minor from the Madonna College Teacher Education Programs. Elementary candidates must complete the Elementary Curriculum minor (Elementary Planned Program).

The Elementary Planned Program includes the following courses:

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.
TOTAL	22 s.h.

4. The professional education sequence which includes the following 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 449-461	3 s.h.
EDU 468-479	8 s.h.
EDU 480	3 s.h.
EDU 481	2 s.h.
TOTAL	36 s.h.

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

K-12 Programs:

All candidates for K-12 certification in Art, Music, or Computer Science 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:

Elementary certification with K-12 endorsement in Art or Music.
EDU 450, and 451 or 456
EDU 470, and 471 or 476

Secondary certification with K-12 endorsement in Art, Music, or Computer Science.

EDU 451 or 456 or 461
EDU 471 or 476 or 468

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 semester of enrollment in EDU 200 (the third or fourth semester for full-time students).
- 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 advisor) testifying to personal integrity, emotional stability, and social and academic competence.

Applications for admission to the Teacher Education Program are reviewed 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:

The student applies for admission to Directed Teaching at least one semester in advance, according to

posted deadlines. 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 advisor and departmental approval.

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

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.

Programs for Certified Teachers

The following programs are of particular interest to those certified teachers wishing to complete an 18-hour planned program for Continuing Certification and to 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, and 6 s.h. of reading.

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. ZA Endorsement: Early Childhood Pre-K and K. An 18 s.h. program planned with the Department of Home Economics and Family life.
4. Special Education Endorsement Programs (See Special Education Section.)
5. Level Changes:
To add elementary certification to a secondary certificate or secondary certification to an elementary certificate, the student must complete requirements of the requested certification.
6. Additional Major or Minor:
May be planned in any academic area certifiable through Madonna College (see table of Teacher Education Programs).

For all Planned Programs, the student must take a minimum of 12 s.h. at Madonna College in order for the College to make the certificate recommendation to the Michigan Department of Education. Transfer credits will be evaluated on an individual basis.

Students are expected to maintain a minimum grade point average of 2.5 or better, and must earn a C or better in each course used in the Planned Program or major or minor.

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
Computer Science (K-12)					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
General Science	G					
Health (Voc)					X	
History	X	X	X	X	X	X
Home Economics and Family Life (Voc)	X		X		X	
Child Care and Guidance (Voc)					X	X
Early Childhood: Pre-kindergarten and Kindergarten	X					
Home Economics (Voc)					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
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 = Major, 30-32 s.h.; minor, 20 s.h.

G = Group Major, 36 s.h.; group minor, 24 s.h.

Teachers in Planned Programs are admitted to Madonna College as post-degree students and pay undergraduate tuition. Graduate credit is not required by the Michigan Department of Education for these endorsement programs.

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 Foundations (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. Offered in alternate years.

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.

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. Prerequisites: 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 3 s.h.
of Instruction:
Elementary School (K-9)**

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.

**451-461 Theory and 3 s.h.
Techniques of Instruction:
Major Field (Secondary)**

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 3 s.h.
of Instruction: Art (K-12)**

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

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

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

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

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

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

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

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

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.

**461 Theory and Techniques 2,3 s.h.
of Instruction:
Computer Science (K-12)**

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.

**468 Directed Teaching: 4,8 s.h.
Computer Science (K-12)**

Observations and teaching in classroom situations and individual conferences.

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

Observations and teaching in classroom situations and individual conferences.

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

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

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

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 (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 multi-cultural 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 classroom teaching of reading. Thirty clock hours of laboratory for each semester hour. Prerequisites: EDU 321, 372, at least two years teaching experience, and approval of instructor.

**EMERGENCY MEDICAL
TECHNOLOGY (EMT)**

1. Basic life support competency (Basic EMT): Advanced First Aid, EMT 156, 157.
2. Limited life support competency (EMT Specialist): EMT 278; BIO 243, 244.
3. Advanced life support competency (Advanced EMT): EMT 278, 294; BIO 243; 244.
4. Associate Degree: The above competencies are also incorporated in the associate degree program.
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: BIO 226*, 243, 244; BUS 236, 238, 271; EDU 346.
2. **A.S.:** General Education requirements and 29 semester hours of EMT. Required supportive courses: BIO 243, 244.

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

ADMISSIONS 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 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 EMS 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) prior to acceptance in the Advanced EMT program.

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, cardio-pulmonary resuscitation, control of hemorrhage and shock. Prerequisite: Advanced First Aid. (College credit available 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. (College credit available 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; BIO 243, 244. (College credit available 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 of a long-range ECG telemetry and the communication network used in the EMS system for pre-hospital emergency care. Prerequisite: EMT 278. (College credit available 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 4 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 4 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 3 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 certification; 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: 40 s.h. including ENG 101, 102; JRN 132, 357, 401; SPH 105; HUM 495. 21 s.h. in either English, Journalism, or Speech and 9 s.h. in each of the other two areas.

Professional and Technical Writing Specialty: In addition to courses specified above, include ENG 200, 262; ENG 326 or 344; JRN 205; 313.

Communication Arts 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.

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 improvement techniques and learning approaches 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, comprehension and reading.

101 Communication Skills I 3 s.h.
Study of strategies for sentence and paragraph development; application of such strategies in descriptive, narrative, and expository 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 variety 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 process; presentation of oral argument.

105 Creative Writing 4 s.h.
Critical study and practical application of the techniques of poetry, fiction, and drama, with emphasis on creative expression.

116 Portfolio Development 1 s.h.
Process of identifying prior learning developing learning components; gathering necessary information; determining credit equivalency; and preparing portfolio for assessment.

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 letters, personal data sheets; the problem 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: 4 s.h.
Beginnings to 1900**

A study of those writers who expressed in distinctive styles the diverse elements of the American experience; includes Thoreau, Poe, Hawthorne, Melville, Whitman, Dickinson, Twain, and Chopin.

**302 Major American Writers: 4 s.h.
1900 to Present**

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.

326 Business and Professional Writing 3 s.h.

A study of the strategies and stylistic devices which lead to clear, concise, and complete business writing. Various types of business letters, memoranda, proposals and reports will be examined and developed. Word processor available. Prerequisite: ENG 102.

344 Advanced Technical Writing 3 s.h.

Application of technical writing principles to individual career demands; analysis of case studies, with emphasis on appropriate strategies for various audiences; preparation of flyer/brochure, feasibility study, instructional manual. Word processor available. Prerequisite: ENG 200 or departmental approval.

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: 4 s.h.
Chaucer to Johnson**

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: 4 s.h.
Blake to Eliot**

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 109, 236, 291, 331, 333, 335, 344, 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.

Minor: 22 s.h. Required courses: HEF 109, 236, 291/391, 333, 344, 432, 447.

FIRE SCIENCE
(see OCCUPATIONAL SAFETY AND HEALTH/FIRE SCIENCE)

Major: 30 s.h. minimum (B.S.), 24 s.h. minimum (A.S.) including FS 101, 215, 350, 368, 369, 440, 451, 495. Pre-service students must take FS 291 (A.S. or B.S.) and FS 391 (B.S.). Required support courses: MTH 105 and 106 or MTH 121 (formerly MTH 111), CHM 111, PHY 251 and 252.

Minor in Fire Science: 20 s.h. minimum including FS 101, 215, 350, 368 and 451.

Group Major in FS & OSH: 36 s.h. minimum (B.S.), 30 s.h.

minimum (A.S.) including FS 101, 215, 322, 368, 369, 451, 495; OSH 102, 331 or FS 490, and OSH 352. Pre-service students must take FS/OSH 291 (A.S. or B.S.) and FS/OSH 391 (B.S.). Required support courses: MTH 105 and 106 or MTH 121 (formerly MTH 111), CHM 111 and 161, PHY 251 and 252, BIO 224 or 243 and 244 or NSC 125.

Certificate of Achievement in Fire Science is available: 30 s.h. including FS 101, 215, 350, 368, 369, 451 and ENG 101.

101 Introduction to Fire Protection and Prevention 3 s.h.

History of fire protection practices; problems of fire suppression and practices; aspects of fire protection and prevention including basic field equipment, methods of fire suppression, fireground command structure, inspection procedures, codes, and the town grading schedule.

103 Basic Fire Protection Training 3 s.h.

Credit awarded for evidence of successful completion of a certified training program.

215 Building Construction (OSH) 3 s.h.

291 Internship/Co-op I (OSH) 1-3 s.h.
Field Placement in municipal, industrial, hospital, or similar settings that provide experience in fire protection.

302 Field Experience (OSH) 1-3 s.h.
Credit awarded individuals for evidence of full-time employment of

two or more years in fire protection. Documentation of competencies required.

322 Inspection and Survey of Facilities (OSH) 3 s.h.

328 Fire and Arson Investigation (OSH) 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. Prerequisite: Departmental permission required.

350 Hydraulics and Water Supply (OSH) 3 s.h.

Principles of hydraulics theory, grading of water supplies, water supply adequacy testing procedures and computation of velocity friction loss related to tactical decision-making. Prerequisite: PHY 251 and 252.

368 Fire Protection Systems I (OSH) 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.

369 Fire Protection Systems II (OSH) 3 s.h.

Principles of use and design characteristics of special fire protection systems; halons, CO₂, dry chemical, foam, and alarm and detection systems. Prerequisite: MTH 105.

391 Internship/Co-Op II (OSH) 1-3 s.h.

Advanced semi-professional level assignments in on-the-job application of fire protection principles in municipal, industrial, commercial, institutional setting.

428 Fire and Arson Investigative Techniques 3 s.h.

Evaluation and application of methods and techniques for investigative determination of fire occurrences. Includes study of the origin of ignition and conducting investigative surveys. Preparation of case findings for expert witness.

440 Tactics and Strategy (OSH) 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.

451 Hazardous Materials (OSH) 3 s.h.

490 Fire Science Management 3 s.h.

Principles of management and organization in fire protection. Includes analysis of an organization as to its administrative, leadership, and management style in fire protection.

495 Senior Seminar (OSH) 2 s.h.

Preparation and presentation of a paper or project that integrates knowledge gained in the major discipline. Taken by students with senior status as a requirement for graduation.

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.

331 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 French-speaking Countries 4-16 s.h.
Study abroad may be arranged during any calendar term with any approved institute of learning, including the Alliance Francaise, Paris.

GENERAL SCIENCE (GSC)
(see *NATURAL SCIENCE*)

Major: 38 s.h. For Elementary Education Certification only. Includes 8 s.h. in each of Biology, Chemistry, and Physics in addition to NSC 216, 303, 495 and 4 s.h. elective from Biology, Chemistry and Physics.

The degree of Bachelor of Science with a major in General Science is available only at the completion of all requirements for the Elementary (K-9) Provisional Teaching Certificate. A student who begins the program for teacher certification but does not complete it for any reason must change to another major to complete degree requirements.

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)

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. (GER 476 and 477 may not be included.)

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.

Authorization

All courses have been approved for continuing education credit in the renewal of the Nursing Home Administrator License.

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 2 s.h.

Evaluation of mental health needs of elderly individuals in the community and/or institutions;

investigation 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.)

328 Teaching the Adult Learner (EDU) 2 s.h.

350 Counseling the Older Adult 2 s.h.

Study and demonstration of techniques of interviewing, counseling, 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 2 s.h.

Professionally supervised practical experience with organizations providing services to the elderly. Selected readings and case studies complement lecture and group discussion. Lab: 255 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 the 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. Recommended support courses: AHM 101, SOC 233, 239.

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. Recommended support courses: AHM 101, SOC 239.

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 271.

Minor: 20 s.h. Required courses: HEF 226, 246, 346, 376, 446 and 476. Required support courses: BUS 236, 238.

Foods and Nutrition: 36 s.h. Required courses: HEF 125, 225, 226, 325, 326, 425. 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. Recommended support courses: AHM 101, SOC 233, 239.

Clothing Management: 30 s.h.
Required courses: HEF 109, 236, 331, 333, 335, 344, 432, 447. Required support courses: BUS 218, 225, 236, 244, 255.

Fashion Merchandising: 36 s.h.
Required courses: HEF 109, 236, 291, 331, 333, 335, 344, 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.*

Minor: 22 s.h. Required courses: HEF 109, 236, 291/391, 333, 344, 432, 447.

Home Economics and Family Life: 36 s.h. Required courses: HEF 216, 225, 226, 236, 344, 353, 363, 427, 495. Required support courses: BUS 225, 236, 255.

Minor: 24 s.h. Required courses: HEF 216, 225, 226, 236, 344, 353, 363, 427.

Home Economics in Business: 30 s.h. Required courses: HEF 225, 226, 236, 255, 344, 363, 427, 391 or 491. Required support courses: BUS 101, 201, 218, 225, 236, 244, 307, 438.

109 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.

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.

Principles of clothing construction related to fit, fabric and garment 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 2,2,2 s.h.

Child Care Practicum and Seminar

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 modifi-

cation 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 and individual personalities. Creative and adaptive design concepts stressed and produced.

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. Prerequisite: HEF 236, 344.

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. Prerequisites: HEF 225.

344 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.

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. Corequisite: 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. Prerequisite: 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.

427 Home Management 3 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. Prerequisites: HEF 225, 226, 236, 246, 255, 353, 363.

432 Fashion Merchandising 3 s.h.

Merchandising functions of fashion buying with emphasis on the varied techniques used for planning, executing and evaluating merchandise. Prerequisite: 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. Prerequisites: 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 414.

Minor: 20 s.h. including required courses: HSP 321, 348, 350, 353, 462, 465, 475; recommended RST 414.

321 Fundamental Concepts 2 s.h. in Hospice Care

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 3 s.h. In Hospice Care

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 3 s.h. Consideration in Hospice Care

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 3 s.h. for the Hospice Client

Instructs in the physical aspects of therapeutic interventions: pains 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 3 s.h. Services

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 3 s.h. Experience

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 gives 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).

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| <p>133 Survey of Christianity (RST) 3 s.h.</p> <p>145 Survey of Western Religions (RST) 3 s.h.</p> <p>146 Survey of Eastern Religions (RST) 3 s.h.</p> <p>155 Inquiry into Values (PHL/RST) 3 s.h.</p> <p>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.</p> | <p>256 The Old Testament I: Torah and Historical Writings (RST) 3 s.h.</p> <p>257 The Old Testament II: Prophets (RST) 3 s.h.</p> <p>259 The New Testament I: The Four Gospels (RST) 3 s.h.</p> <p>260 The New Testament II: Acts, Epistles, and Revelations (RST) 3 s.h.</p> <p>267 Epistles of St. Paul (RST) 3 s.h.</p> <p>305 The Idea of Justice (RST) 4 s.h.
 Interdisciplinary study of concepts of justice as developed and applied in historical and contemporary situations.</p> <p>321 Aesthetics (PHL) 3 s.h.</p> <p>335 Art and Culture of Africa, Near East, and Asia (ART) 3 s.h.</p> <p>340 Person and Mission of Christ (RST) 3 s.h.</p> <p>407 Moral Principles and Modern Moral Problems (RST) 3 s.h.</p> <p>408 Christian Ethics (PHL/RST*) 3 s.h.</p> <p>410 Conscience and Values (RST) 3 s.h.</p> <p>411 Medical Ethics (PHL/RST) 3 s.h.</p> <p>414 Life/Death Issues (RST) 2-4 s.h.</p> |
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415 Modern Art (ART) 3 s.h.

422 Christian Awareness (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. Prerequisites: 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 Communication 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. Influences 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 MADONNA COLLEGE LEGAL ASSISTANT PROGRAM IS APPROVED BY THE AMERICAN BAR ASSOCIATION.

Major: (B.S.) Legal Assistant 42 s.h. in LAW, including 100, 101, 121, 257, 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 Legal Assistant Program degree requirements *does not authorize* graduates to practice law as an attorney.

The last twenty 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.

Two letters of recommendation attesting to the applicant's abilities and integrity are required.

100 Legal Assistant Orientation 3 s.h.
Introduction to the various roles of the legal assistant 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, 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 of 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.

427 Evidence 3 s.h.
Practical use of evidentiary rules in terms of case development and the trial process, including pre-trial discovery plans, trial preparation, and trial assistance.

433 Administrative Procedures 3 s.h.
Rules of procedure and evidence for workers' compensation, and social security.

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 expressions, 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 4 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.

Study of trigonometric functions, their properties, inverses and graphs; trigonometric ratios, the solutions of triangles; basic identities; the sum and difference formulas; trigonometric equations. Geometric vectors and operations with complex numbers are introduced. Prerequisite: MTH 105 or equivalent. Does not apply toward math major or minor.

121 Precalculus 4 s.h.

Study of functions and their inverses; graphing techniques; properties and graphs of polynomial, exponential, logarithmic and trigonometric functions; conic sections. Prerequisite: two years of algebra (MTH 104 and 105) and a course in trigonometry (MTH 106). No credit if taken after MTH 111. Does not apply toward math major or minor. (Formerly MTH 111)

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: 3 s.h.
APL AND LISP
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 4,4 s.h.
Analytic Geometry, I, II
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 121 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 3 s.h.
for Computer Science
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 multiprogramming and resource sharing. Prerequisite: 6 credits of computer programming.

305 Computer Organization 4 s.h.
and Assembly Language
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 3 s.h.
Language Theory
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 4 s.h.
Statistical Research
An extension of statistical techniques 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.
Planes 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 positive and negative impacts of computers in society; 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 twelve month internship at an approved facility. 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, 328, 427; CHM 111, 112, 221, 331 or 361; MTH 121, 235 or 208; MTE 201, 301, 302, 363, 365, 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, 328, 402, 427, 495; CHM 111, 112, 221, 222, 331 or 361; MTH 121, 235 or 208; PHY 251, 252 or 271; MTE 201, 300, 301, 302, 363, 365.

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.

300 Medical Laboratory Technology 2 s.h.

Introduction to the clinical pathology laboratory incorporating principles and procedures, specimen collection, laboratory mathematics, normal and panic value reporting. Supervised phlebotomy experience. (Not for MLTs).

301 Human Clinical Pathology I 4 s.h.

Principles and procedures in hematology 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 coagulation for medical technology students. Prerequisite: Department approval.

363 Clinical Chemistry I 3 s.h.

Principles of quality control, medical statistics, continuous and multi-channel analysis. Procedures for diagnostic testing in carbohydrate, lipid, and protein evaluation in health and disease.

365 Clinical Chemistry II 3 s.h.

Physiological chemistry and procedural analysis of hormones, vitamins, electrolytes, blood gases, body fluids, drugs and toxic substances.

451 Internship I 2-10 s.h.

Supervised clinical practice in approved medical technology program. Prerequisite: Department approval.

452 Internship II 2-10 s.h.

Supervised clinical practice in approved medical technology program. Prerequisite: Department approval.

453 Internship III 2-10 s.h.

Supervised clinical practice in approved medical technology program. Prerequisite: Department approval.

476 Allied Health Administration (AHM*/RTE) 2 s.h.

478 Allied Health Education (AHM*/RTE) 2 s.h.

495 Senior Seminar (AHM*/RTE) 2 s.h.

Evaluation of allied health practices and procedures with emphasis on summation and integration for the entry-level practitioner. Required for BSMT students.

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 completion of the following basic courses:

- Biology (BIO 103, 104) 8 s.h.
- Chemistry (CHM 111, 112, 221, 222) 16 s.h.
- Mathematics (MTH 121 [formerly 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 programs(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: 40 s.h. including 111, 112, 211, 212, 333, 334, 391, 402, 491, 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.

Church Music: 54 s.h. including 111, 112, 211, 212, 333, 334, 402, 403, 405, 406, 417; 16 s.h. in major applied music area; 8 s.h. in minor applied music area. Participation in Chorale, (MUS 108) required each term student is enrolled in program.

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: sight-singing, 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 2 s.h. each
321, 322, 421, 422

Piano

Study of keyboard theory;

techniques and repertoire designed to meet needs of individual students.

124, 125, 224, 225, 2 s.h. each
324, 325, 424, 425

Organ

Organ technique; application to basic materials; congregational accompaniment; repertoire designed to meet needs of individual students.

126, 127, 227, 2 s.h. each
326, 327, 426, 427

Violin

128, 129, 228, 229, 2 s.h. each
328, 329, 428, 429

Guitar

131, 132, 231, 232, 2 s.h. each
331, 332, 431, 432

Flute

141, 142, 241, 242, 2 s.h. each
341, 342, 441, 442

Clarinet

151, 152, 251, 252, 2 s.h. each
351, 352, 451, 452

Trumpet

201 Creative Art and 4 s.h.
Music Experience (HEF)

202 Music Through 3 s.h.
the Ages

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. Prerequisite: EDU 200.

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.

391, 491 Music Management Co-Op I, II **2-4 s.h.**

Specialized learning experiences related to Music Management, under supervision of authorized personnel. Prerequisite: approval of advisor.

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 Performing 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.

417 Church Music (RST) 2 s.h.

Course dealing with the practice of church music in Catholic and Protestant traditions; a survey of music literature for liturgical purposes; principles of church music administration and program organization.

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: 54 s.h. Consists of courses in the pure sciences of Biology, Chemistry, and Physics distributed in the following manner: A core of 22 s.h. in one area and 16 s.h. in each of the other two. Secondary Education Certification also requires 4 s.h. in NSC 216: Earth Science in addition to the above. This latter 4 s.h. may be substituted for 4 s.h. in one of the 16 s.h. cores.

Biology Core

BIO 103	4 s.h.
BIO 104	4 s.h.
BIO 224	4 s.h.
BIO 226	4 s.h.
BIO 301	4 s.h.
BIO 495	2 s.h.
Total	22 s.h.

Chemistry Core

CHM 111	4 s.h.
CHM 112	4 s.h.
CHM 221	4 s.h.
CHM 222 or	
CHM 361	4 s.h.
CHM 331	4 s.h.
CHM 495	2 s.h.
Total	22 s.h.

Physics Core

PHY 251	4 s.h.
PHY 252	4 s.h.
PHY 271	4 s.h.
PHY 351	4 s.h.
PHY 451	4 s.h.
NSC 495	2 s.h.
Total	22 s.h.

To complete a Natural Science Major with a core in any of the above areas, students must choose two of the following tracks which are different from the core.

Biology

BIO 103	4 s.h.
BIO 104	4 s.h.
BIO 224	4 s.h.
BIO 226	4 s.h.
Total	16 s.h.

Chemistry

CHM 111	4 s.h.
CHM 112	4 s.h.
CHM 221	4 s.h.
CHM 361	4 s.h.
Total	16 s.h.

<i>Physics</i>	
PHY 251	4 s.h.
PHY 252 or PHY 271	4 s.h.
PHY 351	4 s.h.
PHY 451	4 s.h.
Total	<u>16 s.h.</u>

Minor: 24 s.h. Courses selected from Biology, Chemistry, and/or Physics with a minimum of 8 s.h. in any one of the above areas and independent of courses in the major field.

Associate Degree: 24-30 s.h. Includes a minimum of 4 s.h. in Biology, Chemistry and Physics selected from offerings in the Natural Science Major.

GENERAL SCIENCE (GSC)

Major: 38 s.h. For Elementary Education Certification only. Includes 8 s.h. in each of Biology, Chemistry, and Physics in addition to NSC 216, 303, 495 and 4 s.h. elective from Biology, Chemistry and Physics.

The degree of Bachelor of Science with a major in General Science is available only at the completion of all requirements for the Elementary (K-9) Provisional Teaching Certificate. A student who begins the program for teacher certification but does not complete it for any reason must change to another major to complete degree requirements.

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.)

216 Earth Science 4 s.h.

Encompasses the rocky surface of our planet, its mineral and energy resources, its oceans, its climate, its interaction with the sun, its history as a member of the solar system, and its fate in the hands of man.

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 General Science and 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. Educational mobility opportunities for LPNs are currently in a pilot project stage. This program has been accredited since 1970 by the National League for Nursing.

ADMISSION REQUIREMENTS —

Students' records are evaluated individually.

1. Basic students need high school transcripts with at least a "C" level achievement in a year of chemistry, biology and algebra.

Transfer students, RNs and LPNs need official transcripts from colleges or postsecondary institutions attended.

2. A minimum 2.5 grade point average in high school college preparatory courses and in college/postsecondary course work is required.
3. Basic students must provide ACT scores indicating strong potential to succeed in the program.

RNs and LPNs must provide a photocopy of current Michigan nursing license.

4. Basic students should be in the top 1/3 of their high school class.

RNs and LPNs should submit a resume of professional experience.

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 is required of all basic students.

PROGRESS IN THE NURSING MAJOR:

Students are admitted directly to the major. They must maintain the following:

1. Minimum of 2.5 grade point average.
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.

RNs and LPNs complete NUR 200 before any validation of sophomore nursing competency is permitted; RNs complete NUR 310 and BIO 371 before challenging junior nursing competency.

PROGRAM REQUIREMENTS

The conceptual framework that gives cohesion to the nursing curriculum uses a developmental model vitalized by Christian Humanism. The content is so organized 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. Support courses which can be applied to the general studies requirements are as follows:

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, 302.

Junior year: NUR 310, 347, 365, 366.

Senior year: NUR 410, 430, 462, 485.

3. Elective nursing courses are available: NUR 110, 300, 326, 333, and 397; independent study and cooperative education.

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.

110 Nursing Heritage 1 s.h.

An overview of significant eras, events and personnel in the historical evolution of professional nursing from Ancient until modern times, particularly as depicted in A/V and dramatic media.

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. Prerequisite: 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.

302 Introduction to Nursing Research 2 s.h.

This course is designed as an introduction to the basic principles of research theory and methodology used in nursing for consumers of nursing research. The research process is examined as a systematic approach of scholarly inquiry. The course is organized in such a manner that the various components of the research process are examined and analyzed for future application. Prerequisite: NUR 200, 210.

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.

326 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.

333 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: 200 level Nursing; BIO 371, or permission of instructor.

347 Episodic Nursing I 5 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. Prerequisite: 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 6 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 homeostatis is emphasized. Prerequisite: NUR 310, concurrently BIO 371.

397 Basic EKG Interpretation for Nurses 2 s.h.

Basic EKG interpretation is a course designed to introduce the participant to the interpretation of EKG tracings using a systematic

approach and identify the therapeutic interventions used to treat the identified arrhythmias. Prerequisite: NUR 365, 366, BIO 371 or RN status or permission of instructor.

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.

OCCUPATIONAL SAFETY AND HEALTH (OSH)

Minor: 24 s.h. minimum including OSH 102, 322, 331, 352, 398, and 451. Internship/Co-op I (OSH 291) required of pre-service students. Required support courses MTH 105 and 106 or MTH 121 (formerly MTH 111), CHM 111 and CHM 161, PHY 251, and BIO 224 or NSC 125.

Certificate of Achievement: 30 s.h. including OSH 102, 322, 331, 352, 451, and ENG 101.

Group Major in OSH & FS: 36 s.h. minimum (B.S.), 30 s.h. minimum (A.S.) including FS 101, 215, 322, 368, 369, 451, 495; OSH 102, 331, or FS 490, and OSH 352. Pre-service students must take FS/OSH 291 (A.S. or B.S.) and FS/OSH 391 (B.S.). Required support courses: MTH 105 and 106 or MTH 121 (formerly MTH 111), CHM 111 and 161, PHY 251 and 252, BIO 224 or 243 and 244 or NSC 125.

102 Standards and Regulations 3 s.h.
OSHA/MIOSHA/NFPA stan-

dards, codes and regulations. Rationale for the Williams-Steiger Occupational Safety and Health Act of 1970. Evolution of standards, record-keeping, compliance and enforcement.

215 Building Construction (FS) 3 s.h.

Study of fundamental concepts of building design and construction; site selection, code compliance, architectural plans, incorporation of mechanical and power devices; terminology.

291 Internship/Co-Op I (FS) 1-3 s.h.

Field-placement in municipal, industrial, hospital, or similar settings that provide experience in the area of occupational safety.

302 Field Experiences (FS) 1-3 s.h.

Credit awarded individuals for evidence of full-time employment of two or more years in the field of occupational safety. Documentation of competencies required.

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 Facilities (FS) 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.

328 Fire and Arson Investigation (FS) 3 s.h.

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.

350 Hydraulics and Water Supply (FS) 3 s.h.

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. Prerequisite: CHM 111; BIO 224 or 243 and 244 or NSC 125.

368 Fire Protection Systems I (FS) 3 s.h.

369 Fire Protection Systems II (FS) 3 s.h.

391 Internship/Co-Op II (FS) 1-3 s.h.

Advanced semi-professional level assignments in on-the-job application of occupational health and safety principles in an industrial/commercial/institutional setting.

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; CHM 111 and 161; BIO 224 or 243 or 244 or NSC 125.

428 Fire and Arson Investigative Techniques (FS) 3 s.h.

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.

440 Tactics and Strategy (FS) 3 s.h.

451 Hazardous Materials (FS) 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.

490 Fire Science Management (FS) 3 s.h.

495 Senior Seminar (FS) 2 s.h.

PHILOSOPHY (PHL)

101 Introduction to Philosophy 3 s.h.

A study of the meaning of philosophy, basic philosophical concepts, terminology, methods, problems, systems and schools. Required for RST majors and minors.

105 Anthropology: Philosophy of Person 3 s.h.

An analysis of man, human experience and nature found in the question of reality, knowledge, values, human sexuality, freedom, and destiny.

155 Inquiry Into Values (HUM/RST) 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.

Classical philosophical theories on person as the primary component of society; needs, problems, and potential, drawing on

the works of Plato, Aristotle, and other major philosophers.

315 Phenomenology and Existentialism 3 s.h.

A study of the major themes of existential phenomenology such as; consciousness, being, ego, freedom, human destiny, the meaning of life and human values through the works of Kierkegaard, Buber, Bultmann, Marcel, Tillich, Jaspers, Heidegger, Frankl and others. Prerequisite: PHL 101 or departmental approval.

321 Aesthetics (HUM) 3 s.h.

A philosophical analysis of the theories of beauty; meanings of art-object; the creative process; art as form, expression, symbol, imitation; art in relationship to truth and morals.

331 Philosophy, Technology and Human Concern 3 s.h.

Modern American philosophical treatment of technology and human concern, especially by an examination of the pragmatism of James and Dewey.

365 Epistemology: Philosophy of Knowledge 3 s.h.

An examination of knowledge, person as knower, and the complexity of employing knowledge to arrive at a critical judgment between truth and fallacy. Prerequisite: PHL 101 or 201.

408 Christian Ethics (HUM/RST*) 3 s.h.

411 Medical Ethics (HUM/RST*) 3 s.h.

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 Sking

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. Prerequisite: 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.
Analysis of world politics, sources of foreign policy, dynamics of the existing international system, systematic theorizing about future developments.

310 Introduction to Public Administration (PAD*/CJ) 4 s.h.

321 Comparative Politics 4 s.h.
Comparative analysis of political phenomena, emphasizing the interplay of governmental institutions, social-economic-cultural configurations, and patterns of values and ideologies.

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 s.h. in psychology. (See Social Science)

Majors must pass a Comprehensive Exam during their senior year.

101 General Psychology 3 s.h.
Nature and scope of psychology; perception, learning, motivation, emotions and stress; personality development; conflicts and adjustment.

240 Human Growth and Development I (HEF) 3 s.h.
Basic concepts and theories of growth, maturation, and learning relating to intellectual, social, and personality development; developmental tasks relative to the stages of development from conception to late childhood.

241 Human Growth and Development II (HEF) 4 s.h.
Concepts and theories of intellectual, social and personality development from adolescence to senescence and death; developmental tasks and modes of adjustment during this portion of the life span. Prerequisite: PSY 240 or 101.

307 Psychology of Aging (GER*/SOC) 3 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)

Major: (B.A.) 44 s.h., including BUS 201, 236; ECN 272; HIS 231, 341, 453; PAD 251, 310, 451, 491 or 492, 495; SOC 442, and an approved minor (Business Administration recommended). Required support courses: MTH 235, BUS 238.

Major: (A.A.) 32 s.h., including BUS 201, 236; ECN 272; HIS 231, 341; PAD 251, 310, 451. Required support course: MTH 235.

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 PAD advisor.

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 nuclear medicine or 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 121; PHY 251, 252 or 271.

Upon completion of these courses, and the general education requirements 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. RTE courses required: 476, 478, 495. 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 Department.

110 Radiography I 5 s.h.
Medical terminology, nursing arts, safety, 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:

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

476 Allied Health Administration (AHM*/MTE) 2 s.h.

478 Allied Health Education (AHM*/MTE) 2 s.h.

495 Senior Seminar (AHM*/MTE) 2 s.h.

RELIGIOUS STUDIES (RST)

Major: (B.S.) 30 s.h. Required courses: RST 256, 257, 258, 259, 470 or 491; one of the following: 407, 408, 410 or 411; HUM 495; and 6 s.h. in philosophy including PHL 101. At least 15 s.h. in RST courses must be taken at Madonna College.

Major: (A.A.) 30 s.h. Required courses: RST 256, 257, 258, 259 and one of the following: 407, 408, 410 or 411; and 10 s.h. supportive courses including PHL 101.

Minor: 20 s.h. Required courses: RST 256, 257, 258, 259; and PHL 101.

Certificate of Achievement: 30 s.h. including 20 s.h. Religious Studies. Required courses: RST 256, 257, 258, 259 and 10 s.h. supportive courses including PHL 101.

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.

At least half of a major's RST courses must be taken at Madonna College.

133 Survey of Christianity (HUM) 3 s.h.

A survey approach to Christianity, its origins, teachings, customs and rituals as well as its historical highlights and impact on world beliefs. (Formerly RST 333—not accepted for RST majors/minors requirement.)

145 Survey of Western Religions (HUM) 3 s.h.

Anthropology of religion through a study of Judaism, Christianity and Islam, their historical backgrounds, religious beliefs, liturgy, customs and the values each holds for the enrichment of human life. (Formerly RST 445)

146 Survey of Eastern Religions (HUM) 3 s.h.

A study of Hinduism, Buddhism, Confucianism and Taoism and the meaning and values each has on the course of religious thought and historical development. (Formerly RST 445)

155 Inquiry Into Values (PHL*/HUM) 3 s.h.

256 The Old Testament I: Torah and Historical Writings (HUM) 3 s.h.

A scholarly study of the Torah (Genesis through Deuteronomy) and the historical books (Joshua through 2 Kings). Required for RST majors and minors. (Formerly RST 261)

257 The Old Testament II: Prophets, Wisdom and Apocalyptic Writings (HUM) 3 s.h.

A study of major and minor prophets, Wisdom Literature and the

emergence of Apocalyptic in the book of Daniel. Required for RST majors and minors. (Formerly RST 261)

258 The New Testament I: The Four Gospels (HUM) 3 s.h.

A critical treatment of religious and political conditions of the first century A.D., of the Gospels and the distinctive approaches of the four evangelists to the life, message, death and resurrection of Jesus Christ. Required for RST majors and minors. (Formerly RST 262)

259 The New Testament II: Acts, Epistles and Revelation (HUM) 3 s.h.

A specialized treatment of the development of the Christian Church in the first century A.D., the epistles that reflect its unique needs and a systematic treatment of the Book of Revelation, its background, symbolism and impact on the Christian world. Required for RST majors and minors. (Formerly RST 262)

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.

Development of a practical working relationship between the basic concepts of Christian spirituality and the sounder insights of contemporary personality and clinical psychology.

340 Person and Mission of Christ (HUM) 3 s.h.

A scriptural, historical, and theological investigation into the identity of Jesus of Nazareth as well as faith proclamations about Him as the Son of God, Messiah and Savior.

345 Contemporary Catholicism 3 s.h.

Study of the doctrines, practice and persons formed by and reflective of the Catholic Tradition in history and the Vatican II ecumenical 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.

Study of basic principles underlying Christian morality as applied to problems encountered in contemporary society. Prerequisite: junior or senior level students.

408 Christian Ethics (HUM/PHL) 3 s.h.

A study of selected issues and problems: war and peace, revolution and freedom, population and environment, and a critical examination of proposed ways of resolving these dilemmas in the context of Judeo-Christian convictions. 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.

411 Medical Ethics (HUM/PHL) 3 s.h.

An academic study of contemporary moral issues relative to modern health care and life science and other future issues. These will be studied in the light of Judaeo-Christian ethical convictions. Prerequisite: junior or senior level students.

414 Life/Death Issues (HUM) 2-4 s.h.

Insights into the practical, theoretical, social, psychological and spiritual aspects of life/death situations in order to promote a healthy, accepting attitude towards the final death each person must ultimately face. (Lecture series, 2 s.h.; Formerly RST 412.)

415 Philosophy of Religion (PHL) 3 s.h.

417 Church Music (MUS) 2 s.h.

422 Christian Awareness (HUM) 3 s.h.

A Christocentric analysis of life questions relative to God, self and others: Who am I? Who are they? What is Life? Prerequisite: junior or senior level students.

470 Contemporary Catechesis 3 s.h.

Current theories and trends in Religious Education. Psycho-theological foundations of catechetical renewal presented in the light of Vatican II.

491 Religious Education Practicum 3 s.h.

Directed field work and/or

evaluation of life experience within parish, hospital, youth group, hospice, and other off-campus settings. Required for RST majors.

Note: A variety of contemporary 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, Ministerial apprenticeship, Pastoral/Hospital/Hospice, 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.

Comprehensive examinations 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: 53 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 3 s.h. and Organization

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 advisor-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.

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 com-

munication 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. Prerequisite: SLS 100.

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 211.

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. Prerequisite: 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: (B.A.) 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.

Major: (A.A.) 30 s.h. from no more than three Social Science Departments including 15 s.h. in core area. Core areas available in CJ, GER, HIS, PSC, PSY, and SOC.

Minor: 24 s.h. from no more than three Social Science Departments (minimum of 8 s.h. in upper division courses) including 12 s.h. in core area (minimum of 4 s.h. in upper division courses). Core areas available in CJ, GER, HIS, PSC, PSY, and SOC.

307 Social Studies Foundations (EDU) 3 s.h.

An interdisciplinary course comprising 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: 18 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: (major) 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: 6 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 knowledge 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 credentials.

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 change 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 program 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 4/4 s.h.

Placement I, II

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 2/2 s.h.

Seminar I, II

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.

101 Introduction to Sociology and Cultural Anthropology 4 s.h.

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 (SW) 3 s.h.

239 Empathy Listening Skills (SW) 1 s.h.

307 Psychology of Aging (GER*/PSY) 3 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 subcultures 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 Justice (CJ) 3 s.h.

342 Abnormal Psychology (PSY) 4 s.h.

353 Marriage and the Family (HEF*/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 consortial 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 Learning

Disabilities (K-12) and Emotional Impairment (K-12). These programs are available as undergraduate majors and as post-degree programs for certified teachers seeking such endorsements. Post-degree students must take a minimum of 12 s.h. 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 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, 409, 448, 468 and 495. Minimum of 1 s.h. in computer course work.

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

339 Introductory Practicum 4 s.h. with Emotionally Impaired Students

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. Lecture 2 hours, laboratory 2 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/SED 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. Prerequisite: SED 339 and departmental approval.

401 Speech and Language Development and Disorders in Children (SPH) 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: cerebra palsy, cleft palate and autism
Prerequisite: EDU/SED 330.

409 Practicum in Diagnostic and Prescriptive Techniques 4 s.h.

Study and in-class demonstrations of diagnostics 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. Prerequisite: 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. Prerequisites: Post-degree student, 2 years teaching experience, advisor 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) 3,3 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 classrooms, provided that they have also completed a Bachelor's degree program, have a major in the health, trade, or industry area, and have two years of vocational work experience. 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 meet the above requirements, and complete an academic minor, the Teacher Education Program, and general education requirements for the Bachelor's degree.

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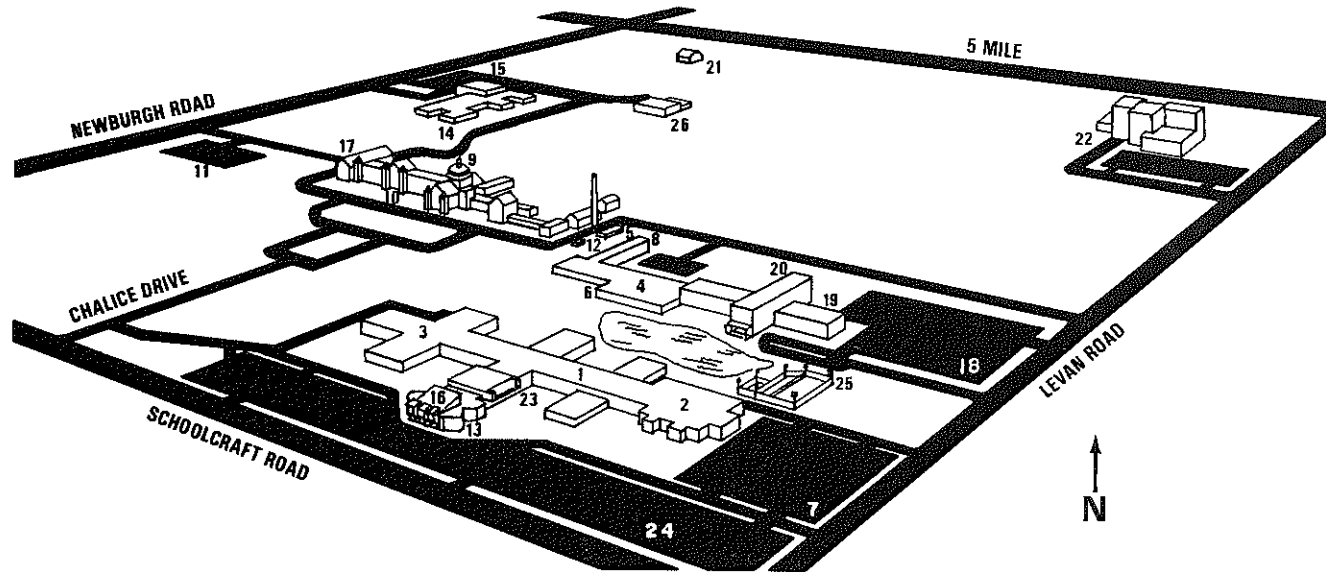
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MADONNA COLLEGE CAMPUS MAP

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|-------------------------------|--------------------------------------|--------------------------------|
| 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

