

MADONNA UNIVERSITY

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**UNDERGRADUATE**  
**BULLETIN**

1994-1996



# **MADONNA UNIVERSITY**

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## **UNDERGRADUATE BULLETIN**

**Volume 33, 1994 - 1996  
(Effective as of Term I, 1994)**

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

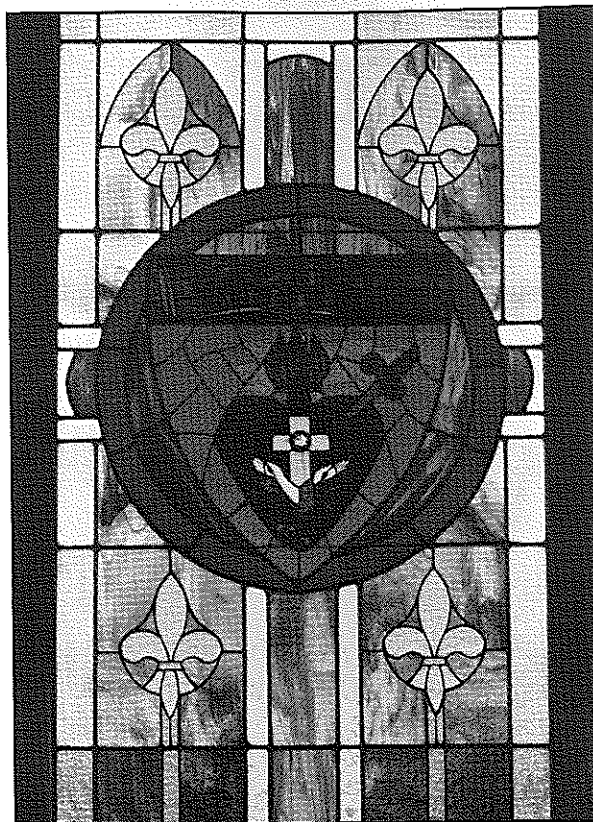
The Felician Sisters  
conduct four colleges:

Montay College  
Chicago, Illinois 60659

Felician College  
Lodi, New Jersey 07644

Villa Maria College  
Buffalo, New York 14225

Madonna University  
Livonia, Michigan 48150



*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 University crest, "Sapientia Desursum", is translated "Wisdom from Above".*

# TABLE OF CONTENTS

	Page
University Calendar .....	4
<b>Section I. University Overview</b>	
The University .....	7
Academic Options .....	15
Admissions .....	20
Tuition & Fees .....	27
Financial Aid .....	33
Student Life .....	44
Student Support Services .....	48
University Policies .....	52
<b>Section II. Eight Academic Goals and Competencies</b>	
Requirements for General Education Core .....	68
Divisional Organization .....	76
Majors & Degree Programs .....	78
<b>Section III. Plans of Study .....</b>	<b>81</b>
<b>Section IV. Course Descriptions</b>	
Course Numbering Guidelines .....	161
Course Descriptions .....	163
<b>Section V. Directories</b>	
Board of Trustees .....	263
Officers of Administration .....	264
Faculty .....	266
Academic & Institutional Support Staff .....	277
<b>Section VI. Index/Maps/Logo</b>	
Index .....	280
Campus Plans and Maps .....	288
University Logo .....	292

*Each Madonna University student is responsible for compliance  
with the contents of this Bulletin*

*The University reserves the right to withdraw or modify  
information in this Bulletin*

## MADONNA UNIVERSITY CALENDAR

TERM I - FALL	1994 - 95	1995 - 96	1996 - 97
Faculty Conference	Aug. 30 - Sept. 1	Sept.	Aug.
Final Registration	Sept. 2	Sept. 1	Aug. 30
Residence Hall Opens 2:00 p.m.	Sept. 5	Sept. 4	Sept. 1
Classes Begin	Sept. 6	Sept. 5	Sept. 3
Add-Drop Period	Sept. 6-12	Sept. 5-11	Sept. 3-9
Filing Deadline: Application for Graduation Term II - May	Sept. 30	Sept. 29	Sept. 30
Final Date: Election S Grade	Oct. 28	Oct. 27	Oct. 25
Mail-In Registration: Term II - Winter	Nov. 1-18	Nov. 1-17	Nov. 1-16
Comprehensive Examinations: Term I	Nov. 5	Nov. 4	Nov. 2
Final Date: Withdrawal from Courses	Nov. 11	Nov. 10	Nov. 8
Residence Hall Closes 10:30 p.m. Wed.	Nov. 23	Nov. 23	Nov. 27
Thanksgiving Recess	Nov. 24-27	Nov. 23-26	Nov. 28-Dec. 1
Scheduled On-Campus Registration: Term II - Winter	Nov. 29 - Dec. 1	Nov. 28-30	Nov. 19-21
Late Registration: Term II Winter	Dec. 6 - Jan. 6	Dec. 4-Jan. 5	Dec. 2-3
Final Examinations	Dec. 12-17	Dec. 11-16	Dec. 9-14
End of Term I	Dec. 17	Dec. 16	Dec. 14
Residence Hall Closes noon Sat.	Dec. 17	Dec. 16	Dec. 14
Grades Due by 12:00 noon	Dec. 21	Dec. 20	Dec. 18
<b>TERM II - WINTER</b>			
Faculty Conference	Jan. 13	Jan.	Jan.
Final Registration	Jan. 6	Jan. 5	Jan. 3
Residence Hall Opens 2:00 p.m.	Jan. 8	Jan. 7	Jan. 5
Classes Begin	Jan. 9	Jan. 8	Jan. 6
Add-Drop Period	Jan. 9-14	Jan. 8-13	Jan. 6-11
Filing Deadline: Application for Graduation Term III - July	Jan. 31	Jan. 31	Jan. 31
Comprehensive Examinations: Term II	Feb. 4	Feb. 3	Feb. 1
Final Date: Election S Grade	Mar. 3	Mar. 1	Feb. 28
Mail-In Registration: Term III Spring/Summer	Mar. 1-17	Mar. 1-16	Mar. 1-14

# MADONNA UNIVERSITY CALENDAR

(Continued)

	1994 - 95	1995 - 96	1996 - 97
Residence Hall Closes noon Saturday	Mar. 4	Mar. 3	Mar. 1
Spring Vacation	Mar 6-11	Mar. 4-9	Mar. 3-8
Final Date: Withdrawal from Courses	Mar. 17	Mar. 15	Mar. 14
Scheduled On-Campus Registration: Term III - Spring/Summer	Mar. 21-23	Mar. 19-21	Mar. 24-26
Late Registration: Term III Spring/Summer	Mar. 27 - Apr. 13	Mar. 25 - Apr. 16	Mar. 31 - May 2
Mail-In Registration: Term I - Fall	Apr. 3-19	Apr. 1-13	Mar. 24 - Apr. 11
*Easter Recess	Apr. 14-16	Apr. 5-7	Mar. 28-30
Final Examinations	Apr. 24-29	Apr. 22-27	Apr. 21-26
Scheduled On-Campus Registration: Term I - Fall	Apr. 18-20	Apr. 16-18	Apr. 15-17
End of Term II	Apr. 29	Apr. 27	Apr. 26
Residence Hall Closes noon Sat.	Apr. 29	Apr. 27	Apr. 26
Grades Due by 12:00 noon	May 3	May 1	Apr. 30
Commencement	May 6	May 4	May 3
Late Registration: Term I -Fall	May 17 - Sept. 1	May 13 - Aug. 30	May 14 - Aug. 29
<b>TERM III - SPRING/SUMMER</b>			
Final Registration	May 5	May 3	May 2
Residence Hall Opens 2:00 p.m	May 7	May 5	May 4
Classes Begin	May 8	May 6	May 5
Filing Deadline: Application for Graduation Term I - Deco.	May 31	May 31	May 30
Add-Drop Period	See Tuition and Fees Section		
Final Date: Withdrawal from Courses	No later than 2/3 of Complete Course Work		
Memorial Day - No Classes	May 29	May 27	May 26
Comprehensive Examinations: Term III	June 3	June 1	June 7
Independence Day - No Classes	July 4	July 4	July 4
Final Examinations	Last Class Session		
End of Term III	July 29	July 27	July 29
Residence Hall Closes noon	July 29	July 27	July 29
Grades Due by 12:00 noon	Aug. 2	July 31	July 30

THE UNIVERSITY RESERVES THE RIGHT TO CHANGE ANY OF THE ABOVE DATES

**SECTION I.**

**UNIVERSITY OVERVIEW**

# **THE UNIVERSITY**

## **Madonna University History**

Madonna University 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, initiated its first graduate programs in 1982, and achieved University status in 1991. Madonna University maintains its tradition as an independent Catholic University.

## **Mission Statement**

The mission of Madonna University 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 University 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 University 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; and
- a desire to advance the arts & sciences and to 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 University 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 University 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; and
- the courage to witness Christ to the world through pursuit of truth and commitment to service.

#### **Liberal Arts with Career Preparation**

Madonna University 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; and
- 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 University 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; and
- respond in social conscience to the needs of society.

#### **Academic Goals and Competencies**

Madonna University aims to educate students to become the embodiment of its mission through the attainment of defined goals and competencies.

The University community envisions the MADONNA UNIVERSITY GRADUATE to be a person who achieves the following goals:

1. **Communication** - Develop effective communication skills.
2. **Religious Values** - Achieve an understanding of religious and moral dimensions of human experience.
3. **Cultural Traditions** - Develop an understanding of and responsiveness to the aesthetic, emotive, and intellectual expressions of human concerns through the Humanities and Arts.
4. **Scientific Inquiry** - Achieve an understanding of modern concepts of science, computer technology and mathematics and the relationship between scientific and technological realities in contemporary life.
5. **Personal and Social Environment** - Develop an understanding of the ways in which individuals perceive, experience and behave in their personal and social environment.
6. **World Citizenship** - Develop a facility for international and national citizenship skills.
7. **Personal and Professional Development** - Achieve individual educational goals for personal enrichment and/or career development.
8. **Significant Content Knowledge** - Master a significant body of content knowledge.

#### **The University Campus**

The wooded forty-nine acre campus of Madonna University 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 Academic Building accommodates a variety of purposes from administrative offices and the University bookstore 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.

The Academic Computer Laboratory (ACL) provides a wide variety of software applications for students, faculty and administration. Also, the University priority on 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 a variety of micro and mid-sized computers.

An IBM 4341 mainframe computer system is available to students in programming courses. An expanding network of terminals in a newly renovated environment 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 evenings. Sunday hours are available during Fall and Winter terms. Lab assistants are on duty during posted hours.

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

The **Career Resource Center (CRC)**, a national model for liberal arts colleges, provides career counseling and advising to Madonna students. 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 **Center for Personalized Instruction (CPI)** is located in the educational development wing. The CPI provides tutoring services and self learning materials in basic college level skills.

The **Computerized Writing Laboratory** (also known as the Madonna Center for Academic Writing - MaCAW) was established in 1991 to provide additional support for the University's emphasis on computer literacy. The Computerized Writing Lab houses 6 Apple Image Writer dot matrix printers, and 2 HP LaserJet III printers. The lab is designed to facilitate individualized and small group writing assignments and projects.

The **Angelo DiPonio Building**, which houses the College of Nursing and Health, was acquired in 1991 through a generous gift from Mrs. Margaret DiPonio. In addition to 25 offices, a conference room, and a number of classrooms, the DiPonio Building also houses the Instruction Center, comprised of the Helene Fuld Computer Assisted Instruction Center, and the Ray A. and Jean S. Shapero Nursing Instruction Center. The center includes a practice laboratory for clinical instruction, a library of print and audio-visual resources in nursing, and individual study carrels.

The **Learning 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.

**The Library**, built in 1984, is a focal point for the academic life of the campus. Housing more than 130,000 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 implemented a fully-automated library management system, in 1992, which enables patrons to search the catalog on-line through public access terminals. The complete data-base contains all library holdings, including serials, and allows keyword searching with Boolean operators in addition to standard bibliographic searches. The library expands its resources by subscribing to other 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. Other library resources include coin and card operated photocopiers and word processing equipment, as well as microfilm and microfiche readers.

The library's ethnic heritage study alcoves contain a variety of artifacts relating to the cultural backgrounds of Madonna University's multiethnic student body, and the Livonia Bar Association Law Library, deeded to the Madonna University Library, constitutes a special resource for students studying law-related courses. The library wing also houses the University Archives and Kresge Hall, a 300-seat auditorium for special events.

**The University Center/Residence Hall** houses 200 men and women in separate wings. Through 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.

All of the Madonna University 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, 1990

American Dietetic Association Approvals

Plan IV, 1977, 1982

Didactic Program, 1990

Council on Social Work Education, 1982, 1988

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  
Master of Science in Administration, 1982  
Computer Science, 1984  
Master of Science in Nursing, 1987  
Michigan Board of Nursing, 1967  
North Central Association of Colleges and Schools, 1959, 1968, 1978, 1982  
(Graduate Studies), 1988  
National Council for Accreditation of Teacher Education, 1972, 1981, 1992  
National League for Nursing, 1970, 1978, 1984, 1992

NOTE: Accreditation materials are available for review in the Madonna University Library.

#### **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 for 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  
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

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 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  
Fuld Institute for Technology in Nursing Education  
Gerontological Society of America  
Greater Detroit Chamber of Commerce  
Historical Society of Michigan  
Institute for International Education  
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  
Michigan Dietetic Association

Michigan Home Economics Association  
Michigan Library Consortium  
Michigan Registry of Interpreters for the Deaf  
Michigan Society of Gerontology  
Michigan Student Financial Aid Association  
Michigan Women's Studies Association  
Mid-America Association of Education Opportunity Program Personnel  
Midwest Alliance for Nursing  
Midwest Association of Student Financial Aid Administrators  
Midwest College Art Association  
Midwest Modern Language Association of America  
Modern Language Association of America  
NAFSA: Association of International Educators  
National Academic Advising Association  
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 Intercollegiate Athletics  
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  
National Council of Family Relations  
National Council of Senior Citizens  
National Council of Teachers of English  
National Council of Teachers of Mathematics  
National Fire Protection Association  
Nutrition Today Society  
On-Line Audiovisual Cataloguers  
Optical Society of America  
Senior Coordinating Agency Network  
Sign Language Instructors Guidance Network  
Society of American Archivists  
Society for Nutrition Education  
Southeastern Michigan Television Education Consortium  
Television Licensing Center

## ACADEMIC OPTIONS

Madonna University students may select certificate, associate or baccalaureate programs in over 50 different majors. In addition to the traditional academic program, Madonna University offers a variety of nontraditional options that create special opportunities for students. (Eight master degree programs are also available. See Graduate Studies Bulletin.)

### **The University Year: Flexible Scheduling**

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

**Term I, Fall:** 15 weeks, September through December

**Term II, Winter:** 15 weeks, January through April

**Term III, Spring/Summer:** 12 weeks, May through July

Students may attend morning, afternoon, evening or Saturday classes. Most classes are scheduled according to the following time blocks.

#### **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 University 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 3, 4 or 5 on an Advanced Placement Examination automatically receives college credit in the area of his or her 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.

### **Career Education**

Madonna University's model Career Resource Center (CRC) offers substantial individual assessment and short seminars and workshops which prepare students for the work world 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.

### **Catholic College Consortium**

Madonna University is a member of the Detroit Area Catholic Higher Education Consortium. Marygrove, Sacred Heart Seminary, St. Mary of Orchard Lake College and the University of Detroit Mercy 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 their undergraduate careers.

The student registers with Madonna University's Registrar and with the Registrar of the consortium college. Tuition is paid to Madonna University. For exact procedures, see the University Policies section.

#### **Certificate of Achievement**

A certificate of achievement is awarded in specified areas to admitted Madonna University 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.

#### **Certificate of Completion**

A certificate of completion is awarded to admitted Madonna University students who successfully complete an approved program of study (9-29 s.h.) at Madonna University with a grade of C or better in each course.

#### **Continuing Education**

Each term Madonna University offers a wide variety of options for the life-long learner. Long and short courses for Continuing Education Units (CEUs) 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 ten instructional hours. Registration and scheduling are coordinated by the sponsoring departments. Continuing Education Units may not be converted at a later date to academic credit.

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

A Madonna University student can earn university credit for work related to the student's plan of study. Cooperative Education credit is approved by the faculty member who supervises, evaluates and grades the student's performance. Students may also integrate a cooperative work experience with a course that calls for field experience, practicum, internship or seminar.

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

Madonna University's Office of Cooperative Education coordinates the student placement in area business, industry, government and service agencies. Application deadlines are:

**Term I, Fall: June 1st**

**Term II, Winter: October 1st**

**Term III, Spring/Summer: February 1st**

For additional information on work-study options, see the Academic Policies section.

### **Degree Programs**

Madonna University offers programs leading to certificates of achievement; associate, baccalaureate and masters degrees; certificates of completion; and post-baccalaureate certificates. Madonna University follows a career ladder approach to course and degree work. Credits earned for the associate degree also apply toward the baccalaureate degree. For master degree programs, see the Madonna University Graduate Bulletin.

### **Experiential Learning**

Life and work experiences which provide opportunities to master course competencies and to learn material taught in college courses can be evaluated for credit in a variety of ways. Among them are: University approved standardized tests (CLEP and NLN), Armed Services Evaluations (for education in the services), University department challenge exams (e.g., CIS 225 and 238), video (for musical/theatrical performances), interview, product, and portfolio. The method of evaluation is decided by the department faculty evaluator in consultation with the student.

- Up to sixty hours of credit may be granted for experiential learning (including a maximum of thirty CLEP credits (see next paragraph). Experiential learning credits are applicable to a baccalaureate degree, and may satisfy the requirements for General Education, a major, or an elective. Departmental policies also apply.
- Up to thirty semester hours may be granted on successful completion of 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 samples. CLEP credit, like other experiential learning credits, can be used to satisfy graduation requirements. CLEP credits will NOT be awarded in a subject below the level of work already attained by a student. The English Composition CLEP exam does NOT fulfill the English requirement and the Natural Science CLEP exam does NOT apply towards a science degree.
- In some areas, the University expects the applicant to demonstrate adequate laboratory and clinical/field experience.
- Experiential learning credits are excluded when determining eligibility for financial aid, full- or part-time status, Dean's List, Academic Achievement List, and proof of U.S. residency (I-20 verification).
- Each student who plans to receive an undergraduate baccalaureate degree at Madonna University needs to take a minimum of thirty semester hours of coursework at Madonna University. Second baccalaureate degree students needing only to complete a minimum of thirty semester hours may not satisfy them with experiential learning credits.

- Students must be admitted to the University to make formal application for experiential learning credits. Credits are awarded on a satisfactory basis (S) but will not be recorded on the transcript until the student has completed 12 s.h. in residence.

For additional information on evaluation and registration procedures for experiential learning credits, consult the University Polices section of this Bulletin or the Office of Academic Advising Services.

#### **Guest Students**

Madonna University uses the Michigan Uniform Undergraduate Guest application. This assists visiting students in earning credits to be applied toward a program at their home institution. Madonna University students in good academic standing may secure a guest pass to take a course at another institution only when the course is not taught that academic year at Madonna University and when waiting an additional year would cause severe inconvenience. Students beyond sophomore standing may not earn credit in two-year institutions for transfer to Madonna University. Students must have written approval from their advisor and the Registrar to obtain a Michigan Uniform Undergraduate Guest Pass before registering for a course at another institution. The guest pass is good for only one term. A grade of C or better will transfer (credit only, not honor points).

If admitted students take classes at another institution but fail to secure the necessary approval or authorization, the credits taken at the other institution will not apply to the Madonna University degree unless the student is re-admitted to the University. Financial Aid may not cover courses taken at other institutions.

#### **Honors Program**

The Honors Program at Madonna University offers special sections of selected General Education courses. These sections are distinguished from non-honors sections of the same courses in terms of:

Class Size: Enrollment is limited in number, varying with each course;

Eligibility: A 3.7 GPA is necessary for automatic eligibility, though interested students with lower GPAs are encouraged to seek permission of the instructor or permission of the Honors Program Director in order to be admitted to Honors sections;

Assignments: Honors sections typically differ as to the type and quantity of reading and writing assignments required of students.

Interested students should contact the Director of the Honors Program.

#### **Independent Study**

Students may earn credits for independent study with the approval of the divisional Dean 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.

#### **Second Baccalaureate Degree**

Students pursuing a second baccalaureate degree at Madonna University must complete the General Education Religious Studies requirement, the desired major, and the required support courses. At least 30 semester hours must be earned at Madonna University, which may include electives if necessary.

No courses used in the major of the first degree may be used in developing the major of the second degree. However, any other courses, including courses used in a minor posted with the first degree, may be so used. It is acceptable to use courses from the first degree major in the role of required support courses for the second degree major.

#### **Study/Work/Travel Abroad**

Madonna University promotes the expansion of international education through curricular development, through international exchange programs and the active recruitment of international students, and through study, work, and travel abroad opportunities for Madonna students. The University has a number of existing affiliations with universities in Argentina, Belgium, Great Britain, Japan, Poland, and Taiwan, as well as a resource library of programs throughout the United States. The University has also initiated a Financial Award for Travel and Education (F.A.T.E.) program to help qualified students defer some of the additional costs of studying abroad. Students interested in these and other study, work, and travel abroad opportunities should contact the Center for International Studies or the Office of the Academic Vice President.

#### **Telecourses**

Televised courses over cable and broadcast television allow students to pursue college coursework right in their homes. Normal registration procedures apply to telecourses.

## ADMISSIONS

Madonna University welcomes students of various ages and 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 University.

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 University.

### Application Procedure

1. Submit a complete application for admission and the nonrefundable 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 University Applicants:

- Official high school transcript or General Education Development (GED) test results.
- ACT College Report indicating results of the ACT or Enhanced ACT Assessment for all current high school students or recent high school graduates. Madonna University must be the direct recipient of this report. The ACT code number for Madonna University is 2022. Scholastic Aptitude Test (SAT) or other results are optional.

#### Transfer Applicants:

- Official high school transcript, or the equivalent, must be submitted by all applicants who do not hold an associate degree or higher.
- Official transcript(s) from the college(s) attended.

The University reserves the right to request additional personal information and evidence of academic proficiency. Specific programs and departments within the University may require additional documentation.

### Notification of Admission

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, which may, in some cases, result in a delay of notification. Following notification of University admission, students are required to meet with their designated advisor to design a plan of study. Students must meet the requirements of the Bulletin in effect at the term for which they are formally admitted or readmitted.

**Regular Admission**

Regular admission 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 or Enhanced 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.

Specific programs and departments within the University may have higher and/or additional requirements for admission into that program or department. Students should consult the Plans of Study portion of this Bulletin for further information. Additional assistance can be obtained through the student's faculty advisor.

**Provisional Admission**

Provisional admission is offered to those applicants whose credentials may not satisfy the above criteria but whose maturity and seriousness of purpose indicate evidence of possible success. Students granted provisional admission:

- will be notified in the Admissions letter of the reason they were not granted regular admission;
- will be assigned a designated advisor and will be required to meet with the advisor before registration each term;
- will be required to comply with one or more of the following conditions:
  - a) report for testing (English, Mathematics and/or Reading) within 30 days from the date of admission
  - b) register for one or more specified courses (e.g., ENG 099, MTH 098) within the first year following admission
  - c) contact a specified office (e.g., ESS, CPI) within 30 days from the date of admission
- will have one calendar year to successfully complete specified courses, achieve "satisfactory academic progress (as defined in the current bulletin) and, if successful, will be granted regular status.

**Nonadmitted Students/Nondegree Seeking Students**

Nonadmitted degree and/or credential seeking undergraduate and postdegree students complete a "Permit to Register" form and pay a \$15 processing fee. They receive an application form and are requested to complete the admission process within eight weeks. One additional permit is allowed for the next term of attendance for a second \$15 fee. Credits earned while attending as a nonadmitted student may or may not be applicable towards a degree at a later date.

Nondegree seeking students complete a "Permit to Register" form and pay a \$15 processing fee each term of their attendance. The "Permit to Register" will include a disclaimer: Credits earned while attending as a nondegree seeking student may or may not be applicable towards a degree at a later date.

#### **Readmission**

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

Students who are readmitted to the University must meet the degree requirements of the Bulletin which is in effect at the time of readmission. 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, nonregistered applicants must apply for readmission.

Incomplete files of nonregistered applicants are not kept beyond two years.

#### **Readmission After Termination**

A person who has been terminated and is seeking readmission is required to follow the normal admissions process (including application fee) and to provide documentation of activities during the dismissal period which supports the individual's readiness to resume an academic career at Madonna University. This process must be completed well in advance of the beginning of the term for which readmission is desired and no later than December 1, March 1, or July 1 for admission to the following term.

#### **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 University. 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 University. It is thus possible for the student to earn university credits while concurrently completing high school graduation requirements.

#### **Transfer Students**

Students transferring to Madonna University 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. For admission and scholarship

consideration, all credits and honor points will be averaged to determine a transfer GPA. Credits, honor points and GPAs will be listed on the Transfer Credit Evaluation Form along with a notation of the actual number of hours accepted by Madonna University. Only those courses completed at a regionally accredited institution with a grade of C (2.0) or better will be considered for transfer credit. Grades are not transferable.

Transfer students pursuing their first baccalaureate degree at Madonna University 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 University including electives, if necessary.

Transfer students pursuing their second baccalaureate degree at Madonna University must complete the requirements for General Education and the desired major. They must earn at least 30 semester hours at Madonna University including electives, if necessary. Transfer students pursuing an associate degree at Madonna University 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 University.

The University will consider accepting credits from degree-granting institutions listed in Accredited Institutions of Higher Learning published by the American Council on Education.

All requests for adjustments, additions, and corrections to the Transfer Credit Evaluation Form must be submitted in writing to the Admissions Office within the term following the student's admission to the University. A form for this purpose is available in the Admissions Office.

In addition, credit will not be granted at a later date for coursework completed at an institution not listed on a student's application for admission, nor will that credit be added if the student has cause to be re-admitted to the University. A student may be liable for dismissal if it comes to light that a prior academic history was omitted in order to gain admission.

#### **Graduates with Associate Degrees/Satisfying the MACRAO Transfer Agreement**

Madonna University provides educational opportunities to graduates of community colleges who have earned associate degrees and are interested in pursuing baccalaureate degrees.

Ordinarily, a student may not transfer more than 64 semester hours or the equivalent from a two-year college into a baccalaureate program at Madonna.

An Associate of Arts or Associate of Science degree from a community college is recognized as fulfilling the General Education requirements at Madonna University provided that the transfer courses conform with the MACRAO Agreement, and it is indicated on the student's transcript from the two-year institution that the student has satisfied the MACRAO Agreement.

If the transfer credits do not include courses in Religious Studies, the student is required to take 6 semester hours in Religious Studies for a baccalaureate degree in keeping with the philosophy of Madonna University.



Additionally, students who satisfy the MACRAO Agreement may still be required to fulfill additional baccalaureate general education requirements in the following areas:

Junior or Senior Level English Literature.....	4 s.h.
Biological Science, Physical Science, or Mathematics.....	3-4 s.h.
Computer Literacy.....	2-3 s.h.
Social Sciences.....	7 s.h.

Finally no transfer credit will be granted for a course or courses in which grades lower than a C or 2.0 are earned.

#### **Advanced Standing for Nontraditional Students**

Madonna University believes that higher education should be available to persons throughout their lifetime and not just immediately after high school graduation. The University 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, fire protection and occupational safety, health and social work, 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 University at least one year before enrolling in classes. In addition to fulfilling the admission requirements previously listed, these students must submit:

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

In order to qualify for regular admission to the University, applicants who are non-native speakers of English must meet the following English language proficiency requirements:

- TOEFL (Test of English as a Foreign Language): Score 540
- TWE (Test of Written English): Score 4
- MELAB (Michigan English Language Assessment): Score 80

Students who do not meet these standards may be admitted provisionally to the University, and are required to successfully complete the appropriate ESL courses. ESL placement is determined by a number of assessments and

institutional evaluations. Students meeting the above requirements may be admitted without being required to take ESL courses, but are welcome to elect ESL courses to sharpen their skills.

ESL courses are specifically designed to prepare students for the English proficiency necessary to complete their academic courses. A number of these courses can be taken concurrently with academic courses in the student's program of study. ESL courses are credit bearing, and 9 s.h. at the 400 level may apply towards the baccalaureate degree requirements. Interested students should contact the ESL Program Director for additional information.

Applicants to Madonna University who are graduates of a high school outside the United States must have academic preparation equivalent to that required for 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.

Additional policies relating to international students may be obtained from the **International Student Policy Handbook**, available from the Center for International Studies.

#### **Contractual Agreements**

Madonna University has a number of contractual agreements with area institutions. Upon admission to Madonna University, students who have completed an approved program of study are able to obtain transfer credits which can be applied towards the requirements of specific majors within the University or, often, used as general electives within other programs of study. Specific guidelines and requirements vary. Interested students should consult the information below. Additional information can be obtained through the Admissions Office.

**CDI Career Development Center:** CDI (Control Data Institute) Career Development Center graduates of the computer programming and the 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 University.

**Center for Banking Education (formerly the American Institute of Banking):** Students may transfer a maximum of 30 credit hours with a grade of C or better from the Center for Banking Education as electives toward any major in the School of Business for a bachelor of science degree at Madonna University.

**EMS Provider Institute:** Graduates of the EMS Provider Institute will be granted 10, 16 or 26 credit hours, depending upon their current state licensure as a Basic EMT, Advanced EMT or both. These credits may be applied towards

the majors in Fire Science or Occupational Safety, Health & Fire Science, or as general electives towards another degree program at Madonna University. Credit will be transcribed after a student has successfully completed 12 semester hours at Madonna University.

**Michigan Fire Fighters Training Council:** Persons who have completed the programs offered through the Michigan Firefighters Training Council may request experiential learning credits through the Program Coordinator for Fire Science (FS)/Occupational Safety, Health, and Fire Science (OSF) in the Department of Physical and Applied Sciences. Credits to be awarded will be determined on an individual basis after the student has successfully completed 12 s.h. at Madonna University. These credits may apply toward degree completion in the Fire Science major, or in the Occupational Safety, Health, and Fire Science major.

**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 University. 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 University.

**MoTech Automotive Education Center:** MoTech students who have completed the program in Auto Collision Repair, Auto Mechanics, Electronics Technology, or Industrial Controls will be granted a maximum of 30 semester hours of credit towards an Associate of Applied Science degree or a Bachelor of Applied Science degree in either Auto Collision Repair, Auto Mechanics, Electronics Technology, or Industrial Controls, or as elective credit towards another degree program at Madonna University. MoTech students must successfully complete 12 semester hours at Madonna University in order to have credit transcribed.

**National Education Center (formerly National Institute of Technology):** Graduates of the National Education Center who have completed the Electronics Technology program are granted 31-38 semester hours of credit. These credits will be recognized as the core for a major in electronics technology applied toward an associate or bachelor degree in applied science. Students interested in this degree should contact the College of Science & Mathematics. Graduates may also choose to have these credits apply toward other degrees. Credits will be transcribed after having successfully completed 12 semester hours at Madonna University.

**Specs Howard School of Broadcast Arts:** Students who have completed Specs Howard School of Broadcast Arts program in Fundamentals of Practical Broadcasting Arts are granted up to 20 semester hours to be applied as the specialty area within the video communications major. Students apply to the English & Communication Arts department for the credit after having successfully completed 12 semester hours at Madonna University.

## TUITION AND FEES

Madonna University believes that higher education should be affordable to all who seek it. The following schedule is in effect for the Fall Term I, 1994.

### Tuition Rates

U.S. Residents	Per Semester Hour
Regular and Audit .....	\$ 168
Nursing .....	\$ 212
Graduate .....	\$ 220
Experiential Learning .....	\$ 50
Testing Fee .....	\$ 25 per evaluation/exam

### International Student Rate

Tuition for International Students on a temporary visa is 25 percent greater than the current regular tuition rates, excluding Credit by Examination. Students who obtain a Permanent Alien/Resident Card prior to the start of the term are exempt from the International Student Rates for the term, and so long as they maintain Permanent Alien/Resident status. No retroactive adjustment will be made for previous terms.

### Fees

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

#### General Fees

Admission Application (Non-refundable) ..... \$ 25  
 Advance Enrollment Deposits:

Nursing Students ..... \$ 75

This fee is required of all students entering the nursing program to guarantee the student's intent to enroll at Madonna University. The deposit is applied to the amount due at registration; it is non-refundable in the event of the student's withdrawal.

Foreign Students ..... \$ 1,500

This deposit is refunded to paying party when the student is no longer enrolled in Madonna University's programs.

Course Fees (Non-refundable): Required course fees are published in the class schedule each term.

Deferred Tuition Fee: All tuition and fees are payable in advance, unless the student chooses two equal installments at this additional cost . . . \$ 15

English as a Second Language (ESL) Placement Exam Fee (non-refundable but applied to subsequent enrollment in ESL Classes). . . . . \$ 25

**Graduation Fee:** A non-refundable graduation fee of \$50 is charged each student who applies for graduation. It is assessed only once for each degree. Students who file an Application for Graduation pay the \$50 fee at the Student Accounts Office at that time. The application form must be completed, signed by the student's advisor and presented to the Registrar's Office. See University Calendar for deadlines. Students who fail to file by the appropriate deadlines will be assessed an additional penalty of .....\$10

**Late Payment Penalty:**

First Installment. ....\$ 10  
 Second Installment .....5% of balance due up to maximum of \$ 50

**Parking** .....Free in all lots

**Registration:**

Change in Registration .....\$ 15 each time  
 First Week of Classes (all students) .....\$ 90  
 Mail-in/On-campus registration .....\$ 40 per term  
 Open registration  
     New students .....\$ 40 per term  
     Returning students\* .....\$ 55 per term  
 Permit to register for non-admitted students .....\$ 15 per term  
 Record Replacement (per term) .....\$ 5 per term  
 Removal of Incomplete .....\$ 10  
 Replacement of Student I.D. card .....\$ 3  
 Returned check .....\$ 15  
 Transcription Fee .....\$ 40  
 Transcript of credits  
     Issued to Student (in extenuating circumstances only) .....\$ 7  
     Mailed .....\$ 5

\* A returning student is defined as a student currently enrolled and/or enrolled in either of the two previous terms.

**Residence Hall Fees**

**Room (rented per term)**

Semi-Private .....\$ 1,818 per year/\$ 909 per term  
 Private .....\$ 2,074 per year/\$ 1,037 per term

**Per Night**

Without linens .....\$ 15 per night  
 With linens .....\$ 18 per night

Room Reservation (non-refundable but applicable to room rent) .....\$ 50

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

**Board**

21 Meal Plan .....\$ 2,078 per year/\$ 1,039 per term  
 15 Meal Plan .....\$ 1,998 per year/\$ 999 per term

Students living on campus are required to take their meals in the University 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 .....	\$ 100

Checks should be made payable to MADONNA UNIVERSITY.

NOTE: ALL TUITION AND FEES MUST BE PAID IN U.S. CURRENCY.

**STUDENT PAYMENT POLICIES**

Students may register for courses when past due financial obligations have been met. Registration fees are due and payable at the time of registration at the Student Accounts Office.

Students whose accounts are past due for a current semester's enrollment or who are in debt to the University at the end of any term are not entitled to register, receive a transcript, or diploma until the account is settled.

**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 (Mastercard or Visa). Payment may be made by telephone for credit card holders. Payment may also be made by mail. However, the University is not responsible for lost or delayed mail. The assessment of registration 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 at an additional cost of \$15 (see Fee listing above). 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 University.

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 student's account, provided the award is sufficient to cover the required advanced 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:** Veterans benefits and special departmental awards, 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.

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 Accounts Office with your employer authorization form by the due date may result in additional penalties.

#### **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 Accounts Office, Madonna University, 36600 Schoolcraft Road, Livonia, Michigan 48150-1173.

#### **Penalties**

##### **1. Late Payment Penalty:**

- a.) 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 late payment fee in addition to the full payment. At the end of add/drop week, in order to reinstate the registration, the student is required to pay \$40 in addition to the full payment. A student who does not plan to attend must withdraw through the Registrar's Office.
- b.) A penalty of 5 percent up to a maximum of \$50 is assessed if the second payment is not received by the invoice due date.

2. **Returned Checks:** Checks returned for any reason will constitute non-payment and will be subject to a \$15 penalty per check. Late penalty charges will be assessed when applicable.

**3. Change in Registration Fee:**

- a.) **Complete Drop:** A complete drop of all courses prior to the first day of the term is not assessed a fee. Thereafter, a complete drop of all courses is assessed \$15.
- b.) **Add/Drop Change of Courses:** Each Add/Drop change form processed to alter an existing registration is assessed \$15. A minimum of 50% of the increased tuition and fees resulting from a change in registration made after the billing close date must be paid at the time of adjustment. No change in registration fee is assessed for changes required as a result of University actions.

**4. Open Registration Fee:** Returning students who do not complete registration on the days designated in the Schedule of Classes will be assessed a fee of \$55. This includes the \$40 registration fee. Additional penalties may be assessed dependent upon the actual date of registration. Any student registering during the designated add/drop week pays \$90.

**5. Record Replacement Fee:** Requests to duplicate billing records to verify payments are assessed a \$5 per term 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 student receives a failing grade, which 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 \$15 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 Manager of Student Accounts.

**REFUND vs. CREDITS**

Students who receive financial aid and have a credit balance on their account after all financial aid is posted to their account must make a written request to the Student Accounts Office for a refund check. These refunds are processed for payment according to the following schedule:

<u>Term</u>	<u>Refund Date</u>
Fall	After 6th week of classes
Winter	After 6th week of classes
Spring/Summer	After 4th week of classes

Students who do not receive financial aid and have a credit balance on their account can make a written request to the Student Accounts Office at anytime for a refund check. Students should allow ten working days from the Friday of the week that the request is submitted for processing. Refund checks may be picked up at the Office of Student Accounts between 3:00 and 5:00 p.m. on Fridays. Checks not picked up will be mailed the following Friday.

Students who have a credit balance on their account at the end of the term for which they are currently enrolled will automatically receive a refund only if they do not register for classes during the next fall or winter term.

A credit balance of \$1.00 or less is not credited to the student's account during any subsequent term of enrollment and is only refundable upon written request of the student.

In all cases, students should allow two weeks for processing and mailing before receipt of their refund check.

All fees incurred during the term are non-refundable.

## FINANCIAL AID

Madonna University 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 the applicant's family. The student is expected to contribute toward education expenses through savings, employment, Social Security benefits, untaxed income, and earnings from both the student's spouse and/or parents.

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

### Eligibility for Financial Aid

The eligibility requirements for the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Michigan Tuition Grant, Michigan Competitive Scholarship, Federal Perkins Loan, Federal Stafford Student Loan, Federal Parent Loan for Undergraduate Students (PLUS), and Federal Work-Study are as follows:

1. The student must be a U.S. citizen\*, national or U.S. permanent resident who has an I-151 or I-551 (Alien Registration Receipt Card) or I-94 with proper endorsement.  
\*Michigan residence for Michigan Tuition Grant and Competitive Scholarship.
2. The student must be 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.  
\*Less than half-time students may qualify for some programs. See the Financial Aid Office for details.
3. The student must have a high school diploma, a GED, or pass a test approved by the U.S. Department of Education.
4. 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. Half-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, HT) changes from one term to the next.

Students who do not meet the criteria of "satisfactory progress" will be placed on financial aid probation the following term they enroll.

Failure to make satisfactory progress during the probation term will result in dismissal from the University and loss of all Federal, State and institutional aid.

Students may appeal their dismissal and/or loss of aid to the Vice President for Student Life.

More detailed information on Satisfactory Academic Progress is available in the Policies section of the Bulletin and upon request from the Vice President for Student Life.

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

In addition to the criteria listed above, applicants must be officially admitted to Madonna University and be enrolled in a degree or certificate program to be eligible for the Federal Pell Grant, Federal Supplemental Grant, Federal Perkins Loan, Federal Work Study, Federal Parent Loan for Undergraduate Students (PLUS) and Federal Stafford Student Loans.

#### **Application Procedure**

To apply for the Federal Pell, Federal Work Study, Federal Perkins Loan, Federal Supplemental Educational Opportunity Grant, Michigan Tuition Grant and Michigan Competitive Scholarship, Adult Part-Time Grant, or Federal Stafford Student Loan, a student must:

1. Complete a Madonna University Financial Aid Application, sign it, and return it to the Madonna University Financial Aid Office.
2. Complete a Free Application for Federal Student Aid which is available from high schools, libraries and the Madonna University Financial Aid Office.
3. Students whose applications are selected for verification may be required to provide additional supportive documentation (tax forms, social security benefit statements, etc.).
4. All students who attended another college or university prior to coming to Madonna University MUST request that those institutions previously attended complete a Financial Aid Transcript and send it to the Madonna University Financial Aid Office. These forms are available from the Madonna University Financial Aid Office.

5. Students who are not U.S. Citizens or U.S. Nationals may be asked to provide a copy of their I-151 or I-551 (Alien Registration Receipt Card) or I-94 with proper endorsement.
6. Applications should be submitted as early as possible each year. To ensure full consideration students are encouraged to apply as follows:

Fall Term: February 15th  
Winter Term: September 1st  
Spring/Summer Term: January 1st

NOTE: Students need to apply once each academic year.

7. Procedures for students applying for Madonna University Scholarships and Endowment Scholarships:
  - Fulfill requirements for admission to Madonna University.
  - Complete Madonna University Scholarship Application by March 1.
  - Scholarship/Award winners will be notified by April 30.

#### **Federal Aid Programs**

1. **FEDERAL PELL GRANTS:** Undergraduate students from limited income families are entitled to up to \$2,300 per year in Federal Pell Grant aid on the basis of financial need. The grants can be renewed annually until the student completes an undergraduate degree.
2. **FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS (SEOG):** The federally funded Supplemental Educational Opportunity Grants may be awarded to undergraduate students whose financial aid applications demonstrate exceptional need. These grants may be renewed each year that need is shown and funds are available until the student completes an undergraduate degree.
3. **FEDERAL WORK STUDY:** The Federal Work Study Program encourages on-campus employment for financially needy undergraduate and graduate students. These jobs are secured through the University Financial Aid Office.
4. **FEDERAL STAFFORD STUDENT LOANS:**

**SUBSIDIZED:** Available to undergraduate and graduate students with financial need. The interest on the loan is paid by the government while the student is enrolled at least half-time.

**UNSUBSIDIZED:** Available to undergraduate and graduate students regardless of financial need. The interest **IS NOT** paid by the federal government while the student is enrolled in school.

Loan amounts vary depending on the student's dependency status and the year in school. Interest rates are variable and change annually, but will not exceed 9%. Interest rates for first-time borrowers on or after July 1, 1994 will not exceed 8.25%.

5. **FEDERAL PERKINS LOANS:** Available to undergraduate and graduate students with financial need. The interest rate is 5% and is deferred while the student is enrolled at least half-time.
6. **FEDERAL PLUS LOAN:** Available to creditworthy parents of dependent undergraduate students regardless of financial need. Parents may borrow up to the cost of education minus other financial aid awarded. Interest rates are variable and change annually but will not exceed 10%. Interest rates for loans disbursed on or after July 1, 1994 will not exceed 9%.

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

Students are encouraged to consult "The Student Guide," available from the Financial Aid Office, for detailed information on all federal aid programs.

#### **Michigan Aid Programs**

1. **MICHIGAN TUITION GRANTS:** The Tuition Grant Program provides grants up to \$1,975 per year to qualifying Michigan residents for tuition and fee expenses. This aid is granted to students whose financial aid application shows financial need.

Tuition Grants are provided to eligible full-time or half-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 \$1,975 are awarded annually to college freshman (Michigan residents) whose scores on the American College Test (ACT) or Enhanced 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. **MICHIGAN ADULT PART-TIME GRANTS:** Grants up to \$600 per year not to exceed two academic years are awarded to part-time students (3-11 s.h.) with demonstrated financial need.

### **Madonna University Aid Programs**

To be eligible for University awards, general scholarships and endowed scholarships, students must be officially admitted, have a minimum 3.2 GPA, (some scholarships have higher requirements) and be enrolled full-time (12 s.h.) unless otherwise noted. For transfer students, the GPA is determined at the time of admission. See Transfer Student information in the Admissions section of this bulletin.

**NOTE:** Scholarship and award recipients who receive state or federal assistance may have their awards reduced, so as to comply with state or federal award guidelines.

For additional information on these scholarships and awards, contact the Financial Aid Office.

**TRUSTEES' SCHOLARSHIP:** awarded by the Office of Admissions to outstanding incoming students, this renewable scholarship (\$5,000 per year up to \$20,000) covers tuition, fees, and related educational expenses up to a maximum of 32 semester hours.

**PRESIDENTIAL SCHOLARSHIP:** awarded by the Office of Admissions to outstanding incoming students, this renewable scholarship (\$2,500 per year up to \$10,000) covers tuition, fees, and related educational expenses up to a maximum of 32 semester hours.

**DEANS' SCHOLARSHIP:** awarded by the Office of Admissions to outstanding incoming students, this renewable scholarship (\$1,250 per year up to \$5,000) covers tuition, fees, and related educational expenses up to a maximum of 32 semester hours.

**CATHOLIC STUDENT AWARD:** Each year awards in the amount of \$800 each (renewable each year for a maximum total of \$3,200) are awarded to incoming freshmen. The award is for an active Catholic who wishes to combine a strong quality education with additional Catholic leadership training and experience. Recipients must possess a minimum grade point average of 3.0., and must maintain a minimum cumulative GPA of 3.0. at Madonna University to retain the award.

### **HONORARY SCHOLARSHIPS**

- John and Lorene Blasky Scholarship (1994).
- William J. Cameron Scholarship (1988).
- 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.
- **Anton Jakobs Scholarship (1968)**: awarded to community college graduates.
- **Rudolph Kleinert Scholarship (1968)**: awarded to Community College graduates.
- **Sister Mary Paulette Krakowski (1993)**: awarded to a music major.
- **Sister Mary Joela Patelski Scholarship (1984)**: awarded to a Catholic High School graduate.
- **Rev. John Quinn Scholarship in Memory of George and Mary Quinn (1979)**.
- **Sister Mary Danatha Suchyta Scholarship (1976)**: awarded to a Catholic High School graduate.
- **Nancy E. Tanger Scholarship (1969)**: awarded to a prospective teacher.

#### **ENDOWMENT SCHOLARSHIPS**

- **Bishop Moses B. Anderson Scholarship, S.S.E. Scholarship** established in the memory of Frank Hayden (1988): awarded to African students or American students of African heritage.
- **Archdiocesan Catholic Minority Student Scholarships (1990)**.
- **Harry and Evelyn Beck Endowed Scholarship (1992)**: awarded to student enrolled in the field of teacher education or accounting major curriculum.
- **Viola R. & Thomas G. Bosco Scholarship (1987)**: awarded to a Black student in the Nursing/BSN program.
- **Eva L. and Lawrence L. Bourgeois and Mary Hall Memorial Scholarship (1986)**.
- **Michael & Sophia Brocki Scholarship (1984)**.
- **Kelleigh Brown Scholarship (1989)**: awarded to a nursing student from the downriver community.

- **John J. Carlo Scholarship (1987):** awarded to a nursing major.
- **Daoud Foundation Scholarship (1991).**
- **George DeDecker Endowment Scholarship (1990).**
- **Maria Del Carmen Endowed Scholarship (1993)** for Latin American students.
- **Charles and Patricia Derry Video Communications Scholarship (1989):** awarded to a Video Communications major.
- **Angelo DiPonio Scholarship (1989).**
- **Felician Sisters Scholarship (1987):** awarded to members of the Felician Community in the Presentation Province, either for candidates or professed sisters. Established by Msgr. Vincent J. Horkan.
- **Emily Gapinski Endowed Scholarship (1994).**
- **Sister Mary Humilitas Gerszyn Scholarship (1988):** awarded to a nursing major.
- **Sister Mary Lauriana and Joseph Gruszczynski Family Scholarship (1977).**
- **Kristen H. Hallerman Scholarship (1993):** awarded to a beginning nursing student from either Plymouth-Canton High School, Plymouth-Salem High School, or Garden City High School.
- **William Randolph Hearst Scholarship (1987):** awarded to students in service oriented degree programs.
- **Jennie Horowitz Endowed Scholarship (1993):** awarded to a full-time nursing student of African American descent.
- **Floyd R. Kannberg Scholarship (1993):** awarded to a student pursuing a degree in hospice or nursing. Established by Frances M. Kannberg.
- **Charles and Frances Kazul Scholarship (1989):** awarded to a needy student.
- **Knight Foundation, Inc. Scholarship (1988):** awarded to hearing-impaired students.
- **Knights of Columbus/Michigan State Council Scholarship (1988):** awarded to prospective teachers of retarded, emotionally impaired and learning disabled children.



- **Carla L. Knudsen Scholarship (1986):** awarded to a nursing major.
- **Richard Koch Scholarship (1980):** awarded to a criminal justice major.
- **Theodore and Eleanor Konarski Scholarship (1984).**
- **Sister Mary Hugoline Konkol Scholarship (1984):** awarded to a graduate of a Catholic High School.
- **Rev. Francis P. Kozlowski Scholarship (1993):** awarded to a Catholic student. Established by Stella Gutowski.
- **Sister Mary Hospicia and Reverend Edward J. Kubiak Scholarship (1986).**
- **Anna and Stanley Kucharski Scholarship (1984).**
- **Sister Mary Chester Kucharski Scholarship (1983).**
- **Francis and Anna Kujawa Scholarship (1990).**
- **Our Lady of Refuge Scholarship (1991):** awarded to a Catholic student in a service-oriented degree program.
- **Mr. and Mrs. Remie Laenen Scholarship (1990).**
- **William and Martha Lake Scholarship (1983):** awarded to a registered nurse.
- **Latinos de Livonia Scholarship/Grant Award (1989):** awarded to a student of Hispanic heritage. Minimum 2.5 GPA, Grant; 3.2 GPA, Scholarship.
- **Dr. Bernard and Meta Landuyt Scholarship (1986):** awarded to a business administration major.
- **Lions/Lioness Club Scholarship (1979):** awarded to hearing impaired students.
- **Livonia Jaycees Scholarship Endowment Fund (1989):** awarded to junior or senior students.
- **Johu and Mary MacKenzie Memorial Scholarship (1993):** awarded to nursing student.
- **Madonna University Alumni Association Scholarship (1986):** awarded to the son or daughter of a Madonna University graduate.
- **Don and Joyce Massey Scholarship (1991).**

- **Sister Colleen Morris Scholarship (1979):** awarded to a gerontology major.
- **Edward W. Nycz Memorial Scholarship (1993).**
- **Dr. Leo and Dr. Bernice (Ostrowski) Obloy Scholarship (1991).**
- **Warren and Genevieve Orlick Scholarship (1991).**
- **Sister Mary Berarda Osinski Scholarship (1983):** awarded to a child development major. Established by Thomas S. Monaghan.
- **Outer Drive Hospital Auxiliary Scholarship (1991):** awarded to a sophomore level or above student enrolled in a health-related curriculum.
- **Catherine, Agnes, & Sr. Grace Marie Prybys Scholarship (1989).**
- **Hon. Carl D. and Peggy Pursell Scholarship (1993):** awarded to a business, nursing and/or teacher education student.
- **Mary Pitrone Richards Scholarship (1977):** awarded to a junior or senior (basic) student in a baccalaureate nursing program. 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.
- **The Rozek Family Scholarship/Grant (1989):** awarded to a student of Hispanic heritage. Minimum 2.5 GPA, Grant; 3.2 GPA, Scholarship.
- **Sister Mary Bridget Roznowski Scholarship (1986):** awarded to a home economics major.
- **Sage Foundation Scholarship (1988).**
- **Marie C. Sochalski Memorial Scholarship (1994):** awarded to a nursing student.
- **Sryniawski Family Scholarship (1990).**
- **Frank A. Sryniawski Scholarship (1990).**
- **Joseph Sryniawski Scholarship (1991):** awarded to a Catholic student.
- **Sister Mary Immaculata Sryniawski Scholarship (1989):** awarded to a graduate of a Catholic high school.
- **Emmet E. and Frances Tracy Scholarship (1987).**

- Sr. Mary Francilene Van de Vyver Scholarship (1991): awarded to a music major.
- Ventura Family Scholarship (1990).
- Lucille A. Weber Memorial Scholarship: awarded to a gerontology major.
- Josephine Barski and Alexander Wowk Scholarship (1993): awarded to a nurse with a hospice major/minor.
- John and Emily Wysolmierski Scholarship (1988).
- Rev. Francis J. Zdrodowski Scholarship (1993).
- George and Caroline Zgoda Family Scholarship (1980).
- Sister Mary Angelis Zgoda Scholarship (1985).

**ADDITIONAL SCHOLARSHIPS:**

- Winifred Maybury Berkery Trust Scholarships (1979).
- Besser Foundation Scholarships (1983): awarded to a graduate of Alpena High School or a transfer student from Alpena Community University.
- Chrysler Minority Scholarships (1990).
- DeSeranno Educational Foundation Scholarships (1986): awarded to qualified students.
- 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 who major 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.
- McNamara Charity Fund (1989): awarded to students of financial need and well deserving.
- Royal Maccabees Insurance Company Scholarship (1982): awarded to a Madonna University junior or senior who has demonstrated academic excellence.
- Edward C. and Hazel L. Stephenson Foundation Scholarships (1981).

- **UPS Scholarship (1989).**

- **Wayne County Medical Society Alliance Scholarship (1984):** awarded to nursing students.

#### **OTHER**

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

- **Madonna University Grant:** awarded to students on a financial need basis.

- **Senior Citizen Tuition Waivers** are available to individuals 65 years of age or older. Tuition is charged at one-half the regular rate. Applies to tuition **ONLY**. Details available from the Financial Aid Office.

#### **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:

1. **VETERANS' EDUCATIONAL BENEFITS:** The Department of Veterans Affairs administers a number of education programs for veterans, servicepersons, and eligible dependents. Contact the Financial Aid Office or the Department of Veterans' Affairs for more information.
2. **VOCATIONAL REHABILITATION EDUCATION BENEFITS:** Vocational Rehabilitation Education Benefits are for students with physical or mental disabilities which result in substantial handicaps due to employment. Contact local VRS Office for additional information.
3. **EMPLOYEE TUITION REIMBURSEMENT PROGRAM:** Many employers will pay tuition for their employees who successfully complete coursework at Madonna University. For more details check with the Personnel Office at your place of employment.

More detailed information on all financial aid programs is available from the Madonna University Financial Aid Office (313) 591-5036. All students are encouraged to contact the Financial Aid Office for further information and assistance in applying for financial aid. The Financial Aid Office is open Monday and Thursday from 8:00 a.m. to 7:00 p.m. and Tuesday, Wednesday, and Friday from 8:00 a.m. to 5:00 p.m.. Students should consult the Madonna University Student Financial Aid Handbook for detailed information on all University aid programs. Particular attention should be paid to application deadlines and to award and packaging priorities.

## **STUDENT LIFE**

Madonna University 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 & Organizations**

Madonna University students have the opportunity to express their interests and develop leadership skills by committing to club memberships and campus chapter organizations. Active campus organizations include:

Athletic Club  
Madonna University Business Professional Association  
Chorale  
Council for Exceptional Children  
Data Processing Management Association  
Deaf Club  
Fashion Merchandising Professional Association  
Gerontology Association  
Health Managers Organization  
International Student Organization  
Latino Student Association  
Legal Assistant Association of Madonna University  
Multicultural Forum  
Madonna University Music Club  
Music Education National Conference Student Chapter (MENC)  
Madonna University Nursing Student Association (MUNSA)  
Program Board  
Project Earth (Environmental Action Group)  
Psi Sigma Omega (Political Student Organization)  
Psychology Club  
Residence Hall Council  
Social Work Student Association  
Student Ambassador Club  
Student Government  
Student Michigan Education Association (SMEA)

### **Student Honors Societies**

Madonna University also offers a number of organizations which recognize scholastic and academic achievement within a variety of departments and programs. These honors societies include:

National Catholic Honors Society: Kappa Gamma Pi  
Business Honors Society: Delta Mu Delta  
Education Honors Society: Kappa Delta Pi  
Gerontology Honors Society: Sigma Phi Omega  
Nursing Honors Society: Sigma Theta Tau  
Social Work Honors Society: Phi Alpha

### **Student Government**

Annual elections are held for the Madonna University 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, community projects, and participation in other University activities are Student Government sponsored.

### **Student Representation: University Committees**

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

**Faculty Standing**  
Admissions and Financial Aid  
Campus Ministry  
Cultural Affairs  
Curriculum & Educational Policy  
Graduate Studies  
Library  
Marketing  
Teacher Education

**Board of Trustees**  
Academic Affairs  
Physical Plant  
Public Relations & Development  
Student Development

### **Cultural Affairs**

An essential dimension of a liberal arts education is the opportunity for artistic expression and appreciation. Madonna University 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. Music recitals and the Madonna University Chorale, open to all students and community members, offer opportunities for performing arts expression.

The University's Cultural Affairs Committee, with input from students, plan an outstanding series of performing arts. Past events have included nationally-known dance, drama and musical performances, as well as lectures.

The University also sponsors a captioned film series of recent movies for the deaf and hearing impaired. A student publication, Madonna Herald, 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 areas.

### **Physical Education**

The Physical Education Department offers a variety of classes geared toward the development of good health and fitness. Offerings include aerobics, physical fitness and conditioning, and other seasonal classes. Instruction in sports includes tennis, bowling, and golf. Winter classes include downhill and cross-country skiing.

### **Athletics**

The Madonna University Athletic Department has shown significant growth since its inception. Once a one-sport program that featured women's tennis, the Athletic Department has since developed into a major intercollegiate sports program that offers women's volleyball, men and women's basketball, and men and women's baseball. In addition, the Athletic Department sponsors a dynamic Intramural Program that allows students to enjoy co-ed volleyball, floor hockey, indoor soccer, basketball, tennis, and softball. A special Leisure Activities Program designed for the non-competitive student offers a variety of social activities with chess tournaments, euchre, backgammon, ping-pong championships and movies. The new Wellness Program is for the health-minded individual with emphasis on fitness and conditioning. Aerobics, walking and jogging, diet and nutrition, smoking cessation, relaxation techniques and stress management are among the offerings.

Madonna University is a member of the NAIA (National Association of Intercollegiate Athletics). Madonna University's campus features a regulation-size gymnasium located in the Activities Center which seats up to 700 people. There are four regulation tennis courts with bleachers and outdoor lights as well as outdoor basketball courts. A fitness court features outdoor conditioning. The Activities Center is open to students during posted Open Gym Hours. Locker room facilities are available for men and women.

The Athletic Club, available to all students, promotes school spirit through the sponsorship of the annual 5K (3.1 mile) fun run, sports clinics, and other events. Athletic scholarships and grants are available to students of promising talent. The Athletic Department employs a full-time Athletic Director, an Assistant Director of Intramurals, five part-time coaches and clerical staff.

### **Campus Ministry**

Campus Ministry at Madonna University is an important religious ministry dedicated to the service of individuals and the total University community. As a searching, believing, loving and worshipping community, it is the presence of the Catholic Church on the University campus.

Religious and lay members of Madonna University's Campus Ministry team serve as counselors and spiritual activity coordinators for students of all denominations. Campus Ministry seeks to encourage the practical application of Christian moral principles through student participation.

Among the activities sponsored by the Ministry are: weekday celebrations of the Eucharist, a weekly holy hour, Reconciliation services, prayer group meetings, lectures on current issues, annual student retreats and Thanksgiving and Christmas food/clothing drives for the needy.

The University Chapel is located on the ground floor of the Residence Hall. A prayer room is also available for students to spend time in quiet reflection.

### **Food Services**

The cafeteria is available on campus in the Residence Hall. Three meals are served daily, except during the vacation periods. A 15 or 21 meal plan is offered.

to residents who are required to take their meals in the cafeteria. No refund will be made on the board fee because of contractual arrangements relating to service in the cafeteria. Occasional or weekend absences are non-refundable.

The cafeteria is also open to commuter students, staff, and guests of the University. The cafeteria hours are:

Breakfast:	Monday through Friday	7:15-8:15 a.m.
	Saturday & Sunday	8:00-8:30 a.m.
Lunch:	Monday through Friday	12:00-1:00 p.m.
	Saturday & Sunday	12:00-12:30 p.m.
Dinner:	Monday through Friday	5:30-6:30 p.m.
	Saturday & Sunday	5:00-5:30 p.m.

A snackbar is available on the lower level of the Administration Building from 5:00-7:00 p.m. Monday through Thursday.

#### **University Center/Residence Hall**

Madonna University maintains separate residence halls for male and female students. Room and board are provided as part of the residence contract. Admitted full-time students apply for residence through the Director of Residence. A Residence Handbook is available for students and explains policies for life in the dormitories.

#### **Health Services**

Health services are available at St. Mary Hospital, which is adjacent to the University at Five Mile and Levan Roads, and also at the St. Mary Hospital Family Medical Centers, located within a five mile radius of the University.

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 University.

#### **Handicapped & Hearing Impaired Students**

Madonna University 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 University 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 University students have opportunities to progress and excel, the University offers extensive support services. Students of various racial, cultural, and ethnic backgrounds, handicapped students, older adults returning to college, veterans and underprepared/provisionally admitted students have access to the following services.

### **Academic Advising Services**

Students with many or few interests and who are unsure of which major to declare are encouraged to seek academic advice through the Office of Academic Advising Services, located off the South Lounge.

### **Academic Computer Laboratory**

The Academic Computer Laboratory (ACL) provides a wide variety of software applications for students, faculty and administration. Also, the University priority on 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 a variety of micro and mid-sized computers.

An IBM 4341 mainframe computer system is available to students in programming courses. An expanding network of terminals in a newly renovated environment 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 evenings. Sunday hours are available during Fall and Winter terms. Lab assistants are on duty during posted hours.

### **Career Resource Center**

The Career Resource Center (CRC), in the Offices of Student Life, located on the lower level of the administration wing, is available free of charge to all students of Madonna University. High school students and the general public are offered many of the testing services at minimal cost. The staff of the Admissions Office, Cooperative Education & Placement, Student Life and Student Activities directly assist in career resource activities. Services include simulation of job interviewing situations, on-the-job decision making experiences, preparation of resumes, and review of hiring practices.

Career-related information is available through SIGI (System of Interactive Guidance and Information), a computer-based information system for use by individuals to determine career/life goals. SIGI helps individuals determine personal values, interests, abilities, and preferences in making career decisions. The Michigan Occupational Information System (MOIS) on microfiche, reflects the current state-wide employment and education outlook. Both systems place at the fingertips of the user a wealth of personal, occupational, and institutional information vital to career development.

The CRC is open 8:00 a.m.-7:00 p.m. Monday through Thursday, and 8:00 a.m.-4:30 p.m. on Friday; summer hours are 8:00 a.m.-4:30 p.m. weekdays.

#### **Center for International Studies**

The Center for International Studies was established in 1991 to serve as a centralized clearinghouse for international education programs, both programs within the University and programs external to it. The Center promotes and facilitates a broad and expanding range of international initiatives at Madonna University, including: study, work, and travel abroad; student and faculty exchanges; curriculum and program development; international faculty development opportunities; and the exploration of expanded offerings in area studies and foreign languages. The Center also administers the Financial Awards for Travel and Education (F.A.T.E.) program, which is designed to help qualified students defer some of the additional costs of studying abroad. The Center works closely with other support services, particularly with the Office of Admissions and with the English as a Second Language (ESL) Program office, to accommodate a growing international student population at the University.

#### **Computerized Writing Laboratory**

The Computerized Writing Laboratory (also known as the Madonna Center for Academic Writing - MaCAW) was established in 1991 to provide additional support for the University's emphasis on computer literacy. The Computerized Writing Lab houses 6 Apple Image Writer dot matrix printers, and 2 HP LaserJet III printers. The lab is designed to facilitate individualized and small group writing assignments and projects.

#### **Counseling**

Individual counseling is available for educational, career, social, or personal concerns. Students, whose academic performance is being disturbed by personal problems due to stress, may contact the Vice President for Student Life or a member of the Campus Ministry team for assistance. A brochure of available counseling services is updated each term and available in the Offices of Student Life. Referrals to community professionals are made in cases where problem resolution is beyond the realm of University resources.

At Madonna University much emphasis is placed on advising students in their plans of study. Students are normally expected to meet with their advisors each term. (See University Policies section.)

#### **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 in need of services such as interpreting, notetaking, and tutoring (in basic skills areas) is requested from Vocational Rehabilitation Services where available. If handicapped students are not eligible for governmental rehabilitation funds, the University will provide these services.

#### **Instruction Center**

The Instruction Center, which is comprised of the Helene Fuld Computer Assisted Instruction Center, and the Ray A. and Jean S. Shapero Nursing Instruction Center, is located in the Angelo DiPonio Building. The Instruction Center consists of an autotutorial area equipped with computers, interactive videos and practice lab. The lab provides clinical equipment for student practice or faculty-planned simulations. The Instruction Center maintains evening and Saturday hours for convenience of students and faculty.

#### **Library Services**

The present library houses over 130,000 volumes and consists of an open stacks area, a periodical and a reference area. Madonna University recently implemented a fully-automated library management system, utilizing VTLS software, which enables on-line users to search the catalog through public access terminals. The library is also connected with the On-Line Computer Library Center which expands the library resources available to Madonna University students. In addition, library resources include study carrels and reading areas, photocopiers, microfilm and microfiche readers, and audio-visual equipment.

The Library-Media Center houses a large lecture hall, an art exhibit gallery, the University Archives and other related offices and services.

When withdrawing books, students are asked to show a valid, current Madonna University I.D. card.

The University library is open daily. Regular library hours are:

Monday through Thursday	8:00 a.m.-10:30 p.m.
Friday	8:00 a.m.-7:00 p.m.
Saturday	9:00 a.m.-5:30 p.m.
Sunday	1:00 p.m.-5:00 p.m.

Summer library hours and vacation schedules are posted well in advance near the second floor Library entrance. Students are advised to check with the Library for any changes in the hours.

**Madonna Academic Performance Program (MAPP)**

Located in the Center for Personalized Instruction (CPI), the MAPP program assists underprepared students experiencing difficulty in basic skills areas. Tutors are available in specific subject areas as well as in 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.

## **UNIVERSITY POLICIES**

### **Academic Advising & Counseling**

Admitted students with declared majors are assigned academic faculty advisors who assist them in developing plans of study to meet their graduation requirements. Admitted students with no declared majors are assigned temporarily to an advisor in the Office of Student Life or Academic Advising Services until a major is declared. The Office of Academic Advising Services is also available to assist students with questions related to the advising process. In addition to the academic advisors, students have access to counselors who assist in promoting personal growth and development and who aid them in times of stress and need. Students interested in these services should consult the Student Support Services section of this bulletin or with the Office of Student Life.

**Students are required to meet with their academic advisors prior to each registration period to have the program for the term approved. The University assumes no responsibility for a student's program if the student is self-advised. Students who have developed an official Plan of Study in consultation with their major advisor are not required to meet with the advisor on a term-by-term basis, but are urged to meet periodically with their advisor to update the Plan of Study, and to discuss academic progress and future plans.**

### **University Bulletin Requirements**

Students must meet the requirements of the University Bulletin in effect at the term for which they are formally admitted or readmitted. In the event that students change their major or program during their course of study, the students are expected to meet the requirements for that major or program from the University Bulletin in effect at the date of the change. The General Education requirements, however, may be in compliance with the University Bulletin in force at the time of admission or readmission.

### **Student Load**

The normal credit hour load per semester is sixteen; maximum load without special permission from the Vice President for Student Life 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. Additional guidelines can be found in the Course Numbering Guidelines section of this Bulletin.

Students must observe prerequisites set by the University and/or by their specific departments. Since the University 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 University 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 University 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 University 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. No registration is permitted during the add/drop period.

Necessary changes in registration, including withdrawal in writing from a course, are made through the Registrar's Office. A service fee is charged for a change in registration. A student who does not withdraw officially, in writing, from a course receives a failing grade.

#### **Attendance**

Class attendance is required of all students. Repeated absences may result in lowering of grade or loss of credit. The University places the responsibility for attendance upon the student.

When a faculty member is unavoidably detained for a scheduled class, students are expected to wait one half hour.

Students should report prolonged absences to the Vice President for Student Life.

#### **Interpretation of Grades**

Effective Fall Term, 1991, Madonna University adopted a plus/minus grading scale which includes the following grades: A (4.0), A- (3.66), B+ (3.33), B (3.0), B- (2.66), C+ (2.33), C (2.0), D (1.0), and F (0.0). Specific accommodations to the new plus/minus grading scale (i.e., A-, B+, B-, and C+) have been left to the discretion and interpretation of the individual departments, but should be consistent with the following general guidelines:

**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, 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. D grades are not acceptable for major courses. A D grade 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.

**F — Failure — 0 honor points.**

- a. designates unacceptable work and requires the student to repeat the course to gain credit.
- b. **F 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 coursework 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 F.
- f. S grades cannot be converted to letter grades at a later date.
- g. Students taking CLEP exams must decide whether they will accept an A, B, or C grade or select an "S" grade at the time they sit for the exam. If they choose to take an "S" grade, they will fill out, sign, and turn in (to the CLEP Administrator) the Request for an "S" Grade form prior to the taking of the exam. Students must discuss this decision with their major advisors (department policies vary).



**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 University bulletin. Failure to officially withdraw from a course will be recorded as F, a failing grade, 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 the attendance requirements will be recorded as W on their transcript.

**I — Incomplete**

A grade of I automatically becomes F, a failing grade, if not removed within six weeks after the end of the term. In extenuating circumstances, students must submit a request for extension of this limit in writing to the Registrar's Office which must be approved by the Instructor and the Registrar. Forms are available at the Registrar's Office.

**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. Repeated courses must be taken at Madonna University, and cannot be transferred in.
2. Only a grade of C or better is applicable toward a major, minor, a professional program, or required supportive courses.
3. Students receiving a grade of D or F in a major, minor, professional program or a required support course taken at Madonna University must repeat that course at Madonna University. A comparable course taken at another institution will not be transferred in.
4. The University 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.

**How to Calculate a GPA/CUM**

To compute a Grade Point Average (GPA) for one term: multiply the number of points representing the grade (A, B, C, D, or F) for each course times the number of semester hours for the course; add the grade points earned for the term; divide the total points by the number of semester hours attempted that term (excluding "S" grades and their semester hours). The result will be the term GPA. For example:

Course	Credits	Grade	Point Value	Calculation	Grade Points
ENG 101	3 s.h.	B+	3.33	3 x 3.33 =	9.99
SOC 101	4 s.h.	C	2.00	4 x 2.00 =	8.00
RST 133	3 s.h.	A-	3.66	3 x 3.66 =	10.98
COL 101	1 s.h.	F	0.00	1 x 0.00 =	0.00
BIO 101	<u>4 s.h.</u>	D	1.00	4 x 1.00 =	<u>4.00</u>
	15 s.h.				32.97

The term GPA in this example is the total grade points (32.97) divided by the total semester hours (15), i.e., 2.19 term GPA.

The cumulative average (CUM) is calculated the same way including all terms, course grades and credit hours attempted at Madonna University.

#### **Examination, Grade Reports, & 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 coursework 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 require a fee. (See Tuition & Fees section.)

#### **Scholastic Integrity**

All written work and computer 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.

#### **Declaration/Change of Major or Minor**

Students wishing to declare, change or delete a major and/or minor do so after consultation with their assigned advisor and an advisor in the discipline which they wish to declare. The Declaration/Change of Major form must be filled out, signed by the appropriate advisor(s) and submitted to the Office of Academic Advising Services. Students changing their major/minor are to meet the requirements for that major/minor in the University Bulletin in effect at the time of change. The General Education requirements, however, may be in compliance with the University Bulletin in force at the time of admission. 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.

**Dean's List**

Full-time students who register for and complete at least 12 semester hours of letter-graded Madonna University credit (none by evaluation) and who maintain a grade point average of 3.5 or better during the term merit first honors on the Dean's List; 3.25 to 3.49, second honors. The GPA will be computed only upon earned grades of A, B, C, D or F. Grades from courses taken concurrently at other institutions will be excluded from consideration.

**Academic Achievement List**

Part-time students who register for and complete not less than 6 and not more than 11 semester hours of letter-graded Madonna University credit (none by evaluation) and who maintain a grade point average of 3.5 or better during the term merit first honors on the Academic Achievement List; 3.25 to 3.49, second honors. The GPA will be computed only upon earned grades of A, B, C, D or F. Grades from courses taken concurrently at other institutions will be excluded from consideration.

**Degrees with Distinction**

Degrees with distinction are available to baccalaureate students. To be eligible for a degree with distinction a student must complete a minimum of 56 GPA hours at Madonna University. The GPA considered for a degree with distinction will be based on all credits prior to the winter term preceding commencement. Credits taken for an "S" grade will not be included in the required 56 GPA credit hours. If a course is repeated, the last grade earned will be included in the GPA calculation.

Degrees with distinction are based on the following grade point averages: With honors, 3.5 - 3.699; With High Honors, 3.7 - 3.899; With Highest Honors, 3.9 - 4.0.

A student pursuing a second baccalaureate degree may earn a degree with distinction based on all coursework beyond the first degree (minimum 45 s.h.).

**Good Standing**

Students who maintain a term and cumulative grade point average (GPA) of 2.0 or higher and make satisfactory academic progress, as described below, are considered to be in good standing.

**Satisfactory Academic Progress**

Satisfactory Academic Progress is determined by three factors:

1. minimum 2.0 term grade point average;
2. minimum 2.0 cumulative grade point average; and
3. rate of course completion based on enrollment status, according to the following table:

ENROLLMENT STATUS		MINIMUM COURSE COMPLETION
Full-Time	24+ s.h./a.y.* 12+ s.h./term	20 s.h./a.y.
3/4-Time	18+ s.h./a.y. 9-11 s.h./term	13 s.h./a.y.
Half-Time	12+ s.h./a.y. 6-8 s.h./term	10 s.h./a.y.
Less Than Half-Time	Less than 6 s.h./term	one course per term

\* Key: s.h./a.y. = semester hours per academic year.

A formula will be applied to determine the completion factor for students whose enrollment status (full-time or part-time) changes from one term to the next.

NOTE: Names of individuals receiving Veterans' Benefits who fail to make satisfactory progress are submitted to the Department of Veterans Affairs.

#### Probation

Failure to achieve a 2.0 term GPA and/or cumulative GPA will cause a student to be placed on probation. This status is recorded on a student's transcript.

#### Termination

Students who remain on probation for two consecutive terms are automatically terminated. An exception to this rule occurs when a student achieves at least a 2.0 term GPA, and maintains satisfactory academic progress as defined above. Such a student is considered to be making progress, but is still on probation. This student must achieve good standing within three terms or be terminated. Once a student on probation reaches good standing, the student is required to maintain this status for three consecutive terms or be terminated.

#### Reinstatement After Termination

A student who has been terminated for failure to make satisfactory progress and who wishes to appeal the termination shall appeal to the Vice President for Student Life within seven days after notification of termination. Reinstatement of a student terminated from the University is considered when the student gives evidence of improved circumstances that will ensure successful performance in the next term of enrollment. A student is reinstated to continue in the University, not necessarily in a particular major. A student may be reinstated only once.

#### Readmission After Termination

A person who has been terminated and is seeking readmission is required to follow the normal admissions process (including application fee) and to provide

documentation of activities during the dismissal period which supports the individual's readiness to resume an academic career at Madonna University. This process must be completed well in advance of the beginning of the term for which readmission is desired and no later than December 1, March 1, or July 1 for admission to the following term.

#### **Student Grievance Procedure & Appeal Board**

The Student Grievance Procedure provides a method for setting student grievances which result from misinterpretations in areas related to the Madonna University Bulletin and/or departmental policies and/or a grade received in class. The grievance procedure must be initiated within 15 days following the grievant's knowledge of the complaint. **Students appealing termination or dismissal for academic reasons have seven days from the date of notification to appeal.** See the Student Handbook for complete Student Appeal procedures. The Student Handbook is available in and outside of the Offices of Student Life, and in the Take-Five Lounge.

#### **Experiential Learning**

The evaluation and registration procedures for experiential learning credits include:

1. Once a student is formally admitted, s/he may speak to the faculty evaluator or to the Director of Academic Advising Services for referral to the evaluator. The first meeting with the evaluator is to decide which course contents have been mastered and how the knowledge will be documented (exam, portfolio, product, video, etc. - see below for CLEP exam procedures).
2. After the student has earned 12 semester hours of coursework at Madonna University, the student and evaluator must complete the Experiential Evaluation Form, available at the Office of Academic Advising Services. The completed form must be signed by the faculty evaluator and the department chairperson.
3. An application fee is paid at the Student Accounts Office prior to registering the credits. Reduced tuition is charged for experiential learning credits.
4. Registration of experiential learning credits, including CLEP exams, is completed **ONLY** during regular term registration periods, on the same registration form used to register term courses. Consequently, grades for experiential learning credits will only appear **AT THE END OF THE TERM IN WHICH THEY ARE REGISTERED.**
5. When registering experiential learning credits, the course number must be followed by a .1. Term reports and transcripts of students who have been awarded experiential learning credits will carry the notation xxx.1 to indicate that credit was granted by evaluation, e.g., PSY 101.1, General Psychology.

6. Grading for prior learning credit is usually Satisfactory (S). A failing evaluation is not recorded.
7. Each student who plans to receive an undergraduate baccalaureate degree at Madonna University needs to take a minimum of thirty semester hours of coursework at Madonna University. Second baccalaureate degree students needing only to complete a minimum of thirty semester hours may not satisfy them with experiential learning credits.
8. Experiential learning credits are excluded when determining eligibility for financial aid, full- or part-time status, Dean's List, Academic Achievement List, and proof of U.S. residency (I-20 verification).

For additional information on experiential learning credits, consult the Academic Options section of this bulletin, or the Office of Academic Advising Services.

#### **CLEP Exam Procedures**

Experiential learning can be evaluated by the standardized College Level Examination Program (CLEP) examinations, which are administered at Madonna University monthly on the Thursday before the third Saturday, with the exception of December. It takes approximately one month after the exam is taken to receive final scores prior to registering the credit at the University. Students interested in taking CLEP exams must:

1. Register a month in advance for the specific exam(s) at the Office of Academic Advising Services by paying for the exam(s).
2. Decide whether they will accept an A, B, or C grade or select an "S" grade at the time they sit for the exam. If they choose to take an "S" grade, they will fill out, sign, and turn in (to the CLEP Administrator) the Request for an "S" Grade form prior to the taking of the exam. Students must discuss this decision with their major advisors (department policies vary).
3. Obtain the Experiential Learning Credit Evaluation form from the Office of Academic Advising Services after notification of scores, and register for the credits as outlined in the Experiential Learning section above.

#### **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-oping (40 hours per week) followed by a semester of coursework on campus.
- . Parallel: full or part-time co-oping and on-campus coursework 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. Transfer students qualify after earning twelve semester hours at Madonna University or earlier upon departmental recommendation.
3. A cumulative and Madonna University grade point average of 2.5 or better 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 University.
5. Employable on terms of the employer as defined in the job placement.

A student may apply for cooperative education by obtaining an application form from the Office of Cooperative Education and making an appointment with a Co-op coordinator.

Application for cooperative education studies should be completed by June 1st for Term I, October 1st for Term II, and February 1st for Term III.

#### **Catholic College Consortium**

General procedures for enrolling in consortium college classes through the Detroit Area Catholic Higher Education Consortium, of which Madonna University is a member, include:

1. Students must enroll for at least 12 s.h. including the course(s) at the consortium college. Official authorization form is obtained from the home Registrar, completed, and validated. The completed authorization form is presented to the Registrars of both home and host schools and the registration procedures of the host institution are followed.
2. Tuition is paid to the home institution. Special laboratory and/or studio fees are paid directly to the host school.
3. To drop a course taken on the above basis, student 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 total number of courses which Madonna University students may pursue at other consortium schools rests with the Academic Vice President.
5. A part-time student may not register for more than 12 s.h. of consortium credit during his or her undergraduate career.

#### **Student Records**

In accordance with the "Family Educational Rights & Privacy Act of 1974", the policy of Madonna University 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 University 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 University.
2. Accrediting organizations.
3. Officials with application or receipt of financial aid.
4. State or local officials as required by state statute.



5. Organizations conducting studies on behalf of educational institutions.
6. In an emergency: health or safety.

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

#### **Application for Graduation**

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 coursework. Deadline dates are specified in the calendar of the University Undergraduate Bulletin and in the schedule of classes each term. Failure to meet the deadline date may result in graduation being postponed until the following term. There is a \$50 fee when filing an application for graduation.

#### **Graduation**

Students may graduate at the end of each term upon completion of degree requirements. A minimum 2.0 final grade point average 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 \$50 fee for expenses, regardless of participation.

#### **Commencement**

Students who expect to complete degree requirements at the end of the summer session may participate in the current May commencement exercises. Such students must have no more than 9 semester hours remaining to complete graduation requirements. Students must register for these courses during Mail-in registration for Spring/Summer term. These students are required to:

- 1) meet the deadline for filing the "Application for Graduation,"
- 2) have a minimum 2.0 Madonna University and cumulative grade point average, and
- 3) complete and file the "Petition to Participate in Graduation" form with the Registrar by the posted deadline.

July graduates who choose to participate in the current year Commencement will have their honors noted on their transcripts and in the following year Commencement program.

#### **Diplomas**

Diplomas for December and May graduates are sent out 10 weeks after the July graduation date.

### **STUDENT LIFE POLICIES**

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

**Address Change**

It is the responsibility of the student to inform the University of any address changes by completing a change of address form in the Student Accounts Office or Registration Office. Mail returned to the University because of an address change will not defer the assessment of penalty charges.

**Dress Code**

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

**Drives & Solicitation of Funds**

Individual students, staff 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 and participate in fund-raising drives for any reason without first obtaining approval from the Office of Development.

**I.D. Cards**

University student identification cards are issued by the Offices of Student Life at the time of the first registration. The I.D. card can be replaced for \$3.00. The I.D. card should be carried at all times; it is used whenever identification is necessary, and must be presented when requested by a University staff member or security guard. I.D. cards are to be updated each term at the Offices of Student Life or at the Registrar.

**Madonna University Alumni Association (MUAA)**

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

**Name Change**

Students who wish to have their name changed on their official records must complete a change of name form, available at the Student Accounts Office or the Registration Office. A copy of the official authorization of change must be provided when the completed form is submitted.

**Parking Regulations**

Students may use all the parking lots, except where restrictions are posted for reserved parking for the disabled or for designated purposes. There is no parking on the grass or anywhere on the inner campus. Parking violators will be ticketed.

**Prohibitions**

Students are prohibited from gambling or using narcotics, drugs and alcoholic beverages on campus. Madonna University recognizes its duty to

uphold the laws of the State of Michigan. Students are reminded that violation of these laws may be considered a misdemeanor or a felony. The University will not condone the abuse of the law or of persons. The University 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, all buildings of the campus are smoke-free.

**Respect for Property**

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

**Social Security Number Change**

It is the responsibility of the student to inform the University of a correction to an erroneous social security number. A change of social security number form is available from the Student Accounts Office or the Registration Office. A copy of your social security card is required before the form can be processed.

**SECTION II.**

**EIGHT ACADEMIC GOALS  
AND COMPETENCIES**

## GENERAL EDUCATION REQUIREMENTS

Liberal Arts Education is an education for life, designed to expand the students' understanding of significant ideas and issues relevant to culture and the complexity of the modern world. Madonna University provides students with career preparation within a liberal arts framework consistent with the mission statement of the University.

To this end, the University requires all students to complete a program of study which includes a general education core as well as a major program area.

The program of study requirements evolve from statements of eight Academic Goals and Competencies that together characterize the liberally educated person. These eight competencies provide a rationale for the courses that are required to fulfill the general education and program major goals.

### **General Education Core (Goals 1-6)**

#### **Goal 1 -*Communication* - Develop effective communication skills.**

- 1.1 Demonstrate the ability to write clear, effective English prose.
- 1.2 Demonstrate the ability to read effectively, think critically, and communicate clearly in group situations as well as in individual presentations.

#### **Goal 2 -*Religious Values* - Achieve an understanding of religious and moral dimensions of human experience.**

- 2.1 Identify and describe the values, questions and expressions of truth as exemplified in the Judeo-Christian tradition as well as within various other religious traditions.
- 2.2 Explain the impact and influence of religion on contemporary institutions and on individual value decisions.

#### **Goal 3 -*Cultural Traditions* - Develop an understanding of and responsiveness to the aesthetic, emotive, and intellectual expressions of human concerns through the Humanities and Arts.**

- 3.1 Demonstrate the ability to interpret the Humanities as they are expressed in their cultural richness and ethnic diversity.
- 3.2 Identify and describe the stages of human civilizations as expressed through the creative arts.
- 3.3 Explain how historical and/or philosophical investigation of human experience reveals multiple views of the human condition.
- 3.4 Critically assess how literature through the creative power of language evokes complex realities in response to questions of human worth, human purpose, and human potential.

#### **Goal 4 -*Scientific Inquiry* - Achieve an understanding of modern concepts of science, computer technology and mathematics and the relationship between scientific and technological realities in contemporary life.**

- 4.1 Demonstrate an understanding of the concepts, language and tools of mathematics and develop the ability to reason using mathematical techniques.
- 4.2 Demonstrate an understanding of the scientific bases for the study of the physical and biological worlds and their relationship to one's cultural and social life.
- 4.3 Demonstrate an understanding of the scientific method and its application to problem solving and discovery.
- 4.4 Demonstrate a fundamental understanding of the theory and application of computer technology and information management.

**Goal 5 -*Personal and Social Environment* - Develop an understanding of the ways in which individuals perceive, experience and behave in their personal and social environment.**

- 5.1 Describe the ways in which the individual is affected by the total environment.
- 5.2 Describe and analyze the elements which contribute to effective interpersonal relationships.
- 5.3 Identify and analyze social problems confronting modern pluralistic society and the various personal and community strategies for dealing with these.
- 5.4 Demonstrate an understanding of adaptation to change in personal and social environments.

**Goal 6 -*World Citizenship* - Develop a facility for international and national citizenship skills.**

- 6.1 Demonstrate an elementary theoretical understanding of international relations.
- 6.2 Describe international problems, achievements and aspirations of the U.S. and other nations and cultures.
- 6.3 Analyze significant contemporary national and international issues.
- 6.4 Demonstrate through informed opinion the ability to participate effectively in the formulation of national and international policies.
- 6.5 Evaluate the impact of the increasingly multicultural nature and growing internationalization of American society.

**Program Major and Career Goals (Goals 7-8)**

**Goal 7 -*Personal and Professional Development*- Achieve individual educational goals for personal enrichment and/or career development.**

Knowledge and skills are based on specific major.

**Goal 8 -*Significant Content Knowledge*—Master a significant body of content knowledge.**

Knowledge and skills are based on specific major.

**REQUIREMENTS FOR GENERAL EDUCATION CORE  
ASSOCIATE DEGREE**

For the associate degree, a minimum of 60 semester hours with a grade point average of 2.0 (C) or better is required. The last 15 semester hours must be completed at Madonna University. The 60 hours for the associate degree include: (1) 24-31 semester hours in a major field of study and a minimum of "C" in each course of the major sequence (some associate programs, by exception, have been approved with higher semester hour requirements); and (2) a minimum of 31 semester hours in General Education as outlined below:

**GOAL 1 - COMMUNICATION - DEVELOP EFFECTIVE COMMUNICATION SKILLS.**

Communication Skills, minimum of:

- 6 s.h.      ENG 101    Communication Skills I (3 s.h.)
- ENG 102    Communication Skills II (3 s.h.)

**GOAL 2 - RELIGIOUS VALUES - ACHIEVE AN UNDERSTANDING OF RELIGIOUS AND MORAL DIMENSIONS OF HUMAN EXPERIENCE.**

Values/Religious Perspectives\*\*, minimum of:

- 3 s.h.      Religious Studies

\*\* Some courses are designed basically within the Catholic tradition; other courses are nondenominational in approach and of general human interest.

**GOAL 3 - CULTURAL TRADITIONS - DEVELOP AN UNDERSTANDING OF AND RESPONSIVENESS TO THE AESTHETIC, EMOTIVE, AND INTELLECTUAL EXPRESSIONS OF HUMAN CONCERNS THROUGH THE HUMANITIES AND ARTS.**

Culture & Aesthetic Appreciation, minimum of:

- 4 s.h.      HUM 201    The Medium & the Message (4 s.h.)
  
- 3 s.h.      ART 202    Great Monuments in World Art (3 s.h.)
- ENG 223    Ideas in World Literature (3 s.h.)
- MUS 202    Music Through the Ages (3 s.h.)
  
- 3 s.h.      HIS 108    Ancient World (4 s.h.)
- HIS 245    Medieval & Renaissance Europe (4 s.h.)
- HIS 330    Early Modern Europe (4 s.h.)

HIS 333	Modern Europe, 1815-Present (4 s.h.)
PHL 101	Introduction to Philosophy (3 s.h.)
PHL 105	Anthropology: Philosophy of Person (3 s.h.)
PHL 155	Inquiry Into Values (3 s.h.)
PHL 201	Logic (3 s.h.)
PHL 221	Person & Society (3 s.h.)
PHL 315	Phenomenology & Existentialism (3 s.h.)
PHL 331	Philosophy, Technology & Human Concern (3 s.h.)
PHL 365	Epistemology: Philosophy of Knowledge (3 s.h.)

**GOAL 4 -SCIENTIFIC INQUIRY - ACHIEVE AN UNDERSTANDING OF MODERN CONCEPTS OF SCIENCE, COMPUTER TECHNOLOGY AND MATHEMATICS AND THE RELATIONSHIP BETWEEN SCIENTIFIC AND TECHNOLOGICAL REALITIES IN CONTEMPORARY LIFE.**

Mathematical Skills, minimum of:

— 3 s.h.	MTH 105	Intermediate Algebra (4 s.h.)
	MTH 115	Contemporary Mathematics (3 s.h.)
	MTH 121	Precalculus (4 s.h.)
	MTH 235	Probability & Statistics (4 s.h.)
	MTH 251	Calculus with Analytic Geometry I (4 s.h.)

Scientific Bases of Technological Realities, minimum of:

— 3 s.h.	BIO 101	Introduction to Biology (4 s.h.)
	BIO 224	Basic Human Physiology (4 s.h.)
	BIO 243	Anatomy & Physiology I (3 s.h.)
	CHM 101	Introductory Principles of Chemistry (4 s.h.)
	CHM 111	General Chemistry I (4 s.h.)
	CHM 161	Introduction to Life Chemistry (4 s.h.)
	NSC 125	Health Problems (4 s.h.)
	NSC 216	Earth Science (4 s.h.)
	NSC 225	Human Nutrition (4 s.h.)
	NSC 315	Physical Aspects of Aging (3 s.h.)
	NSC 329	Principles of Astronomy (4 s.h.)
	NSC 303	Oceans: Our Continuing Frontier (4 s.h.)
	NSC 315	Physical Aspects of Aging (3 s.h.)
	NSC 325	The Ascent of Man (4 s.h.)
	NSC 329	Principles of Astronomy (4 s.h.)
	PHY 253	General Physics I (4 s.h.)
	PHY 254	General Physics II (4 s.h.)



**GOAL 5 - PERSONAL AND SOCIAL ENVIRONMENT - DEVELOP AN UNDERSTANDING OF THE WAYS IN WHICH INDIVIDUALS PERCEIVE, EXPERIENCE AND BEHAVE IN THEIR PERSONAL AND SOCIAL ENVIRONMENT.**

Personal, Social and Societal Skills, minimum of:

— 3 s.h.      PSY 101      General Psychology (3 s.h.)

**GOAL 6 - WORLD CITIZENSHIP - DEVELOP A FACILITY FOR INTERNATIONAL AND NATIONAL CITIZENSHIP SKILLS.**

National & International Citizenship Skills, minimum of:

— 3 s.h.      HIS 101      World Problems (3 s.h.)  
                 HIS 432      Diplomatic History of the United States (3 s.h.)  
                 HIS 463      Emerging Nations (3 s.h.)

**REQUIREMENTS FOR GENERAL EDUCATION CORE  
BACCALAUREATE DEGREE**

For the baccalaureate degree a minimum of 120 semester hours with a grade point average of 2.0 (C) or better is required. The last 30 semester hours must be completed at Madonna University. Candidates for the baccalaureate degree must also successfully complete the senior comprehensive examination or the equivalent senior seminar for their major(s). Students are encouraged to consider a second major or a minor whenever possible.

The 120 semester hours for the baccalaureate degree include: (1) 30-56 semester hours in a major field of study (majors within the School of Business require 62 semester hours) with a minimum of "C" in each course of the major sequence, including all support courses required by the major; and (2) A minimum of 52 semester hours in General Education as outlined below:

**GOAL 1 - COMMUNICATION - DEVELOP EFFECTIVE COMMUNICATION SKILLS.**

Communication Skills, minimum of:

— 6 s.h.      ENG 101      Communication Skills I (3 s.h.)  
                 ENG 102      Communication Skills II (3 s.h.)

**GOAL 2 - RELIGIOUS VALUES - ACHIEVE AN UNDERSTANDING OF RELIGIOUS AND MORAL DIMENSIONS OF HUMAN EXPERIENCE.**

Values/Religious Perspectives\*\*, minimum of:

— 6 s.h.      Religious Studies

\*\* Some courses are designed basically within the Catholic tradition; other courses are nondenominational in approach and of general human interest.

**GOAL 3 -CULTURAL TRADITIONS - DEVELOP AN UNDERSTANDING OF AND RESPONSIVENESS TO THE AESTHETIC, EMOTIVE, AND INTELLECTUAL EXPRESSIONS OF HUMAN CONCERNS THROUGH THE HUMANITIES AND ARTS.**

Culture & Aesthetic Appreciation, minimum of:

- 4 s.h.      HUM 201    The Medium & the Message (4 s.h.)  
                  HUM 305    The Idea of Justice (4 s.h.)
  
- 3 s.h.      ART 202    Great Monuments in World Art (3 s.h.)  
                  ENG 223    Ideas in World Literature (3 s.h.)  
                  MUS 202    Music Through the Ages (3 s.h.)
  
- 4 s.h.      ENG 301    Major American Writers: Beginnings to 1900 (4 s.h.)  
                  ENG 302    Major American Writers: 1900 to Present (4 s.h.)  
                  ENG 355    Women in Literature (4 s.h.)  
                  ENG 361    Major British Writers: Chaucer to Johnson (4 s.h.)  
                  ENG 362    Major British Writers: Blake to Eliot (4 s.h.)  
                  ENG 371    Contemporary Literature (4 s.h.)  
                  ENG 421    Time & Literature (4 s.h.)  
                  ENG 475    Studies in Literature (4 s.h.)
  
- 3 s.h.      HIS 108    Ancient World (4 s.h.)  
                  HIS 245    Medieval & Renaissance Europe (4 s.h.)  
                  HIS 330    Early Modern Europe (4 s.h.)  
                  HIS 333    Modern Europe, 1815-Present (4 s.h.)  
                  PHL 101    Introduction to Philosophy (3 s.h.)  
                  PHL 105    Anthropology: Philosophy of Person (3 s.h.)  
                  PHL 155    Inquiry Into Values (3 s.h.)  
                  PHL 201    Logic (3 s.h.)  
                  PHL 221    Person & Society (3 s.h.)  
                  PHL 315    Phenomenology & Existentialism (3 s.h.)  
                  PHL 331    Philosophy, Technology & Human Concern (3 s.h.)  
                  PHL 365    Epistemology: Philosophy of Knowledge (3 s.h.)  
                  PHL 408    Christian Ethics (3 s.h.)  
                  PHL 411    Medical Ethics (3 s.h.)

**GOAL 4 -SCIENTIFIC INQUIRY - ACHIEVE AN UNDERSTANDING OF MODERN CONCEPTS OF SCIENCE, COMPUTER TECHNOLOGY AND MATHEMATICS AND THE RELATIONSHIP BETWEEN SCIENTIFIC AND TECHNOLOGICAL REALITIES IN CONTEMPORARY LIFE.**

Mathematical Skills, minimum of:

- 3 s.h.      MTH 105    Intermediate Algebra (4 s.h.)  
                  MTH 106    Trigonometry (3 s.h.)

MTH 115	Contemporary Mathematics (3 s.h.)
MTH 121	Precalculus (4 s.h.)
MTH 230	Business Calculus (4 s.h.)
MTH 233	Learning and Teaching Number Concepts (3 s.h.)
MTH 235	Probability & Statistics (4 s.h.)
MTH 251	Calculus with Analytic Geometry I (4 s.h.)

Computer Literacy, minimum of:

— 2 s.h.	CIS 225	Computer Fundamentals (2 s.h.)
	CIS 238	Introduction to Computers (3 s.h.)
	MTH 208	Principles of Computer Science (3 s.h.)
	MTH 209	Practical Operating Systems (2 s.h.)

Scientific Bases of Technological Realities/Biological Science, minimum of:

— 3 s.h.	BIO 101*	Introduction to Biology (4 s.h.)
	BIO 103*	General Biology I (4 s.h.)
	BIO 104*	General Biology II (4 s.h.)
	BIO 224	Basic Human Physiology (4 s.h.)
	BIO 226*	Microbiology (4 s.h.)
	BIO 243*	Anatomy & Physiology I (3 s.h.)
	BIO 244*	Anatomy & Physiology II (3 s.h.)
	BIO 361	Epidemiology (3 s.h.)
	BIO 371	Pathophysiology (3 s.h.)
	CHM 361*	Biochemistry I (4 s.h.)
	NSC 125	Health Problems (4 s.h.)
	NSC 225	Human Nutrition (4 s.h.)
	NSC 315	Physical Aspects of Aging (3 s.h.)
	NSC 373*	Science Foundations I (4 s.h.)

Scientific Bases of Technological Realities/Physical Science, minimum of:

— 4 s.h.	CHM 101*	Introductory Principles of Chemistry (4 s.h.)
	CHM 111*	General Chemistry I (4 s.h.)
	CHM 161*	Introduction to Life Chemistry (4 s.h.)
	NSC 216*	Earth Science (4 s.h.)
	NSC 303	Oceans: Our Continuing Frontier (4 s.h.)
	NSC 325	The Ascent of Man (4 s.h.)
	NSC 329*	Principles of Astronomy (4 s.h.)
	NSC 374*	Science Foundations II (4 s.h.)
	PHY 253*	General Physics I (4 s.h.)
	PHY 254*	General Physics II (4 s.h.)
PHY 271*	Fundamental Electronics (4 s.h.)	

\* These courses include a Laboratory Science Experience. One of the science courses must be selected from the group that includes a laboratory experience.

**GOAL 5 - PERSONAL AND SOCIAL ENVIRONMENT - DEVELOP AN UNDERSTANDING OF THE WAYS IN WHICH INDIVIDUALS PERCEIVE, EXPERIENCE AND BEHAVE IN THEIR PERSONAL AND SOCIAL ENVIRONMENT.**

Personal, Social and Societal Skills, minimum of:

— 3 s.h.	PSY 101	General Psychology (3 s.h.)
— 6 s.h.	BUS 101	Contemporary Society & The Organization (3 s.h.)
	ENG 262	Language & Culture (3 s.h.)
	GER 107	Introduction to Gerontology (3 s.h.)
	GER 307	Psychology of Aging (3 s.h.)
	MGT 216	Human Behavior & Attitudes (2 s.h.)
	MGT 236	Principles of Management (3 s.h.)
	MGT 302	Organizational Behavior (3 s.h.)
	MGT 316	Human Behavior & Leadership (2 s.h.)
	PSY 245	Life Span Developmental Psychology (4 s.h.)
	SLS 100	Introduction to Sign Language Studies (3 s.h.)
	SLS 331	Deaf Culture (3 s.h.)
	SOC 101	Introduction to Sociology & Cultural Anthropology (4 s.h.)
	SOC 221	Social Issues and Movements (4 s.h.)
	SOC 322	Race, Ethnicity & Social Class in American Life (4 s.h.)
	SOC 353	Marriage & The Family (4 s.h.)
	SOC 367	Social Psychology (4 s.h.)

**GOAL 6 - WORLD CITIZENSHIP - DEVELOP A FACILITY FOR INTERNATIONAL AND NATIONAL CITIZENSHIP SKILLS.**

National & International Citizenship Skills, minimum of:

— 3 s.h.	HIS 101	World Problems (3 s.h.)
	HIS 432	Diplomatic History of the United States (3 s.h.)
	HIS 463	Emerging Nations (3 s.h.)
— 3 s.h.	ECN 271	Economics for Human Services (3 s.h.)
	ECN 272	Principles of Microeconomics (4 s.h.)
	ECN 273	Principles of Macroeconomics (4 s.h.)
	GEO 301	World Regional Geography (4 s.h.)
	HIS 231	United States to 1900 (4 s.h.)
	HIS 341	Minority Groups in America (4 s.h.)
	HIS 451	Economic & Business History of the United States (4 s.h.)
	HIS 453	United States in the Twentieth Century (4 s.h.)
	PSC 251	American Government (4 s.h.)
	PSC 301	International Relations (4 s.h.)
	PSC 321	Comparative Politics (4 s.h.)
	PSC 451	State & Local Government (4 s.h.)

## **DIVISIONAL ORGANIZATION**

Undergraduate academic programs are organized under five divisions, as indicated below. These programs of study are listed alphabetically in the following table, and are described in detail in the Plans of Study section of the Bulletin.

### **College of Arts & Humanities**

- Commercial Art
- Communication Arts
- English
- English/Journalism
- English/Speech
- Fine Arts
- French
- Humanities
- Japanese
- Journalism & Public Relations
- Music
  - Church Music
  - Instrumental/Vocal Performance
  - Music Education
  - Music Management
  - Piano Pedagogy
- Pastoral Ministry
- Philosophy
- Piano Pedagogy
- Polish
- Professional & Technical Writing
- Religious Studies
- Sign Language Studies/Interpreting
- Spanish
- Speech & Drama
- Video Communications

### **College of Science & Mathematics**

- Allied Health Administration
- Applied Science
- Biochemistry
- Biology
- Chemistry
- Computer Science
- Fire Science
- General Science
- Mathematics
- Medical Laboratory Technician
- Medical Technology
- Natural Science
  - Pre-Nuclear Medicine Technology
  - Pre-Radiography
- Occupational Safety, Health & Fire Science
- Physics
- Pre-Engineering

Pre-Professional  
Pre-Dentistry  
Pre-Medicine  
Pre-Optometry  
Pre-Osteopathy  
Pre-Pharmacy  
Pre-Podiatry  
Pre-Veterinary  
Vocational/Health  
Vocational/Trade and Industry

**College of Social Sciences**

Child Development  
Criminal Justice  
Administration/Management  
Corrections  
Law Enforcement  
Dietetics  
Early Childhood Education  
Education  
Food Service Management  
Gerontology  
Activity Therapy  
Aging & Mental Health  
Case Management  
History  
Home Economics & Family Life  
Hospitality Management  
Legal Assistant  
Long Term Care Administration  
Merchandising Management  
Nutrition & Food Science  
Political Science  
Pre-Law  
Psychology  
Applied Mental Health  
Social Science  
Social Work  
Sociology  
Applied Addictions

**School of Business**

Accounting  
Business Administration  
Computer Information Systems  
Computer Technology  
International Business  
Management  
Marketing

**College of Nursing & Health**

Hospice Education  
Nursing  
Physical Education

## UNDERGRADUATE PROGRAMS OF STUDY

	MAJOR	MINOR	CERTIFICATE OF ACHIEVEMENT	ASSOCIATE DEGREE	BACHELOR DEGREES	
					B.A.	B.S.
Accounting.....	X					X
Allied Health Administration.....	X			AAS		X
Applied Science <sup>1</sup> .....	X			AAS		BAS
Art History.....		X				
Biochemistry.....	X					X
Biology.....	X	X				X
Business Administration.....	X	X		X		X
Chemistry.....	X	X				X
Child Development.....	X	X		X		X
Commercial Art.....	X			X	X	
Communication Arts.....	X	X		X	X	
Computer Information Systems.....	X	X				X
Computer Science.....	X	X		X		X
Computer Technology.....				X		
Criminal Justice.....	X	X	X	X		X
Dietetics.....	X					X
Early Childhood Education (for elementary teacher certification only).....		X				
Education <sup>2</sup> .....						
English.....	X	X		X	X	
English/Journalism.....	X	X		X	X	
English/Speech.....	X	X		X	X	
Fine Arts.....	X	X	X	X	X	
Fire Science.....	X	X	X	X		X
Food Service Management.....	X	X				X
Foreign Languages.....					X	
French <sup>2</sup> .....	X	X			X	
General Science (for teacher certification only).....	X					X
Gerontology.....	X	X	X	X		X
Activity Therapy in Gerontology.....			X			
Aging & Mental Health.....			X			
Case Management.....			X			
History.....	X	X			X	
Home Economics & Family Life.....	X	X				X
Hospice Education.....	X	X	X	X		X
Hospitality Management.....	X					X
Humanities.....		X				
International Business & Economics.....	X					X
Japanese.....	X	X			X	
Journalism/Public Relations.....	X	X		X	X	
Legal Assistant.....	X		X	X		X
Long Term Care Administration.....	X		X	X		X
Management.....	X					X
Marketing.....	X					X
Mathematics.....	X	X				X
Medical Laboratory Technician.....	X			AAS		
Medical Technology.....	X					BAS
Merchandising Management.....	X	X	X	X		X
Fashion						
General Retail						

## UNDERGRADUATE PROGRAMS OF STUDY

	MAJOR	MINOR	CERTIFICATE OF ACHIEVEMENT	ASSOCIATE DEGREE	BACHELOR DEGREES	
					B.A.	B.S.
Music.....	X	X			X	
Church Music						
Music Education						
Music Management						
Piano Pedagogy.....			X			
Natural Science.....	X	X		X		X
Pre-Nuclear Medicine Technology.....				X		
Pre-Radiography.....				X		
Nursing.....	X					BSN
Nutrition & Food Science.....	X	X		X		X
Occupational Safety & Health.....		X	X			
Occupational Safety, Health & Fire Science.....	X			X		X
Pastoral Ministry.....	X	X			X	
Philosophy.....		X				
Physics.....		X				
Polish*.....		X				
Political Science.....		X				
Pre-Engineering*.....						
Preprofessional*.....						
Pre-Dentistry, Pre-Law, Pre-Medicine, Pre-Optometry, Pre-Osteopathy, Pre-Pharmacy, Pre-Podiatry, Pre-Veterinary						
Professional & Technical Writing.....	X	X			X	
Psychology*.....	X	X				X
Reading, K-8 or 7-12 (Education)*.....		X				
Religious Studies.....	X	X	X	X	X	
Sign Language Studies/Interpreting.....	X	X	X	X	X	
Interpreting Preprofessional						
Social Science.....	X	X		X	X	
Social Work.....	X					BSW
Sociology.....	X	X			X	
Applied Addictions Education.....			X			
Spanish*.....	X	X			X	
Speech & Drama.....		X				
Video Communications.....	X	X		X	X	
Vocational/Health.....	X					BAS
Vocational/Trade & Industry.....	X					BAS

\*For select programs of study.

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

\*Consortial arrangement with University of Detroit Mercy.

\*Consortial arrangement with St. Mary College.

\*Students complete appropriate majors such as biology, biochemistry, or history to prepare themselves for professional schools. Students should become familiar with the exact requirements of the school to which they will apply.

\*A Mental Health Certificate is available to Psychology majors through 12 s.h. additional coursework. See the Plans of Study section of the Bulletin under Psychology.

\*Reading minor available at post-baccalaureate level only. Please refer to the Education Department.

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

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



**SECTION III.**  
**PLANS OF STUDY**

## PLANS OF STUDY

### ACCOUNTING

**Accounting Major (62 s.h.)**

Required Major Courses:

ACC 201	Principles of Accounting I	4 s.h.
ACC 202	Principles of Accounting II	4 s.h.
ACC 303	Intermediate Accounting I	3 s.h.
ACC 304	Intermediate Accounting II	3 s.h.
ACC 358	Taxation I	3 s.h.
ACC 361	Taxation II	3 s.h.
ACC 370	Cost Accounting	3 s.h.
ACC 405	Advanced Accounting 3 s.h.	
ACC 450	Auditing	3 s.h.
BUS 395	Business & Society	3 s.h.
BL 333	Business Law I	3 s.h.
CIS 238	Introduction to Computers	3 s.h.
CIS 330	Information Systems for Decision Making	3 s.h.
FIN 315	Business Finance	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 495	Business Policy	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
QS 355	Applied Business Statistics	3 s.h.
	<b>Major Electives - to be chosen from:</b>	<b>6 s.h.</b>
	ACC 391 Cooperative Education (1 s.h.)	
	ACC 406 Government and Non-Profit Accounting (3 s.h.)	
	ACC 471-475 Seminars in Accounting (1-3 s.h.)	
	ACC 491 Cooperative Education (1 s.h.)	
	BL 433 Business Law II (3 s.h.)	
	CIS 432 Audit & Control of Accounting & Information Systems (2 s.h.)	
	ECN 380 Money & Banking (3 s.h.)	
	FIN 371 Institutional Portfolio Management (3 s.h.)	
	FIN 464 Managerial Finance (3 s.h.)	
	INB 314 International Business (3 s.h.)	
	INB 435 International Trade Structures & Systems (3 s.h.)	<hr style="width: 100%;"/>
		62 s.h.

Required Support Courses:

ECN 272	Principles of Microeconomics	4 s.h.
ECN 273	Principles of Macroeconomics	4 s.h.
MTH 105 or	Intermediate Algebra	4 s.h.
MTH 121	Precalculus	5 s.h.
MTH 230	Business Calculus	4 s.h.
MTH 235	Probability & Statistics	4 s.h.
		<hr style="width: 100%;"/>
		20-21 s.h.

Students planning to take the CPA exam should take ACC 406, Government and Non-Profit Accounting and CIS 432, Audit & Control of Accounting & Information Systems as their major electives.

## **ALLIED HEALTH ADMINISTRATION**

### **Allied Health Administration Major (38-39 s.h.)**

This program is designed for the health professional who has completed an accredited clinical program and who possesses current certification or licensure in a specialty field. Upon admission, graduates of approved non-collegiate programs must apply for 16-32 s.h. of credit by evaluation.

#### **Required Major Courses: (38-39 s.h.)**

ACC 201	Principles of Accounting I	4 s.h.
AHA 380	Health Care Organization	2 s.h.
AHA 425	Health Care Law and Public Policy	3 s.h.
AHA 474	Health Care Finance	3 s.h.
AHA 476	Issues in Health Care Administration	3 s.h.
AHA 478	Educational Principles for Health Care Personnel	2 s.h.
AHA 490	Fundamentals of Health Care Research	2 s.h.
AHA 495	Senior Seminar	2 s.h.
CIS 238	Introduction to Computers	3 s.h.
ECN 271	Economics for Human Services	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 316	Human Behavior & Leadership	2 s.h.
MGT 375	Allied Health Management	3 s.h.
	Approved Electives	<u>3-4 s.h.</u>
		<b>38-39 s.h.</b>

Field Placements for Allied Health Administration are available by arrangement (1-12 s.h.).

## **APPLIED SCIENCE**

### **Applied Science Major**

The Applied Science program is designed for technical programs in which a student may earn, where applicable, an associate or bachelor degree in applied science. The program applies to these areas:

1. Select Allied Health Program graduates.
2. Two year program in Medical Laboratory Technician completed at Madonna University.
3. Electronics Technology program completed at National Education Center, Livonia or Eastpointe (formerly East Detroit), Michigan.

4. Auto Collision Repair, Auto Mechanics, Electronic Technology and Industrial Controls programs completed at MoTech, Livonia.
5. Select certificate and associate degree technical programs completed at community colleges.
6. Select vocational and trade programs completed at collegiate or non-collegiate institutions which are applicable to a Michigan Temporary Vocational Authorization Certificate or a Michigan Secondary Provisional Certificate with Vocational Endorsement.

The Applied Science program is under the direction of the Department of Physical and Applied Sciences.

Required Major Courses\*:

APS 495 Senior Seminar 2 s.h.

\* See the Department of Physical and Applied Sciences for specific Plans of Study, which list other course requirements.

## ART

### Fine Arts Major (45 s.h.)

Required Major Courses:

ART 105	The Visual Arts in 2-D	4 s.h.
ART 207	Creative Design & Color	4 s.h.
ART 275 or	Painting & Composition	3 s.h.
ART 280	Creative Watercolor	3 s.h.
ART 325*	Art History: Ancient to Renaissance	4 s.h.
ART 326*	Art History: Renaissance to 20th Century	4 s.h.
ART 346	Relief & Silkscreen Printing	3 s.h.
ART 408	Three Dimensional Forms	4 s.h.
ART 415	Modern Art: Late 19th Century & 20th Century Art	4 s.h.
ART 447 or	Intaglio (Etching)	3 s.h.
ART 448	Lithography	3 s.h.
ART 495	Senior Seminar	1 s.h.
	Major Electives - to be chosen from:	11 s.h.
	ART 270 Introduction to Computer Art (3 s.h.)	
	ART 305 Lettering & Calligraphy (3 s.h.)	
	ART 313 Photography I (3 s.h.)	
	ART 314 Photography II (3 s.h.)	
	ART 330 Advanced Drawing (3 s.h.)	
	ART 331 Advanced Painting (3 s.h.)	
	ART 335 Art & Culture of Asia (3 s.h.)	
	ART 339 Oriental Brushwork (2 s.h.)	
	ART 440, 441 Advanced Studio Electives (2-4 s.h.)	
	ART 475 Studies in Art History (3 s.h.)	
		45 s.h.

**Fine Arts Major - Associate Degree (30 s.h.)**

**Required Major Courses:**

ART 105	The Visual Arts in 2-D	4 s.h.
ART 207	Creative Design & Color	4 s.h.
ART 275 or	Painting & Composition	3 s.h.
ART 280	Creative Watercolor	3 s.h.
ART 325*	Art History: Ancient to Renaissance	4 s.h.
ART 326*	Art History: Renaissance to 20th Century	4 s.h.
ART 346 and	Relief & Silkscreen Printing	3 s.h.
ART 447 or	Intaglio (Etching)	3 s.h.
ART 448	Lithography	3 s.h.
ART 408	Three Dimensional Forms	4 s.h.
	Electives	<u>1 s.h.</u>
		30 s.h.

\*Substitutes for general education requirement of ART 202.

Comprehensive examinations are fulfilled by the production of a comprehensive portfolio/exhibit representative of the student's growth in fine arts.

**Fine Arts Minor (24 s.h.)**

**Required Minor Courses:**

ART 105	The Visual Arts in 2-D	4 s.h.
ART 207	Creative Design & Color	4 s.h.
ART 275	Painting & Composition	3 s.h.
ART 326 or	Art History: Renaissance to 20th Century	4 s.h.
ART 415	Modern Art: Late 19th Century & 20th Century Art	4 s.h.
ART 346 or	Relief & Silkscreen Printing	3 s.h.
ART 447 or	Intaglio (Etching)	3 s.h.
ART 448	Lithography	3 s.h.
ART 408	Three Dimensional Forms	4 s.h.
	Electives	<u>2 s.h.</u>
		24 s.h.

**Art History Minor (20 s.h.)**

**Required Minor Courses:**

ART 325	Art History: Ancient to Renaissance	4 s.h.
ART 326	Art History: Renaissance to Modern	4 s.h.
ART 335	Asian Art: India, China, Japan	3 s.h.
ART 415	Modern Art: Late 19th Century & 20th Century Art	4 s.h.
	Minor Electives - to be chosen from:	5 s.h.
	ART 318 Dynamic Detroit Architecture (2 s.h.)	
	ART 318.4 Art of Eastern & Central Europe (3 s.h.)	
	ART 475 Studies in Art History (3 s.h.)	
		<u>20 s.h.</u>

Certificate of Achievement is also available.

A comprehensive portfolio/exhibit representative of the student's growth in a particular medium is required of ALL ART MAJORS. Advanced placement credit is based upon evaluation of a portfolio of previous art work.

Additional workshops are offered each year in specialized topics, e.g., American Architecture, Watercolor Workshop.

The Art Department reserves the right to retain examples of students' work for the annual student exhibit.

**Commercial Art Major (45 s.h.)**

Required Major Courses:

ART 105	The Visual Arts in 2-D	4 s.h.
ART 121	Introduction to Commercial Art	4 s.h.
ART 207	Creative Design & Color	4 s.h.
ART 210 or	Commercial Illustration	3 s.h.
ART 330	Advanced Drawing	3 s.h.
ART 268	Commercial Art Experiences	4 s.h.
ART 325*	Art History: Ancient to Renaissance	4 s.h.
ART 326*	Art History: Renaissance to 20th Century	4 s.h.
ART 346 or	Relief & Silkscreening	3 s.h.
ART 447 or	Intaglio (Etching)	3 s.h.
ART 448	Lithography	3 s.h.
ART 361	Advertising Design	4 s.h.
ART 415	Modern Art: Late 19th Century & 20th Century Art	4 s.h.
ART 425	Advanced Problems in Commercial Art	4 s.h.
	Major Electives	<u>2-4 s.h.</u>
		45 s.h.

**Commercial Art Major - Associate Degree (30 s.h.)**

Required Major Courses:

ART 105	The Visual Arts in 2-D	4 s.h.
ART 121	Introduction to Commercial Art	4 s.h.
ART 207	Creative Design & Color	4 s.h.
ART 268	Commercial Art Experiences	4 s.h.
ART 326*	Art History: Renaissance to 20th Century	4 s.h.
ART 346 or	Relief & Silkscreen Printing	3 s.h.
ART 447 or	Intaglio (Etching)	3 s.h.
ART 448	Lithography	3 s.h.
ART 361	Advertising Design	4 s.h.
	Major Elective	<u>3 s.h.</u>
		30 s.h.

\*Substitutes for general education requirement of ART 202.  
One cooperative education placement is highly recommended.

Comprehensive examinations are fulfilled by the production of a comprehensive portfolio/exhibit representative of the student's growth in commercial art.

Additional workshops are offered each year in specialized topics, e.g., American Architecture, Watercolor Workshop.

The Art Department reserves the right to retain examples of students' work for the annual student exhibit.

## BIOCHEMISTRY

### Biochemistry Major (38 s.h.)

#### Required Major Courses:

CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
CHM 222	Organic Chemistry II	4 s.h.
CHM 331	Quantitative Analysis	4 s.h.
CHM 361	Biochemistry I	4 s.h.
CHM 362	Biochemistry II	4 s.h.
CHM 441	Physical Chemistry I	4 s.h.
CHM 442	Physical Chemistry II	4 s.h.
CHM 495	Senior Seminar	<u>2 s.h.</u>
		38 s.h.

#### Required Support Courses:\*

BIO 224**	Basic Human Physiology	4 s.h.
BIO 226**	Microbiology	4 s.h.
BIO 301**	Genetics	4 s.h.
CSC 246	Programming: BASIC	3 s.h.
CSC 247	Programming: FORTRAN	3 s.h.
MTH 251	Calculus with Analytic Geometry I	5 s.h.
MTH 252	Calculus with Analytic Geometry II	4 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	<u>4 s.h.</u>
		31 s.h.

\*Required support courses provide a basis for selecting a minor toward secondary certification. These include:

1. Natural Science (24 s.h.) with one approved biology or physics course.
2. Mathematics (20 s.h.) with MTH 235 plus approved courses from mathematics major which may include one computer science course.
3. Physics (20 s.h.) with PHY 271, 351, 451.
4. Biology (20 s.h.) with BIO 103, 104.

5. NSC 216 Earth Sciences (4 s.h.) or NSC 329 Principles of Astronomy (4 s.h.) must be taken by those seeking Teacher Certification.

\*\*Biology minor includes these courses plus BIO 103 and 104. Pre-professional students should elect a biology minor.

## BIOLOGY

### Biology Major (33 s.h.)

#### Required Major Courses:

BIO 103	General Biology I	4 s.h.
BIO 104	General Biology II	4 s.h.
BIO 226	Microbiology	4 s.h.
BIO 243	Anatomy & Physiology I	3 s.h.
BIO 244	Anatomy & Physiology II	3 s.h.
BIO 301	Genetics	4 s.h.
BIO 321	General Ecology	3 s.h.
BIO 495	Senior Seminar	2 s.h.
	Major Electives	<u>6 s.h.</u>
		33 s.h.

#### Required Support Courses:

CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
MTH 121 or	Precalculus	5 s.h.
MTH 251	Calculus with Analytic Geometry I	5 s.h.
MTH 235	Probability & Statistics	3 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	<u>4 s.h.</u>
		24 s.h.

NSC 216 Earth Sciences (4 s.h.) required for Secondary Education Certification.

A chemistry minor and a cooperative education placement are recommended.

### Biology Minor (20 s.h.)

#### Required Minor Courses:

BIO 103	General Biology I	4 s.h.
BIO 104	General Biology II	4 s.h.
BIO 224	Basic Human Physiology	4 s.h.
BIO 226	Microbiology	4 s.h.
BIO 301	Genetics	<u>4 s.h.</u>
		20 s.h.



## BUSINESS ADMINISTRATION

### Business Administration Major (62 s.h.)

#### Required Major Courses:

ACC 201	Principles of Accounting I	4 s.h.
ACC 202	Principles of Accounting II	4 s.h.
BUS 395	Business & Society	3 s.h.
BL 333	Business Law I	3 s.h.
CIS 238	Introduction to Computers	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 495	Business Policy	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
QS 355	Applied Business Statistics	3 s.h.
QS 422 or	Tests and Measurements	3 s.h.
QS 423 or	Marketing Research	3 s.h.
QS 424	Applied Production Science	3 s.h.
	Major Electives*	<u>30 s.h.</u>
		62 s.h.

\*One course each in the areas of quantitative methods, management, and marketing plus electives. Program must be developed with an advisor.

#### Required Support Courses:

ECN 272	Principles of Microeconomics	4 s.h.
ECN 273	Principles of Macroeconomics	4 s.h.
MTH 105 or	Intermediate Algebra	4 s.h.
MTH 121	Precalculus	5 s.h.
MTH 230	Business Calculus	4 s.h.
MTH 235	Probability & Statistics	<u>4 s.h.</u>
		20-21 s.h.

### Business Administration Major - Associate Degree (30 s.h.)

#### Required Major Courses:

ACC 201	Principles of Accounting I	4 s.h.
CIS 238	Introduction to Computers	3 s.h.
ECN 272	Principles of Microeconomics	4 s.h.
MGT 236	Principles of Management	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
	Major Electives	<u>13 s.h.</u>
		30 s.h.

### Business Administration Minor (24 s.h.)

#### Required Minor Courses:

ACC 201	Principles of Accounting I	4 s.h.
CIS 225 or	Computer Fundamentals	2 s.h.
CIS 238	Introduction to Computers	3 s.h.
ECN 272	Principles of Microeconomics	4 s.h.
	Minor Electives	<u>14-15 s.h.</u>
		24 s.h.

Recommended Courses:

BL 333	Business Law I	3 s.h.
MGT 236	Principles of Management	3 s.h.
MKT 244	Principles of Marketing	3 s.h.

**CHEMISTRY**

**Chemistry Major (38 s.h.)**

Required Major Courses:

CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
CHM 222	Organic Chemistry II	4 s.h.
CHM 331	Quantitative Analysis	4 s.h.
CHM 351	Advanced Inorganic Chemistry	4 s.h.
CHM 441	Physical Chemistry I	4 s.h.
CHM 442	Physical Chemistry II	4 s.h.
CHM 451	Instrumental Analysis	4 s.h.
CHM 495	Senior Seminar	<u>2 s.h.</u>
		38 s.h.

Recommended Electives:

CHM 361	Biochemistry I	4 s.h.
CHM 362	Biochemistry II	4 s.h.
CHM 490	Problems in Chemistry	<u>1-4 s.h.</u>
		9-12 s.h.

Required Support Courses (19 s.h.):

CSC 246 or	Programming: BASIC	3 s.h.
CSC 247	Programming: FORTRAN	3 s.h.
MTH 251	Calculus with Analytic Geometry I	5 s.h.
MTH 252	Calculus with Analytic Geometry II	4 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	<u>4 s.h.</u>
		19 s.h.

NOTE: Students seeking Teacher Certification are also required to take (1) CHM 361 Biochemistry I as part of the major, and (2) NSC 216 Earth Science or NSC 329 Principles of Astronomy as a support course.

**Chemistry Minor (20 s.h.)**

Required Minor Courses:

CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
CHM 222 or	Organic Chemistry II	4 s.h.
CHM 361	Biochemistry I	4 s.h.
CHM 331	Quantitative Analysis	<u>4 s.h.</u>
		20 s.h.

## CHILD DEVELOPMENT

### Child Development Major (38 s.h.)

#### Required Major Courses:

CD 216	Child Development & Guidance	3 s.h.
CD 258	The Use of Art, Music, Movement and Play in Curriculum for Preschool and Elementary School Children	4 s.h.
CD 310	Language Development and Language Arts	3 s.h.
CD 316	Administration of Child Care Centers	3 s.h.
CD 358	Developing Curriculum for Early Childhood	3 s.h.
CD 393	Curriculum Practicum	1 s.h.
CD 410	Philosophies in Early Childhood Education	3 s.h.
CD 413	Parents & Teachers - Partners in Education	3 s.h.
CD 416	Assessing Children's Behavior	2 s.h.
CD 493	Senior Practicum	2-4 s.h.
CD 495	Senior Seminar	2 s.h.
FCR 238	Maternal & Child Nutrition	3 s.h.
FCR 353	Marriage & the Family	<u>4 s.h.</u>
		38 s.h.

### Child Development Major - Associate Degree (30 s.h.)

#### Required Major Courses:

CD 216	Child Development & Guidance	3 s.h.
CD 258	The Use of Art, Music, Movement and Play in Curriculum for Preschool and Elementary School Children	4 s.h.
CD 316	Administration of Child Care Centers	3 s.h.
CD 413	Parents & Teachers - Partners in Education	3 s.h.
FCR 238	Maternal & Child Nutrition	3 s.h.
	Major Electives	<u>10 s.h.</u>
		30 s.h.

### Child Development Minor (22 s.h.)

#### Required Minor Courses:

CD 216	Child Development & Guidance	3 s.h.
CD 258	The Use of Art, Music, Movement and Play in Curriculum for Preschool and Elementary School Children	4 s.h.
CD 310 or	Language Development and Language Arts	3 s.h.
CD 410	Philosophies in Early Childhood Education	3 s.h.
CD 413	Parents & Teachers - Partners in Education	3 s.h.
CD 493	Senior Practicum	2-4 s.h.
CD 495	Seminar	2 s.h.
FCR 238	Maternal & Child Nutrition	<u>3 s.h.</u>
		22 s.h.

**Early Childhood Education Minor (20 s.h.)****Required Minor Courses:**

CD 216	Child Development & Guidance	3 s.h.
CD 258	The Use of Art, Music, Movement and Play in Curriculum for Preschool and Elementary School Children	4 s.h.
CD 310	Language Development and Language Arts	3 s.h.
CD 358	Developing Curriculum for Early Childhood	3 s.h.
CD 393	Curriculum Practicum	1 s.h.
CD 413	Parents & Teachers - Partners in Education	3 s.h.
CD 493	Senior Practicum and Seminar	<u>2-4 s.h.</u>
		20 s.h.

**Required Support Courses:**

ENG/EDU 300	Children's Literature & Drama	4 s.h.
MTH/EDU 233	Learning and Teaching Number Concepts	3 s.h.
MTH/EDU 234	Learning and Teaching Geometrical and Statistical Concepts	3 s.h.
NSC/EDU 373	Science Foundations I: Chemistry and Life Science	4 s.h.
NSC/EDU 374	Science Foundations II: Earth Science, Physics and Astronomy	4 s.h.
SSC/EDU 307	Social Science Foundations	<u>3 s.h.</u>
		21 s.h.

This minor is available only upon completion of the requirements for Elementary (K-8) Certification.

**ZA Endorsement:** Early childhood, 18 s.h. planned program, post degree. Available to certified elementary teachers.

Transfer students seeking to further their studies in an Early Childhood Education program may have their child care credits evaluated by the department.

**Secondary Teacher Certification & Vocational Authorization:** available with a major in Child Development and appropriate work experience.

**COMMUNICATION ARTS****Communication Arts Major (40 s.h.)****Required Major Courses:**

ENG 295	Critical Writing & Literary Analysis	4 s.h.
ENG 301 or	Major American Writers: Beginnings to 1900	4 s.h.
ENG 302	Major American Writers: 1900 to Present	4 s.h.
ENG 361 or	Major British Writers: Chaucer to Johnson	4 s.h.
ENG 362	Major British Writers: Blake to Eliot	4 s.h.
HUM 495	Senior Seminar	1 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 316	Newspaper Production	2 s.h.
JRN 357	Editing & Copyreading	3 s.h.

JRN 401	Foundations of Mass Communication	3 s.h.
SPH 105	Speech Communication	3 s.h.
SPH 316	Group Dynamics & Discussion Techniques	4 s.h.
SPH 341	Acting Techniques I	4 s.h.
	Major Electives - to be chosen from:	5 s.h.
	ENG 209 Approaches to Grammar (4 s.h.)	
	ENG 223 Ideas in World Literature (3 s.h.)	
	ENG 262 Language & Culture (3 s.h.)	
	ENG 300 Children's Literature & Drama (4 s.h.)	
	ENG 310 Advanced Composition & Research Strategies (3 s.h.)	
	ENG 326 Business & Professional Writing (3 s.h.)	
	ENG 344 Advanced Technical Writing (3 s.h.)	
	ENG 355 Women in Literature (4 s.h.)	
	ENG 371 Contemporary Literature (4 s.h.)	
	ENG 421 Time & Literature (4 s.h.)	
	ENG 475 Studies in Literature (4 s.h.)	
	JRN 205 Public Relations Writing (3 s.h.)	
	JRN 286 Editorial & Feature Writing (3 s.h.)	
	JRN 416 Advanced Newspaper Production (2 s.h.)	
	SPH 342 Acting Techniques II (4 s.h.)	
	SPH 351 Television Production Techniques I (3 s.h.)	
	SPH 352 Television Production Techniques II (3 s.h.)	
	SPH 415 Film Appreciation (4 s.h.)	
		<hr/> 40 s.h.

**Communication Arts Major - Associate Degree (24 s.h.)**

Required Major Courses:

ENG 295	Critical Writing & Literary Analysis	4 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 316	Newspaper Production	2 s.h.
JRN 357	Editing & Copyreading	3 s.h.
SPH 105	Speech Communication	3 s.h.
	Major Electives	<hr/> 9 s.h.
		24 s.h.

**Communication Arts Minor (24 s.h.)**

Required Minor Courses:

ENG 301	Major American Writers: Beginnings to 1900	4 s.h.
ENG 302	Major American Writers: 1900 to Present	4 s.h.
ENG 361 or	Major British Writers: Chaucer to Johnson	4 s.h.
ENG 362	Major British Writers: Blake to Eliot	4 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 316	Newspaper Production	2 s.h.
SPH 105	Speech Communication	3 s.h.
	Minor Electives - to be chosen from:	<hr/> 4 s.h.
	(See listing above.)	24 s.h.

## COMPUTER INFORMATION SYSTEMS

### Computer Information Systems Major (62 s.h.)

#### Required Major Courses:

CIS 243	Introduction to Business Application Programming	3 s.h.
CIS 248	Programming Applications: COBOL	3 s.h.
CIS 291	Cooperative Education I: Computer Operations	1 s.h.
CIS 345	Systems Analysis & Design	3 s.h.
CIS 348	Data Structures	3 s.h.
CIS 388	Programming Languages: Fourth Generation	3 s.h.
CIS 391	Cooperative Education II: Programming/Analysis	1 s.h.
CIS 396	Advanced System Programming & Design	3 s.h.
CIS 432	Audit & Control of Accounting & Information Systems	2 s.h.
CIS 485	Data Base Management	3 s.h.
CIS 490	Information Systems Policy	3 s.h.

#### Major Computer Electives - to be chosen from:

CIS 245	Programming Applications: RPG II/III (3 s.h.)	
CIS 341	Programming Applications: Pascal (3 s.h.)	
CIS 342	Computer Graphics in Business (2 s.h.)	
CIS 386	Decision Support & Expert Systems (2 s.h.)	
CIS 389	Software & Hardware Architecture (2 s.h.)	
CIS 471-475	Seminars in Computer Information Systems (1-3 s.h.)	
CIS 425	Advanced Office & Telecommunication Systems (2 s.h.)	
CIS 491	Cooperative Education III:	
	Programming/Analysis (1 s.h.)	
CSC 248	Programming: C (3 s.h.)	

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36 s.h.

#### Required Business Courses:

ACC 201	Principles of Accounting I	4 s.h.
ACC 202	Principles of Accounting II	4 s.h.
BUS 395	Business & Society	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 302	Organizational Behavior	3 s.h.
MGT 495	Business Policy	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
QS 355	Applied Business Statistics	3 s.h.

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26 s.h.

#### Required Support Courses:

CIS 238	Introduction to Computers	3 s.h.
ECN 272	Principles of Microeconomics	4 s.h.
ECN 273	Principles of Macroeconomics	4 s.h.
MTH 105 or	Intermediate Algebra	4 s.h.
MTH 121	Precalculus	5 s.h.
MTH 230	Business Calculus	4 s.h.
MTH 235	Probability & Statistics	4 s.h.

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23-24 s.h.

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

Required Minor Courses:

ACC 201	Principles of Accounting I	4 s.h.
CIS 238	Introduction to Computers	3 s.h.
CIS 243	Introduction to Business Application Programming	3 s.h.
CIS 248	Programming Applications: COBOL	3 s.h.
CIS 291	Cooperative Education I: Computer Operations	1 s.h.
	Minor Electives	<u>10 s.h.</u>
		24 s.h.

**Computer Technology Major - Associate Degree (30 s.h.)**

Required Major Courses:

ACC 201	Principles of Accounting I	4 s.h.
CIS 238	Introduction to Computers	3 s.h.
CIS 243	Introduction to Business Application Programming	3 s.h.
CIS 248	Programming Applications: COBOL	3 s.h.
CIS 291	Cooperative Education I: Computer Operations	1 s.h.
ECN 272	Principles of Microeconomics	4 s.h.
	Major Electives	<u>12 s.h.</u>
		30 s.h.

**COMPUTER SCIENCE**

**Computer Science Major (47-49 s.h.)**

Required Major Courses:

CSC 208	Principles of Computer Science	3 s.h.
CSC 247	Programming: FORTRAN	3 s.h.
CSC 248	Programming: C	3 s.h.
CSC 291	Cooperative Education in Operations	2-3 s.h.
CSC 303	Operating Systems	3 s.h.
CSC 305	Computer Organization & Assembly Language	4 s.h.
CSC 309	Practical Operating Systems	3 s.h.
CSC 313	Compiler & Language Theory	3 s.h.
CSC 391	Cooperative Education in Software	2-3 s.h.
CSC 485	Seminar: Computers & Society	3 s.h.
MTH 251	Calculus with Analytic Geometry I*	5 s.h.
MTH 252	Calculus with Analytic Geometry II*	4 s.h.
	Major Electives - to be chosen from:	9 s.h.
	CIS 248 Programming Applications: COBOL (3 s.h.)	
	CIS 341 Programming Applications: Pascal (3 s.h.)	
	CIS 348 Data Structures (3 s.h.)	
	CIS 385 Data Base Management (3 s.h.)	
	CSC 246 Programming: BASIC (3 s.h.)	
	CSC 349 Interpretive Languages for Artificial Intelligence (3 s.h.)	
	CSC 301 Numerical Analysis for Computer Science (3 s.h.)	
	MTH 341 Linear Algebra (3 s.h.)	
	PHY 451 Electronics: Digital Techniques (4 s.h.)	
		<u>47-49 s.h.</u>

Required for Associate Degree in Computer Science: 30-32 hours from required courses listed above (except Cooperative Education courses, which may be taken as electives).

\* Both courses must be completed with a grade of C or better within the first 20 hours of the Computer Science major.

**Computer Science Minor (25 s.h.)**

Required Minor Courses:

CSC 208	Principles of Computer Science	3 s.h.
CSC 248	Programming: C	3 s.h.
CSC 303	Operating Systems	3 s.h.
CSC 305	Computer Organization & Assembly Language	4 s.h.
CSC 309	Practical Operating Systems	3 s.h.
MTH 251	Calculus with Analytic Geometry I	5 s.h.
MTH 252	Calculus with Analytic Geometry II	4 s.h.
		<u>25 s.h.</u>

**Computer Science Major for Teacher Education State Certification (36 s.h.)**

Required Major Courses:

CIS 248	Programming Applications: COBOL	3 s.h.
CIS 341	Programming Applications: Pascal	3 s.h.
CIS 348	Data Structures	3 s.h.
CIS 385	Data Base Management	3 s.h.
CSC 208	Principles of Computer Science	3 s.h.
CSC 246	Programming: BASIC	3 s.h.
CSC 247	Programming: FORTRAN	3 s.h.
CSC 303	Operating Systems	3 s.h.
CSC 305	Computer Organization & Assembly Language	4 s.h.
CSC 291 or	Cooperative Education in Operations	2-3 s.h.
CSC 391	Cooperative Education in Software	2-3 s.h.
CSC 485	Seminar: Computers & Society	3 s.h.
MTH 230 or	Business Calculus	4 s.h.
MTH 251	Calculus with Analytic Geometry I	5 s.h.
		<u>36 s.h.</u>

NOTE: Although CSC 309, Practical Operating Systems (3 s.h.) is not a required course in this program, it is highly recommended.

**Computer Science Minor for Teacher Education State Certification (24 s.h.)**

Required Minor Courses:

CIS 248 or	Programming Applications: COBOL	3 s.h.
CIS 341	Programming Applications: Pascal	3 s.h.
CIS 348	Data Structures	3 s.h.
CIS 385	Data Base Management	3 s.h.
CSC 208	Principles of Computer Science	3 s.h.
CSC 246	Programming: BASIC	3 s.h.
CSC 247	Programming: FORTRAN	3 s.h.
CSC 303	Operating Systems	3 s.h.
CSC 485	Seminar: Computers & Society	3 s.h.
		<u>24 s.h.</u>



NOTE: Although CSC 309, Practical Operating Systems (2 s.h.) is not a required course in this program, it is highly recommended.

## CRIMINAL JUSTICE

### Criminal Justice Major (30 s.h.)

#### Required Major Core Courses:\*

CJ 102	Introduction to Criminal Justice	3 s.h.
CJ 201	Criminal Justice Organization & Administration	3 s.h.
CJ 265	Criminal Law	3 s.h.
CJ 321	Principles of Criminology	3 s.h.
CJ 495	Criminal Justice Seminar	<u>3 s.h.</u>
		15 s.h.

\* A Practicum/Cooperative Education in Criminal Justice (CJ 291, 391 or 491; 3 s.h. each) is strongly recommended for pre-service students.

#### Required Support Courses:

CIS 238	Introduction to Computers	3 s.h.
PSC 251	American Government	4 s.h.
PSY 342 or	Abnormal Psychology	4 s.h.
SOC 367	Social Psychology	4 s.h.
SOC 101 or	Introduction to Sociology & Cultural Anthropology	4 s.h.
SOC 221	Social Issues and Movements	4 s.h.
SOC 322 or	Race, Ethnicity, & Social Class in American Life	4 s.h.
SOC 442	Urban Sociology	<u>4 s.h.</u>
		19 s.h.

In addition to the required courses and required support courses listed above, majors in Criminal Justice at the baccalaureate level must complete 15 semester hours in one of three areas of specialization, as indicated below.

### Areas of Specialization

#### Administration/Management:

##### Core courses plus:

MGT 236	Principles of Management	3 s.h.
MGT 316	Human Behavior & Leadership	2 s.h.
PSC 310	Introduction to Public Administration	4 s.h.
SOC 233	Interviewing Techniques	3 s.h.
	Electives	<u>3 s.h.</u>
		15 s.h.

#### Corrections:

##### Core courses plus:

CJ 121	Introduction to Corrections	3 s.h.
CJ 235	Probation & Parole	3 s.h.
CJ 280	Principles & Methods of Corrections I	3 s.h.
CJ 281	Principles & Methods of Corrections II	3 s.h.
CJ 402	Human Relations for Corrections	<u>3 s.h.</u>
		15 s.h.

**Law Enforcement:**

**Core courses plus:**

CJ 211	Law Enforcement Administration	3 s.h.
CJ 305	Criminal Procedure	3 s.h.
CJ 311	Criminal Investigation	3 s.h.
CJ 323	Juvenile Justice	3 s.h.
CJ 401	Crime Prevention & Police Community Relations	<u>3 s.h.</u>
		15 s.h.

**Criminal Justice Major - Associate Degree (20-24 s.h.)**

**Required Major Core Courses:**

CJ 102	Introduction to Criminal Justice	3 s.h.
CJ 201	Criminal Justice Organization & Administration	3 s.h.
CJ 265	Criminal Law	3 s.h.
CJ 321	Principles of Criminology	<u>3 s.h.</u>
		12 s.h.

**Required Support Course:**

SOC 101	Introduction to Sociology & Cultural Anthropology	4 s.h.
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In addition to the required courses and required support courses listed above, majors in Criminal Justice at the associate level must complete 8-12 semester hours in one of three areas of specialization, as indicated below.

**Areas of Specialization**

**Administration/Management:**

**Core courses plus:**

MGT 236	Principles of Management	3 s.h.
MGT 316	Human Behavior & Leadership	2 s.h.
SOC 233	Interviewing Techniques	<u>3 s.h.</u>
		8 s.h.

**Corrections:**

**Core courses plus:**

CJ 121	Introduction to Corrections	3 s.h.
CJ 280	Principles & Methods of Corrections I	3 s.h.
CJ 281	Principles & Methods of Corrections II	<u>3 s.h.</u>
		9 s.h.

**Law Enforcement:**

**Core courses plus:**

CJ 305	Criminal Procedure	3 s.h.
CJ 311	Criminal Investigation	3 s.h.
CJ 323	Juvenile Justice	3 s.h.
CJ 401	Crime Prevention & Police Community Relations	<u>3 s.h.</u>
		12 s.h.

**Criminal Justice Minor (20 s.h.)****Required Minor Courses:**

CJ 102	Introduction to Criminal Justice	3 s.h.
CJ 201	Criminal Justice Organization & Administration	3 s.h.
CJ 265	Criminal Law	3 s.h.
CJ 321	Principles of Criminology	3 s.h.
	Minor Electives	<u>8 s.h.</u>
		20 s.h.

**Criminal Justice - Certificate of Achievement (30 s.h.)****Required Core Courses:**

CJ 102	Introduction to Criminal Justice	3 s.h.
CJ 265	Criminal Law	3 s.h.
CJ 321	Principles of Criminology	3 s.h.
ENG 101	Communication Skills I	<u>3 s.h.</u>
		12 s.h.

In addition to the required courses listed above, students in the Criminal Justice Certificate of Achievement program must complete 18 semester hours in one of two areas of specialization, as indicated below.

**Areas of Specialization:****Corrections:****Core Courses plus:**

CJ 121	Introduction to Corrections	3 s.h.
CJ 280	Principles & Methods of Corrections I	3 s.h.
CJ 281	Principles & Methods of Corrections II	3 s.h.
	Criminal Justice Electives	<u>9 s.h.</u>
		18 s.h.

**Law Enforcement:****Core courses plus:**

CJ 305	Criminal Procedure	3 s.h.
CJ 311	Criminal Investigation	3 s.h.
CJ 323	Juvenile Justice	3 s.h.
CJ 401	Crime Prevention & Police Community Relations	3 s.h.
	Criminal Justice Electives	<u>6 s.h.</u>
		18 s.h.

**DIETETICS****Dietetics Major - ADA Approved - Didactic Program (42 s.h.)****Required Major Courses:**

FCR 225	Human Nutrition	4 s.h.
FCR 226	Introductory Food Science	4 s.h.
FCR 325	Clinical Nutrition I	4 s.h.

FCR 326	Advanced Food Science	4 s.h.
FCR 338	Methods in Nutrition Education	3 s.h.
FCR 346	Food Service Management I	3 s.h.
FCR 376	Food Service Laboratory	2 s.h.
FCR 425	Advanced Human Nutrition	4 s.h.
FCR 438	Community Nutrition	2 s.h.
FCR 442	Clinical Nutrition II	2 s.h.
FCR 446	Food Service Management II	3 s.h.
FCR 495	Seminar in Dietetics	2 s.h.
	Major Electives	<u>5 s.h.</u>
		42 s.h.

**Required Support Courses:**

BIO 224	Basic Human Physiology	4 s.h.
BIO 226	Microbiology	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
CHM 361	Biochemistry I	4 s.h.
CIS 238	Introduction to Computers	3 s.h.
ECN 271	Economics for Human Services	3 s.h.
MGT 236	Principles of Management	3 s.h.
MTH 115	Contemporary Mathematics	3 s.h.
SOC 101	Introduction to Sociology & Cultural Anthropology	<u>4 s.h.</u>
		36 s.h.

## EDUCATION

The Madonna University 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 University recommends students for both provisional (initial) certification and the Professional Education Certificate, as well as for additional endorsements to existing certificates. The University also recommends students for Vocational Authorizations and endorsements in Trade & Industry, Health Occupations, and Home Economics & Family Life.

### Initial (Provisional) Teacher Certification Programs

Students may complete requirements for either elementary provisional certification (K-8) or secondary provisional certification (7-12). Majors in Art, Computer Science, 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 University, since the following four sets of requirements must be met (although Madonna University reserves the right to change program requirements to remain in compliance with changes in the State certification code):

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 teacher education students according to their prospective level of certification:

**Secondary Certification:**

SOC 101 Introduction to Sociology & Cultural Anthropology 4 s.h.

**Elementary Certification:**

ENG 300 Children's Literature & Drama 4 s.h.

NSC 373 Science Foundations I: Chemistry & Life Science 4 s.h.

NSC 374 Science Foundations II: Astronomy, Earth  
Science & Physics 4 s.h.

PSC 251 or American Government 4 s.h.

GEO 301 World Regional Geography 4 s.h.

SOC 101 Introduction to Sociology & Cultural Anthropology 4 s.h.

2. Teaching Major (must be selected from the listing of Madonna University Teacher Education Programs).

3. Teaching Minor. Secondary candidates must select a minor from the Madonna University Teacher Education Programs. Elementary candidates must complete either the Elementary Curriculum minor (Elementary Planned Program) or the Early Childhood Education minor.

The Elementary Planned Program consists of the following courses:

ART/EDU 316 Art for the Elementary School Teacher 2 s.h.

EDU 335 Language Arts & Linguistics Foundations 3 s.h.

ENG/EDU 300 Children's Literature & Drama 4 s.h.

MTH/EDU 233 Learning and Teaching Number Concepts 3 s.h.

MTH/EDU 234 Learning and Teaching Geometric and  
Statistical Concepts 3 s.h.

MUS/EDU 309 Music for the Classroom Teacher 2 s.h.

NSC/EDU 374 Science Foundations II: Earth Science,  
Physics & Astronomy 4 s.h.

SSC/EDU 307 Social Studies Foundations 3 s.h.

24 s.h.

4. The Professional Education sequence consists of the following courses:

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

EDU 312 Educational Psychology 4 s.h.

EDU 321 Theory and Principles of Reading Instruction 3 s.h.

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

EDU 346 Instructional Media 2 s.h.

EDU 382 Reading in the Content Areas 3 s.h.

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

Theory & Techniques of Instruction - to be chosen from: 4 s.h.		
EDU 450	Theory & Techniques of Instruction: Elementary School (K-8) (4 s.h.)	
EDU 451	Theory & Techniques of Instruction: Art (K-12) (4 s.h.)	
EDU 452	Theory & Techniques of Instruction: Communication Arts (7-12) (4 s.h.)	
EDU 453	Theory & Techniques of Instruction: Foreign Languages (7-12) (4 s.h.)	
EDU 454	Theory & Techniques of Instruction: Home Economics & Family Life (7-12) (4 s.h.)	
EDU 455	Theory & Techniques of Instruction: Mathematics (7-12) (4 s.h.)	
EDU 456	Theory & Techniques of Instruction: Music (K-12) (4 s.h.)	
EDU 457	Theory & Techniques of Instruction: Natural Science (7-12) (4 s.h.)	
EDU 458	Theory & Techniques of Instruction: Social Science (7-12) (4 s.h.)	
EDU 459	Theory & Techniques of Instruction: Vocational Subjects (9-12) (4 s.h.)	
EDU 461	Theory & Techniques of Instruction: Computer Science (K-12) (4 s.h.)	
Directed Teaching - to be chosen from:		8 s.h.
EDU 468	Directed Teaching: Computer Science (K-12) (8 s.h.)	
EDU 470	Directed Teaching: Elementary School (K-8) (6, 8 s.h.)	
EDU 471	Directed Teaching: Art (K-12) (8 s.h.)	
EDU 472	Directed Teaching: Communication Arts (7-12) (8 s.h.)	
EDU 473	Directed Teaching: Foreign Languages (7-12) (8 s.h.)	
EDU 474	Directed Teaching: Home Economics & Family Life (7-12) (8 s.h.)	
EDU 475	Directed Teaching: Mathematics (7-12) (8 s.h.)	
EDU 476	Directed Teaching: Music (K-12) (8 s.h.)	
EDU 477	Directed Teaching: Natural Science (7-12) (8 s.h.)	
EDU 478	Directed Teaching: Social Science (7-12) (8 s.h.)	
EDU 479	Directed Teaching: Vocational/Technical (9-12) (8 s.h.)	
EDU 480	Foundations of Education	3 s.h.
EDU 481	Seminar Directed Teaching	<u>1 s.h.</u>
		36 s.h.

\*Not required with completion of the Early Childhood Education minor.

**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	Theory & Techniques of Instruction: Elementary School (K-8)	4 s.h.
EDU 451 or	Theory & Techniques of Instruction: Art (K-12)	4 s.h.
EDU 456	Theory & Techniques of Instruction: Music (K-12)	4 s.h.
EDU 470 and	Directed Teaching: Elementary School (K-8)	4 s.h.
EDU 471 or	Directed Teaching: Art (K-12)	8 s.h.
EDU 476	Directed Teaching: Music (K-12)	8 s.h.

**Secondary Certification with K-12 Endorsement in Art, Music or Computer Science.**

EDU 451 or	Theory & Techniques of Instruction: Art (K-12)	4 s.h.
EDU 456 or	Theory & Techniques of Instruction: Music (K-12)	4 s.h.
EDU 461	Theory & Techniques of Instruction: Computer Science (K-12)	2,4 s.h.
EDU 468 or	Directed Teaching: Computer Science (K-12)	8 s.h.
EDU 471 or	Directed Teaching: Art (K-12)	8 s.h.
EDU 476	Directed Teaching: Music (K-12)	8 s.h.

**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 University.
- . 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 to 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 both the Michigan Basic Skills Test and the Teacher Education Program Basic Skills Tests, as well as other measures;

4. two recommendations (one from faculty member in the major) testifying to personal integrity, emotional stability, and social and academic competence.

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

Transfer students will be evaluated on an individual basis but must complete a minimum of 20 semester hours at Madonna University 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. Completion of the relevant subject area tests of the Michigan Test for Teacher Certification (MTTC).
5. Written recommendation from major advisor, and departmental approval.

Applications for admission to 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 or better, 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 the Professional Education Certificate and to those individuals who wish to add another teaching endorsement to their current teaching certificate:

1. Middle School (5-9)

The middle school endorsement is a minimum 18 s.h. endorsement having both generic requirements and subject matter requirements. Note that since 1987



middle school endorsements may be given in individual subject fields only. If the teacher's subject matter area needs strengthening, the middle school endorsement program may exceed 18 s.h. The generic requirements are:

PSY 313	Adolescent Psychology	4 s.h.
EDU 321	Theory and Principles of Reading Instruction	3 s.h.
EDU 382	Reading in the Content Areas	3 s.h.
EDU 449	Theory & Techniques of Instruction: Middle School (5-9)	4 s.h.
EDU 469	Directed Teaching: Middle School (5-9)	4 s.h.

A course in computers is recommended.

**2. Reading Improvement (K-8) or (7-12) - Minor Only**

A 24 s.h. planned program selected from the following courses:

CD 310	Language Development and Language Arts	3 s.h.
EDU 321	Theory and Principles of Reading Instruction	3 s.h.
EDU 335	Language Arts and Linguistics Foundations	3 s.h.
EDU 372	Diagnosis & Remedial Techniques in Reading	3 s.h.
EDU 382	Reading in the Content Areas	3 s.h.
EDU 485	Reading Practicum	2-4 s.h.
ENG 300	Children's Literature & Drama	4 s.h.
PSY 101	General Psychology	3 s.h.
SED 401	Speech & Language Development & Disorders in Children	3 s.h.

The subject area test in Reading of the Michigan Test for Teacher Certification (MTTC) is also required.

**3. ZA Endorsement**

Early Childhood Pre-K and K. An 18 s.h. program planned with the Department of Family & Consumer Resources. The subject area test in Early Childhood Education of the Michigan Test for Teacher Certification (MTTC) is also required.

**4. Learning Disabilities Endorsement Program**

See the 1993-1995 Graduate Bulletin for a description of this program.

**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 University (see table for Teacher Education Programs). The relevant subject area test of the Michigan Test for Teacher Certification (MTTC) is required when the major or minor is completed.

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

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

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

### MADONNA UNIVERSITY TEACHER EDUCATION PROGRAMS

Approved by the Michigan Department of Education

Accredited by the National Council for  
Accreditation of Teacher Education

	Elementary(K-8)		Secondary(7-12)	
	Major	Minor	Major	Minor
Art (Major, K-12) . . . . .	G	G	G	G
Biology . . . . .	X	X	X	X
Chemistry . . . . .	X	X	X	X
Child Care & Guidance (Voc.) . . . . .			X	
Communication Arts . . . . .	G	G	G	G
Computer Science (Major, K-12) . . . . .			G	G
Early Childhood Education . . . . .		X		
English . . . . .	X	X	X	X
English-Journalism . . . . .	G	G	G	G
English-Speech . . . . .	G	G	G	G
French . . . . .	X	X	X	X
General Science . . . . .	G			
Health Occupations (Voc.) . . . . .			X	
History . . . . .	X	X	X	X
Home Economics (Voc.) . . . . .			X	X
Home Economics & Family Life . . . . .	X		X	
Japanese (K-12) . . . . .	X		X	
Journalism . . . . .		X		X
Learning Disabilities (see Graduate Bulletin) . . . . .				
Mathematics . . . . .	X	X	X	X
Music Education (Major, K-12) . . . . .	G	G	G	G
Natural Science . . . . .		G	G	G
Physics . . . . .		X		X
Polish . . . . .		X		X
Political Science . . . . .		X		X
Reading (K-8) or (7-12)* . . . . .		G		G
Social Science . . . . .	G	G	G	G
Sociology . . . . .	X	X	X	X
Spanish . . . . .	X	X	X	X
Speech . . . . .		X		X
Trade & Industry (Voc.) . . . . .			X	

\* Reading minor may be added to an existing certificate only.

X = Major, minimum 30-32 s.h.; minor, minimum 20 s.h.

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

## EMERGENCY MEDICAL TECHNOLOGY

Madonna University does not offer degree completion in Emergency Medical Technology. The University does offer experiential learning credits for completion of Basic EMT as evidenced by current State of Michigan licensure. Experiential learning credits in EMT may be used to satisfy the biological science requirement with lab under General Education for majors in Fire Science (FS), in Occupational Safety, Health, and Fire Science (OSF), and in Allied Health Administration (AHA). Application for Basic EMT credits is to be made through the Fire Science/Occupational Health, Safety, and Fire Science Program Coordinator in the Department of Physical and Applied Sciences, or the Allied Health Administration Program Coordinator in the Department of Biological and Health Sciences, depending on the major selected.

## ENGLISH

### English Major (36 s.h.)

#### Required Major Courses:

ENG 209	Approaches to Grammar *	4 s.h.
ENG 295	Critical Writing & Literary Analysis	4 s.h.
ENG 300	Children's Literature & Drama **	4 s.h.
ENG 301 or	Major American Writers: Beginnings to 1900	4 s.h.
ENG 302	Major American Writers: 1900 to Present	4 s.h.
ENG 361 or	Major British Writers: Chaucer to Johnson	4 s.h.
ENG 362	Major British Writers: Blake to Eliot	4 s.h.
ENG 475	Studies in Literature	4 s.h.
HUM 495	Senior Seminar	1 s.h.
	Major Electives in Literature	<u>11-15 s.h.</u>
		36 s.h.

\* Required only for student seeking elementary or secondary certification.

\*\* Required only for students seeking elementary certification.

### English Major - Associate Degree (24 s.h.)

#### Required Major Courses:

ENG 295	Critical Writing & Literary Analysis	4 s.h.
ENG 301 or	Major American Writers: Beginnings to 1900	4 s.h.
ENG 302	Major American Writers: 1900 to Present	4 s.h.
ENG 361 or	Major British Writers: Chaucer to Johnson	4 s.h.
ENG 362	Major British Writers: Blake to Eliot	4 s.h.
	Major Electives in Literature	<u>12 s.h.</u>
		24 s.h.

### English Minor (20 s.h.)

#### Required Minor Courses:

ENG 295	Critical Writing & Literary Analysis	4 s.h.
	Minor Electives in Literature	<u>16 s.h.</u>
		20 s.h.

**English/Journalism Major (36 s.h.)**

**Required Major Courses:**

ENG 295	Critical Writing & Literary Analysis	4 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 357	Editing & Copyreading	3 s.h.
HUM 495	Senior Seminar	1 s.h.
	Major Electives in English	13-14 s.h.
	Major Electives in Journalism	<u>11-12 s.h.</u>
		36 s.h.

**English/Journalism Major - Associate Degree (24 s.h.)**

**Required Major Courses:**

ENG 295	Critical Writing & Literary Analysis	4 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 357	Editing & Copyreading	3 s.h.
	Major Electives in English	8 s.h.
	Major Electives in Journalism	<u>6 s.h.</u>
		24 s.h.

**English/Journalism Minor (24 s.h.)**

**Required Minor Courses:**

ENG 295	Critical Writing & Literary Analysis	4 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 357	Editing & Copyreading	3 s.h.
	Minor Electives in English	8 s.h.
	Minor Electives in Journalism	<u>6 s.h.</u>
		24 s.h.

**English/Speech Major (36 s.h.)**

**Required Major Courses:**

ENG 295	Critical Writing & Literary Analysis	4 s.h.
SPH 105	Speech Communication	3 s.h.
HUM 495	Senior Seminar	1 s.h.
	Electives in English	13-14 s.h.
	Electives in Speech	<u>14-15 s.h.</u>
		36 s.h.

**English/Speech Major - Associate Degree (24 s.h.)**

**Required Major Courses:**

ENG 295	Critical Writing & Literary Analysis	4 s.h.
SPH 105	Speech Communication	3 s.h.
	Electives in English	8 s.h.
	Electives in Speech	<u>9 s.h.</u>
		24 s.h.

**English/Speech Minor (24 s.h.)**

**Required Minor Courses:**

ENG 295	Critical Writing & Literary Analysis	4 s.h.
SPH 105	Speech Communication	3 s.h.
	Minor Electives in English	8 s.h.
	Minor Electives in Speech	<u>9 s.h.</u>
		24 s.h.

## FIRE SCIENCE

### Fire Science Major (30 s.h.)

#### Required Major Courses:

FS 101	Introduction to Fire Protection & Prevention	3 s.h.
FS 215	Building Construction	3 s.h.
FS 291 or	Cooperative Education I*	1-3 s.h.
FS 293	Internship I*	1-3 s.h.
FS 350	Hydraulics & Water Supply	3 s.h.
FS 368	Fire Protection Systems I	3 s.h.
FS 369	Fire Protection Systems II	3 s.h.
FS 391 or	Cooperative Education II**	1-3 s.h.
FS 393	Internship II**	1-3 s.h.
FS 440	Tactics & Strategy	3 s.h.
FS 451	Hazardous Materials	3 s.h.
FS 495	Senior Seminar	2 s.h.
	Major Electives	<u>1-5 s.h.</u>
		30 s.h.

#### Required Support Courses:

CHM 111	General Chemistry I	4 s.h.
MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	Precalculus	5 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	<u>4 s.h.</u>
		17-19 s.h.

### Fire Science Major - Associate Degree (24 s.h.)

#### Required Major Courses:

FS 101	Introduction to Fire Protection & Prevention	3 s.h.
FS 215	Building Construction	3 s.h.
FS 291 or	Cooperative Education I*	1-3 s.h.
FS 293	Internship I*	1-3 s.h.
FS 350	Hydraulics & Water Supply	3 s.h.
FS 368	Fire Protection Systems I	3 s.h.
FS 369	Fire Protection Systems II	3 s.h.
FS 440	Tactics & Strategy	3 s.h.
FS 451	Hazardous Materials	3 s.h.
	Major Electives	<u>0-2 s.h.</u>
		24 s.h.

#### Required Support Courses:

CHM 111	General Chemistry I	4 s.h.
MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	Precalculus	5 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	<u>4 s.h.</u>
		17-19 s.h.

\*Required for preservice associate and baccalaureate students.  
 \*\*Required for preservice baccalaureate students.

**Fire Science Minor (20 s.h.)**

Required Minor Courses:

FS 101	Introduction to Fire Protection & Prevention	3 s.h.
FS 215	Building Construction	3 s.h.
FS 350	Hydraulics & Water Supply	3 s.h.
FS 368	Fire Protection Systems I	3 s.h.
FS 451	Hazardous Materials	3 s.h.
	Minor Electives	<u>5 s.h.</u>
		20 s.h.

**Fire Science - Certificate of Achievement (30 s.h.)**

Required Courses:

ENG 101	Communication Skills I	3 s.h.
FS 101	Introduction to Fire Protection & Prevention	3 s.h.
FS 215	Building Construction	3 s.h.
FS 350	Hydraulics & Water Supply	3 s.h.
FS 368	Fire Protection Systems I	3 s.h.
FS 369	Fire Protection Systems II	3 s.h.
FS 451	Hazardous Materials	3 s.h.
	Electives	<u>9 s.h.</u>
		30 s.h.

**Occupational Safety, Health & Fire Science Major (42 s.h.)**

Required Major Courses:

FS 101	Introduction to Fire Protection & Prevention	3 s.h.
FS 215	Building Construction	3 s.h.
FS 291 or	Cooperative Education I*	1-3 s.h.
FS 293	Internship I*	1-3 s.h.
FS 322	Inspection & Survey of Facilities	3 s.h.
FS 368	Fire Protection Systems I	3 s.h.
FS 369	Fire Protection Systems II	3 s.h.
FS 391 or	Cooperative Education II**	1-3 s.h.
FS 393	Internship II**	1-3 s.h.
FS 451	Hazardous Materials	3 s.h.
FS 495	Senior Seminar	2 s.h.
OSH 102	Standards & Regulations	3 s.h.
OSH 331 or	Safety Program Management	3 s.h.
FS 490	Fire Service Management	3 s.h.
OSH 311	Industrial Safety and Health	3 s.h.
OSH 352	Industrial Hygiene I	3 s.h.
OSH 398	Industrial Hygiene II	3 s.h.
	Major Electives	<u>1-7 s.h.</u>
		42 s.h.

**Required Support Courses:**

BIO 224 or	Basic Human Physiology	4 s.h.
BIO 243 and	Anatomy & Physiology I	3 s.h.
BIO 244 or	Anatomy & Physiology II	3 s.h.
NSC 125	Health Problems	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Introduction to Life Chemistry	4 s.h.
MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	Precalculus	5 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	4 s.h.
		<u>25-29 s.h.</u>

**Occupational Safety, Health & Fire Science Major - Associate Degree (30 s.h.)**

**Required Major Courses:**

FS 101	Introduction to Fire Protection & Prevention	3 s.h.
FS 215	Building Construction	3 s.h.
FS 291 or	Cooperative Education I*	1-3 s.h.
FS 293	Internship I*	1-3 s.h.
FS 322	Inspection & Survey of Facilities	3 s.h.
FS 368	Fire Protection Systems I	3 s.h.
FS 369	Fire Protection Systems II	3 s.h.
FS 451	Hazardous Materials	3 s.h.
OSH 102	Standards & Regulations	3 s.h.
OSH 331 or	Safety Program Management	3 s.h.
FS 490	Fire Service Management	3 s.h.
OSH 352	Industrial Hygiene I	3 s.h.
	Major Electives	<u>2-3 s.h.</u>
		30 s.h.

**Required Support Courses:**

BIO 224 or	Basic Human Physiology	4 s.h.
BIO 243 and	Anatomy & Physiology I	3 s.h.
BIO 244 or	Anatomy & Physiology II	3 s.h.
NSC 125	Health Problems	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Introduction to Life Chemistry	4 s.h.
MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	Precalculus	5 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	4 s.h.
		<u>25-29 s.h.</u>

\*Required for preservice associate and baccalaureate students.

\*\*Required for preservice baccalaureate students.

## FOOD SERVICE MANAGEMENT

### Food Service Management Major (36 s.h.)

#### Required Major Courses:

FCR 225	Human Nutrition	4 s.h.
FCR 226	Introductory Food Science	4 s.h.
FCR 246	Residential Management	3 s.h.
FCR 276	Food Service Sanitation	1 s.h.
FCR 326	Advanced Food Science	4 s.h.
FCR 346	Food Service Management I	3 s.h.
FCR 376	Food Service Laboratory	2 s.h.
FCR 446	Food Service Management II	3 s.h.
FCR 476	Food Service Management III	2 s.h.
	Major Electives	<u>10 s.h.</u>
		36 s.h.

#### Required Support Courses:

ACC 201	Principles of Accounting I	4 s.h.
BIO 224	Basic Human Physiology	4 s.h.
CIS 238	Introduction to Computers	3 s.h.
ECN 271	Economics for Human Services	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 310	Introduction to Personnel Administration	<u>3 s.h.</u>
		20 s.h.

### Food Service Management Minor (20 s.h.)

#### Required Minor Courses:

FCR 226	Introductory Food Science	4 s.h.
FCR 246	Residential Management	3 s.h.
FCR 276	Food Service Sanitation	1 s.h.
FCR 346	Food Service Management I	3 s.h.
FCR 376	Food Service Laboratory	2 s.h.
FCR 446	Food Service Management II	3 s.h.
FCR 476	Food Service Management III	2 s.h.
	Minor Electives	<u>2 s.h.</u>
		20 s.h.

#### Required Support Courses:

CIS 238	Introduction to Computers	3 s.h.
MGT 236	Principles of Management	<u>3 s.h.</u>
		6 s.h.

Secondary Teacher Certification and Vocational Authorization: available with a major or minor in Food Service Management and appropriate work experience.



## FRENCH

**French Major (30 s.h.)** beyond elementary level; some courses must be taken on a consortial basis.

Not applicable toward major: FRE 101, 102, 300.

**French Minor (20 s.h.)** beyond elementary level.

## GENERAL SCIENCE

**General Science Major (42 s.h.)**

Required Major Courses:

BIO 103	General Biology I	4 s.h.
BIO 104	General Biology II	4 s.h.
BIO 224	Basic Human Physiology	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Introduction to Life Chemistry	4 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	4 s.h.
NSC 216	Earth Science	4 s.h.
NSC 303	Oceans: Our Continuing Frontier	4 s.h.
NSC 329	Principles of Astronomy	4 s.h.
GSC 495	Senior Seminar	<u>2 s.h.</u>
		42 s.h.

Required Support Courses:

MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	Precalculus	<u>5 s.h.</u>
		5-7 s.h.

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-8) 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.

## GERONTOLOGY

All students working toward a minor, certificate, Associate or Bachelor degree in Gerontology are required to complete a series of approved professional contacts. This will assure each student has been introduced to a wide range of current programs, services, and organizations available in the field of aging.

**Gerontology Major (42 s.h.)\***

**Required Major Courses:**

GER 107	Introduction to Gerontology	3 s.h.
GER 230	Programs and Services for Older Adults	3 s.h.
GER 302	Program Planning for Older Adults	3 s.h.
GER 307	Psychology of Aging	3 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 415	Social Gerontology	3 s.h.
GER 425	Public Policy & Resources in Aging	4 s.h.
GER 476	Field Placement	2 s.h.
GER 477	Field Seminar	3 s.h.
GER 495	Gerontology Senior Seminar	3 s.h.
	Major Electives	<u>12 s.h.</u>
		42 s.h.

\* A minimum of 16 s.h. must be taken at Madonna University.

**Gerontology Major - Associate Degree (30 s.h.)**

**Required Major Courses:**

GER 107	Introduction to Gerontology	3 s.h.
GER 230	Programs and Services for Older Adults	3 s.h.
GER 302	Program Planning for Older Adults	3 s.h.
GER 307	Psychology of Aging	3 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 415	Social Gerontology	3 s.h.
GER 476	Field Placement	4 s.h.
GER 477	Field Seminar	2 s.h.
	Major Electives	<u>6 s.h.</u>
		30 s.h.

**Gerontology Minor (20 s.h.)\***

**Required Minor Courses:**

GER 107	Introduction to Gerontology	3 s.h.
	Minor Electives**	<u>17 s.h.</u>
		20 s.h.

\* A minimum of 8 s.h. in upper division courses at Madonna University.

\*\* Gerontology 476 and 477 may not be used to satisfy the minor elective requirements.

**Activity Therapy in Gerontology - Certificate of Achievement (33 s.h.)**

**Required Courses:**

ENG 101	Communication Skills I	3 s.h.
GER 210	Physical Education Activities	2 s.h.
GER 246	Working with the Impaired Elderly	2 s.h.
GER 285	Documentation in Human Services	2 s.h.
GER 302	Program Planning for Older Adults	3 s.h.
GER 307	Psychology of Aging	3 s.h.

GER 310	Activity Therapy in Gerontology	3 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 350	Counseling the Older Adult	2 s.h.
GER 415	Social Gerontology	3 s.h.
GER 476.4	Field Placement	4 s.h.
GER 477.4	Field Seminar	2 s.h.
	Gerontology Elective	<u>1 s.h.</u>
		33 s.h.

**Required Support Courses:**

GER 107	Introduction to Gerontology	3 s.h.
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**Aging & Mental Health - Certificate of Achievement (33 s.h.)**

**Required Courses:**

ENG 101	Communication Skills I	3 s.h.
GER 215	Mental Health & Aging	2 s.h.
GER 230	Programs and Services for Older Adults	3 s.h.
GER 285	Documentation in Human Services	2 s.h.
GER 307	Psychology of Aging	3 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 350	Counseling the Older Adult	2 s.h.
GER 370	Legal Issues for Older Adults	2 s.h.
GER 415	Social Gerontology	3 s.h.
GER 476.3	Field Placement	4 s.h.
GER 477.3	Field Seminar	2 s.h.
PSY 342	Abnormal Psychology	<u>4 s.h.</u>
		33 s.h.

**Required Support Courses:**

GER 107	Introduction to Gerontology	3 s.h.
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**Case Management - Certificate of Achievement (33 s.h.)**

**Required Courses:**

ENG 101	Communication Skills I	3 s.h.
GER 219.4	Supporting Family Caregivers	1 s.h.
GER 230	Programs and Services for Older Adults	3 s.h.
GER 285	Documentation in Human Services	2 s.h.
GER 307	Psychology of Aging	3 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 319	Community Resources	1 s.h.
GER 350	Counseling the Older Adult	2 s.h.
GER 370	Legal Issues for Older Adults	2 s.h.
GER 387	Case Management I	2 s.h.
GER 388	Case Management II	2 s.h.
GER 415	Social Gerontology	3 s.h.
GER 476.6	Field Placement	4 s.h.
GER 477.6	Field Seminar	<u>2 s.h.</u>
		33 s.h.

Required Support Courses:

GER 107 Introduction to Gerontology 3 s.h.

**Gerontology - Certificate of Achievement (33 s.h.)**

Required Courses:

ENG 101	Communication Skills I	3 s.h.
GER 230	Programs and Services for Older Adults	3 s.h.
GER 302	Program Planning for Older Adults	3 s.h.
GER 307	Psychology of Aging	3 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 370	Legal Issues for Older Adults	2 s.h.
GER 415	Social Gerontology	3 s.h.
GER 476	Field Placement	4 s.h.
GER 477	Field Seminar	2 s.h.
	Gerontology Electives	<u>7 s.h.</u>
		33 s.h.

Required Support Courses:

GER 107 Introduction to Gerontology 3 s.h.

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

## HISTORY

**History Major (33 s.h.)**

Required Major Courses:

HIS 108 or	Ancient World	4 s.h.
HIS 245	Medieval & Renaissance Europe	4 s.h.
HIS 341	Minority Groups in America	4 s.h.
HIS 453	United States in the Twentieth Century	4 s.h.
HIS 463	Emerging Nations	3 s.h.
HIS 495	History & Social Science Seminar	4 s.h.
	Major Electives	<u>14 s.h.</u>
		33 s.h.

**History Minor (20 s.h.)**

Required Minor Courses:

HIS 108 or	Ancient World	4 s.h.
HIS 245	Medieval & Renaissance Europe	4 s.h.
HIS 453	United States in the Twentieth Century	4 s.h.
HIS 463	Emerging Nations	3 s.h.
	Minor Electives	<u>9 s.h.</u>
		20 s.h.

**Social Science Group Major, History (36 s.h.) including 16 s.h. in History.**

## HOME ECONOMICS & FAMILY LIFE

### Home Economics & Family Life Major (37 s.h.)

#### Required Major Courses:

CD 216	Child Development & Guidance	3 s.h.
CD 416	Assessing Children's Behavior	2 s.h.
CD 495	Seminar	2 s.h.
FCR 225	Human Nutrition	4 s.h.
FCR 226	Introductory Food Science	4 s.h.
FCR 236	Clothing Selection & Construction	4 s.h.
FCR 255	Consumer Behavior	3 s.h.
FCR 305	Textiles	4 s.h.
FCR 327	Family Resources Management	3 s.h.
FCR 353	Marriage & the Family	4 s.h.
FCR 363	Housing & Interior Design	<u>4 s.h.</u>
		37 s.h.

Secondary Teacher Certification & Vocational Authorization is available with a major in Home Economics & Family Life. Students interested in Secondary Teacher Certification must take an additional semester hour of Independent Study to satisfy State requirements.

### Home Economics & Family Life Minor (23 s.h.)

#### Required Minor Courses:

CD 216	Child Development & Guidance	3 s.h.
FCR 225	Human Nutrition	4 s.h.
FCR 226	Introductory Food Science	4 s.h.
FCR 236	Clothing Selection & Construction	4 s.h.
FCR 305	Textiles	4 s.h.
FCR 363	Housing & Interior Design	<u>4 s.h.</u>
		23 s.h.

## HOSPICE EDUCATION

### Hospice Education Major (30 s.h.)

#### Required Major Courses:

HSP 221	Introduction to Hospice Care Concepts	3 s.h.
HSP 331	Management of the Bereavement Process	3 s.h.
HSP 348	Psychosocial Components of Hospice Care	3 s.h.
HSP 350	Spiritual & Ethical Considerations in Hospice Care	3 s.h.
HSP 353	Comfort & Care for the Hospice Client	3 s.h.
HSP 462	Managing Hospice Services I	3 s.h.
HSP 465	Hospice Field Experience I	3 s.h.
HSP 475	Emerging Issues in Interdisciplinary Hospice Care	3 s.h.
HSP 482	Managing Hospice Services II	3 s.h.
HSP 485	Field Experience II	2 s.h.
HSP 495	Senior Seminar	<u>1 s.h.</u>
		30 s.h.

**Required Support Courses:**

RST 414	Life/Death Issues	2-4 s.h.
SW 239	Empathy Listening Skills	1 s.h.

**Hospice Education Major - Associate Degree (28 s.h.)**

**Required Major Courses:**

HSP 221	Introduction to Hospice Care Concepts	3 s.h.
HSP 331	Management of the Bereavement Process	3 s.h.
HSP 348	Psychosocial Components of Hospice Care	3 s.h.
HSP 350	Spiritual & Ethical Considerations in Hospice Care	3 s.h.
HSP 353	Comfort & Care for the Hospice Client	3 s.h.
HSP 462	Managing Hospice Services I	3 s.h.
HSP 465	Hospice Field Experience I	3 s.h.
HSP 475	Emerging Issues in Interdisciplinary Hospice Care	3 s.h.
	Major Electives	<u>4 s.h.</u>
		28 s.h.

**Required Support Courses:**

RST 414	Life/Death Issues	2-4 s.h.
SW 239	Empathy Listening Skills	1 s.h.

**Hospice Education - Certificate of Achievement (31 s.h.)**

**Required Courses:**

ENG 101	Communication Skills I	3 s.h.
HSP 221	Introduction to Hospice Care Concepts	3 s.h.
HSP 331	Management of the Bereavement Process	3 s.h.
HSP 348	Psychosocial Components of Hospice Care	3 s.h.
HSP 350	Spiritual & Ethical Considerations in Hospice Care	3 s.h.
HSP 353	Comfort & Care for the Hospice Client	3 s.h.
HSP 462	Managing Hospice Services I	3 s.h.
HSP 465	Hospice Field Experience I	3 s.h.
HSP 475	Emerging Issues in Interdisciplinary Hospice Care	3 s.h.
RST 414	Life/Death Issues	<u>4 s.h.</u>
		31 s.h.

**Hospice Education Minor (21 s.h.)**

**Required Minor Courses:**

HSP 221	Introduction to Hospice Care Concepts	3 s.h.
HSP 331 or	Management of the Bereavement Process	3 s.h.
HSP 475	Emerging Issues in Interdisciplinary Hospice Care	3 s.h.
HSP 348	Psychosocial Components of Hospice Care	3 s.h.
HSP 350	Spiritual & Ethical Considerations in Hospice Care	3 s.h.
HSP 353	Comfort & Care for the Hospice Client	3 s.h.
HSP 462	Managing Hospice Services I	3 s.h.
HSP 465	Hospice Field Experience I	<u>3 s.h.</u>
		21 s.h.

Recommended Course:

RST 414      Life/Death Issues      2-4 s.h.

Hospice care emphasizes an interdisciplinary approach to palliative assistance for dying persons of all ages. Administrators, psychologists, sociologists, social workers, doctors, nurses, gerontologists, ministers, volunteers, and educators 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.

## HOSPITALITY MANAGEMENT

### Hospitality Management Major (40 s.h.)

Required Major Courses:

FCE 225	Human Nutrition	4 s.h.
FCE 226	Introductory Food Science	4 s.h.
FCE 246	Residential Management	3 s.h.
FCE 276	Food Service Sanitation	1 s.h.
FCE 291	Cooperative Education	2 s.h.
FCE 327	Advanced Food Science	4 s.h.
FCE 336	Lodging Management I	3 s.h.
FCE 346	Food Service Management I	3 s.h.
FCE 363	Housing and Interior Design	4 s.h.
FCE 376	Food Management Laboratory	2 s.h.
FCE 436	Lodging Management II	2 s.h.
FCE 446	Food Service Management II	3 s.h.
FCE 491	Cooperative Education	2 s.h.
MM 240	Principles of Retailing	<u>3 s.h.</u>
		40 s.h.

Required Support Courses:

ACC 201	Principles of Accounting I	4 s.h.
ECN 271	Economics for Human Services	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 310 or	Human Resource Utilization	3 s.h.
MGT 363 or	Materials & Purchasing Management	3 s.h.
MKT 307	Promotional Strategy	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
OSH 102	Standards and Regulations	3 s.h.
OSH 215 or	Building Construction	3 s.h.
OSH 322 or	Inspection/Survey of Facilities	3 s.h.
OSH 368	Fire Protection Systems I	<u>3 s.h.</u>
		22 s.h.

## HUMANITIES

### Humanities Minor (24 s.h.)

#### Required Minor Courses:

HUM 201 or	The Medium & the Message	4 s.h.
HUM 305	The Idea of Justice	4 s.h.
	Minor Electives (from a minimum of four Humanities disciplines)*	<u>20 s.h.</u>
		24 s.h.

8 s.h. must be in upper division courses.

\*Minor electives to be chosen from the following disciplines: Art, Communication Arts, English, Foreign Languages, Humanities, Journalism, Music, Philosophy, Religious Studies, Sign Language Studies, and Speech.

## INTERNATIONAL BUSINESS & ECONOMICS

### International Business & Economics Major (62 s.h.)

#### Required Major Courses:

ACC 201	Principles of Accounting I	4 s.h.
ACC 202	Principles of Accounting II	4 s.h.
BUS 395	Business & Society	3 s.h.
BL 333	Business Law I	3 s.h.
CIS 238	Introduction to Computers	3 s.h.
ECN 394	Economic Geography	3 s.h.
ECN 454	International Economics	3 s.h.
INB 314	International Business	3 s.h.
INB 435	International Trade Structures & Systems	3 s.h.
INB 445	International Management	3 s.h.
INB 471-475	Seminars International Business & Economics	1-3 s.h.
INB 493	Internship	2 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 495	Business Policy	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
PSC 301	International Relations	4 s.h.
PSC 321	Comparative Politics	4 s.h.
QS 355	Applied Business Statistics	3 s.h.
	Major Electives - to be chosen from:	4-8 s.h.
	ACC 313 Managerial Accounting (3 s.h.)	
	CIS 330 Information Systems for Decision Making (3 s.h.)	
	ECN 380 Money & Banking (3 s.h.)	
	FIN 315 Business Finance (3 s.h.)	
	FIN 371 Institutional Portfolio Management (3 s.h.)	
	MGT 421 Production & Operations Management (3 s.h.)	
	Modern Foreign Language (1-4 s.h.) *	
		<u>62 s.h.</u>



\* Competency in a modern foreign language required. Must include at least one semester hour of language lab at the intermediate level. A "Modern Foreign Language" is one which is in current use in the world (e.g., Latin would not be considered a foreign language for this elective as it is not in current use).

Experience abroad is also required.

**Required Support Courses:**

ECN 272	Principles of Microeconomics	4 s.h.
ECN 273	Principles of Macroeconomics	4 s.h.
HIS 432	Diplomatic History of the United States	3 s.h.
HIS 463	Emerging Nations	3 s.h.
MTH 105 or	Intermediate Algebra	4 s.h.
MTH 121	Precalculus	5 s.h.
MTH 230	Business Calculus	4 s.h.
MTH 235	Probability & Statistics	4 s.h.
		<hr/> 26-27 s.h.

**Combined Baccalaureate/Master Degree**

An accelerated program is offered which results in a student earning a Bachelor of Science degree in International Business and a Master of Science in Business Administration with a major in International Business. Students interested in this accelerated program should apply at least one term before they plan to take the graduate-level courses. Students who participate in this track must satisfy all undergraduate degree requirements for their major. They may meet part of these requirements by counting the graduate courses taken before receiving the baccalaureate.

If the student's cumulative GPA is less than 3.25, the Graduate Management Admission Test (GMAT) must be completed before any graduate courses may be taken. Therefore, it is recommended that this test be taken while the student is in the junior year so that students majoring in International Business may substitute the following graduate courses for required undergraduate courses:

Graduate Course and Number	Undergraduate Course
INB 535 - International Trade Structures and Systems	INB 435
INB 545 - International Management	INB 445
ECN 554 - International Economics	ECN 454
INB 635 - Foreign Business and Culture Experience	INB 419

Taking these graduate courses in the undergraduate program does not automatically guarantee admission into the graduate program for International Business.

## JAPANESE

### Japanese Major (38-39 s.h.)

#### Required Courses:

HIS 357	Modern Asia	3 s.h.
JPN 101	Beginning Japanese I	4 s.h.
JPN 102	Beginning Japanese II	4 s.h.
JPN 201	Intermediate Japanese I	4 s.h.
JPN 302	Intermediate Japanese II	4 s.h.
JPN 301	Advanced Japanese I	4 s.h.
JPN 302	Advanced Japanese II	4 s.h.
JPN 321	Survey of Japan	3 s.h.
JPN 402	Advanced Spoken Japanese	3 s.h.
JPN 423	Japanese Literature in Translation	3 s.h.
	Major Electives - to be chosen from:	2-3 s.h.
	ART 335 Art and Culture of Asia 3 s.h.)	
	JPN 351 Japanese Language Pedagogy (2 s.h.)*	
	RST 146 Survey of Eastern Religions (3 s.h.)	
		<hr/> 38-39 s.h.

\* Japanese 351 is required for students seeking Michigan teacher certification in Japanese.

### Japanese Minor (27 s.h.)

#### Required Minor Courses

JPN 101	Beginning Japanese I	4 s.h.
JPN 102	Beginning Japanese II	4 s.h.
JPN 201	Intermediate Japanese I	4 s.h.
JPN 202	Intermediate Japanese II	4 s.h.
JPN 301	Advanced Japanese I	4 s.h.
JPN 302	Advanced Japanese II	4 s.h.
JPN 321	Survey of Japan	<u>3 s.h.</u>
		27 s.h.

## JOURNALISM & PUBLIC RELATIONS

### Journalism & Public Relations Major (46 s.h.)

#### Required Major Courses:

JRN 121	Introduction to Commercial Art	4 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 286	Editorial & Feature Writing	3 s.h.
JRN 313	Photography I	3 s.h.
JRN 316	Newspaper Production	2 s.h.
JRN 357	Editing & Copyreading	3 s.h.
JRN 401	Foundations of Mass Communication	3 s.h.
JRN 416	Advanced Newspaper Production	2 s.h.

JRN 491	Journalism/Public Relations Practicum/ Cooperative Education	3-12 s.h.
HUM 495	Senior Seminar	1 s.h.
	Major Electives - to be chosen from:	16-19 s.h.
	ART 207 Creative Design (4 s.h.)	
	ART 268 Commercial Art Experiences (4 s.h.)	
	ART 361 Advertising Design (4 s.h.)	
	ART 425 Advanced Problems in Commercial Art (4 s.h.)	
	ENG 209 Approaches to Grammar (4 s.h.)	
	ENG 262 Language & Culture (3 s.h.)	
	JRN 205 Public Relations Writing (3 s.h.)	
	JRN 314 Photography II (3 s.h.)	
	JRN 351 Television Production Techniques I (3 s.h.)	
	JRN 352 Television Production Techniques II (3 s.h.)	
	MKT 244 Principles of Marketing (3 s.h.)	
	MKT 255 Consumer Behavior (3 s.h.)	
	MKT 307 Promotional Strategy (3 s.h.)	
	MKT 387 Sales Management (3 s.h.)	
	MKT 415 Marketing Management (3 s.h.)	
		<hr/> 46 s.h.

**Journalism & Public Relations Major - Associate Degree (24 s.h.)**

Required Major Courses:

JRN 132	Newspaper Reporting	3 s.h.
JRN 286	Editorial & Feature Writing	3 s.h.
JRN 313	Photography I	3 s.h.
JRN 316	Newspaper Production	2 s.h.
JRN 357	Editing & Copyreading	3 s.h.
	Major Electives in Journalism	<hr/> 10 s.h.
		24 s.h.

Required Support Courses - 6 s.h. to be chosen from:

ART 207	Creative Design & Color	4 s.h.
ART 268	Commercial Art Experiences	4 s.h.
JRN 291, 391	Practicum/Cooperative Education	1-6 s.h.
MKT 244	Principles of Marketing	3 s.h.
MKT 255	Consumer Behavior	3 s.h.
MKT 307	Promotional Strategy	3 s.h.

**Journalism & Public Relations Minor (20 s.h.)**

Required Minor Courses:

JRN 132	Newspaper Reporting	3 s.h.
JRN 286	Editorial & Feature Writing	3 s.h.
JRN 316	Newspaper Production	2 s.h.
JRN 357	Editing & Copyreading	3 s.h.
JRN 416	Advanced Newspaper Production	2 s.h.
	Minor Electives	<hr/> 7 s.h.
		20 s.h.

## LEGAL ASSISTANT

### Legal Assistant Major (42 s.h.)

#### Required Major Courses:

LAW 100	Legal Assistant Orientation	3 s.h.
LAW 101	Legal Research & Writing I	3 s.h.
LAW 121	Legal Research & Writing II	3 s.h.
LAW 257	Litigation	3 s.h.
LAW 357	Law Office Economics & Management	3 s.h.
LAW 495	Legal Seminar & Practicum/Cooperative Education	4-6 s.h.
	Major Electives	<u>21-23 s.h.</u>
		42 s.h.

### Legal Assistant Major - Associate Degree (30 s.h.)

#### Required Major Courses:

LAW 100	Legal Assistant Orientation	3 s.h.
LAW 101	Legal Research & Writing I	3 s.h.
LAW 121	Legal Research & Writing II	3 s.h.
LAW 257	Litigation	3 s.h.
LAW 495	Legal Seminar & Practicum/Cooperative Education	4-6 s.h.
	Major Electives	<u>12-14 s.h.</u>
		30 s.h.

### Legal Assistant Post-Baccalaureate Certificate (42 s.h.)

#### Required Major Courses:

LAW 100	Legal Assistant Orientation	3 s.h.
LAW 101	Legal Research & Writing I	3 s.h.
LAW 121	Legal Research & Writing II	3 s.h.
LAW 257	Litigation	3 s.h.
LAW 357	Law Office Economics & Management	3 s.h.
LAW 495	Legal Seminar & Practicum/Cooperative Education	4-6 s.h.
	Major Electives	<u>21-23 s.h.</u>
		42 s.h.

**THE MADONNA UNIVERSITY LEGAL ASSISTANT PROGRAM IS  
APPROVED  
BY THE AMERICAN BAR ASSOCIATION**

Completion of the Legal Assistant Program degree requirements DOES NOT AUTHORIZE graduates to practice law as an attorney.

Admission to courses other than LAW 100 requires departmental approval.

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

The last twenty semester hours of legal courses, including LAW 495: Legal Seminar and Practicum, must be completed at Madonna University.

## LONG TERM CARE ADMINISTRATION

All students working toward a certificate, Associate or Bachelor degree in Long Term Care Administration are required to complete a series of approved professional contacts. This will assure each student has been introduced to a wide range of current programs, services, and organizations available in the field of long term care.

### Long Term Care Administration Major (54 s.h.)

#### Required Courses:

GER 230	Programs and Services for Older Adults	3 s.h.
GER 246	Working with the Impaired Elderly	2 s.h.
GER 307	Psychology of Aging	3 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 370	Legal Issues for Older Adults	2 s.h.
GER 415	Social Gerontology	3 s.h.
GER 421	Budgeting in Human Services	2 s.h.
GER 425	Public Policy & Resources in Aging	3 s.h.
GER 476.5	Field Experience	4 s.h.
GER 477.5	Field Seminar	2 s.h.
GER 485	Gerontology Management	3 s.h.
GER 495	Senior Seminar	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 302	Organizational Behavior	3 s.h.
MGT 310	Introduction to Personnel Administration	3 s.h.
MGT 369	Entrepreneurship	3 s.h.
MKT 244	Principles of Marketing	<u>3 s.h.</u>
		48 s.h.

#### Required Support Courses:

GER 107	Introduction to Gerontology	3 s.h.
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In addition to the above required courses and required support courses, Long Term Care Administration majors at the baccalaureate level must select a 6 semester hour concentration in either Nursing Home Administration or in Case Management, as indicated below.

#### Concentration in Nursing Home Administration:

GER 487	Nursing Home Administration I	3 s.h.
GER 488	Nursing Home Administration II	<u>3 s.h.</u>
		6 s.h.

#### Concentration in Case Management:

GER 285	Documentation in Human Services	2 s.h.
GER 387	Case Management I	2 s.h.
GER 388	Case Management II	<u>2 s.h.</u>
		6 s.h.

**Long Term Care Administration Major - Associate Degree (30 s.h.)**

**Required Courses:**

GER 230	Programs and Services for Older Adults	3 s.h.
GER 246	Working with the Impaired Elderly	2 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 370	Legal Issues for Older Adults	2 s.h.
GER 421	Budgeting in Human Services	2 s.h.
GER 425	Public Policy & Resources in Aging	3 s.h.
GER 476.5	Field Experience	4 s.h.
GER 477.5	Field Seminar	2 s.h.
GER 485	Gerontology Management	3 s.h.
GER 487	Nursing Home Administration I	3 s.h.
GER 488	Nursing Home Administration II	3 s.h.
		<u>30 s.h.</u>

**Required Support Courses:**

GER 107	Introduction to Gerontology	3 s.h.
MGT 236	Principles of Management	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
		<u>9 s.h.</u>

**Long Term Care Administration - Certificate of Achievement (33 s.h.)**

**Required Courses:**

ENG 101	Communication Skills I	3 s.h.
GER 230	Programs and Services for Older Adults	3 s.h.
GER 246	Working with the Impaired Elderly	2 s.h.
GER 315	Physical Aspects of Aging	3 s.h.
GER 370	Legal Issues for Older Adults	2 s.h.
GER 421	Budgeting in Human Services	2 s.h.
GER 425	Public Policy & Resources in Aging	3 s.h.
GER 476.5	Field Experience	4 s.h.
GER 477.5	Field Seminar	2 s.h.
GER 485	Gerontology Management	3 s.h.
GER 487	Nursing Home Administration I	3 s.h.
GER 488	Nursing Home Administration II	3 s.h.
		<u>33 s.h.</u>

**Required Support Courses:**

GER 107	Introduction to Gerontology	3 s.h.
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**Nursing Home Administration Pre-Licensure Curriculum (9 s.h.)**

GER 485	Gerontology Management	3 s.h.
GER 487	Nursing Home Administration I	3 s.h.
GER 488	Nursing Home Administration II	3 s.h.
		<u>9 s.h.</u>

## MANAGEMENT

### Management Major - Human Resource Administration Track (62 s.h.)

#### Required Major Courses:

ACC 201	Principles of Accounting I	4 s.h.
ACC 202	Principles of Accounting II	4 s.h.
ACC 313	Managerial Accounting	3 s.h.
BUS 395	Business & Society	3 s.h.
BL 333	Business Law I	3 s.h.
CIS 238	Introduction to Computers	3 s.h.
CIS 330	Information Systems for Decision Making	3 s.h.
FIN 315	Business Finance	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 302	Organizational Behavior	3 s.h.
MGT 310	Introduction to Personnel Administration	3 s.h.
MGT 316	Human Behavior & Leadership	2 s.h.
MGT 427	Human Resource Development	3 s.h.
MGT 495	Business Policy	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
QS 355	Applied Business Statistics	3 s.h.
QS 422	Tests and Measurements	3 s.h.
	Major Electives - to be chosen from:	10 s.h.
	INB 314 International Business (3 s.h.)	
	INB 435 International Trade Structures & Systems (3 s.h.)	
	INB 445 International Management (3 s.h.)	
	MGT 363 Materials & Purchasing Management (3 s.h.)	
	MGT 369 Entrepreneurship (3 s.h.)	
	MGT 375 Allied Health Management (3 s.h.)	
	MGT 421 Production & Operations Management (3 s.h.)	
	MGT 471-475 Seminars in Management (1-3 s.h.)	
	MGT 491 Cooperative Education (1 s.h.)	
	MGT 492 Cooperative Education (1 s.h.)	
	PSY 422 Theories of Personality (4 s.h.)	
	QS 424 Applied Production Science (3 s.h.)	
	SOC 233 Interviewing Techniques (3 s.h.)	
		<hr/>
		62 s.h.

#### Required Support Courses:

ECN 272	Principles of Microeconomics	4 s.h.
ECN 273	Principles of Macroeconomics	4 s.h.
MTH 105 or	Intermediate Algebra	4 s.h.
MTH 121	Precalculus	5 s.h.
MTH 230	Business Calculus	4 s.h.
MTH 235	Probability & Statistics	4 s.h.
		<hr/>
		20-21 s.h.

## MARKETING

### Marketing Major (62 s.h.)

#### Required Major Courses:

ACC 201	Principles of Accounting I	4 s.h.
ACC 202	Principles of Accounting II	4 s.h.
BUS 395	Business & Society	3 s.h.
BL 333	Business Law I	3 s.h.
CIS 238	Introduction to Computers	3 s.h.
FIN 315	Business Finance	3 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 495	Business Policy	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
MKT 255	Consumer Behavior	3 s.h.
MKT 307	Promotional Strategy	3 s.h.
MKT 368	Marketing Communications	3 s.h.
MKT 373	Principles of Advertising	3 s.h.
MKT 415	Marketing Management	3 s.h.
QS 355	Applied Business Statistics	3 s.h.
QS 423	Market Research	3 s.h.

Business Courses - minimum of 6 s.h. to be chosen from: 6 s.h.

INB 314 International Business (3 s.h.)

MGT 363 Materials & Purchasing Management (3 s.h.)

MKT 366 Industrial Marketing (3 s.h.)

MKT 387 Sales Management (3 s.h.)

Major Electives - to be chosen from: 4 s.h.

ACC 313 Managerial Accounting (3 s.h.)

CIS 330 Information Systems for Decision Making (3 s.h.)

MGT 369 Entrepreneurship (3 s.h.)

MKT 471-475 Seminars in Marketing (1-3 s.h.)

MKT 491 Cooperative Education (1 s.h.)

MKT 492 Cooperative Education (1 s.h.)

MM 262 Fashion Promotion & Coordination (3 s.h.)

MM 301 Specialty Merchandising (3 s.h.)

MM 308 Visual Merchandising (3 s.h.)

MM 240 Principles of Retailing (3 s.h.)

MM 348 Retail Buying (3 s.h.)

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62 s.h.

#### Required Support Courses:

ECN 272	Principles of Microeconomics	4 s.h.
ECN 273	Principles of Macroeconomics	4 s.h.
MTH 105 or	Intermediate Algebra	4 s.h.
MTH 121	Precalculus	5 s.h.
MTH 230	Business Calculus	4 s.h.
MTH 235	Probability & Statistics	4 s.h.

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20-21 s.h.



## MATHEMATICS

### Mathematics Major (34 s.h.)

#### Required Major Courses:

CSC 247	Programming: FORTRAN	3 s.h.
MTH 235	Probability & Statistics	4 s.h.
MTH 251	Calculus with Analytic Geometry I	5 s.h.
MTH 252	Calculus with Analytic Geometry II	4 s.h.
MTH 330	Modern Algebra	3 s.h.
MTH 341	Linear Algebra	3 s.h.
MTH 351	Calculus with Analytic Geometry III	4 s.h.
MTH 451	Introduction to Real Analysis	3 s.h.
MTH 465	Foundations of College Geometry	3 s.h.
MTH 495	Senior Seminar	2 s.h.
		<hr/>
		34 s.h.

### Mathematics Minor (21 s.h.)

#### Required Minor Courses:

MTH 235	Probability & Statistics	4 s.h.
MTH 251	Calculus with Analytic Geometry I	5 s.h.
MTH 252	Calculus with Analytic Geometry II	4 s.h.
	Minor Electives*	8 s.h.
		<hr/>
		21 s.h.

\*Only one Computer Science (CSC) course may be included in minor electives.

## MEDICAL TECHNOLOGY

Madonna University currently offers four levels of preparation in Medical Technology education: (1) the two year Associate in Applied Science degree (A.A.S.) in Medical Laboratory Technician; (2) the four year Bachelor of Applied Science degree (B.A.S.) with two tracks: Medical Technology, and Medical Laboratory Technician; (3) the five year Bachelor of Science degree (B.S.) with a major in Biology and an internship following graduation; and (4) a post-baccalaureate certificate program.

### Medical Laboratory Technician Major - Associate Degree (26 s.h.)

#### Required Major Courses:

AHA 101	Medical Terminology	2 s.h.
MTE 201	Introduction to Health Technology	2 s.h.
MTE 300	Medical Laboratory Technology	2 s.h.
MTE 301	Human Clinical Pathology I	4 s.h.
MTE 302	Human Clinical Pathology II	4 s.h.
MTE 363	Clinical Chemistry I	3 s.h.
MTE 365	Clinical Chemistry II	3 s.h.
MTE 393	Clinical Internship - MLT	6 s.h.
		<hr/>
		26 s.h.

**Required Support Courses:**

BIO 224 or	Basic Human Physiology	4 s.h.
BIO 243 and	Anatomy & Physiology I	3 s.h.
BIO 244	Anatomy & Physiology II	3 s.h.
BIO 226	Microbiology	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Introduction to Life Chemistry	4 s.h.
MTH 105	Intermediate Algebra	4 s.h.
		<u>20-22 s.h.</u>

**Medical Technology Option - Bachelor of Applied Science (63 s.h.)**

**Required Major Courses:**

AHA 101	Medical Terminology	2 s.h.
BIO 224	Basic Human Physiology	4 s.h.
BIO 226	Microbiology	4 s.h.
BIO 328	Immunology	4 s.h.
BIO 427	Clinical Bacteriology	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
CHM 361	Biochemistry I	4 s.h.
MTH 105	Intermediate Algebra	4 s.h.
MTH 235	Probability & Statistics	4 s.h.
MTE 201	Introduction to Health Technology	2 s.h.
MTE 305	Clinical Hematology	4 s.h.
MTE 307	Immunohematology & Serology	4 s.h.
MTE 309	Hemostasis & Special Procedures	3 s.h.
MTE 363	Clinical Chemistry I	3 s.h.
MTE 365	Clinical Chemistry II	3 s.h.
MTE 495	Senior Seminar	2 s.h.
		<u>63 s.h.</u>

**Recommended Electives:**

AHA 425	Health Care Law and Public Policy (3 s.h.)
AHA 474	Health Care Finance (3 s.h.)
AHA 476	Issues in Health Care Administration (3 s.h.)
MGT 236	Principles of Management (3 s.h.)
MGT 316	Human Behavior & Leader Leadership (2 s.h.)
MGT 375	Allied Health Management (3 s.h.)

**Medical Laboratory Technician Option - Bachelor of Applied Science (51 s.h.)**

**Required Major Courses:**

AHA 101	Medical Terminology	2 s.h.
BIO 224	Basic Human Physiology	4 s.h.
BIO 226	Microbiology	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Life Chemistry	4 s.h.
MTH 105	Intermediate Algebra	4 s.h.
MTE 201	Introduction to Health Technology	2 s.h.

MTE 305	Clinical Hematology	4 s.h.
MTE 307	Immunohematology & Serology	4 s.h.
MTE 309	Hemostasis & Special Procedures	3 s.h.
MTE 363	Clinical Chemistry I	3 s.h.
MTE 365	Clinical Chemistry II	3 s.h.
MTE 393	Clinical Internship I	4 s.h.
MTE 394	Clinical Internship II	4 s.h.
MTE 495	Senior Seminar	2 s.h.
		<u>51 s.h.</u>

**Medical Technology - Bachelor of Science (38 s.h.)  
(Biology Major)**

Required Major Courses:

BIO 103	General Biology I	4 s.h.
BIO 104	General Biology II	4 s.h.
BIO 224	Basic Human Physiology	4 s.h.
BIO 226	Microbiology	4 s.h.
BIO 301	Genetics	4 s.h.
BIO 317	Invertebrate Zoology (Parasitology)	4 s.h.
BIO 328	Immunology	4 s.h.
BIO 350	Medical Mycology	4 s.h.
BIO 427	Clinical Bacteriology	4 s.h.
BIO 495	Senior Seminar	2 s.h.
		<u>38 s.h.</u>

Required MTE Support Courses:

MTE 201	Introduction to Health Technology	2 s.h.
MTE 300	Medical Laboratory Technology	2 s.h.
MTE 301	Human Clinical Pathology I	4 s.h.
MTE 302	Human Clinical Pathology II	4 s.h.
MTE 363	Clinical Chemistry I	3 s.h.
MTE 365	Clinical Chemistry II	3 s.h.
		<u>18 s.h.</u>

Required Support Courses:

CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
MTH 121	Precalculus	5 s.h.
MTH 235	Probability & Statistics	4 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	4 s.h.
		<u>29 s.h.</u>

Medical Laboratory Technician Internships may be full or part-time. CAHEA accredited Medical Technology Internships are full-time. AMT accredited Medical Technology Internships may be full or part-time.

Students who elect the medical technology program follow an approved plan of work and will maintain a grade point average of 2.8 or better to be considered

for the internship. Madonna University participates in the Medical Technology Internship Matching Program of Michigan (MTIMP).

**Medical Technology Post-Baccalaureate Certificate (31 s.h.)**

Required Courses:

AHA 101	Medical Terminology	2 s.h.
MTE 201	Introduction to Health Technology	2 s.h.
MTE 305	Clinical Hematology	4 s.h.
MTE 307	Immunohematology & Serology	4 s.h.
MTE 309	Hemostasis & Special Procedures	3 s.h.
MTE 363	Clinical Chemistry I	3 s.h.
MTE 365	Clinical Chemistry II	3 s.h.
MTE 393	Clinical Internship I	4 s.h.
MTE 394	Clinical Internship II	4 s.h.
MTE 495	Senior Seminar	<u>2 s.h.</u>
		31 s.h.

Applicants for the Post-Baccalaureate Certificate must provide transcript evidence of completion of Biology, Chemistry, and Math courses required by the appropriate credentialing agency.

International applicants must provide an evaluation of foreign educational credentials prior to enrollment in the program. Please see the Office of Admissions for additional information on credential evaluation services.

**MERCHANDISING MANAGEMENT**

**Merchandising Management Major (38 s.h.)**

Required Major Core Courses:

FCR 363	Housing and Interior Design	4 s.h.
MM 109	Introduction to Merchandising	3 s.h.
MM 240	Principles of Retailing	3 s.h.
MM 291	Cooperative Education	2 s.h.
MM 348	Retail Buying	3 s.h.
MM 491	Cooperative Education	2 s.h.
MM 495	Senior Seminar	<u>2 s.h.</u>
		19 s.h.

**Fashion Specialization:**

Core Courses Plus:

FCR 236 or	Apparel Construction	3 s.h.
FCR 237	Apparel Evaluation	3 s.h.
FCR 305	Textiles	4 s.h.
MM 233	Design Principles	3 s.h.
MM 262	Fashion Promotion and Coordination	3 s.h.
MM 331	History of Costume	3 s.h.
	Merchandising Management Electives	<u>3 s.h.</u>
		19 s.h.

**Required Support Courses:**

ART 207	Creative Design and Color	3 s.h.
MGT 236	Principles of Management	3 s.h.
MKT 244	Principles of Marketing	<u>3 s.h.</u>
		9 s.h.

**General Retail Specialization:**

**Core Courses Plus:**

MM 301	Specialty Merchandising	3 s.h.
MM 308	Visual Merchandising	3 s.h.
MM 430	Theories and Practice of Merchandising	2 s.h.
MM 445	Retail Management	2 s.h.
	Merchandising Management Electives	<u>9 s.h.</u>
		19 s.h.

NOTE: Business Administration Minor required.

**Merchandising Management - Associate Degree (25 s.h.)**

**Fashion Specialization**

**Required Major Courses:**

FCR 305	Textiles	4 s.h.
MM 109	Introduction to Merchandising	3 s.h.
MM 233	Design Principles	3 s.h.
MM 240	Principles of Retailing	3 s.h.
MM 262	Fashion Promotion and Coordination	3 s.h.
MM 291	Cooperative Education	2 s.h.
MM 331	History of Costumes	3 s.h.
	Merchandising Management Electives	<u>4 s.h.</u>
		25 s.h.

**Required Support Courses:**

MGT 216	Human Behavior & Attitudes	2 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 244	Principles of Marketing	<u>3 s.h.</u>
		8 s.h.

**Merchandising Management - Associate Degree (25 s.h.)**

**General Retail Specialization**

**Required Major Courses:**

MM 109	Introduction to Merchandising	3 s.h.
MM 240	Principles of Retailing	3 s.h.
MM 291	Cooperative Education	2 s.h.
MM 301 or	Specialty Merchandising	3 s.h.
MM 308	Visual Merchandising	3 s.h.
MM 348	Retail Buying	3 s.h.
	Merchandising Management Electives	<u>11 s.h.</u>
		25 s.h.

Required Support Courses:

MGT 216	Human Behavior & Attitudes	2 s.h.
MGT 236	Principles of Management	3 s.h.
MGT 244	Principles of Marketing	<u>3 s.h.</u>
		8 s.h.

**Merchandising Management - Certificate of Achievement (30 s.h.)**

**Fashion Specialization**

Required Courses:

ENG 101	Communication Skills I	3 s.h.
FCR 305	Textiles	4 s.h.
MM 109	Introduction to Merchandising	3 s.h.
MM 233	Design Principles	3 s.h.
MM 262	Fashion Promotion & Coordination	3 s.h.
MM 291	Cooperative Education	2 s.h.
MGT 236	Principles of Management	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
	Merchandising Management Electives	<u>6 s.h.</u>
		30 s.h.

Post-Degree Certificate requirements are the same as above, except that a Merchandising Management course is substituted for ENG 101.

**Merchandising Management - Certificate of Achievement (30 s.h.)**

**General Retail Specialization**

Required Courses:

ENG 101	Communication Skills I	3 s.h.
MM 109	Introduction to Merchandising	3 s.h.
MM 240	Principles of Retailing	3 s.h.
MM 291	Cooperative Education	2 s.h.
MM 301 or	Specialty Merchandising	3 s.h.
MM 308	Visual Merchandising	3 s.h.
MM 348	Retail Buying	3 s.h.
MGT 236	Principles of Management	3 s.h.
MKT 244	Principles of Marketing	3 s.h.
	Merchandising Management Electives	<u>7 s.h.</u>
		30 s.h.

Post-Degree Certificate requirements are the same as above, except that a Merchandising Management course is substituted for ENG 101.

**Merchandising Management - Minor (21 s.h.)**

Required Minor Courses:

FCR 363	Housing and Interior Design	4 s.h.
MM 109	Introduction to Merchandising	3 s.h.
MM 240	Principles of Retailing	3 s.h.
MM 291	Cooperative Education	2 s.h.
MM 348	Retail Buying	3 s.h.
	Merchandising Management Electives	<u>6 s.h.</u>
		21 s.h.

## MUSIC

### Music Major (37-55 s.h.)

All Music majors must complete a 24 s.h. core curriculum in addition to an area of concentration in Church Music (31 s.h.), Performance (27 s.h.), Music Education (19 s.h.), or Music Management (13-15 s.h.). Students selecting a concentration in Church Music or in Music Management must also complete specified required support courses.

Participation in group performance is expected of all music majors each term they are enrolled as majors in the department. This is a part of the music student's collegial obligation. Exceptions can be made only in cases of extreme hardship or unusual circumstances. In no case shall students in the Church Music concentration complete fewer than 8 s.h. in Chorale (MUS 108) nor will those in the other concentrations complete fewer than 4 s.h. in group performance (MUS 108, 362 or 372).

Advanced placement or credit by evaluation is based upon assessment of prior musical training.

Written approval of the Music Department, prior to registration, is required for all vocal, instrumental and theory courses prior to registration.

### Required Major Courses:

#### Theoretical Studies:

MUS 111	Theory I	4 s.h.
MUS 112	Theory II	4 s.h.
MUS 211	Theory III	4 s.h.
MUS 212	Theory IV	4 s.h.
MUS 402	Contrapuntal Techniques	2 s.h.

#### Historical Analysis

MUS 333*	History of Music Literature I	3 s.h.
MUS 334*	History of Music Literature II	3 s.h.
		<u>24 s.h.</u>

\*MUS 333, 334 satisfies the fine arts component of general education in the program of all music majors.

### Areas of Concentration

#### Church Music:

##### Required Concentration Courses:

MUS 403	Form & Analysis	2 s.h.
MUS 405	Choral Techniques I	1 s.h.
MUS 406	Choral Techniques II	1 s.h.
MUS 417	Church Music	2 s.h.
HUM 495	Senior Seminar	1 s.h.
	Major Applied Music Electives	16 s.h.
	Minor Applied Music Electives	<u>8 s.h.</u>
		31 s.h.

**Required Support Courses:**

RST 349 Christian Worship 2 s.h.

**Instrumental/Vocal Performance:**

**Required Concentration Courses:**

MUS 403 Form & Analysis 2 s.h.  
HUM 495 Senior Seminar 1 s.h.  
Major Applied Music Electives 16 s.h.  
Minor Applied Music Electives 8 s.h.  
27 s.h.

**Music Education:**

**Required Concentration Courses:**

MUS 353 Instrumental Techniques 2 s.h.  
  
MUS 403 Form & Analysis 2 s.h.  
MUS 404 Conducting & Performing Techniques 2 s.h.  
HUM 495 Senior Seminar 1 s.h.  
Major Applied Music Electives 8 s.h.  
Minor Applied Music Electives 4 s.h.  
19 s.h.

**Music Management:**

**Required Concentration Courses:**

MUS 391, 491 Music Management Cooperative Education I, II 2-4 s.h.  
MUS 495 Music Management Seminar 2 s.h.  
HUM 495 Senior Seminar 1 s.h.  
Major Applied Music Electives 8 s.h.  
13-15 s.h.

**Required Support Courses:**

ACC 201 Principles of Accounting I 4 s.h.  
ACC 202 Principles of Accounting II 4 s.h.  
BL 333 Business Law I 3 s.h.  
MGT 236 Principles of Management 3 s.h.  
MKT 244 Principles of Marketing 3 s.h.  
MKT 255 Consumer Behavior 3 s.h.  
20 s.h.

**Piano Pedagogy Certificate (33 s.h.)**

**Required Certificate Courses:**

ENG 101 Communication Skills I 3 s.h.  
MUS 111 Theory I 4 s.h.  
MUS 112 Theory II 4 s.h.  
MUS 121 Piano 2 s.h.  
MUS 122 Piano 2 s.h.  
MUS 211 Theory III 4 s.h.  
MUS 221 Piano 2 s.h.  
MUS 222 Piano 2 s.h.  
MUS 333\* History of Music Literature I 3 s.h.



MUS 334*	History of Music Literature II	3 s.h.
MUS 354	Piano Pedagogy I	2 s.h.
MUS 355	Piano Pedagogy II	<u>2 s.h.</u>
		33 s.h.

\*MUS 333, 334 satisfies the fine arts component of general education in the program of all music majors.

#### Music Minor (24 s.h.)

##### Required Minor Courses:

MUS 111	Theory I	4 s.h.
MUS 112	Theory II	4 s.h.
MUS 333*	History of Music Literature I	3 s.h.
MUS 334*	History of Music Literature II	3 s.h.
	Minor Applied Music Electives	<u>10 s.h.</u>
		24 s.h.

\*MUS 333, 334 satisfies the fine arts component of general education in the program of all music majors.

## NATURAL SCIENCE

#### Natural Science Major (54-62 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 a track of 16 s.h. in each of the other two. Teacher Certification also requires 4 s.h. in NSC 216 Earth Science and 4 s.h. in NSC 329 Principles of Astronomy in addition to the above.

##### Biology Core:

BIO 103	General Biology I	4 s.h.
BIO 104	General Biology II	4 s.h.
BIO 224	Basic Human Physiology	4 s.h.
BIO 226	Microbiology	4 s.h.
BIO 301	Genetics	4 s.h.
BIO 495	Senior Seminar	<u>2 s.h.</u>
		22 s.h.

##### Chemistry Core:

CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
CHM 222 or	Organic Chemistry II	4 s.h.
CHM 361	Biochemistry I	4 s.h.
CHM 331	Quantitative Analysis	4 s.h.
CHM 495	Senior Seminar	<u>2 s.h.</u>
		22 s.h.

Physics Core:

PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	4 s.h.
PHY 271	Fundamental Electronics	4 s.h.
PHY 351	Modern Physics: Atomic & Nuclear	4 s.h.
PHY 451	Electronics: Digital Techniques	4 s.h.
NSC 495	Senior Seminar	<u>2 s.h.</u>
		22 s.h.

To complete a natural science major with a core in any of the above areas, students must also choose two of the following tracks which are different from the 22 s.h. core.

Biology Track:

BIO 103	General Biology I	4 s.h.
BIO 104	General Biology II	4 s.h.
BIO 224	Basic Human Physiology	4 s.h.
BIO 226	Microbiology	<u>4 s.h.</u>
		16 s.h.

Chemistry Track:

CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
CHM 361	Biochemistry I	<u>4 s.h.</u>
		16 s.h.

Physics Track:

PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	4 s.h.
PHY 351	Modern Physics: Atomic & Nuclear	4 s.h.
PHY 451	Electronics: Digital Techniques	<u>4 s.h.</u>
		16 s.h.

Required Support Courses:

MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	PrePcalculus	5 s.h.
MTH 235*	Probability & Statistics	<u>4 s.h.</u>
		5-11 s.h.

\* MTH 235 is required if the Biology Core is selected.

**Natural Science Major - Associate Degree (30 s.h.)**

Required Major Courses:

Biology Course	4 s.h.
Chemistry Course	4 s.h.
Physics Course	4 s.h.
Major Electives	<u>18 s.h.</u>
	30 s.h.

**Natural Science Minor (24 s.h.)** including 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 available in Pre-Nuclear Medicine Technology and Pre-Radiography: see RADIOGRAPHY.

## **NURSING \***

### **Nursing Major (53 s.h.)**

#### Required Major Courses:

NUR 110	Introduction to Professional Nursing	1 s.h.
NUR 111	Current & Future Trends in Nursing	1 s.h.
NUR 202	Basic Concepts of Nursing (Basic students only)	5 s.h.
NUR 204	Concepts of Professional Nursing (RN/LPN students only)	3 s.h.
NUR 208	Physical Appraisal (RN/LPN students only)	1 s.h.
NUR 212	Application of Nursing Concepts	8 s.h.
NUR 333	Pharmacology in the Nursing Process	2 s.h.
NUR 344	Advanced Nursing Care of Adult Clients	8 s.h.
NUR 345	Nursing Care of Parents & Children	8 s.h.
NUR 390	Nursing Research	2 s.h.
NUR 446	Psychiatric Nursing and Mental Health Concepts	5 s.h.
NUR 456	Community Health Nursing	5 s.h.
NUR 457	Health Promotion	3 s.h.
NUR 466	Nursing Leadership & Management	<u>5 s.h.</u>
		<b>53 s.h.</b>

#### Required Support Courses:

BIO 226	Microbiology	4 s.h.
BIO 243	Anatomy & Physiology I	3 s.h.
BIO 244	Anatomy & Physiology II	3 s.h.
BIO 371	Pathophysiology	3 s.h.
CHM 161	Introduction to Life Chemistry	4 s.h.
ECN 271	Economics for Human Services	3 s.h.
PSY 245	Life Span Developmental Psychology	4 s.h.
RST 411	Medical Ethics	3 s.h.
SOC 101	Introduction to Sociology & Cultural Anthropology	<u>4 s.h.</u>
		<b>31 s.h.</b>

\* Only students admitted into the Nursing major may enroll in NUR courses, with the exception of NUR 110 and NUR 111.

Madonna University offers a Bachelor of Science in Nursing (BSN) degree for beginning nursing students, licensed practical nurses (LPNs), and registered nurses (RNs) from associate degree and diploma programs. The nursing program has been accredited since 1970 by the National League for Nursing.

The University also offers a Master of Science in Nursing (MSN) degree with majors in Nursing Administration, Adult Health: Chronic Health Conditions, and a dual degree MSN/MSA (Business Administration) program. See the Graduate Studies Bulletin for information about these programs.

#### **BSN Admission Requirements**

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

Transfer students, RNs and LPNs need official transcripts from colleges or postsecondary institutions attended. Applicants who do not hold an associate degree or higher must submit official high school transcripts, or the equivalent.

2. Beginning January, 1993, a minimum 2.75 grade point average in high school college preparatory courses is required for basic students. Transfer students must have a 2.5 grade point average for 12 to 24 semester hours of work.
3. Basic students must provide ACT or Enhanced ACT scores indicating strong potential to succeed in the program.

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

4. RNs and LPNs should submit a resume of professional work experience.
5. Applicants must be in good physical condition adequate to meet professional performance standards as attested to by a Physician or Master Nurse Clinician.

#### **Progress in the Nursing Major**

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

1. Minimum grade of C in all nursing and required support courses, and a minimum cumulative GPA of 2.0.
2. Proficiency in communication skills.
3. Evidence of personal integrity, emotional stability, social competence and a positive attitude. The University reserves the right to request student's withdrawal from the program or nursing course because of unsatisfactory performance in the theory or clinical phases of the program and/or for inappropriate behavior.

### Program Requirements

The organizing framework that gives cohesion to the nursing curriculum uses an interactional model vitalized by Christian Humanism. The content is arranged so that students are introduced to the past, present, and future of nursing at the freshman level, to basic concepts of nursing care with adults at the sophomore level, to advanced concepts of care with adults and parents and children at the junior level, and to care for clients, families and groups in both acute care and community agencies during the senior year. The complexity of content and nursing role increases as the student progresses through the program. Clinical nursing courses are presented in competency-based learning modules.

## NUTRITION & FOOD SCIENCE

### Nutrition & Food Science Major (36 s.h.)

#### Required Major Courses:

FCR 125	Health Problems	4 s.h.
FCR 225	Human Nutrition	4 s.h.
FCR 226	Introductory Food Science	4 s.h.
FCR 325	Clinical Nutrition I	4 s.h.
FCR 326	Advanced Food Science	4 s.h.
FCR 425	Advanced Human Nutrition	4 s.h.
	Major Electives	<u>12 s.h.</u>
		36 s.h.

#### Required Support Courses:

BIO 224	Basic Human Physiology	4 s.h.
BIO 226	Microbiology	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Introduction to Life Chemistry	<u>4 s.h.</u>
		16 s.h.

### Nutrition & Food Science Major - Associate Degree (29 s.h.)

#### Required Major Courses:

FCR 125	Health Problems	4 s.h.
FCR 225	Human Nutrition	4 s.h.
FCR 226	Introductory Food Science	4 s.h.
FCR 238	Maternal & Child Nutrition	3 s.h.
FCR 242	Nutrition for the Aging	3 s.h.
FCR 246	Residential Management	3 s.h.
FCR 293	Practicum	1-4 s.h.
FCR 346	Food Service Management I	3 s.h.
FCR 376	Food Service Laboratory	<u>2 s.h.</u>
		27-29 s.h.

#### Required Support Courses:

BIO 224	Basic Human Physiology	4 s.h.
MGT 236	Principles of Management	<u>3 s.h.</u>
		7 s.h.

**Nutrition & Food Science Minor (21 s.h.)**Required Minor Courses:

FCR 225	Human Nutrition	4 s.h.
FCR 226	Introductory Food Science	4 s.h.
FCR 238	Maternal & Child Nutrition	3 s.h.
FCR 242	Nutrition for the Aging	3 s.h.
FCR 246	Residential Management	3 s.h.
FCR 326	Advanced Food Science	<u>4 s.h.</u>
		21 s.h.

**OCCUPATIONAL SAFETY & HEALTH****Occupational Safety & Health Minor (24 s.h.)**Required Minor Courses:

OSH 102	Standards & Regulations	3 s.h.
OSH 322	Inspection & Survey of Facilities	3 s.h.
OSH 331	Safety Program Management	3 s.h.
OSH 352	Industrial Hygiene I	3 s.h.
OSH 398	Industrial Hygiene II	3 s.h.
OSH 451	Hazardous Materials	3 s.h.
	Major Electives	<u>6 s.h.</u>
		24 s.h.

Required Support Courses:

BIO 224 or	Basic Human Physiology	4 s.h.
NSC 125	Health Problems	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Introduction to Life Chemistry	4 s.h.
MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	Precalculus	5 s.h.
PHY 253	General Physics I	<u>4 s.h.</u>
		21-23 s.h.

**Occupational Safety & Health - Certificate of Achievement (30 s.h.)**Required Courses:

ENG 101	Communication Skills I	3 s.h.
OSH 102	Standards & Regulations	3 s.h.
OSH 322	Inspection & Survey of Facilities	3 s.h.
OSH 331	Safety Program Management	3 s.h.
OSH 352	Industrial Hygiene I	3 s.h.
OSH 398	Industrial Hygiene II	3 s.h.
OSH 451	Hazardous Materials	3 s.h.
	Electives in the major	<u>9 s.h.</u>
		30 s.h.

**Occupational Safety, Health & Fire Science Major (42 s.h.)**

**Required Major Courses:**

FS 101	Introduction to Fire Protection & Prevention	3 s.h.
FS 215	Building Construction	3 s.h.
FS 291 or	Cooperative Education I*	1-3 s.h.
FS 293	Internship I*	1-3 s.h.
FS 322	Inspection & Survey of Facilities	3 s.h.
FS 368	Fire Protection Systems I	3 s.h.
FS 369	Fire Protection Systems II	3 s.h.
FS 391 or	Cooperative Education II**	1-3 s.h.
FS 393	Internship II**	1-3 s.h.
FS 451	Hazardous Materials	3 s.h.
OSH 102	Standards & Regulations	3 s.h.
OSH 331 or	Safety Program Management	3 s.h.
FS 490	Fire Service Management	3 s.h.
OSH 311	Industrial Safety and Health	3 s.h.
OSH 352	Industrial Hygiene I	3 s.h.
OSH 398	Industrial Hygiene II	3 s.h.
OSH 495	Senior Seminar	2 s.h.
	Major Electives	<u>1-7 s.h.</u>
		42 s.h.

**Required Support Courses:**

BIO 224 or	Basic Human Physiology	4 s.h.
BIO 243 and	Anatomy & Physiology I	3 s.h.
BIO 244 or	Anatomy & Physiology II	3 s.h.
NSC 125	Health Problems	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Introduction to Life Chemistry	4 s.h.
MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	Precalculus	5 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	<u>4 s.h.</u>
		25-29 s.h.

**Occupational Safety, Health & Fire Science Major - Associate Degree (30 s.h.)**

**Required Major Courses:**

FS 101	Introduction to Fire Protection & Prevention	3 s.h.
FS 215	Building Construction	3 s.h.
FS 291 or	Cooperative Education I*	1-3 s.h.
FS 293	Internship I*	1-3 s.h.
FS 322	Inspection & Survey of Facilities	3 s.h.
FS 368	Fire Protection Systems I	3 s.h.
FS 369	Fire Protection Systems II	3 s.h.
FS 451	Hazardous Materials	3 s.h.

OSH 102	Standards & Regulations	3 s.h.
OSH 331 or	Safety Program Management	3 s.h.
FS 490	Fire Service Management	3 s.h.
OSH 352	Industrial Hygiene I	3 s.h.
	Major Electives	<u>2-3 s.h.</u>
		30 s.h.

**Required Support Courses:**

BIO 224 or	Basic Human Physiology	4 s.h.
BIO 243 and	Anatomy & Physiology I	3 s.h.
BIO 244 or	Anatomy & Physiology II	3 s.h.
NSC 125	Health Problems	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 161	Introduction to Life Chemistry	4 s.h.
MTH 105 and	Intermediate Algebra	4 s.h.
MTH 106 or	Trigonometry	3 s.h.
MTH 121	Precalculus	5 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	<u>4 s.h.</u>
		25-29 s.h.

\* Required for preservice associate and baccalaureate students.

\*\* Required for preservice baccalaureate students.

## PASTORAL MINISTRY

### Pastoral Ministry Major (34 s.h.)

**Required Major Courses:**

RST 224	Theology of Ministry	2 s.h.
RST 256	The Old Testament I: Torah & Historical Writings	3 s.h.
RST 258	The New Testament I: The Four Gospels	3 s.h.
RST 315	Spirituality	2 s.h.
RST 349	Christian Worship	2 s.h.
RST 361	Pastoral Counseling	2 s.h.
RST 427	Resources for Effective Ministry	2 s.h.
RST 428	Church Policies & Procedures	2 s.h.
RST 472	Pastoral Administration	3 s.h.
RST 491	Religious Studies Practicum (As related to one's ministry)	3 s.h.
RST 495	Senior Seminar	1 s.h.
	Morals/Ethics Elective - to be chosen from:	3 s.h.
	RST 408 Christian Ethics (3 s.h.)	
	RST 410 Conscience & Values (3 s.h.)	
	RST 411 Medical Ethics (3 s.h.)	
	Electives	<u>6 s.h.</u>
		34 s.h.



Required Support Courses:

PHL 101	Introduction to Philosophy	3 s.h.
PHL	Another PHL Elective	3 s.h.
SPH 105	Speech Communication	3 s.h.
SOC 233	Interviewing Techniques	3 s.h.
SW 239	Empathy Listening Skills	<u>1 s.h.</u>
		13 s.h.

**Pastoral Ministry Minor (24 s.h.)**

Required Minor Courses:

RST 224	Theology of Ministry	2 s.h.
RST 256	The Old Testament I: Torah & Historical Writings	3 s.h.
RST 258	The New Testament I: The Four Gospels	3 s.h.
RST 361	Pastoral Counseling	2 s.h.
RST 427	Resources in Effective Ministry	2 s.h.
RST 472	Pastoral Administration	3 s.h.
RST 491	Practicum (As related to one's ministry)	3 s.h.
	Morals/Ethics Elective - to be chosen from:	3 s.h.
	RST 408 Christian Ethics (3 s.h.)	
	RST 410 Conscience & Values (3 s.h.)	
	RST 411 Medical Ethics (3 s.h.)	
	Religious Studies Elective	<u>3 s.h.</u>
		24 s.h.

Required Support Courses:

PHL 101	Introduction to Philosophy	3 s.h.
SPH 105	Speech Communication	<u>3 s.h.</u>
		6 s.h.

Formal application for admission to the Pastoral Ministry major/minor will be made at the conclusion of the student's second semester of work at Madonna University. Forms are to be obtained from the Religious Studies Chairperson's office.

Pastoral Ministry majors and minors will be required to select an area of specialization from programs offered at Madonna University and to complete a major, minor, or the equivalent of the latter as part of the Pastoral Ministry program. Special adjustments will be made for persons currently involved in ministerial roles.

Credit may be obtained through the process of evaluation of life experience for work already completed. The Religious Studies Department does not extend this process, however, to highly personal activities such as personal spiritual direction, retreats, prayer services, and the like.

## PHILOSOPHY

### Philosophy Minor (21 s.h.)

#### Required Minor Courses:

PHL 101	Introduction to Philosophy	3 s.h.
PHL 221	Person & Society	3 s.h.
PHL 408 or	Christian Ethics	3 s.h.
PHL 411	Medical Ethics	3 s.h.
PHL 422	Metaphysics	3 s.h.
	Electives (from existing Philosophy courses)	<u>9 s.h.</u>
		21 s.h.

Students are to declare their Philosophy minor at the time of registration.

## PHYSICS

### Physics Minor (20 s.h.)

#### Required Minor Courses:

PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	4 s.h.
PHY 271	Fundamental Electronics	4 s.h.
PHY 351	Modern Physics: Atomic & Nuclear	4 s.h.
PHY 451	Electronics: Digital Techniques	<u>4 s.h.</u>
		20 s.h.

## POLISH

Polish Minor (20 s.h.) beyond elementary level. Some courses must be taken on a consortial basis.

## POLITICAL SCIENCE

### Political Science Minor (20 s.h.)

#### Required Minor Courses:

PSC 251	American Government	4 s.h.
	Minor Electives	<u>16 s.h.</u>
		20 s.h.

Social Science Group Major, Political Science (36 s.h.) including 16 s.h. in Political Science.

## PRE-ENGINEERING

Students may earn an engineering degree through special arrangements between Madonna University and the University of Detroit Mercy. Following a planned program fulfilling the degree requirements of each institution, the student may earn a Bachelor of Science degree from Madonna University and a Bachelor of Engineering degree from the University of Detroit Mercy.

This program is under the direction of the Department of Physical & Applied Sciences.

## PRE-LAW

Law schools do not prescribe particular curricula for admission. Madonna University, 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.

## PRE-PROFESSIONAL PROGRAMS\*

**Pre-Dentistry, Pre-Medicine, Pre-Optometry, Pre-Osteopathy, Pre-Pharmacy, 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:

BIO 103	General Biology I	4 s.h.
BIO 104	General Biology II	4 s.h.
CHM 111	General Chemistry I	4 s.h.
CHM 112	General Chemistry II	4 s.h.
CHM 221	Organic Chemistry I	4 s.h.
CHM 222	Organic Chemistry II	4 s.h.
MTH 121	Precalculus	5 s.h.
PHY 253	General Physics I	4 s.h.
PHY 254	General Physics II	4 s.h.
		<hr/>
		37 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. At Madonna University, these programs are under the direction of the College of Science & Mathematics.

## PROFESSIONAL & TECHNICAL WRITING

**Professional & Technical Writing Major (40 s.h.)**

### Required Major Courses:

ENG 200	Technical Writing	3 s.h.
ENG 262	Language & Culture	3 s.h.
ENG 326 or	Business & Professional Writing	3 s.h.
ENG 344	Advanced Technical Writing	3 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 205	Public Relations Writing	3 s.h.
JRN 401	Foundations of Mass Communication	3 s.h.
SPH 105	Speech Communication	3 s.h.
HUM 495	Senior Seminar	1 s.h.
	Major Electives - to be chosen from:	18 s.h.
	CIS 342 Computer Graphics in Business (2 s.h.)	
	ENG 209 Approaches to Grammar (4 s.h.)	

ENG 295 Critical Writing & Literary Analysis (4 s.h.)	
ENG 300 Children's Literature & Drama (4 s.h.)	
ENG 310 Advanced Composition & Research Strategies (3 s.h.)	
ENG 344 Advanced Technical Writing (3 s.h.)	
HUM 505 Communications for the Executive (3 s.h.)	
JRN 286 Editorial & Feature Writing (3 s.h.)	
JRN 313 Photography I (3 s.h.)	
JRN 314 Photography II (3 s.h.)	
JRN 316 Newspaper Production (2 s.h.)	
JRN 351 Television Production Techniques I (3 s.h.)	
JRN 357 Editing & Copyreading (3 s.h.)	
JRN 371 Scriptwriting, Proposal Writing, & Budgeting for Television (3 s.h.)	
JRN 416 Advanced Newspaper Production (2 s.h.)	
JRN 491 Journalism/Public Relations Practicum (3-12 s.h.)	
MKT 244 Principles of Marketing (3 s.h.)	
MKT 255 Consumer Behavior (3 s.h.)	
MKT 307 Promotional Strategy (3 s.h.)	
	40 s.h.

**Professional & Technical Writing Minor (24 s.h.)**

Required Minor Courses:

ENG 200	Technical Writing	3 s.h.
ENG 326	Business & Professional Writing	3 s.h.
JRN 132	Newspaper Reporting	3 s.h.
JRN 205	Public Relations Writing	3 s.h.
JRN 401	Foundations of Mass Communication	3 s.h.
SPH 105	Speech Communication	3 s.h.
	Minor Electives - to be chosen from: (See list of major electives above.)	6 s.h.
		24 s.h.

**PSYCHOLOGY**

**Psychology Major (30 s.h.)**

Required Major Courses:

PSY 101	General Psychology	3 s.h.
PSY 316 or	Group Dynamics & Discussion Techniques	4 s.h.
PSY 367	Social Psychology	4 s.h.
PSY 342	Abnormal Psychology	4 s.h.
PSY 422	Theories of Personality	4 s.h.
PSY 483	Introduction to Experimental Psychology	4 s.h.
PSY 495	Seminar in Psychology	4 s.h.
	Major Electives	7 s.h.
		30 s.h.

**Required Support Course:**

MTH 235 Probability & Statistics\* 4 s.h.

\*Grade of C or better is required.

**Applied Mental Health Certificate:**

Psychology majors wishing to obtain an Applied Mental Health Certificate must complete the following coursework (12 s.h.) in addition to completion of the required major and support courses listed above.

PSY 370, 371 Field Placement in Applied Mental Health I, II 4, 4 s.h.  
PSY 380, 381 Field Placement Seminar in  
Applied Mental Health I, II 2, 2 s.h.  
12 s.h.

**Psychology Minor (20 s.h.)**

**Required Minor Courses:**

PSY 101 General Psychology 3 s.h.  
Minor Electives (upper division) 8 s.h.  
Minor Electives 9 s.h.  
20 s.h.

**Social Science Group Major, Psychology Core (36 s.h.) including 16 s.h. in Psychology.**

## RADIOGRAPHY

The Associate of Science degree in Natural Science prepares the student to enter the Committee on Allied Health Education and Accreditation (CAHEA) accredited clinical program in Radiography or Nuclear Medicine.

**Pre-Radiography/Pre-Nuclear Medicine Technology Major - Associate Degree (39 s.h.), (Natural Science Major)**

**Required Major Courses:**

AHA 101 Medical Terminology 2 s.h.  
AHA 201 Introduction to Health Technology 2 s.h.  
BIO 226 Microbiology 4 s.h.  
BIO 243 Anatomy & Physiology I 3 s.h.  
BIO 244 Anatomy & Physiology II 3 s.h.  
CHM 111 General Chemistry I 4 s.h.  
CHM 161 Introduction to Life Chemistry 4 s.h.  
CIS 225 Computer Fundamentals 2 s.h.  
MTH 105 Intermediate Algebra 4 s.h.  
MTH 106 Trigonometry 3 s.h.  
PHY 253 General Physics I 4 s.h.  
PHY 254 General Physics II 4 s.h.  
39 s.h.

Clinical Internships are processed through the Health Sciences Office in January of each year. These are full-time 40 hour per week positions. Radiography and Nuclear Medicine students register for internship credit while on clinical rotation: RT 110, RT 115, RT 150, and RT 200 (8 s.h. each).

## RELIGIOUS STUDIES

### Religious Studies Major (30 s.h.)

#### Required Major Courses:

RST 256	The Old Testament I: Torah & Historical Writings	3 s.h.
RST 257	The Old Testament II: Prophets, Wisdom & Apocalyptic Writings	3 s.h.
RST 258	The New Testament I: The Four Gospels	3 s.h.
RST 259	The New Testament II: Acts, Epistles & Revelation	3 s.h.
RST 470 or	Catechesis	3 s.h.
RST 493	Religious Studies Practicum	3 s.h.
HUM 495	Senior Seminar	1 s.h.
	Morals/Ethics Elective - to be chosen from:	3 s.h.
	RST 408 Christian Ethics (3 s.h.)	
	RST 410 Conscience & Values (3 s.h.)	
	RST 411 Medical Ethics (3 s.h.)	
	Other Major Electives	<u>11 s.h.</u>
		30 s.h.

#### Required Support Courses:

PHL 101	Introduction to Philosophy	3 s.h.
PHL	Second PHL course	<u>3 s.h.</u>
		6 s.h.

### Religious Studies Major - Associate Degree (30 s.h.)

#### Required Major Courses:

PHL 101	Introduction to Philosophy	3 s.h.
RST 256	The Old Testament I: Torah & Historical Writings	3 s.h.
RST 257	The Old Testament II: Prophets, Wisdom & Apocalyptic Writings	3 s.h.
RST 258	The New Testament I: The Four Gospels	3 s.h.
RST 259	The New Testament II: Acts, Epistles & Revelation	3 s.h.
	Morals/Ethics Elective - to be chosen from:	3 s.h.
	RST 408 Christian Ethics (3 s.h.)	
	RST 410 Conscience & Values (3 s.h.)	
	RST 411 Medical Ethics (3 s.h.)	
	Other Religious Studies Electives	<u>12 s.h.</u>
		30 s.h.

**Religious Studies Minor (20 s.h.)**

Required Minor Courses:

RST 256	The Old Testament I: Torah & Historical Writings	3 s.h.
RST 257	The Old Testament II: Prophets, Wisdom & Apocalyptic Writings	3 s.h.
RST 258	The New Testament I: The Four Gospels	3 s.h.
RST 259	The New Testament II: Acts, Epistles & Revelation	3 s.h.
	Morals/Ethics Electives - to be chosen from:	3 s.h.
	RST 408 Christian Ethics (3 s.h.)	
	RST 410 Conscience & Values (3 s.h.)	
	RST 411 Medical Ethics (3 s.h.)	
	Minor Electives	<u>5 s.h.</u>
		20 s.h.

Required Support Course:

PHL 101	Introduction to Philosophy	3 s.h.
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**Religious Studies - Certificate of Achievement (30 s.h.)**

Required Courses:

ENG 101	Communication Skills I	3 s.h.
PHL 101	Introduction to Philosophy	3 s.h.
RST 256	The Old Testament I: Torah & Historical Writings	3 s.h.
RST 257	The Old Testament II: Prophets, Wisdom & Apocalyptic Writings	3 s.h.
RST 258	The New Testament I: The Four Gospels	3 s.h.
RST 259	The New Testament II: Acts, Epistles & Revelation	3 s.h.
	Electives in Religious Studies/Pastoral Ministry	8 s.h.
	Other Electives	<u>4 s.h.</u>
		30 s.h.

Formal application for admission to the Religious Studies major or minor is to be made at the conclusion of a student's second semester at Madonna University. Forms may be obtained from the Religious Studies Department office.

The following courses are designed basically within the Catholic tradition but are not restricted to persons of that religious persuasion:

RST 345	Contemporary Catholicism	3 s.h.
RST 347	The Catholic Sacraments	3 s.h.
RST 470	Catechesis	3 s.h.

All other courses are ecumenical in content and method of presentation.

A variety of contemporary religious/moral/catechetical topics are presented in 1 and 2 s.h. workshops throughout the academic year.

Madonna University, 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/PHL Department, offers college credit in religious studies for courses offered at parishes throughout the Archdiocese. Further, courses in religious studies offered at Madonna University can be applied to one of four Phases: Catechetics; Scripture; Values, Morals, Christian Formation; and Teaching Techniques.

Upon completion of Spectrum, Ministerial apprenticeship, Pastoral/Hospital/Hospice, or other Christian Ministry programs, students may apply for evaluation and assignment of academic credit. It is not the policy of the Religious Studies Department, however, to include retreats, personal/shared prayer, spiritual direction or similar highly personal experiences in the evaluation process. Students are to initiate the Life Experience work at the beginning of each term.

Comprehensive examinations are fulfilled in HUM 495, 1 s.h., under the co-direction of the course coordinator and a designated RST department member.

Persons working toward an associate degree are encouraged to select elective courses that apply to the ministry in which they operate.

## **SIGN LANGUAGE STUDIES**

### **Sign Language Studies Major (44-53 s.h.)**

#### Required Major Core Courses:

SLS 100	Introduction to Sign Language Studies	3 s.h.
SLS 101	Beginning American Sign Language I	4 s.h.
SLS 102	Beginning American Sign Language II	4 s.h.
SLS 201	Intermediate American Sign Language I	4 s.h.
SLS 202	Intermediate American Sign Language II	4 s.h.
SLS 228	Fingerspelling I	1 s.h.
SLS 229	Fingerspelling II	1 s.h.
SLS 301	Advanced American Sign Language I	3 s.h.
SLS 302	Advanced American Sign Language II	3 s.h.
SLS 462	Sign Language Structure	4 s.h.
HUM 495	Senior Seminar*	<u>1 s.h.</u>
		32 s.h.

\* HUM 495 required for all SLS majors and minors.

#### SLS Interpreting Concentration:

Core courses plus:

SLS 441	Fundamentals of Interpretation & Transliteration	4 s.h.
SLS 445	Basic Simultaneous Interpretation for Interpreters	3 s.h.



SLS 461	Voice to Sign: Interpreting Lab	3 s.h.
SLS 465	Contrastive Text Analysis: ASL & English for Interpreters	3 s.h.
SLS 471	Selected Seminar Topics	1-4 s.h.
SLS 475	Interpreting in Specialized Settings	3 s.h.
SLS 481	Sign to Voice: Interpreting Lab	3 s.h.
SLS 493	Field Experience	<u>1-16 s.h.</u> 22 s.h.

**SLS Preprofessional Concentration:** Core courses plus 14 hours in SLS electives based on consultation with SLS Department Advisor.

**Sign Language Studies Major - Associate Degree (32 s.h.)**

**Required Major Courses:**

SLS 100	Introduction to Sign Language Studies	3 s.h.
SLS 101	Beginning American Sign Language I	4 s.h.
SLS 102	Beginning American Sign Language II	4 s.h.
SLS 201	Intermediate American Sign Language I	4 s.h.
SLS 202	Intermediate American Sign Language II	4 s.h.
SLS 228	Fingerspelling I	1 s.h.
SLS 229	Fingerspelling II	1 s.h.
SLS 301	Advanced American Sign Language I	3 s.h.
SLS 302	Advanced American Sign Language II	3 s.h.
SLS 462	Sign Language Structure	4 s.h.
HUM 495	Senior Seminar	<u>1 s.h.</u> 32 s.h.

**Sign Language Studies Minor (32 s.h.)**

**Required Minor Courses:**

SLS 100	Introduction to Sign Language Studies	3 s.h.
SLS 101	Beginning American Sign Language I	4 s.h.
SLS 102	Beginning American Sign Language II	4 s.h.
SLS 201	Intermediate American Sign Language I	4 s.h.
SLS 202	Intermediate American Sign Language II	4 s.h.
SLS 228	Fingerspelling I	1 s.h.
SLS 229	Fingerspelling II	1 s.h.
SLS 301	Advanced American Sign Language I	3 s.h.
SLS 302	Advanced American Sign Language II	3 s.h.
SLS 462	Sign Language Structure	4 s.h.
HUM 495	Senior Seminar	<u>1 s.h.</u> 32 s.h.

**Sign Language Studies Certificate of Achievement (35 s.h.)**

**Required Courses:**

ENG 101	Communication Skills	3 s.h.
SLS 100	Introduction to Sign Language Studies	3 s.h.
SLS 101	Beginning American Sign Language I	4 s.h.
SLS 102	Beginning American Sign Language II	4 s.h.

SLS 201	Intermediate American Sign Language I	4 s.h.
SLS 202	Intermediate American Sign Language II	4 s.h.
SLS 228	Fingerspelling I	1 s.h.
SLS 229	Fingerspelling II	1 s.h.
SLS 301	Advanced American Sign Language I	3 s.h.
SLS 302	Advanced American Sign Language II	3 s.h.
SLS 462	Sign Language Structure	4 s.h.
HUM 495	Senior Seminar	<u>1 s.h.</u>
		35 s.h.

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. Second language teaching methods include: structural, functional and communicative approaches to language learning.

**Emphasis is placed on the sociocultural aspects of American Deaf Culture and the right of Deaf children and adults to learn and use American Sign Language.**

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 University Majors.)

Students can be admitted to the interpreter program by completing the SLS core and meeting departmental 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.

## **SOCIAL SCIENCE**

**Social Science Major (36 s.h.)** from no more than three of the listed Social Science Disciplines: Criminal Justice, Gerontology, History, Political Science, Psychology, and Sociology (minimum of 20 s.h. in upper division courses), including 16 s.h. in core discipline (minimum of 8 s.h. in upper division courses), and SSC 495. For teacher education, elect History or Political Science core.

**Social Science Major - Associate Degree (30 s.h.)** from no more than three of the Social Science Disciplines listed above including 15 s.h. in core discipline.

**Social Science Minor (24 s.h.)** from no more than three of the Social Science Disciplines listed above (minimum of 8 s.h. in upper division courses), including 12 s.h. in core discipline (minimum of 4 s.h. in upper division courses).

**Social Science Group Major for Teacher Education State Certification (36 s.h.)**

1. Requires 36 s.h. (20 s.h. upper division) distributed as follows:
  - Maximum three disciplines chosen from HIS, PSC, PSY, and SOC
  - 16 s.h. core (8 s.h. upper division) in HIS or PSC only
  - SSC 495 (4 s.h.)
2. Teacher Certification candidates must also include the following in the Social Science major, in a minor, or as required support courses:

History

- Minimum of 8 s.h. in United States History, which must include either:
  - HIS 231 United States to 1900 (4 s.h.) or
  - HIS 453 United States in the Twentieth Century (4 s.h.)
- One of the following:
  - HIS 108 Ancient World (4 s.h.)
  - HIS 245 Medieval and Renaissance Europe (4 s.h.)
  - HIS 330 Early Modern Europe (4 s.h.)
  - HIS 333 Modern Europe, 1815-Present (4 s.h.)
- HIS 463 Emerging Nations (3 s.h.)

Political Science

- PSC 251 American Government (4 s.h.)

Psychology

- PSY 101 General Psychology (3 s.h.)

Sociology

- SOC 101 Introduction to Sociology & Cultural Anthropology (4 s.h.)

Required Support Courses

- ECN 271 Economics for Human Services (3 s.h.)
- GEO 301 World Regional Geography (4 s.h.)

## **SOCIAL WORK**

**Social Work Major (47 s.h.)**

Madonna University 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, especially for oppressed and vulnerable populations. Focus will be on the value and the strengths of the diversity of culture.

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 focus on the delivery of services to individuals, families, groups, organizations, and/or communities within Generalist Practice.

#### **Admission to the B.S.W. Program**

Students must submit an application for formal acceptance to the program after completing SW 230 with a grade of B or better and successful completion of the required support courses (see below). In addition, applicants should show aptitude for social work practice as evidenced in pre-field experience and recommendations. A GPA of 2.66 is required at the time of application. 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 corequisite with SW 235, and 240 provided that required support courses have been completed. These social work courses must be completed before transfer students may continue in the sequence of the program.

#### **Required Major Courses:**

SW 230	Introduction to Social Work	4 s.h.
SW 235	Generalist Practice Methods I	3 s.h.
SW 240	Human Behavior & Social Environment I	3 s.h.
SW 341	Human Behavior & Social Environment II	2 s.h.
SW 350	Social Welfare	4 s.h.
SW 365	Social Policy	4 s.h.
SW 370	Generalist Practice Methods II	4 s.h.
SW 390	Generalist Practice Methods III	4 s.h.
SW 465	Generalist Practice Methods IV	3 s.h.
SW 480	Field Placement I	4 s.h.
SW 485	Field Placement Seminar I	2 s.h.
SW 487	Social Work Research	4 s.h.
SW 490	Field Placement II	4 s.h.
SW 495	Field Placement Seminar II	<u>2 s.h.</u>
		47 s.h.

These courses must be taken in sequence. Students must complete a total of 100 pre-field hours at the sophomore and junior levels and 400 hours of field experience at the senior level and complete theses with a B or better grade.

**Required Support Courses:\***

BIO 101	Introductory Biology	4 s.h.
ECN 271	Economics for Human Services	3 s.h.
PSC 251	American Government	4 s.h.
PSY 101	General Psychology	3 s.h.
SOC 101	Introduction to Sociology & Cultural Anthropology	4 s.h.
SOC 239	Empathy Listening Skills	<u>1 s.h.</u>
		19 s.h.

\*Courses must be completed before taking SW 240.

## SOCIOLOGY

### Sociology Major (34 s.h.)

**Required Major Courses:**

SOC 101	Introduction to Sociology & Cultural Anthropology	4 s.h.
SOC 221	Social Issues and Movements	4 s.h.
SOC 367	Social Psychology	4 s.h.
SOC 442	Urban Sociology	4 s.h.
SOC 490	Social Research Methods	4 s.h.
SOC 495	Sociology Seminar	4 s.h.
	Major Electives*	<u>10 s.h.</u>
		34 s.h.

\* Electives may be chosen from remaining classes in Sociology course listing (see Sociology (SOC)). Students may elect sociology workshops (1-2 s.h.) that are periodically offered. A maximum of three (3) Substance Abuse (SA) courses may be used as electives. Students may also choose one of the following three courses as an elective: (1) ENG 262, Language and Culture (3 s.h.); (2) PHL 221, Person and Society (3 s.h.); (3) PSC 321, Comparative Politics (4 s.h.)

Students are encouraged to discuss expanding career opportunities in sociology with the sociology advisor.

### Sociology Minor (20 s.h.)

**Required Minor Courses:**

SOC 101	Introduction to Sociology & Cultural Anthropology	4 s.h.
SOC 221	Social Issues and Movements	4 s.h.
	Minor Electives*	<u>12 s.h.</u>
		20 s.h.

\* Electives may be chosen from remaining classes in sociology course description listing (see Sociology (SOC)).

**Social Science Group Major, Sociology Core (36 s.h.)** At least 16 s.h. in

Sociology, including SOC 101. See description of Social Science major.  
**Applied Addictions Education - Certificate of Achievement (31-34 s.h.)**

**Required Courses:**

ENG 101	Communication Skills I	3 s.h.
SA 491, 492 or	Chemical Dependency Cooperative Education	2-4 s.h.
SA 493, 494	Chemical Dependency Practicum	2-4 s.h.
SOC 101 or	Introduction to Sociology and Cultural Anthropology	4 s.h.
SOC 221	Social Issues and Movements	4 s.h.
SOC 233	Interviewing Techniques	3 s.h.
SW 239	Empathy Listening Skills	1 s.h.
	Major Electives*	15 s.h.
	General Electives**	<u>3-4 s.h.</u>
		31-34 s.h.

\* Major electives: choice of 15, one-semester hour Substance Abuse courses (SA), including those designated as prerequisites.

\*\* General electives: choice of electives including a listing of relevant courses and dependent on the career field. Highly recommended are: SOC 313 Sociology of the Family, and SOC 367 Social Psychology. Other suggestions are: CJ 414 Narcotics Institute, FCR 225 Human Nutrition, NSC 125 Health Problems, GER 350 Counseling the Older Adult, and SOC 494 Sociology Practicum.

**SPANISH**

**Spanish Major (30 s.h.)** beyond elementary level. Some courses must be taken on a consortial basis.

Not applicable toward major: SPA 101, 102, 300.

**Spanish Minor (20 s.h.)** beyond elementary level.

**SPECIAL EDUCATION**

The undergraduate/post-degree levels of Special Education are being phased out, as Special Education is being made a graduate specialty at Madonna University. No new students are being admitted to the undergraduate Special Education program. Students who have already been admitted to the program should refer to the 1990-92 Bulletin for their program requirements.

**SPEECH & DRAMA**

**Speech & Drama Minor (20 s.h.)**

**Required Minor Courses:**

SPH 105	Speech Communication	3 s.h.
	Minor Electives	<u>17 s.h.</u>
		20 s.h.

## VIDEO COMMUNICATIONS

### Video Communications Major (40 s.h.)

#### Required Major Courses:

SPH 105	Speech Communication	3 s.h.
SPH 251	Survey of Telecommunications	3 s.h.
SPH 351	Television Production Techniques I	3 s.h.
SPH 352	Television Production Techniques II	3 s.h.
SPH 371	Scriptwriting, Proposal Writing, & Budgeting for Television	3 s.h.
SPH 381	Field Production and Editing I	3 s.h.
SPH 382	Field Production and Editing II	3 s.h.
SPH 411	Television News Reporting and Production	3 s.h.
SPH 451 or	Directing & Producing for Television	3 s.h.
SPH 491	Cooperative Education	3-12 s.h.
JRN 401	Foundations of Mass Communication	3 s.h.
HUM 495	Senior Seminar	1 s.h.
	Major Electives - to be chosen from:	9 s.h.
	SPH 341 Acting Techniques I (4 s.h.)	
	SPH 342 Acting Techniques II (4 s.h.)	
	SPH 415 Film Appreciation (4 s.h.)	
	SPH 491 Cooperative Education (3-12 s.h.)	
		<hr/> 40 s.h.

### Video Communications Major - Associate Degree (24 s.h.)

#### Required Major Courses:

SPH 105	Speech Communication	3 s.h.
SPH 251	Survey of Telecommunications	3 s.h.
SPH 351	Television Production Techniques I	3 s.h.
SPH 352	Television Production Techniques II	3 s.h.
SPH 381	Field Production and Editing I	3 s.h.
SPH 382	Field Production and Editing II	3 s.h.
	Major Electives	<hr/> 6 s.h.
		24 s.h.

### Video Communications Minor (24 s.h.)

#### Required Minor Courses:

SPH 251	Survey of Telecommunications	3 s.h.
SPH 351	Television Production Techniques I	3 s.h.
SPH 352	Television Production Techniques II	3 s.h.
SPH 381	Field Production and Editing I	3 s.h.
JRN 401	Foundations of Mass Communication	3 s.h.
	Minor Electives - to be chosen from:	9 s.h.
	SPH 105 Speech Communication (3 s.h.)	
	SPH 341 Acting Techniques I (4 s.h.)	
	SPH 342 Acting Techniques II (4 s.h.)	

SPH 371 Scriptwriting, Proposal Writing, &  
Budgeting for Television (3 s.h.)  
SPH 415 Film Appreciation (4 s.h.)  
SPH 451 Directing & Producing for Television (3 s.h.)  
SPH 491 Cooperative Education (3-12 s.h.)

24 s.h.

### **VOCATIONAL AUTHORIZATION OR ENDORSEMENT**

Individuals who have worked two years in a particular health field or trade or industry can apply for recommendation by Madonna University to the State Department of Education for a Temporary Vocational Authorization, valid for teaching in State-reimbursed vocational classrooms, provided that they have also completed a Bachelor's degree program and have a major in the health, trade, or industry area. In order to be recommended, the student must complete a minimum of 12 s.h. of coursework at Madonna University. Students will be encouraged to include the courses EDU 200 and EDU 312 in this 12 s.h.

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 Basic Skills Tests requirement, and the Teacher Education Program, including the state subject area test requirement (see Education section of this bulletin).



**SECTION IV.**

**COURSE DESCRIPTIONS**

## COURSE NUMBERING GUIDELINES

The following guidelines for course numbering were approved by the Madonna University Curriculum & Educational Policy Committee on May 19, 1991. These guidelines are intended to facilitate an understanding of and the consistent use of the course numbering system at Madonna University, particularly in the areas of student advisement and new course development.

### Major Divisions:

Numbers below 100 designate Remedial Courses\* (e.g., ENG 099)

1xx = 100 level courses are open to freshmen, sophomores, juniors, and seniors (e.g., PSY 101)

2xx = 200 level courses are open to sophomores, juniors, seniors, and qualified freshmen (e.g., HUM 201)

3xx = 300 level courses are open to juniors, seniors, and other qualified students (e.g., NSC 325)

4xx = 400 level courses are open to seniors and other qualified students (e.g., HIS 463)

\* Remedial courses are designed to strengthen college level skills. Remedial courses, however, are not counted toward the degree requirements. These credits are used for such things as calculating athletic and financial aid eligibility, credit load, tuition charges, and the Madonna University cumulative GPA.

### Secondary Divisions:

x17, x18, x19 = Workshops (e.g., BUS 419)

x20, x60 = Independent Study (e.g., HUM 360)

x91, x92 = Paid Co-op (e.g., JRN 491)

x93, x94 = Internship/Practicum (Unpaid Co-op) (e.g., FCR 493)

495 = Senior Seminar (e.g. SSC 495)

### Decimal Places:

xxx.1 = Experiential Learning or Credit by Exam (e.g., AHM 130.1)

xxx.2 = Telecourse (e.g., BUS 236.2)

xxx.3 through xxx.9 are used to allow for expansion of the numbering system (e.g., PED 209.5; BUS 419.8). Generally, odd decimals are used in fall term, even decimals in winter term.

### Section Numbers:

Section 26 = Honors Section

Sections 31-39 = Corporate Programs

Sections 41-49 = International Programs

Sections 51-59 = General off-site programs

**Additional Guidelines:**

1. For courses in a sequence, earlier courses must have lower numbering.
2. Prerequisites for a course, within the same Department, must have lower numbering.
3. The difficulty of coursework increases with hundreds place only (i.e., CIS 385 is not necessarily more difficult than CIS 330).
4. Whenever possible, related coursework should have "related" course numbering (e.g., MUS 126, 127; 226, 227, etc., or EDU 451-461).
5. Although some courses at and above the 200 level do not have explicit prerequisites, there is an implicit prerequisite of class standing or comparable level of academic preparation for such courses.
6. All students should be encouraged to work at the level of their ability. Although students in upper grade levels are permitted to take courses numbered in the lower sequences, they should be discouraged from doing so habitually.

## COURSE DESCRIPTIONS

To the Student: What follows is a description of all the courses offered at Madonna University. 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 and in which the full course description can be found. Example:

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

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

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### ACCOUNTING (ACC)

**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 partnership accounting. A computer application is included. Prerequisite: CIS 238.

**202 Principles of Accounting II**

**4 s.h.**

Continued study of accounting principles, emphasizing capital stock, cost accounting, budgeting and income tax considerations. A computer application is included. Prerequisite: ACC 201.

**303 Intermediate Accounting I**

**3 s.h.**

An intermediate level examination of the basic accounting statements and underlying accounting principles. Topics include: present value concepts, current tangible and intangible assets. A computer application is included. Prerequisite: ACC 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, earnings per share, financial statement analysis, long-term liabilities, equity transactions and cash flow statements. Prerequisite: ACC 303. Must be taken at Madonna University.

**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: ACC 202.

- 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. Prerequisites: ACC 202 and BL 333 or instructor's consent. Must be taken at Madonna University.
- 361 Taxation II (LAW) 3 s.h.**  
 Continued study of principles of taxation; emphasis on business entities, estates and trusts. Prerequisite: ACC 358.
- 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. Prerequisite: ACC 303; must be taken at Madonna University.
- 391 Cooperative Education 1 s.h.**
- 405 Advanced Accounting 3 s.h.**  
 Advanced accounting theory as it applies to partnerships, consolidated financial statements, bankruptcy, fund accounting and international foreign currency translation including forward exchange contracts. Prerequisite: ACC 304.
- 406 Government and Non-Profit Accounting 3 s.h.**  
 Emphasis placed on in-depth analysis of accounting principles and procedures applicable to governmental units and non-profit organizations. Prerequisite: ACC 304.
- 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: ACC 304.
- 471-475 Seminars 1-3 s.h.**  
 Prerequisites for all seminars: Junior level or full time work experience.
- 471 Brunch with an Expert Seminar 1 s.h.**
- 472 Literature Review Seminar 3 s.h.**
- 473 Research Seminar 3 s.h.**
- 474 General Topic Seminar 1-3 s.h.**
- 475 Leadership Seminar 3 s.h.**
- 491 Cooperative Education 1 s.h.**

## **ALLIED HEALTH ADMINISTRATION (AHA)**

- 101 Medical Terminology 2 s.h.**  
Development of medical vocabulary with emphasis on anatomical terms, diseases, symptoms, treatments, and acceptable medical abbreviations.
- 201 Introduction to Health Technology (MTE) 2 s.h.**  
Academic, professional and certification requirements of the allied health professions with emphasis on ethical, technical and procedural orientation. Required for MLT, MTE, NMT and RTE programs.
- 375 Allied Health Management (MGT\*/RTE) 3 s.h.**
- 380 Health Care Organization 2 s.h.**  
Overview of legislative, judicial, and political decisions which influence the workings of the health care industry. Examination of issues affecting the roles of health professionals as providers and consumers.
- 393 Internship I 1-6 s.h.**  
Supervised experience in health care administration. Prerequisite: departmental approval.
- 394 Internship II 1-6 s.h.**  
Supervised experience in health care administration. Prerequisite: AHA 393.
- 425 Health Care Law and Public Policy (LAW) 3 s.h.**  
This course is designed to address the needs of health professionals for information on the fundamentals of Michigan law. Legal terminology, organization of the court system, the source of law and basic principles of civil liability as it relates to negligence and malpractice will be addressed. Issues relative to confidentiality documentation, informed consent, conflict of law and advanced directives will be presented.
- 474 Health Care Finance 3 s.h.**  
Introduction to the theory and practice of health care finance addressing issues of medical cost, models of provider behaviors, regulatory constraint, technology assessment and access to care. Prerequisites: ACC 201 and ECN 271.
- 476 Issues in Health Care Administration (MTE/RTE) 3 s.h.**  
Current concepts of administrative practice in allied health occupations. Institutional assessment and practices which impact on responsibility, liability, and quality issues. Prerequisites: MGT 236 and MGT 375.
- 478 Educational Principles for Health Care Personnel (MTE/RTE) 2 s.h.**  
Principles of educational practice for health care professionals. Preparation and presentation of materials for staff development and patient education.

**490 Fundamentals of Health Care Research 2 s.h.**  
Introduction to the planning, conducting, and presentation of an analytical study of a topic of contemporary clinical significance. Prerequisite: senior status in major.

**495 Senior Seminar (MTE/RTE) 2 s.h.**  
Preparation and presentation of major paper in allied health discipline. Required for major. Prerequisites: AHA 490 and departmental approval.

### **APPLIED SCIENCE (APS)**

**291 Cooperative Education I 1-4 s.h.**  
Supervised work experience in a professional setting related to the student's area of specialization. Prerequisite: approval of advisor.

**293 Internship I 1-4 s.h.**  
Supervised work experience in a professional setting related to the student's area of specialization. Prerequisite: approval of advisor.

**302 Field Experience 1-4 s.h.**  
Credit awarded to individuals for evidence of completion of licensure programs in a technical field and/or full-time employment of two or more years in applied technology. Documentation of competencies required.

**391 Cooperative Education II 1-4 s.h.**  
Advanced semi-professional level assignments in on-the-job applications related to the student's area of specialization. Prerequisite: approval of advisor.

**393 Internship II 1-4 s.h.**  
Advanced semi-professional level assignments in on-the-job applications related to the student's area of specialization. Prerequisite: approval of advisor.

**495 Senior Seminar 2 s.h.**  
Preparation and presentation of a library research paper or project that integrates knowledge gained in the technology core of the applied science discipline. Taken by students with senior status as a requirement for graduation; to be taken in the final six hours of the program.

### **ART (ART)**

**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 or permission of instructor.

- 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 & 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 prefabricated graphic arts materials, photography and other equipment. Introduction to writing creative captions and related visuals for magazine and newspaper ads, cover designs, posters, flyers and billboards. Prerequisites: ART 105, 121 and 207 or permission of instructor.
- 270 Introduction to Computer Art 3 s.h.**  
 Design principles and procedures on the Macintosh as applied to creative graphic design projects.
- 275 Painting & 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. Prerequisites: ART 105 and 207.
- 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 & 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** **3 s.h.**  
Life drawing among a variety of subjects developing contemporary approaches to realistic and abstract compositions.
- 331 Advanced Painting** **3 s.h.**  
Advanced level instruction in one of the following media: oil, watercolor, acrylics, or mixed media.
- 335 Asian Art: India, China, Japan (HUM)** **3 s.h.**  
The cultural traditions and aesthetic contributions of India, China, and Japan as reflected in miniature and scroll painting, sculpture, architecture, ceramics, bronze, jade and garden design.
- 339 Oriental Brushwork** **2 s.h.**  
A studio course based on the theory and practice of Chinese & Japanese ink brush painting. Lecture and grinding of ink, and painting each class.
- 346 Relief & Silkscreen Printing** **3 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 or ceramics. Choice of one medium made and experimented with in depth. Wood, stone, plaster, as well as more contemporary materials employed.
- 415 Modern Art: Late 19th Century & 20th Century 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 artwork for printing; advanced and independent problems for business and/or institutions, preparation of a job-seeking portfolio.
- 440, 441 Advanced Studio** 2-4 s.h.  
Independent advanced work in media and disciplines not currently offered, such as advanced painting, design, sculpture, advertising, etc. Permission of department head and instructor required.
- 447 Intaglio (Etching)** 3 s.h.  
A studio course designed to introduce the various intaglio processes; etching, aquatint, drypoint and the exploration of color and black and white printing. Principles of historical and contemporary techniques are approached and discussed.
- 448 Lithography** 3 s.h.  
A studio course designed to introduce both stone and metal plate lithography. Printing in both color and black and white, advanced exploration and experimentation are encouraged and desired. Principles of historical and contemporary techniques are approached and discussed.
- 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 arts majors.

## **BIOLOGY (BIO)**

- 101 Introductory Biology** 4 s.h.  
A course for non-science majors presenting biological concepts influencing individual decisions affecting community structure and the state of the world. Lecture 3 hours, laboratory 3 hours.

**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. Corequisite: 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, microorganisms, and humans and techniques (including statistics). Lecture 3 hours, laboratory 3 hours. Prerequisites: 12 s.h. of biology including BIO 226; MTH 235; CHM 361 recommended.

**317 Invertebrate Zoology (Parasitology)**

**4 s.h.**

Study focuses upon the morphology, classification, life cycles, epidemiology and control of major human parasites. Laboratory will emphasize the identification of parasitic adult and larval forms as observed in clinical specimens. Lecture 2 hours, laboratory 6 hours. Prerequisite: BIO 226.

**321 General Ecology**

**3 s.h.**

Study of the principles of ecological interdependence and interaction between plants and animals with each other and with their environment. An overview of research methods used in field studies complements theoretical concepts in lecture. Lecture 2 hours, laboratory/field 3 hours. Prerequisite: 6 s.h. in biology.

**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. Prerequisites: 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. Prerequisites: 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 aspect 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 328 recommended.

**470 Biological Investigation 1-4 s.h.**  
Independent research, directed reading or special problems under the supervision of a faculty member. Prerequisites: recommendation of major advisor and problem director.

**495 Senior Seminar 2 s.h.**  
Preparation and presentation of a scientific paper. Taken by students with senior status as a requirement for graduation; to be taken in the final six hours of the program.

## **BUSINESS ADMINISTRATION (BUS)**

**099 Language of Business 2 s.h.**  
A pre-business class, designed to develop increased vocabulary skills of key business concepts and basic operating techniques. Emphasis on developing a personal glossary of business terms, and creating suitable examples (scenarios) to illustrate the application and usefulness of each term. Special attention is given to students having limited skills in reading, writing, and/or understanding basic business procedures. Note: This class is not considered a substitute for BUS 101.

**101 Contemporary Society & The Organization 3 s.h.**

The dynamics of contemporary administrative, social and political influences on the organization; laws and regulatory agencies and their impact on the organization; career opportunities in the organization. General elective or General Education only; does not apply toward Business major or minor. (Also offered through TV.)

**395 Business and Society 3 s.h.**

A conceptual course which studies the historic and sociological relationship between business and society; the development of economic and management thought; and the social responsibility of business. Prerequisites: junior standing, MKT 244, MGT 236. Recommended: PHL 408.

**471-475 Seminars 1-3 s.h.**

Prerequisites for all seminars: Junior level or full time work experience.

**471 Brunch with an Expert Seminar 1 s.h.**

**472 Literature Review Seminar 3 s.h.**

**473 Research Seminar 3 s.h.**

**474 General Topic Seminar 1-3 s.h.**

**475 Leadership Seminar 3 s.h.**

**491 Cooperative Education 1 s.h.**

**491 Cooperative Education 1 s.h.**

**492 Cooperative Education 1 s.h.**

**BUSINESS LAW (BL)**

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

Study of the law and the legal process as it relates to business and society. Emphasis is on the law of contracts, sales under the U.C.C., negotiable instruments, secured transactions and agency. Basic concepts of the law of crimes and torts, including products liabilities, and performing legal research will be covered. Prerequisite: MGT 236 or consent of instructor.

**433 Business Law II 3 s.h.**

A continuation of Business Law 333 with emphasis on the legal aspects of corporations and partnerships, property rights, debtor-creditor relations and securities regulation. The general principles of governmental regulation of business and the legal aspects of international business transactions will be explored. Prerequisite: BL 333.

## CHEMISTRY (CHM)

**101**     **Introductory Principles of Chemistry**     **4 s.h.**

A study of the basic principles of general chemistry and their applications including: systems of measurement; structure and properties of atoms; the periodic table; chemical symbols and their equations; stoichiometry; introduction to chemical bonding; solutions; acids, bases, and salts; and special topics as nuclear and environmental chemistry. This course may be used to satisfy the physical science general education requirement with laboratory and the chemistry prerequisite for CHM 111. Lecture 3 hours, recitation 1 hour, laboratory 2 hours. Prerequisite: one year of high school algebra or MTH 104 with grade of C or better. (Does not apply toward Chemistry major or minor.)

**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, redox processes, and equilibrium. Lecture 3 hours, laboratory 3 hours. Prerequisites: one year of high school chemistry or CHM 101 with grade of C or better; one year of high school algebra or MTH 104 with grade of C or better. Two years of high school algebra highly recommended, or MTH 104 and 105 with grades of C or better.

**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. Prerequisite: CHM 111 or equivalent; prerequisite or corequisite 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 with grade of C or better. (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; spectroscopy; organometallics. Laboratory exercises directed to the systematic identification of organic functional groups, spectroscopy and gas chromatography. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111 and 221.

- 331 Quantitative Analysis** **4 s.h.**  
 Theory and techniques of classical quantitative analysis, including acquisition and evaluation of analytical data from gravimetry, titrimetry, potentiometry, and spectrophotometry techniques. 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. Prerequisites: CHM 111, 112, MTH 121 or equivalent.
- 361 Biochemistry I** **4 s.h.**  
 Principles of biochemistry; major metabolic and biosynthetic pathways, structure and conformation of biological molecules and their molecular biology. Laboratory exercises in enzyme kinetics, electrophoresis, chromatography and DNA isolation and manipulation. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 221.
- 362 Biochemistry II** **4 s.h.**  
 Advanced treatment of modern topics including DNA structure and function; gene control; recombinant techniques; and newer techniques of protein design and engineering. Laboratory exercises in molecular cloning, transformation, DNA transfer techniques, immunoprecipitation and mutagenesis studies. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 221, and 361.
- 363 Clinical Chemistry I (MTE\*)** **3 s.h.**
- 365 Clinical Chemistry II (MTE\*)** **3 s.h.**
- 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; introduction to statistical mechanics. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 112, 221; MTH 251, 252; PHY 253, 254.
- 442 Physical Chemistry II** **4 s.h.**  
 Atomic and molecular structure, quantum theory and mechanics, analytical spectroscopy, selection rules, photochemistry. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 112, 221, 441; MTH 251, 252; PHY 253, 254.
- 451 Instrumental Analysis** **4 s.h.**  
 Theory and techniques of modern instrumental analysis including UV, visible, and IR spectrophotometry; NMR, EPR, and mass spectroscopies;

electrochemistry; chromatography including HPLC; other current topics. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 111, 112, 221; MTH 121 or 251 and 252; PHY 253, 254.

**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; to be taken in the final six hours of the program.

### **CHILD DEVELOPMENT (CD)**

**216 Child Development & Guidance** 3 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.

**258 The Use of Art, Music, Movement and Play in Curriculum For Preschool and Elementary School Children** 4 s.h.  
This course teaches the student the elements of art, music, creative play and movement. Included in the course is learning to plan creative activities in these curriculum areas based on the developmental needs of children. An emphasis will be placed on the integration of these content areas into the daily or weekly plans for children's learning in the affective, cognitive and psychomotor domains.

**310 Language Development & Language Arts** 3 s.h.  
This course examines the development of the language of a child from birth through elementary school. It also applies linguistic theory to language arts education including an overview of structural and transformational linguistics, and its impact on oral and written communication and an exploration of the theory and techniques of listening, speaking and writing effectively in the English language. Prerequisites: ENG 101, EDU 200.

**316 Administration of Child Care Centers** 3 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.

**358 Developing Curriculum for Early Childhood** 3 s.h.  
Study of how to design curriculum and the environment to promote the growth in the social/emotional, cognitive and psychomotor domains of the preschool child. Corequisite, CD 359.



- 393 Curriculum Practicum** 1 s.h.  
 This class is taken concurrently with CD 358. It provides the field experience for observing, planning and practicing strategies that are learned in CD 358.
- 410 Philosophies in Early Childhood Education** 3 s.h.  
 Montessori, Piaget, Behavior Analysis, Head Start, innovative programs explored; observations in preschools.
- 413 Parents and Teachers - Partners in Education (EDU)** 3 s.h.  
 Information and strategies that can be utilized by teachers to aid parents to work in partnership with schools to promote the cognitive, affective and psychomotor development of their children.
- 416 Assessing Children's Behavior** 2 s.h.  
 A study of the purposes for assessing children's behavior and the development of skills required for evaluating behavior. Emphasis will be placed on preparing reports for parents and institutions.
- 493 Senior Practicum** 2-4 s.h.  
 Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: approval of advisor.
- 495 Seminar** 2 s.h.  
 In-depth consideration of controversial issues in a related field, integration and verification of exit-level competencies.

### **COLLEGE (COL)**

- 101 Orientation to Higher Education** 1 s.h.  
 This course is designed to provide first-year students with information and insights into themselves and into the demands of higher education. It will introduce students to University policies and procedures, assist them in developing study strategies, time and stress management skills, personal and multicultural awareness, career exploration, decision making skills and in meeting the challenges of leadership and involvement in order to be more effective in college.

### **COMPUTER INFORMATION SYSTEMS (CIS)**

- 225 Computer Fundamentals** 2 s.h.  
 Introduction to the fundamentals of computers for the non-technical person. Study the operating functions of both the hardware and software components of an information system. Emphasis on hands-on experiences with word processing, spreadsheet, and data base management systems. Study the evolution, application, and ethical aspects of computer systems. Does not apply towards credit for business or computer information systems majors.

- 238 Introduction to Computers** 3 s.h.  
 Study the evolution of computers and the operating functions of the hardware, systems software, application software, data communications, and ethics of data storage and retrieval; explore the integration and application of information processing in the business environment and in the global society; hands-on experience with word processing, electronic spreadsheets, graphics, data base management and electronic mail.
- 243 Introduction to Business Application Programming** 3 s.h.  
 Emphasis on a structured, multi-phase approach to program design and development. Uses problem-solving techniques which are independent of programming languages. Introductory instruction of BASIC. Proposed solutions will be coded in BASIC. Prerequisite: CIS 238.
- 245 Programming Applications: RPG II/III** 3 s.h.  
 Problem-solving with the computer using the computer languages RPG II & RPG III. Numerical and non-numerical applications in a business environment. Emphasis on translating specifications into RPG II & RPG III, using a top-down structure approach. Prerequisite: CIS 243.
- 248 Programming Applications: COBOL** 3 s.h.  
 Problem-solving with the computer, using the programming language COBOL. Numerical and non-numerical applications in a business environment. Emphasis on understanding problem definition, top-down structured design, related program design tools and translation of specifications into COBOL syntax. Hands-on testing and debugging of assignments, which include: sequential file processing, file matching, and table handling. Prerequisite: CIS 243.
- 291 Cooperative Education I: Computer Operations** 1 s.h.  
 Experience in a computer environment; includes programming, use of software packages, trouble-shooting, and hands-on experience with a computer system. Prerequisite: CIS 248.
- 330 Information Systems for Decision Making** 3 s.h.  
 Presents the fundamental concepts of information systems. Emphasis on the process by which systems are developed from the end user's perspective. Problem solving using computer based information systems. Analyze existing Information Systems by way of case study methodology. Prerequisite: CIS 225 or 238. No credit for Computer Information Systems majors.
- 341 Programming Applications: Pascal** 3 s.h.  
 Problem-solving with the computer, using the computer language PASCAL: numerical and non-numerical applications in a business environment; covers basic PASCAL programming constructs, user-defined scalars, pointers, subroutines, and functions. Prerequisites: CIS 243 or equivalent, and one programming course.

- 342 Computer Graphics in Business** 2 s.h.  
 Study of the principles of presentation graphics, including design, creation, and usage of graphics hardware and software. Includes the design of a business oriented graphic presentation project. Prerequisites: CIS 225 or 238 or CSC 208.
- 345 Systems Analysis & Design** 3 s.h.  
 An overview of the systems development life cycle with emphasis on techniques and tools of analysis, design, documentation, and logical system specification. Prerequisite: CIS 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. Prerequisites: CIS 243 or equivalent, MTH 105, and working knowledge of a procedural language other than COBOL.
- 386 Decision Support and Expert Systems** 2 s.h.  
 Study of how computers provide important insight to business decision alternatives. Assembling, organizing, and designing the line of reasoning for more effective problem solving. Prerequisite: CIS 345.
- 388 Programming Languages: Fourth Generation** 3 s.h.  
 Problem solving with the computer using a fourth generation language. Survey of procedural, non-procedural, and fourth generation languages. Develop a business oriented computer system using a fourth generation language product. Prerequisite: CIS 345.
- 389 Software and Hardware Architecture** 2 s.h.  
 Study of computing environment and the organization of components and devices into information system configurations. Discuss the principles of system software and build an understanding of combinations of hardware and software within architectural designs. Prerequisite: CIS 345.
- 391 Cooperative Education II: Programming/Analysis** 1 s.h.  
 Experience in a computer environment. Apply the skills and techniques learned in programming and systems courses to a systems development project. Prerequisite: CIS 388.
- 396 Advanced System Programming and Design** 3 s.h.  
 Advanced coverage of the strategies and techniques of structured systems development and application programming, using COBOL. Prerequisites: CIS 248 and 348.
- 425 Advanced Office & Telecommunications Systems** 2 s.h.  
 Structured analysis and design of hardware/software systems in an advanced office environment. Considers centralization vs. distribution, communication technologies, distributed data bases, distributed processing, and management concerns. Prerequisite: CIS 345.

- 471-475 Seminars** **1-3 s.h.**  
 Prerequisites for all seminars: Junior level or full time work experience.
- 471 Brunch with an Expert Seminar** **1 s.h.**
- 472 Literature Review Seminar** **3 s.h.**
- 473 Research Seminar** **3 s.h.**
- 474 General Topic Seminar** **1-3 s.h.**
- 475 Leadership Seminar** **3 s.h.**
- 491 Cooperative Education** **1 s.h.**
- 432 Audit & Control of Accounting & Information Systems** **2 s.h.**  
 Principles of auditing of information systems with emphasis on controls, audit types, security, and audit techniques and their effects on accounting and computer system development. Prerequisites: CIS 345 or 330 and ACC 202.
- 485 Data Base Management** **3 s.h.**  
 Study of the concepts governing the design and management of database systems. Comparison of the hierarchical, inverted list, network, and relational data models. In depth study of the relational data model theory. Development of a business oriented computer system using a relational data base management system. Analysis of data base issues, such as security, privacy, and integrity, for which a Chief Information Officer is held responsible. Prerequisites: BUS 395, CIS 388, and CIS 396.
- 490 Information Systems Policy** **3 s.h.**  
 A capstone course covering advanced strategies for matching an information system department to the structure and behavior of the organization. Study of the overall information needs of an organization and the role information systems play in meeting them. Investigate the administrative and management issues relative to administration of the information systems function. Prerequisite: Must be taken within final six hours of major.
- 491 Cooperative Education III: Programming/Analysis** **1 s.h.**  
 Experience in a computer environment; applies skills and techniques learned in programming and systems courses to a systems development project. Prerequisite: CIS 391.

### **COMPUTER SCIENCE (CSC)**

- 208 Principles of Computer Science** **3 s.h.**  
 Overview of computers and introduction to programming in C language. Introduction to algorithms, data types, iteration, subprograms and dimensioned variables. Study of the impact of computers on society. Does not apply toward math major or minor.

- 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: CSC 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: CSC 208 or equivalent.
- 248 Programming: C 3 s.h.**  
 Students will design and write programs using the C language. Explorations center on: graphics, memory management, pop-up windows, ergonomics, as well as terminate and stay resident programming. Prerequisite: CSC 208 or departmental approval.
- 291 Cooperative Education in Operations 2-3 s.h.**  
 Cooperative education experience with emphasis on computer operations. Consent of advisor is required.
- 301 Numerical Analysis for Computer Science 3 s.h.**  
 Study of numerical methods in the solution of mathematical problems: integration, differentiation, curve construction and fitting, interpolation and extrapolation. Introduction to numerical computer algorithms. Prerequisite: CSC 247 or 248, MTH 252.
- 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. Prerequisites: PASCAL or C programming and one additional computer science course above CSC 208, all with grades of C or better.
- 305 Computer Organization & Assembly Language 4 s.h.**  
 Study of the organization and operation of the digital computer and the techniques of programming in machine and assembler language. Prerequisite: 6 s.h. of computer programming with a grade of C or better.
- 309 Practical Operating Systems 3 s.h.**  
 In this laboratory based course, students will explore Operating Systems Languages currently in use on mainframes and on personal computers. Students will learn how to establish and maintain user disk space, programs, and files. Students will learn modular programming techniques, and gain experience in program design and implementation.

- 313 Compiler & Language Theory 3 s.h.**  
 Study of the operation of language compilers and the underlying theory of computer languages: parsing algorithms, scanning techniques, grammars and code generation. Prerequisite: CSC 303 with a grade of C or better.
- 349 Interpretive Languages for Artificial Intelligence 3 s.h.**  
 Study of interpretive languages LISP and PROLOG as they apply to the Artificial Intelligence Community. List processing, query manipulation, and data management techniques discussed. Current trends in the national and international Artificial Intelligence Community explored. Prerequisites: FORTRAN (CSC 247) or C programming (CSC 248) with a grade of C or better.
- 391 Cooperative Education in Software 2-3 s.h.**  
 Cooperative education experience with emphasis on computer programming or software engineering. Consent of advisor is required.
- 485 Seminar: Computers & 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. Prerequisites: Senior status and major in computer science; to be taken in the final six hours of the program.

## **CRIMINAL JUSTICE (CJ)**

- 102 Introduction to Criminal Justice 3 s.h.**  
 Study of agencies and processes to 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 & Administration (PSC) 3 s.h.**  
 Organization and management of the various criminal justice agencies through 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 & 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.
- 216 Human Behavior & Attitudes (MGT\*) 2 s.h.**
- 231 Correctional Justice Organization & Administration 3 s.h.**  
 Organization and management principles of correctional agencies; correctional procedures, rights and processes.
- 233 Interviewing Techniques (SOC\*) 3 s.h.**
- 235 Probation & 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 (MGT\*) 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 & Methods of Corrections I 3 s.h.**  
 Legal aspects of probation, drug addition and alcoholism; analysis of human behavior from the viewpoint of corrections; understanding basic counseling techniques and establishing therapeutic relationships.
- 281 Principles & 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/Cooperative Education in Criminal Justice 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 cooperative education.
- 301 Basic Police Training 3 s.h.**  
 Credit awarded to those who have successfully completed 240 instruction 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 Procedures (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\*)** **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.
- 316 Human Behavior & Leadership (MGT\*)** **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, policy 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 & Police Community Relations** **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.
- 414 Narcotics Institute** **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.

## **ECONOMICS (ECN)**

- 271 Economics for Human Services** **3 s.h.**  
 A survey of the discipline of economics with special reference to a market-driven economy. 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** **4 s.h.**  
 Theories of production and cost, demand, supply, competition, consumer behavior, and distribution of income. Prerequisite: MTH 105.
- 273 Principles of Macroeconomics** **4 s.h.**  
 Measurement and determination of economic activities and development, aggregate income, and employment. Emphasis on consumption, monetary policy, fiscal policy, taxes, government, investment, and expenditures. Prerequisites: ECN 272, MTH 105.
- 380 Money & Banking** **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 ACC 201.

**394 Economic Geography 3 s.h.**  
Geography from an economic perspective; locations and locational changes in *primary, secondary, and tertiary* production; services; a comparative analysis of global demography; role and rise of the city and the metropolis; effects of technology; nations and regional and strategic political and commercial alignments and realignments; natural and human resources; the Less developed, More developed and Developing Worlds; "core" and "periphery;" multinational corporations and the "global village." Prerequisites: ECN 271 or ECN 272 or the equivalent, INB 314, MGT 236, QS 355.

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

**454 International Economics 3 s.h.**  
An examination of the economic process and economic science in a market-driven economy. Special reference is made to economic fluctuations and forecasting. Economic analysis, measurement, and economic policy are stressed. Some contemporary methods of economic forecasting as they relate to national income accounts, survey of future events, diverse time series, and computer modeling approaches. Fiscal and monetary measures are discussed. Prerequisites: ECN 272 and 273.

## **EDUCATION (EDU)**

**200 Introduction to Professional Education Experiences 3 s.h.**  
Introduces the student to the realities of the teaching profession, the structure and operation of schools, current educational issues and trends, and the foundations of education. Coursework includes observation and participation in classroom settings. Lecture 2 hours, laboratory 1 hour. Prerequisite: PSY 101.

**201 Introductory Education Practicum 1 s.h.**  
Observations and participation in classroom settings. The course is designed for students who have completed an introductory education course equivalent to EDU 200, but do not have the required field experience.

**233 Learning and Teaching Number Concepts (MTH\*) 3 s.h.**

**234 Learning and Teaching Geometric and Statistical Concepts (MTH\*) 3 s.h.**

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

**302 Program Planning for Older Adults (GER\*) 3 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. Lecture 3 hours, laboratory 1 hour. Prerequisites: PSY 101 and EDU 200.
- 313 Practicum for Educational Psychology** **1 s.h.**  
 Observations and participation in classroom settings. The course is designed for students who have completed an educational psychology course equivalent to EDU 312, but do not have the required field experience.
- 316 Art for the Elementary School Teacher (ART\*)** **2 s.h.**
- 321 Theory and Principles of Reading Instruction** **3 s.h.**  
 Study of theory and process in developmentally appropriate reading/writing instruction including language and literacy acquisition, comprehension, word recognition, methods of instruction and assessment, program development, and planning for individual instructional needs. Prerequisites: EDU 200, PSY 101. Prerequisite or corequisite: EDU 312.
- 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 & 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. Prerequisites: ENG 101 and EDU 200.
- 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. Experience in preparing and using audio-visual materials and equipment for effective classroom presentations.
- 372 Diagnosis & 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. Lecture 2 hours, laboratory 1 hour. Prerequisite: EDU 321.

- 373 Science Foundations I: Chemistry & Life Science (NSC\*) 4 s.h.**
- 374 Science Foundations II: Earth Science, Physics & Astronomy (NSC\*) 4 s.h.**
- 382 Reading in the Content Areas 3 s.h.**  
 Study of the principles, techniques and processes of literacy instruction needed for students to be independent, strategic learners in the content areas taught in the elementary, middle and high schools. Application of learned principles and practices to teaching situations. Lecture 2 hours, laboratory 1 hour. Prerequisite: EDU 321.
- 413 Parents and Teachers - Partners in Education (CD\*) 3 s.h.**
- 414 Conflict Management in the Classroom, Home, and Job (SOC\*) 1 s.h.**
- 421 In-Service Projects 1-4 s.h.**  
 Focus on new developments in education with practical implementation: open classroom concept, individual instruction, instructional technology, accountability, mainstreaming, multicultural education. Prerequisite: departmental approval. (May not substitute for a required course.)
- 440 Behavior Management in the Classroom 2 s.h.**  
 An investigation of the analysis of discipline, behavior modification and group dynamics, designed to give students an opportunity to discuss various approaches to handling disruptive behavior with actual problem situations. Emphasis on prevention of classroom problems. Prerequisite: EDU 312.
- 447 Theory & Techniques of Science Instruction: Elementary School 1 s.h.**  
 Theories of instruction, methods and materials for teaching science in the elementary school. Attention will be focused on the special skills needed to manage science activities, the application of the scientific method to classroom inquiry and an awareness of social/economic impacts of science and technology. Lecture 1 hour. Prerequisites: EDU 200, EDU 312. Corequisite: EDU 450.
- 448 Theory & Techniques of Science Instruction: Middle School 1 s.h.**  
 Theories of instruction, methods and materials for teaching science in the middle school. Attention will be focused on the special skills needed to manage science activities, including the application of the scientific method to classroom inquiry and an awareness of social/economic impacts of science and technology. Lecture 1 hour. Prerequisites: EDU 200, EDU 312. Corequisites: EDU 450 or EDU 457.
- 449 Theory & Techniques of Instruction: Middle School (5-9) 4 s.h.**  
 Theory of instruction, methods, and materials in the middle school curriculum; observations of classroom procedures; participation in simulation and micro-teaching. Emphasis on the application of effective instructional theory and practice, sound decision-making and multicultural education in a field-based context. Lecture 3 hours, laboratory 1 hour. Offered Fall, Winter. Prerequisites: EDU 200 and 312.

**450 Theory & Techniques of Instruction: Elementary School (K-8) 4 s.h.**  
Theory of instruction, methods, and materials in the elementary school curriculum; observation of classroom procedures; participation in simulation and micro-teaching. Emphasis on the application of effective instructional theory and practice, sound decision-making and multicultural education in a field-based context. Lecture 3 hours, laboratory 1 hour. Offered Fall, Winter. Prerequisites: EDU 200 and 312.

**451-461 Theory & Techniques of Instruction: Major Field (Secondary) 4 s.h.**  
Theory of instruction, secondary methods and materials in the secondary subject-matter fields in which students expect to teach; observations of classroom procedures; participation in simulation and micro-teaching. Emphasis upon the application of effective instructional theory and practice, sound decision-making and multicultural education in a field-based context. Lecture 3 hours, laboratory 1 hour. Offered Fall only. Prerequisites: EDU 200 and 312.

**451 Theory & Techniques of Instruction: Art (K-12) 4 s.h.**

**452 Theory & Techniques of Instruction: Communication Arts (7-12) 4 s.h.**

**453 Theory & Techniques of Instruction: Foreign Languages (7-12) 4 s.h.**

**454 Theory & Techniques of Instruction: Home Economics & Family Life (7-12) 4 s.h.**

**455 Theory & Techniques of Instruction: Mathematics (7-12) 4 s.h.**

**456 Theory & Techniques of Instruction: Music (K-12) 4 s.h.**

**457 Theory & Techniques of Instruction: Natural Science (7-12) 4 s.h.**

**458 Theory & Techniques of Instruction: Social Science (7-12) 4 s.h.**

**459 Theory & Techniques of Instruction: Vocational Subjects (9-12) 4 s.h.**  
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. Lecture 3 hours, laboratory 1 hour. Prerequisites: EDU 200 and 312.

**461 Theory & Techniques of Instruction: Computer Science (K-12) 2, 4 s.h.**

#### **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 s.h. of directed teaching and EDU 481, Seminar: Directed Teaching, 1 s.h. Level change candidates must register for a minimum of 4 s.h. of directed teaching.

- 468 Directed Teaching: Computer Science (K-12)** 4, 8 s.h.  
Observations and teaching in classroom situations and individual conferences.
- 469 Directed Teaching: Middle School (5-9)** 4, 8 s.h.  
Observations and teaching in classroom situations and individual conferences.
- 470 Directed Teaching: Elementary School (K-8)** 4, 6, 8 s.h.  
Observations and teaching in classroom situations; individual conferences and seminars.
- 471-479 Directed Teaching: Secondary School** 4, 8 s.h.  
Observations and teaching in classroom situations; individual conferences and seminars.
- 471 Directed Teaching: Art (K-12)** 4, 8 s.h.
- 472 Directed Teaching: Communication Arts (7-12)** 4, 8 s.h.
- 473 Directed Teaching: Foreign Languages (7-12)** 4, 8 s.h.
- 474 Directed Teaching: Home Economics & Family Life (7-12)** 4, 8 s.h.
- 475 Directed Teaching: Mathematics (7-12)** 4, 8 s.h.
- 476 Directed Teaching: Music (K-12)** 4, 8 s.h.
- 477 Directed Teaching: Natural Science (7-12)** 4, 8 s.h.
- 478 Directed Teaching: Social Science (7-12)** 4, 8 s.h.
- 479 Directed Teaching: Vocational/Technical (9-12)** 4, 8 s.h.
- 480 Foundations of Education** 3 s.h.  
The interdisciplinary study of education and schooling in American culture and society. Hypotheses and concepts drawn from a series of disciplines are employed as a means of identifying and examining central characteristics of the American educational system. Particular attention is focused upon the interpretation and appraisal of current educational practices and trends. Prerequisites: EDU 200 and 312.
- 481 Seminar: Directed Teaching** 1 s.h.  
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 of teaching experience, and approval of instructor.

### **EMERGENCY MEDICAL TECHNOLOGY (EMT)**

- 155 Basic EMT** **1-10 s.h.**  
Experiential learning credits available to those who have current State of Michigan licensure. Application for credit is to be made through the Program Coordinator for Fire Science and Occupational Safety, Health and Fire Science in the Department of Physical and Applied Sciences.

### **ENGLISH & COMMUNICATION ARTS (ENG)**

- 099 Basic Writing Skills** **3 s.h.**  
A basic reading and writing course for beginning college students. The course's format allows students to develop a command of the activities basic to undergraduate study: reading, writing, interpretation, and discussion. (For credit but not applicable toward degree.)
- 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. (Does not apply to any major or minor in Communication Arts department.)
- 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. (Does not apply to any major or minor in Communications Arts department.)
- 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 and developing learning components; gathering necessary information; determining credit equivalency; and preparing portfolio for assessment.
- 132 Newspaper Reporting (JRN\*)** **3 s.h.**

- 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 problems solving report, including graphics aids; practice in the oral presentation of technical information to groups.
- 209 Approaches to Grammar** **4 s.h.**  
 This course provides an historical sketch of the development of the English language and treats the interplay between theory of language and approaches to the study of grammar. By tracing the evolution of dictionaries, spellers, grammars and handbooks of English - influenced by the processes of decay, growth, and confusion - the course emphasizes how politics and culture interact and influence English morphology, syntax, semantics, and rhetoric.
- 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; includes works outside the Western tradition produced during the same eras.
- 262 Language & Culture** **3 s.h.**  
 The central concerns of this course are how and why people communicate in the ways they do. Habitual talking, listening, and writing behaviors of individuals and groups will be examined, as well as the influences of home, community, and culture on the language structures and language uses of individuals. Culture, as it influences linguistic preference, will be considered, as will methods of semiotic and discursal analysis.
- 295 Critical Writing & Literary Analysis** **4 s.h.**  
 A study and practice of the methods used to analyze the contents of a literary work; a review of major themes and schools of literary criticism. Prerequisite: ENG 102.
- 300 Children's Literature & Drama (SPH/EDU)** **4 s.h.**  
 Classical and contemporary writing for children; dramatization of stories. Selection of materials with reference to the interest, needs, and abilities of children.
- 301 Major American Writers: Beginnings to 1900** **4 s.h.**  
 A study of those writers who expressed in distinctive styles the diverse elements of the American experience from early Amerindian folktales through the end of the nineteenth century, often including Thoreau, Poe, Hawthorne, Melville, Whitman, Dickinson, Twain, and Douglass.



- 302 Major American Writers: 1900 to Present 4 s.h.**  
Critical examination of major writers, poets, and dramatists who have explored the changing values and concerns of American society in the twentieth century; minority and ethnic perspectives are to be expressly noted.
- 310 Advanced Composition and Research Strategies 3 s.h.**  
Application of advanced writing strategies with emphasis on argumentation; assignments corresponding to research and writing demands of varied academic disciplines including humanities, natural science, social science and business; use of wordprocessing and editing software for writing. Prerequisite: ENG 101 or department approval.
- 326 Business & 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: Chaucer to Johnson 4 s.h.**  
A study of principal figures in British literature from the fourteenth through the eighteenth century; includes Chaucer, Spenser, Shakespeare, Donne, Milton, Swift, Pope, and Samuel Johnson.
- 362 Major British Writers: Blake to Eliot 4 s.h.**  
An examination of major British authors from the Romantic period to the post World War I era; includes Blake, Wordsworth, Keats, Shelley, Coleridge, Byron, Tennyson, Browning, Dickens, George Eliot, Hardy, Conrad, Yeats, Joyce, and T.S. Eliot.
- 371 Contemporary Literature 4 s.h.**  
A study of contemporary American and British authors who may be classified as Modernist or Post-Modern; figures will include principal ethnic and minority writers.

- 421 **Time & 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.

### **ENGLISH AS A SECOND LANGUAGE (ESL)**

- 113, 116 **Beginning English as a Second Language** 3, 3 s.h.  
These courses emphasize basic principles of grammar, sentence-level and simple paragraph writing, literal level reading and conversational speaking and listening. Initial placement through departmental testing; thereafter students follow course sequence.
- 213, 216 **Intermediate English as a Second Language** 3, 3 s.h.  
Covers complex sentence structure, grammar, paragraph level writing, informational reading, beginning formal speaking and sustained factual listening. Initial placement through departmental testing; thereafter students follow course sequence.
- 313 **Advanced Reading and Writing** 3 s.h.  
The course is designed to expand grammar skills, develop knowledge of organizational patterns used in writing compositions and improve reading comprehension and speech. Initial placement through departmental testing; thereafter students follow course sequence.
- 316 **Advanced Speaking and Listening** 3 s.h.  
Practice listening and speaking in conversational and academic settings. Video-taped oral presentations and lab work required. Initial placement through departmental testing; thereafter students follow course sequence.
- 413 **Advanced Academic Reading and Writing** 3 s.h.  
The course will provide practice in skills required for successful completion of university courses. Special emphasis is placed on reading unabridged academic texts with speed and accuracy. Essays in the reading segment serve as models for the writing component of the course. Extensive practice in rhetorical strategies and techniques and a review of appropriate grammatical structure and verb tenses. Initial placement through departmental testing; thereafter students follow course sequence. May be used to satisfy degree requirements.

**416 Advanced Academic Speaking and Listening 3 s.h.**  
Designed to help advanced ESL students prepare for the demands of academic lecture comprehension and note-taking, predicting, evaluating, and organizing information in lectures. Formal speeches are practiced, video-taped and evaluated. Initial placement through departmental testing; thereafter students follow course sequence. May be used to satisfy degree requirements.

**423 Academic ESL Writing 3 s.h.**  
This course is designed to supplement the required freshman English Composition course. The focus is on writing a research paper from organization to completion, with a segment on plagiarism. Initial placement through departmental testing; thereafter students follow course sequence. May be used to satisfy degree requirements.

### **FAMILY & CONSUMER RESOURCES (FCR)**

**125 Health Problems (NSC\*) 4 s.h.**

**225 Human Nutrition (NSC) 4 s.h.**  
Study of nutrients in foods and their involvement in the function of human body systems. Problems in and programs for meeting personal, family, national, and world nutritional needs. Prerequisite: BIO 224 or permission of instructor.

**226 Introductory Food Science 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 Apparel Construction 3 s.h.**  
Principles of clothing construction related to fit, fabric and garment construction.

**237 Apparel Evaluation 3 s.h.**  
A study of the components of apparel; from fiber to garment construction and fit. Various quality and price levels will be studied. Industry terminology will be emphasized.

**238 Maternal & 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.

**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 Residential 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, table appointments, other furnishings and equipment for a residence.
- 255 Consumer Behavior (MKT\*)** **3 s.h.**
- 276 Food Service Sanitation** **1 s.h.**  
Control of foodborne illness in the food service industry. Specifics of Food Service Sanitation Law and the inspection report form. Most common violations and means for training and motivating employees.
- 291 Cooperative Education** **1-4 s.h.**  
Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: Approval of advisor.
- 293 Practicum** **1-4 s.h.**  
Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: Approval of advisor.
- 305 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.
- 325 Clinical Nutrition I** **4 s.h.**  
Physiological basis for modification of the normal diet as a preventive measure or therapeutic aid in certain diseases and disorders of the body. Prerequisites: CHM 161 or 361, FCR 225.
- 326 Advanced Food Science** **4 s.h.**  
Principles involved in food quality, spoilage and preservation, control of foodborne illnesses. Managerial and manipulative techniques involved in formal demonstrations for teaching or promotional work. The experimental method applied in development and evaluation of selected food items. Lecture 3 hours, laboratory 3 hours. Prerequisites: CHM 221, FCR 226.
- 327 Family Resource 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.
- 336 Lodging Management I** **3 s.h.**  
A study in general responsibilities of various departments within the rooms, the food and beverage, the marketing and sales, and the administrative divisions of a lodging property. Prerequisite: MGT 236.

- 338 Methods in Nutrition Education 3 s.h.**  
Specialized approach for teaching nutrition principles to children of various age levels and to adults of various personal or professional interests. Development of instructional aids and teaching units. Prerequisite: FCR 225.
- 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. Prerequisites: MGT 236, FCR 226. Corequisite: FCR 376
- 353 Marriage and the Family (RST/SOC) 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 & 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 Laboratory 2 s.h.**  
Laboratory experience and field trips related to quantity food preparation and service. Safety and efficiency in the use and care of specialized equipment. Laboratory 3 hours. Prerequisites: FCR 226, 246. Corequisite: FCR 346.
- 391 Cooperative Education 1-4 s.h.**  
Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: approval of advisor.
- 393 Practicum 1-4 s.h.**  
Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: approval of advisor.
- 425 Advanced Human 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 361, BIO 224, FCR 225.
- 436 Lodging Management II 2 s.h.**  
A study of various organizational structures and systems in the lodging industry and the authority vested in the respective levels of management. Emphasis on operations analysis and problem solving. Prerequisites: FCR 336 and MGT 236.

- 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. Lecture and supervised practice in community setting. Prerequisite: FCR 225.
- 442 Clinical Nutrition II** **2 s.h.**  
 Interpretation of laboratory data for nutritional screening and assessment. Calculations for tube feedings and total parenteral nutrition. Lecture and supervised practice in clinical setting. Prerequisites: CHM 361, FCR 425.
- 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: FCR 226, MGT 236.
- 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 Cooperative Education** **1-4 s.h.**  
 Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: approval of advisor.
- 495 Seminar** **2 s.h.**  
 In-depth consideration of controversial issues in a related field, integration and verification of exit-level competencies.

### **FINANCIAL ADMINISTRATION (FIN)**

- 315 Business Finance** **3 s.h.**  
 Introduction to theories and practices of financial management; emphasis on principles of financial return, analysis, and planning; includes consideration of cash management. Prerequisites: ACC 202, MTH 235, ECN 272.
- 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. Prerequisite: FIN 315.

- 464 Managerial Finance 3 s.h.**  
An upper level course in financial management. Theory is stressed in capital budgeting, interest rate, financial intermediation, and international financial management. The three financial functions of managers discussed at an advanced level: the investment decision, the financial decision, and the dividend decision. Prerequisite: FIN 315.

## **FIRE SCIENCE (FS)**

- 101 Introduction to Fire Protection & 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 1-6 s.h.**  
Credit awarded for evidence of successful completion of a certified training program.
- 215 Building Construction (OSH\*) 3 s.h.**
- 291 Cooperative Education I (OSH) 1-3 s.h.**  
Field placement in either municipal, industrial, hospital or similar settings that provide experience in fire protection for pre-service students.
- 293 Internship I (OSH) 1-3 s.h.**  
Field placement in either municipal, industrial, hospital or similar settings that provide experience in fire protection for pre-service students.
- 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.
- 311 Industrial Safety and Health (OSH\*) 3 s.h.**
- 322 Inspection & Survey of Facilities (OSH\*) 3 s.h.**
- 328 Fire & 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 and juvenile fire setters; Michigan and National arson laws. Prerequisites: FS 101 and 215.

- 350 Hydraulics & 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. Prerequisites: PHY 253 and 254.
- 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 utilizations. Prerequisite: MTH 105 or its equivalent.
- 369 Fire Protection Systems II (OSH) 3 s.h.**  
Principles of use and design characteristics of special fire protection systems; halons, CO<sub>2</sub>, dry chemical foam, and alarm and detection systems. Prerequisite: MTH 105 or its equivalent.
- 391 Cooperative Education II (OSH) 1-3 s.h.**  
Advanced semi-professional level assignments in on-the-job application of fire protection principles in either municipal, industrial, commercial, or institutional settings. Pre-service students only.
- 393 Internship II (OSH) 1-3 s.h.**  
Advanced semi-professional level assignments in on-the-job application of fire protection principles in either municipal, industrial, commercial, or institutional settings. Pre-service students only.
- 428 Fire & Arson Investigative Techniques (OSH) 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. Prerequisite: FS 328.
- 440 Tactics & Strategy (OSH) 3 s.h.**  
Study and evaluation of various methods and techniques employed in fire suppression; includes preplanning 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 Service Management (OSH) 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 library research paper that integrates knowledge gained in the major discipline. Taken by students with senior status as a requirement for graduation; to be taken in the final six hours of the program.

## **FRENCH (FRE)**

**101, 102 Elementary Programmed French I, II 4, 4 s.h.**  
Introduces the basic skills for mastery of the French language: listening, speaking, reading and writing. Three hours of classroom work weekly, reinforced by individual efforts, assures respectable fluency in two terms.

**223, 224 Intermediate Programmed French I, II 4, 4 s.h.**  
A review and continued study of grammar and syntax, oral and written. Further development of language skills. One hour of individual learning required daily. Prerequisite: FRE 102 or two years of secondary school French.

**300 French Language and Culture for International Learning 3 s.h.**  
An introductory course for students who have no previous background in French; presents basic structures of the French language; proposes to develop minimal language skills, with the emphasis on planning and writing business letters and memos relating to various areas of business and industry; introduces French cultural norms which affect life in French-speaking countries. No prerequisites.

**311 French Phonology 4 s.h.**  
Phonetics, diction, and oral interpretation. Theory and practice of modern French pronunciation, intonation and rhythm. Interpretative readings. Individual laboratory practice. Prerequisite: FRE 224.

**322, 323 French Culture & 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.

**331 Oral & Written Composition 4 s.h.**  
Applied advanced grammar with practice in original composition. Emphasis on developing skills in employing natural, everyday expressions in speaking and writing correct, idiomatic French. Prerequisite: FRE 224.

**357 French Literature I 4 s.h.**  
Selected texts from outstanding authors representing the chief periods of French literature from its beginning to the eighteenth century. 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)**

- 495 Senior Seminar** 2 s.h.  
Preparation and presentation of a scientific paper. Taken by general science majors with senior status as a requirement for graduation; to be taken in the final six hours of the program. See General Science Plan of Study.

### **GEOGRAPHY (GEO)**

- 301 World Regional Geography** 4 s.h.  
Regional study of the earth's realms; cultural and physical factors affecting people; effect of the demographic and industrial revolutions of the world.

### **GERONTOLOGY (GER)**

- 107 Introduction to Gerontology** 3 s.h.  
A general overview of the field of aging. The topics include demographic aspects as well as biological, psychological and social aspects of the aging process.
- 210 Physical Education Activities (PED)** 2 s.h.  
Prepares students to design, conduct, and evaluate physical education programs for older adults. Emphasis on determining appropriate program content, resources, music selection, and leadership techniques. Students will have numerous opportunities to develop their individual leadership skills.
- 215 Aging & Mental Health** 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.
- 230 Programs and Services for Older Adults** 3 s.h.  
Focus on the continuum of care. Lectures by practitioners in gerontology on the range of programs, services, and resources available for older adults and family caregivers.

- 242 Nutrition for the Aging (FCR\*)** **3 s.h.**
- 246 Working with the Impaired Elderly** **2 s.h.**  
An examination of programs, techniques, and resources that address the needs of older adults with dementia, aphasia, physical limitations or other impairments. The social, psychological, and physical abilities and limitations of each group are explored.
- 285 Documentation in Human Services** **2 s.h.**  
This course provides an overview of the documentation process and its role in the continuum of long term care serving the needs of the older adult. Emphasis will be placed on observation, interviewing, and recording techniques.
- 302 Program Planning for Older Adults (EDU)** **3 s.h.**  
Focus on the learning potential of older adults; emphasis on designing programs that address the educational needs and interests of older adults in a variety of environments.
- 307 Psychology of Aging (PSY)** **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. Prerequisite: PSY 101.
- 310 Activity Therapy in Gerontology** **3 s.h.**  
An analysis of concepts, theories and programming related to Activity Therapy. Topics include: art therapy, music therapy, creative writing, assessment techniques, resource utilization, leadership styles and motivation.
- 315 Physical Aspects of Aging (NSC)** **3 s.h.**  
Study of the normal, as well as the pathological, changes occurring in the aging human body with special emphasis on age-related chronic diseases.
- 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.
- 370 Legal Issues for Older Adults (LAW)** **2 s.h.**  
This course will provide the student with an overview of legal issues typically encountered by people in their later years with emphasis on laws and policies affecting management of their care, including substitute decision making, public benefits, and medical treatment issues.

- 387 Case Management I 2 s.h.**  
 This course examines case management in both theory and practice, including an in-depth coverage of interviewing techniques, developing assessment instruments, identifying desired outcomes, and monitoring the entire documentation process.
- 388 Case Management II 2 s.h.**  
 Through the extensive use of case studies this course focuses on the issues determining the effectiveness of community-based case management, including the fiscal aspects of providing service, crisis management, and ethical issues in human services. Prerequisite: GER 387.
- 414 Grant Writing 2 s.h.**  
 Students will learn the basic skills needed to develop and write a successful program proposal which will allow them to compete for funds from sources outside the control of their organization or agency. Topics to be covered: generating program ideas, researching funding sources, utilizing contacts, basic proposal format, self-funding, and understanding the politics of grants.
- 415 Social Gerontology (SOC) 3 s.h.**  
 Focus on the impact of aging upon the individual and society. An examination of attitudes, concepts, theoretical perspectives, and issues of an aging culture.
- 421 Budgeting in Human Services 2 s.h.**  
 Budgeting in Human Services programs with emphasis on programmatic and fiscal considerations, cost determination, cost projection, basic budgeting concepts and options for funding Human Services for older adults. Prerequisites: CIS 225 or 238.
- 425 Public Policy & 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, 477 Field Placement, Field Seminar 4, 2 s.h.**  
 Professionally supervised practical experience with organizations providing services to, or for, older adults. Students meet biweekly with their University instructor to discuss placement progress, resume writing, and job search strategies.
- 485 Gerontology Management 3 s.h.**  
 Examination of gerontology management techniques. Focus on basic principles of management as they relate to human services.

**487 Nursing Home Administration I** **3 s.h.**  
An overview of health concerns in the nursing home. Topics include: Federal and State health regulations; dietetics; health policy; pharmacology; infection control; nursing; quality assurance; and physical plant.

**488 Nursing Home Administration II** **3 s.h.**  
Focus on regulatory issues of nursing home administration, Medicare, Medicaid and insurance requirements, budgeting and accounting, activity therapy, social services, and life safety codes.

**495 Gerontology Senior Seminar** **3 s.h.**  
Methodological and philosophical foundations of gerontology. Students prepare and present an original research paper and formulate an individual approach to aging. (This course is to be taken during the senior year).

## **HISTORY (HIS)**

**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 & 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.

**321 Survey of Japan (JPN\*)** **3 s.h.**

**322 Race, Ethnicity, & Social Class in American Life (SOC)** **4 s.h.**  
Survey of historical and contemporary expressions, patterns and consequences of intergroup tensions stemming from discrimination in American Life.

**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.
- 357 Modern Asia** 3 s.h.  
Emergence of Modern Asia and the relationship of the United States to the Pacific Basin, with special attention to Japan and the People's Republic of China. We will emphasize the political and economic development of the past 150 years in Asia, from colonialism to nationalism, from military clashes to economic competition.
- 380 Dynamics of Sex Roles (SOC\*)** 4 s.h.
- 419 Special Problems in History** 1-3 s.h.  
Study of selected topics of interest in History.
- 421 Time & 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 & Business History of the United States (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.

**481 American Civil War** 4 s.h.  
Examination of the American Civil War, the pivotal event in the American experience, emphasis on the causes of the Civil War, the course of the War from several angles, and an overview of Reconstruction.

**495 History & 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. Prerequisite: senior status.

### **HOSPICE (HSP)**

**221 Introduction to Hospice Care Concepts** 3 s.h.  
Deals with the history of the hospice movement and the philosophy of care inherent in it; is humanistic and interdisciplinary in nature; emphasizes 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.

**325 Nursing care of the Terminally Ill (NUR)** 1 s.h.  
Presents an overview of the concepts and practices of palliative nursing care for the terminally ill. Selected hospice concepts will be discussed in relation to their application in various traditional, structured health care settings. Emphasis will be on controlling symptoms to enhance the quality of life when goals of cure are no longer realistic. Note: This course is only for nursing students, LPNs, & RNs.

**331 Management of the Bereavement Process** 3 s.h.  
This course presents a basic foundation for interventions in the management of the bereavement process, including the bereavement process in children of various developmental stages. Guidelines supported by updated research will provide correct practices that will enable the caregiver to understand and deal with long-standing myths pertaining to bereavement. Suggestions and recommendations will provide assistance to the caregiver who desires to relieve pain in persons who have experienced a significant loss.

**348 Psychosocial Components of Hospice Care (PSY)** 3 s.h.  
Explores the psychosocial aspects of the terminally ill and bereaved across the lifespan; focuses upon the importance of communication skills and psychosocial problems encountered in hospice care; guides the caregiver on how to approach the discussion of death with dying persons and bereaved families and friends of various cultures; addresses stress reduction techniques for caregivers.

**350 Spiritual & Ethical Considerations in Hospice Care (RST)** 3 s.h.  
Presents the ethical principles involved in problem-solving of moral issues for clients, families, and/or caregivers; studies dealing with death and

dying issues; gives overview of major world religions, identifying their tenets/practices related to meeting the spiritual needs of the terminally ill and their families; offers examples of how the interdisciplinary hospice care team can facilitate spiritual comfort in their clients and their families.

**353 Comfort & Care for the Hospice Client 3 s.h.**

Provides instruction in the physical aspects of therapeutic interventions to relieve the distress of common problems associated with disease process; emphasizes ways to control pain and manage other symptoms associated with dying; provides for practicing selected comfort measures in a simulated laboratory setting.

**462 Managing Hospice Services I 3 s.h.**

Focuses on the general functions of a manager and application of these functions to various hospice models; explains the history of management as well as motivation and leadership theory and practice; explains accreditation and licensure of agency services, as well as standards and legal aspects; discusses staffing issues, particularly human resource management, and identifies reimbursement methods. Prerequisite: HSP 221 or department approval.

**465 Hospice Field Experience I 3 s.h.**

Consists of 15 hours of seminars on campus and 90 hours in selected agencies. This experience will include observing and applying principles of palliative care and management in a variety of hospice settings. Prerequisite: department approval.

**475 Emerging Issues in Interdisciplinary Hospice Care 3 s.h.**

Discusses current issues and emerging trends in the evolution of hospice care; reviews and analyzes relevant literature and research from various professional journals and publications.

**482 Managing Hospice Services II 3 s.h.**

Focuses on advanced management functions and application of these functions to various hospice settings. Explores fiscal management, marketing, public relations, strategic planning, human resource management, funding sources, legal issues, and quality assurance. Prerequisite: HSP 462.

**485 Hospice Field Experience II 2 s.h.**

Focuses on advanced field experience in a specific area related to the student's interest of specialization. This experience will include observing and applying principles of hospice care and management in a chosen hospice setting. Prerequisite: HSP 465. Must be taken concurrently with HSP 495.

**495 Hospice Senior Seminar 1 s.h.**

Preparation and presentation of a project that integrates knowledge acquired in the related area of specialization in a hospice setting. To be taken by students with senior status in Hospice Education as a requirement for graduation, concurrently with HSP 485.



## HUMANITIES (HUM)

105	Anthropology: Philosophy of Person (PHL*)	3 s.h.
133	Survey of Christianity (RST*)	3 s.h.
145	Survey of Western Religions (RST*)	3 s.h.
146	Survey of Eastern Religions (RST*)	3 s.h.
155	Inquiry into Values (PHL*/RST)	3 s.h.
201	The Medium & the Message Interdisciplinary introduction to art, history, music, and literature, focusing on their means of communication and potential to express spiritual, humanistic, and aesthetic concepts.	4 s.h.
224	Theology of Ministry (RST*)	2 s.h.
256	The Old Testament I: Torah & Historical Writings (RST*)	3 s.h.
257	The Old Testament II: Prophets, Wisdom & Apocalyptic Writings (RST*)	3 s.h.
258	The New Testament I: The Four Gospels (RST*)	3 s.h.
259	The New Testament II: Acts, Epistles, & Revelations (RST*)	3 s.h.
267	Epistles of St. Paul (RST*)	3 s.h.
305	The Idea of Justice (RST) An interdisciplinary study of justice based on an analysis of humanities texts from a variety of discourse communities in order to develop an appreciation of diverse concepts and expressions of justice.	4 s.h.
315	Spirituality (RST*)	2 s.h.
321	Aesthetics (PHL*)	3 s.h.
335	Asian Art: India, China, Japan (ART*)	3 s.h.
340	Person & Mission of Christ (RST*)	3 s.h.
349	Christian Worship (RST*)	2 s.h.
361	Pastoral Counseling (PSY/RST*)	2 s.h.

408	<b>Christian Ethics (PHL/RST*)</b>	3 s.h.
410	<b>Conscience &amp; Values (PHL/RST*)</b>	3 s.h.
411	<b>Medical Ethics (PHL/RST*)</b>	3 s.h.
414	<b>Life/Death Issues (RST*)</b>	4 s.h.
415	<b>Modern Art: Late 19th Century &amp; 20th Century Art (ART*)</b>	4 s.h.
422	<b>Christian Awareness (RST*)</b>	3 s.h.
427	<b>Resources in Effective Ministry (RST*)</b>	2 s.h.
428	<b>Church Policies and Procedures (RST*)</b>	2 s.h.
472	<b>Pastoral Administration (RST*)</b>	3 s.h.
480	<b>Foreign Study Abroad (HIS*)</b>	3 s.h.
495	<b>Senior Seminar</b>	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.	

### **INTERNATIONAL BUSINESS (INB)**

314	<b>International Business</b>	3 s.h.
	The relationship of culture, politics, law, and economics to the operation of multinational business. Takes an integrated approach to marketing, finance, law, management, sociology, political science and economics.	
435	<b>International Trade Structures &amp; Systems</b>	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: ECN 272 and 273, INB 314.	
445	<b>International Management</b>	3 s.h.
	Study of international management as a function of characteristics of the nation state and its international trade practices, policies and management expectations. Prerequisites: INB 314 and MGT 236.	

<b>471-475 Seminars</b>	<b>1-3 s.h.</b>
Prerequisites for all seminars: Junior level or full time work experience.	
<b>471 Brunch with an Expert Seminar</b>	<b>1 s.h.</b>
<b>472 Literature Review Seminar</b>	<b>3 s.h.</b>
<b>473 Research Seminar</b>	<b>3 s.h.</b>
<b>474 General Topic Seminar</b>	<b>1-3 s.h.</b>
<b>475 Leadership Seminar</b>	<b>3 s.h.</b>
<b>491 Cooperative Education</b>	<b>1 s.h.</b>
<b>493 Internship</b>	<b>2 s.h.</b>

## **JAPANESE (JPN)**

### **101, 102 Beginning Japanese I, II** **4, 4 s.h.**

Introduction to the rudiments of spoken and written Japanese. Focus on the four language skills: speaking, listening, reading and writing; particular emphasis is placed on speaking and listening. Introduction of *hirigana* and *katakana* writing systems, as well as to a limited number of Chinese characters (*Kanji*). The social and cultural context of Japanese language is given close attention. Recitation sessions emphasize correct pronunciation, rhythm and accent. Students are expected to practice with audio tapes outside of class. Prerequisite for JPN 102 is JPN 101.

### **201, 202 Intermediate Japanese I, II** **4, 4 s.h.**

Continuation of the study of Japanese, concentrating on the acquisition of more advanced grammatical patterns, vocabulary and 200 *Toyo Kanji*. Intensive classroom drills provides opportunities to practice listening as well as to gain confidence in speaking within a structured setting. Emphasis on recitation, reading and writing. Students are expected to practice with audio tapes outside of class. Prerequisite for JPN 201 is JPN 102; prerequisite for JPN 202 is JPN 201.

### **301, 302 Advanced Japanese I, II** **4, 4 s.h.**

Intensive training in the four language skill areas, concentrating on the acquisition of advanced grammatical patterns, vocabulary and 350 additional *Kanji*. Classroom drills and recitation target specific patterns, with emphasis on use of patterns in different settings. Students are expected to practice with audio tapes outside of class. Prerequisite for JPN 301 is JPN 202; prerequisite for JPN 302 is JPN 301.

- 321 Survey of Japan (HIS) 3 s.h.**  
Introduction to Japanese history, religion, culture, geography, statecraft and social institutions. The approach of the course is historical-chronological, emphasizing how the distinctive attitudes of the Japanese have emerged and changed over time. The arts in particular will be examined, since they offer the single most eloquent record of Japanese culture and reflect how the Japanese have defined themselves and their vision of life.
- 351 Japanese Language Pedagogy 2 s.h.**  
A three-week intensive seminar in language pedagogy for teachers of the Japanese language. The seminar is designed to help K-12 teachers perfect their grasp of the more difficult grammatical patterns of modern Japanese, to deepen their understanding of the social and cultural context in which these patterns can be used, and to help them learn how best to teach Japanese to K-12 students.
- 402 Advanced Spoken Japanese 3 s.h.**  
The course gives practice in speaking Japanese at an advanced level, with emphasis upon developing familiarity with different styles of delivery appropriate to formal and informal speaking situations.
- 423 Japanese Literature in Translation 3 s.h.**  
A survey of Japanese literature from antiquity to the present, emphasizing the development of Japanese culture and civilization and the distinctive themes, values, ideals and literary forms of various periods. The relationship between literature and the performing arts in Japan is given special attention. Works will be read in translation.

## **JOURNALISM & PUBLIC RELATIONS (JRN)**

- 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.
- 251 A Survey of Telecommunications (SPH\*) 3 s.h.**

- 286 Editorial Writing & Feature Writing** 3 s.h.  
Study of writing of newspaper features, principles and ethics of editorial judgment; the means of persuasion; nature, structure, and function of the editorial; editorial page layout and content; writing of opinion articles. Prerequisite: JRN 132 or departmental approval.
- 313 Photography I (ART)** 3 s.h.  
Basic black-and-white photography; principles of light, lenses and film; processing and darkroom techniques; participation in all phases of photograph production from initial composition to finished print.
- 314 Photography II (ART)** 3 s.h.  
A further exploration of black-and-white photographic processes including slides, printing, and negative development; 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.
- 352 Television Production Techniques II (SPH\*)** 3 s.h.
- 357 Editing & 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.
- 371 Scriptwriting, Proposal Writing, & Budgeting for Television (SPH\*)** 3 s.h.
- 381 Field Production and Editing I (SPH\*)** 3 s.h.
- 382 Field Production and Editing II (SPH\*)** 3 s.h.
- 401 Foundations of Mass Communication** 3 s.h.  
Theory of behavior in 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.
- 411 Television News Reporting and Production (SPH\*)** 3 s.h.
- 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.

**451 Directing & Producing for Television (SPH\*) 3 s.h.**

**491 Journalism/Public Relations Practicum/Cooperative Education 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.

### **LEGAL ASSISTANT (LAW)**

**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 & 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. Emphasis on State law.

**121 Legal Research & Writing II 3 s.h.**

Further development of research and writing skills analyzing a fact situation and following the evolution of a typical lawsuit. Emphasis on Federal law. 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 & 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.
- 263 Civil Procedure 3 s.h.**  
A theoretical and practical approach to civil procedure. Topics covered include: jurisdiction, venue, conflict of laws, and procedural concepts. Prerequisite: LAW 101.
- 305 Criminal Procedures (CJ\*) 3 s.h.**
- 326 Using Computers in the Law 3 s.h.**  
Fundamentals of computer-assisted legal research; the use of computers in legal drafting; and law firm utilization of computers for business. Prerequisite: CIS 225 or 238 or CSC 208.
- 345 Business Associations 3 s.h.**  
Pre-incorporation and incorporation procedures, directors' meetings, stockholders' meetings, public sales of securities, foreign jurisdictions, amending Articles of Incorporation and by-laws, partnership agreements and dissolution.
- 357 Law Office Economics & Management 3 s.h.**  
Supervision, personnel, types of legal practice, governance, finances, equipment and facilities, timekeeping, billing, administrative reports, document control.
- 358 Taxation I (ACC\*) 3 s.h.**
- 361 Taxation II (ACC\*) 3 s.h.**
- 370 Legal Issues for Older Adults (GER\*) 2 s.h.**
- 386 Probate Estates 3 s.h.**  
Probate administration, Michigan Probate Code, gift taxes, decedents' estates, including determination of assets, federal and state death returns, fiduciary income tax returns, 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.
- 423 Medical-Legal Concepts and Medical Records 3 s.h.**  
 Practical applications of legal concepts to medical-legal records. Medical terminology and review of medical records will be covered.
- 425 Health Care Law and Public Policy (AHA\*) 3 s.h.**
- 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 & Practicum/Cooperative Education 4-6 s.h.**  
 In-service training, demonstration of professional legal assistant 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. Prerequisite: completion of 24 s.h. of law classes.

## **MANAGEMENT (MGT)**

- 216 Human Behavior & 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.
- 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. (Also offered through TV.)
- 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: MGT 236.



- 310 Introduction to Personnel Administration** 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: MGT 236.
- 316 Human Behavior & 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.
- 363 Materials & 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: MGT 236; MTH 235 or QS 355.
- 369 Entrepreneurship** 3 s.h.  
 A study of the entrepreneur and the entrepreneurial spirit in business and the financial, organizational, and personal influences which combine to create a flow of new ideas, new markets, new products, and new technology. Applications of business research techniques for assisting local business owners and operators in analyzing their operations and practices. Prerequisites: ACC 201, MGT 236, MKT 244 or consent of instructor.
- 375 Allied Health Management (AHA/RTE)** 3 s.h.  
 Management problems and practices in health care facilities. Prerequisite: MGT 236.
- 471-475 Seminars** 1-3 s.h.  
 Prerequisites for all seminars: Junior level or full time work experience.
- 471 Brunch with an Expert Seminar** 1 s.h.
- 472 Literature Review Seminar** 3 s.h.
- 473 Research Seminar** 3 s.h.
- 474 General Topic Seminar** 1-3 s.h.
- 475 Leadership Seminar** 3 s.h.
- 491 Cooperative Education** 1 s.h.
- 421 Production & Operations Management** 3 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 controlling systems. Prerequisites: CIS 238, MGT 236 and QS 355.

- 427 Human Resource Development 3 s.h.**  
Processes involved in retraining and developing the human resources of any organization; includes learning theory and its pathing and consulting techniques. Prerequisite: MGT 302 and senior standing.
- 491 Cooperative Education 1 s.h.**
- 492 Cooperative Education 1 s.h.**
- 495 Business Policy 3 s.h.**  
Capstone course; students bring to bear all the experience and knowledge of their study of business administration to analyze central problems of profit and not-for-profit enterprise and to apply strategic management in developing business policy. Case study approach. Prerequisites: Major in Accounting, Business Administration, Computer Information Systems, Financial Administration, International Business, Management, or Marketing. To be taken in final six hours of program.

## **MARKETING (MKT)**

- 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. (Also offered through TV.)
- 255 Consumer Behavior (FCR) 3 s.h.**  
The study of the impact of consumer behavior on the market. Analysis of the buying decision process and how it is affected by advertising, public relations, and the mass media. Emphasis on consumer-oriented legislation. Prerequisite: MKT 244.
- 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: MKT 244 and 255.
- 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: ACC 201, MGT 236, MKT 307.

**368 Marketing Communications** **3 s.h.**  
 Principles of effective communications as applied to marketing operations including preparation of marketing surveys and sales communications; preparation of oral presentations and video informational programs. Prerequisites: MGT 236, MKT 244 and ENG 102.

**373 Principles of Advertising** **3 s.h.**  
 Intended for students with career plans in advertising and related fields. Emphasis on application of theory and strategies. Students develop and apply marketing and creative skills in analyzing advertising problems and preparing advertisement concepts. Examination of the strategic, practical, and ethical dimensions of advertising through applications. Prerequisite: MKT 307 or 368.

**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 firm, implementation of sales programs, selection of appropriate sales personnel, designing and implementing sales policies and procedures, evaluation and control of sales force performance. Prerequisites: MKT 244 and MGT 236.

**415 Marketing Management** **3 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: QS 355, minimum of 12 s.h. in marketing, and senior standing.

**471-475 Seminars** **1-3 s.h.**  
 Prerequisites for all seminars: Junior level or full time work experience.

**471 Brunch with an Expert Seminar** **1 s.h.**

**472 Literature Review Seminar** **3 s.h.**

**473 Research Seminar** **3 s.h.**

**474 General Topic Seminar** **1-3 s.h.**

**475 Leadership Seminar** **3 s.h.**

**491 Cooperative Education** **1 s.h.**

**492 Cooperative Education** **1 s.h.**

## **MATHEMATICS (MTH)**

- 095 Developmental Mathematics** 3 s.h.  
Emphasis on developing computational skills with whole numbers, common and decimal fractions, and pre-algebra. For credit but not applicable toward degree.
- 104 Introduction to Algebra** 4 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. Does not satisfy general education requirement; 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 within the last two years with a grade of C or better, or placement test. Does not apply toward 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.
- 115 Contemporary Mathematics** 3 s.h.  
This course helps students develop an understanding of and appreciation for the history, techniques and applications of mathematics. It focuses on a variety of real-world problems that can be solved by quantitative methods. Topics are selected from different branches of mathematics in order to bring the excitement of contemporary mathematical thinking to the non-specialist. Satisfies the general education requirement.
- 121 Precalculus** 5 s.h.  
Study of functions and their inverses; graphing techniques; properties and graphs of polynomial, exponential, logarithmic and trigonometric functions; conic sections. Prerequisites: two years of algebra and a course in trigonometry. 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.

**233 Learning and Teaching Number Concepts (EDU) 3 s.h.**

This course is designed specifically for prospective elementary school teachers. Its purpose is to help students understand and use the underlying principles of key mathematical concepts in a problem solving environment. The focus of the course is on number sense and numeration, whole number operations, fractions and decimals, computational algorithms, patterns, relations, functions and informal algebra. Students will also be introduced to a variety of materials, activities and strategies appropriate to teaching elementary school mathematics. This course is a requirement in the planned program for elementary school certification; it satisfies the general education requirement for students in the Elementary Teacher Education program. Prerequisite: MTH 104 or equivalent.

**234 Learning and Teaching Geometric and Statistical Concepts (MTH\*) 3 s.h.**

This course is designed specifically for prospective elementary school teachers. Its purpose is to help students understand and use key mathematical concepts in a problem solving environment. The focus of the course is on mathematical logic; properties of two- and three-dimensional geometric figures; similarity and congruence; motion geometry; common and metric measurement; statistical methods to describe, analyze and use data; and probability applied in everyday life. Students will also be introduced to a variety of materials, activities and strategies appropriate to teaching elementary school mathematics. This course is a requirement in the planned program for elementary school certification. Prerequisites: MTH 104 and MTH 233.

**235 Probability & Statistics 4 s.h.**

Descriptive statistics, averages and variations, elementary probability theory, binomial and normal distributions, estimation and hypothesis testing. Prerequisite: one year of algebra.

**251, 252 Calculus with Analytic Geometry I, II 5, 4 s.h.**

Limits of functions, derivatives and applications, definite integrals, conic sections, exponential and logarithmic functions, transcendental functions, indeterminate forms, improper integrals, Taylor's Formula, infinite series. Prerequisite: MTH 121 or departmental approval. Computer Science majors must complete both courses with a C or better grade within the first 20 hours of their major.

**291 Cooperative Education in Operations 2-3 s.h.**

Cooperative education experience with emphasis on computer operations. Consent of an advisor is required.

**325 Introduction to Statistical Research 3 s.h.**

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.**  
 Plane curves and polar coordinates, vectors and analytical geometry in three dimensions, vector valued function, partial differentiation, multiple integrals; topics in vector calculus, differential equations. Prerequisite: MTH 252.
- 451 Introduction to Real Analysis** **3 s.h.**  
 Introduction to logic and the study of proof, set theory, relations, functions, and an analysis of the real number system. 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 techniques to various fields. Prerequisite: MTH 252.
- 465 Foundations of College Geometry** **3 s.h.**  
 The study of points, lines and planes, separations, curves and surfaces, congruence, measures, parallelism and similarity, non-Euclidean geometries. Prerequisite: MTH 252.
- 495 Senior Seminar** **2 s.h.**  
 A course designed to give experience in preparing and presenting a scientific paper. Taken by mathematics students with senior status as a requirement for graduation; to be taken in the final six hours of the program.

### **MEDICAL TECHNOLOGY (MTE)**

- 201 Introduction to Health Technology (AHA\*)** **2 s.h.**
- 305 Clinical Hematology** **4 s.h.**  
 Introduction to hematology with emphasis on normal and abnormal formed elements of human blood. Laboratory practice in enumeration, identification and interpretation of dyscrasias as they relate to the clinical situation.
- 307 Immunohematology and Serology** **4 s.h.**  
 Immunologic principles and practice of blood transfusion science for the medical technologist. Laboratory practice in antigen identification, antibody detection, cross-matching, and procedures aimed at diagnosis and treatment of hemolytic disorders.

- 309 Hemostasis and Special Procedures** 3 s.h.  
Pathophysiology of the hemorrhagic processes, including vascular and platelet disorders, coagulation defects, and DIC. Laboratory in screening and differential diagnosis of bleeding problems; clinical analysis of body fluids in health and disease.
- 363 Clinical Chemistry I (CHM)** 1-6 s.h.  
Physiological chemistry of carbohydrates, lipids and proteins in health and disease. Laboratory diagnosis of cardiovascular, respiratory, hepatic and renal disorders. Prerequisite: CHM 161 or CHM 361.
- 365 Clinical Chemistry II (CHM)** 1-6 s.h.  
Pathophysiological diagnosis of endocrine, hematologic, bone, muscle, metabolic and neoplastic disease. Principles of toxicology, and therapeutic drug monitoring, quality assurance, and proficiency testing. Prerequisite: CHM 161 or CHM 361.
- 393 Clinical Internship I** 6 s.h.  
Supervised clinical practice for students in MLT program. Prerequisites: MTE 300, 301, 302, 363, 365 and department approval.
- 394 Clinical Internship II** 1-6 s.h.  
Supervised clinical practice in approved clinical laboratory. Prerequisite: departmental approval.
- 451 Internship I** 2-10 s.h.  
Clinical practice in CAHEA medical technology program. Prerequisites: all MTE courses with grades of C or better and departmental approval.
- 452 Internship II** 2-10 s.h.  
Clinical practice in CAHEA medical technology program. Prerequisites: all MTE courses with grades of C or better and departmental approval.
- 453 Internship III** 2-10 s.h.  
Clinical practice in CAHEA medical technology program. Prerequisites: all MTE courses with grades of C or better and departmental approval.
- 476 Issues in Health Care Administration (AHA\*/RTE)** 3 s.h.
- 478 Educational Principles for Health Care Personnel (AHA\*/RTE)** 2 s.h.
- 495 Senior Seminar (AHA\*/RTE)** 2 s.h.  
Evaluation of allied health practices and procedures with emphasis on summation and integration for the entry-level practitioner. Required for B.S.M.T. students; to be taken in the final six hours of the program.

## **MERCHANDISING MANAGEMENT (MM)**

- 109 Introduction to Merchandising 3 s.h.**  
Basic principles that influence and govern the merchandising effort; a study of the activities that make up the merchandising function.
- 233 Design Principles 3 s.h.**  
Basic principles of color and design as related to fashion and clothing styles. Study of apparel design process and fashion designers.
- 240 Principles of Retailing 3 s.h.**  
Principles of retail store management; emphasis is given to store location, layout, personnel, structure, buying, inventory, sales promotion, customer services and operating expenses. Prerequisites: MGT 236, MKT 244.
- 262 Fashion Promotion & Coordination 3 s.h.**  
Study of the principles, procedures and special techniques of fashion promotion and coordination. Analysis of sources of information and responsibilities of fashion promotion personnel in various organizations.
- 291 Cooperative Education 1-4 s.h.**  
Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: Approval of advisor.
- 301 Specialty Merchandising 3 s.h.**  
Study of the merchandising of specialty goods and services. Specific techniques of merchandising specialty goods are analyzed from the retailer's point of view. Characteristics of specialty goods and consumer buying habits are studied.
- 308 Visual Merchandising 3 s.h.**  
Study of the various facets of visual merchandising, encompassing retail merchandise presentation, displays, store planning, signage, lighting and fixtures. Discussion of the merchandising and design criteria for point-of-purchase, exhibits, and special promotions. The merchandising and design aspects will be emphasized.
- 331 History of Costume 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.
- 348 Retail Buying 3 s.h.**  
Merchandising functions of retail buying with emphasis on the varied techniques used for planning, executing and evaluating merchandise. Prerequisites: CIS 225 or 238, MGT 236, MKT 244.



- 365 Market Field Study** 2 s.h.  
An in-depth study of a fashion market district emphasizing history, creation, production, and distribution of fashion. On site visit for a three to five day period.
- 430 Theories and Practices of Merchandising** 3 s.h.  
Applications of merchandising planning concepts utilizing computer systems. Development of processing tasks using merchandising case studies. Simulation problem solving. Prerequisites: MM 348, CIS 238.
- 445 Retail Management** 2 s.h.  
Study of the role of the retail manager, with examination of selected current topical issues. Review of budgetary standards and techniques used for strategic planning. Emphasis placed on critical analysis and decision making. Prerequisites: MM 240, MGT 236.
- 491 Cooperative Education** 1-4 s.h.  
Supervised work experience in a professional situation related to the student's area of specialization. Prerequisite: approval of advisor.
- 495 Seminar** 2 s.h.  
In-depth consideration of controversial issues in a related field, integration and verification of exit-level competencies.

## **MUSIC (MUS)**

- 105, 106, 107 Piano for the Adult** 2 s.h. each  
Basic course with emphasis on fundamental keyboard technique and musicianship. Credit not applicable to piano majors.
- 108.3-108.9 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 techniques: support, vowel formation, concepts of resonance. Emphasis is on establishment of good vocal habits and exercises for development of the signing and speaking voice.
- 110 Voice Class II** 2 s.h.  
Continuation of Voice Class I.
- 111, 112 Theory I, II** 4, 4 s.h.  
Aural, visual and written approach to musicianship: sightsinging, melodic and harmonic dictation; four-part writing: triads, sevenths, modulation.

- 115, 116 Voice** **2, 2 s.h.**  
 Voice placement; vocalization for tone production, intonation, breath control, relaxation, resonance, vowel formation and study of the consonants; simple songs with English diction suitable to acquired technique; introduction to the Art Song: Italian Art Song, selected arias.
- 121, 122, 221, 222, 321, 322, 421, 422 Piano** **2 s.h. each**  
 Study of keyboard theory; techniques and repertoire designed to meet needs of individual students.
- 124, 125, 224, 225, 324, 325, 424, 425 Organ** **2 s.h. each**  
 Organ technique; application to basic materials; congregational accompaniment; repertoire designed to meet needs of individual students.
- 126, 127, 226, 227, 326, 327, 426, 427 Violin** **2 s.h. each**
- 128, 129, 228, 229, 328, 329, 428, 429 Guitar** **2 s.h. each**
- 131, 132, 231, 232, 331, 332, 431, 432 Flute** **2 s.h. each**
- 136, 137, 236, 237, 336, 337, 436, 437 Saxophone** **2 s.h. each**
- 141, 142, 241, 242, 341, 342, 441, 442 Clarinet** **2 s.h. each**
- 143, 144, 243, 244, 343, 344, 443, 444 Viola** **2 s.h. each**
- 151, 152, 251, 252, 351, 352, 451, 452 Trumpet** **2 s.h. each**
- 156, 157, 256, 257, 356, 357, 456, 457 Trombone** **2 s.h. each**
- 202 Music Through the Ages** **3 s.h.**  
 Introduction to music designed especially for the non-musician to increase understanding and enjoyment of music through intelligent listening habits. Includes music literature together with life and thought during major historical eras; contemporary composers and new trends.
- 211, 212 Theory III, IV** **4, 4 s.h.**  
 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: MUS 333.
- 353 Instrumental Techniques** 2 s.h.  
Group study of the four families of instruments in 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.
- 362.3-362.6 Ensemble: Instrumental Chamber Music** 1 s.h. each  
Study and performance of duos, trios, quartets and other combinations; open to all students by audition.
- 372.3-372.9 Orchestra/Band** 2 s.h. each  
By audition, rehearsal, membership and performance in the Livonia Symphony.
- 391, 491 Music Management Cooperative Education 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 & 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 & 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)**

- 125 Health Problems (FCR)** **4 s.h.**  
 Biological approach to health and disease in man. Study of drugs, smoking, alcohol, venereal disease, sex education, nutrition, heredity, and topics of current interest. (For non-science majors.)
- 216 Earth Science** **4 s.h.**  
 Encompasses the rocky surface of our planet as related to the earth's mineral and energy resources, oceans, climate, interaction with the sun, history as a member of the solar system, and fate in the hands of man. Includes laboratory. Interdisciplinary course designed for General Science and non-science majors.
- 225 Human Nutrition (FCR\*)** **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\*)** **3 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.)

- 329 Principles of Astronomy** 4 s.h.  
Provides a comprehensive introduction to astronomy. Topics include the solar system, stars, galaxies, cosmology, and history of astronomy. Astronomical laboratory investigations are part of the course. Interdisciplinary course designed for General Science and non-science majors.
- 373 Science Foundations I: Chemistry & Life Science (EDU)** 4 s.h.  
An introduction, for pre-service elementary teachers, to the basic concepts of matter: atoms, molecules, its changes, properties, and reactions. Plant and animal life, genetics, food cycle, changes in digestion, and ecosystems. Lecture 3 hours, laboratory 3 hours. Prerequisite: MTH 104 or equivalent. (For non-science majors.) Offered in Term I only.
- 374 Science Foundations II: Astronomy, Earth Science & Physics (EDU)** 4 s.h.  
A continuation of basic science concepts for pre-service elementary 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. Lecture 3 hours, laboratory 3 hours. Prerequisite: NSC 373; MTH 104 or equivalent. (For non-science majors.) Offered in Term II only.
- 495 Senior Seminar** 2 s.h.  
Preparation and presentation of a scientific paper. Taken by students with senior status as a requirement for graduation; to be taken in the final six hours of the program.

## **NURSING (NUR)**

- 110 Introduction to Professional Nursing** 1 s.h.  
Introduction to professional nursing through an overview of significant eras, events and persons affecting the historical evolution of nursing from ancient until modern times.
- 111 Current & Future Trends in Nursing** 1 s.h.  
Overview of current and future trends in health care which affect the development and practice of professional nursing. Introduction to sociological, philosophical, scientific, legal and ethical concepts which form a foundation for baccalaureate nursing education, as well as introduction to nursing theory and nursing process.
- 202 Basic Concepts of Nursing** 5 s.h.  
Introduction to the basic concepts underlying nursing practice, including nursing process, major theoretical constructs for use in assessment of client needs, communication skills, the teaching-learning process, and physical assessment skills. Application of concepts in structured health care settings with older adults. Enrollment limited to basic nursing students. Prerequisites: BIO 243, 244; CHM 161; PSY 245. Corequisites: NUR 110 and 111; SOC 101.

- 204 Concepts of Professional Nursing** **3 s.h.**  
Introduction to philosophy, organizing framework, and unifying themes of nursing curriculum. Overview of past, present, and future events and trends shaping professional nursing practice. Course incorporates the nursing process, communication skills, teaching-learning concepts, gerontologic nursing concepts, and a competency exam. Enrollment limited to LPN and RN degree-completion students. Prerequisites: BIO 243, 244; CHM 161; PSY 245. Corequisites or prerequisites: BIO 226, 371; SOC 101.
- 208 Physical Appraisal** **1 s.h.**  
Application of the health pattern approach to obtain nursing assessments, facilitate nursing diagnosis and plan care. Instruction and supervised practice of basic physical examination. Enrollment limited to graduate students or registered nurses or licensed practical nurses.
- 212 Application of Nursing Concepts** **8 s.h.**  
Application of nursing concepts to adults experiencing acute and chronic alterations in physiological integrity secondary to selected disorders of the gastrointestinal, musculoskeletal, cardiovascular, pulmonary, endocrine and neurosensory systems. Clinical practice in structured acute care settings with adult clients. Prerequisite: NUR 202. Corequisite or prerequisite: BIO 371.
- 325 Nursing Care for the Terminally Ill (HSP\*)** **1 s.h.**
- 333 Pharmacology in the Nursing Process** **2 s.h.**  
Survey of multiple drug classifications emphasizing physiological effects, responsibilities of administration, and monitoring and evaluation of drug therapy, with special emphasis on implications for professional nursing practice. Prerequisite: All 200 level Nursing courses, BIO 226 and 371. Corequisite: NUR 344.
- 344 Advanced Nursing Care of Adult Clients** **8 s.h.**  
Application of nursing process to individual clients and their families experiencing acute and chronic alterations in physiological integrity related to cellular and hormonal regulation, ventilation and perfusion, and fluid and electrolyte dynamics. Clinical practice in structured acute care settings with adults having multi-faceted impairments. Prerequisites: All 200 level Nursing courses, BIO 226 and 371. Corequisite: NUR 333.
- 345 Nursing Care of Parents and Children** **8 s.h.**  
Application of nursing process to childbearing and childrearing families. Clinical practice in structured health care settings with childbearing families and ill children and their families. Prerequisites: All 200 level Nursing courses, BIO 226 and 371. Corequisite or prerequisite: NUR 390.

**390 Nursing Research** **2 s.h.**  
Examination and analysis of the components of the research process as they are used by nurse consumers of nursing research. Emphasis on the use of research, theory and methodology as applicable to clinical practice. Prerequisite: NUR 212, NUR 204 for LPNs, RN licensure for RNs.

**446 Psychiatric Nursing and Mental Health Concepts** **5 s.h.**  
Application of nursing process to clients and groups of clients experiencing stressors that affect their mental health and ability to function successfully in the community. Developmental and personality theories and interpersonal concepts are used as framework for teaching the therapeutic use of self. Clinical practice in a variety of mental health settings with clients, groups of clients, and their families. Prerequisite: 300 level nursing courses.

**456 Community Health Nursing** **5 s.h.**  
Application of nursing process to the total health needs of individuals, families, and groups in the community. Focus is on environmental and public health concerns affecting the health of clients, and special roles of the nurse in meeting health needs on a community basis. Clinical practice in a variety of health departments and home care settings. Prerequisite: 300 level nursing courses.

**457 Health Promotion** **3 s.h.**  
Application of nursing process to the community as client, with exploration of health promotion needs of a specific community through assessment (data collection, analysis, and nursing diagnosis). Student then plans, implements and evaluates a health promotion project designed to meet one of these identified needs. Prerequisite: 300 level nursing courses.

**466 Nursing Leadership & Management** **5 s.h.**  
Study of nurse as an administrative patient care provider. Facilitates understanding of the role and functions of the nurse manager and how the baccalaureate nurse uses managerial/leadership concepts and skills in own nursing practice. Clinical practice in a variety of settings. Prerequisite: 300 level nursing courses.

## **OCCUPATIONAL SAFETY & HEALTH (OSH)**

**102 Standards & Regulations** **3 s.h.**  
OSHA/MIOSHA/NFPA standards, codes and regulations. Rationale for the Williams-Steiger Occupational Safety and Health Act of 1970. Evolution of standards, record-keeping, compliance and enforcement.

**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 Cooperative Education I (FS) 1-3 s.h.**  
Field placement in either municipal, industrial, hospital, or similar settings that provide experience in the area of occupational safety. Pre-service students only.
- 293 Internship I (FS) 1-3 s.h.**  
Field placement in either municipal, industrial, hospital, or similar settings that provide experience in the area of occupational safety. Pre-service students only.
- 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.
- 311 Industrial Safety and Health (FS) 3 s.h.**  
A study of numerous job related safety and health hazards associated with a wide range of occupations in industrial work environments.
- 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 & 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 advisor.
- 328 Fire & 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 & 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. Prerequisites: 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 **Cooperative Education 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. Pre-service students only.
- 393 **Internship 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. Pre-service students only.
- 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. Prerequisites: OSH 352, CHM 111, BIO 224 or 243 and 244 or NSC 125.
- 428 **Fire & Arson Investigative Techniques (FS\*)** 3 s.h.
- 430 **Employee Occupational Health Maintenance & 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 & Strategy (FS\*)** 3 s.h.
- 451 **Hazardous Materials (FS)** 3 s.h.  
Identification, storage, handling, disposal and products of combustion of hazardous materials, including flammables, explosives, oxidizing and corrosive materials; sources of technical assistance available to aid in making tactical decisions. Prerequisite: CHM 111 or equivalent.
- 490 **Fire Service 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. Core requirement for Pastoral Ministry majors and minors. Requirement for Religious Studies majors and minors.
- 105 Anthropology: Philosophy of Person (HUM)** **3 s.h.**  
An analysis of human experience and nature found through examination of the questions about the nature of reality, knowledge, values, freedom and destiny. (Recommended especially for students interested in the human sciences and psychology.)
- 155 Inquiry Into Values (HUM/RST)** **3 s.h.**  
An inquiry into the fundamental Christian philosophical values which form the foundation of Western civilization as reflected in the writings of Augustine and Aquinas. (Recommended especially for those interested in religious studies.)
- 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. Prerequisite: PHL 101 or permission of the instructor.
- 221 Person & Society** **3 s.h.**  
A study of political philosophy as conceived by the classic Greek philosophers leading up to a consideration of the philosophical supports of our American Republic. (Recommended especially for students interested in history, political science and business.)
- 315 Phenomenology & Existentialism** **3 s.h.**  
A study of the major themes of the philosophical approach of existential phenomenology which forms the intellectual foundation of much of modern thought and literature. (Recommended especially for students interested in art, music and literary criticism.)
- 321 Aesthetics (HUM)** **3 s.h.**  
A philosophical analysis of the theories of beauty; meanings of art objects; the creative process; art as form, expression, symbol, imitation; art in relationship to truth and morals. (Recommended especially for students interested in art, music and literary criticism.)

- 331 Philosophy, Technology & Human Concern** 3 s.h.  
 A study of the philosophy of science reflecting on the philosophical presuppositions of modern scientific inquiry and a philosophical consideration of the nature of the world in which we live. (Recommended especially for students interested in science and math.)
- 365 Epistemology: Philosophy of Knowledge** 3 s.h.  
 An examination of the philosophical problems connected with the questions of how human beings know what they know, and how do they know whether that knowledge is true or not. (Recommended especially for students interested in psychology.)
- 408 Christian Ethics (HUM/RST\*)** 3 s.h.  
 (Recommended especially for students interested in business.)
- 410 Conscience and Values (HUM/RST\*)** 3 s.h.
- 411 Medical Ethics (HUM/RST\*)** 3 s.h.  
 (Recommended especially for students interested in health care and gerontology.)
- 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. (Recommended especially for students interested in the liberal arts.)
- 422 Metaphysics** 3 s.h.  
 The study of the core issues of reality: the fundamental constituents of existence; the nature of God, truth, goodness and the beautiful from a philosophical perspective; the discussion of some of the solutions to metaphysical problems that have been proposed throughout the course of Western civilization. Prerequisite: any other philosophy course or permission of the instructor.

## **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.
- 209.3-209.6 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 5-week increments and are worth 1 semester hour each. Their descriptions are as follows:

**Aerobics I & II** - Features various exercises choreographed to popular music. Emphasis on toning and strengthening muscle groups, cardiovascular and overall conditioning. Daily lectures supplement workouts.

**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 orientation is in the gym.

**Cross-Country Skiing** - Instruction in a leading recreational sport. Students will be acquainted with conditioning, injury prevention, equipment, skills and safety at various skill levels. Meets 5 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 & 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 work-outs.

## **PHYSICS (PHY)**

**253 General Physics I**

**4 s.h.**

Fundamental methods of mechanics, molecular physics, heat and sound. Opportunity for experiments at Argonne National Laboratory near Chicago. Lecture 3 hours, laboratory 3 hours. Prerequisites: MTH 105 and 106, or 121, or the equivalent. (Offered Term I.) (Formerly PHY 252)

**254 General Physics II**

**4 s.h.**

Fundamental methods and principles of magnetism, electricity, optics, light and atomic physics. Opportunity for experiments at Argonne National Laboratory near Chicago. Lecture 3 hours, laboratory 3 hours. Prerequisites: MTH 105 and 106, or 121, or the equivalent. (Offered Term II.) (Formerly PHY 251)

**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. Lecture 3 hours, laboratory 3 hours. Prerequisite: PHY 254 or departmental approval. (Offered Term I.)

**351 Modern Physics: Atomic & 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. Lecture 3 hours, laboratory 3 hours. Prerequisite: PHY 254 or departmental approval. (Offered Term III.)

**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. Lecture 3 hours, laboratory 3 hours. Prerequisite: PHY 271 or equivalent. (Offered Term II.)

## **POLISH (POL)**

**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 & Civilization I, II** **4, 4 s.h.**  
Study of significant aspects of 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)**

- 101 World Problems (HIS\*)** 3 s.h.
- 201 Criminal Justice Organization & Administration (CJ\*)** 3 s.h.
- 251 American Government** 4 s.h.  
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 (CJ)** 4 s.h.  
Governmental structure and administrative organization with special attention to policy formulation, personnel administration, supervision, coordination, administrative control.
- 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 & Local Government** 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.

### **PSYCHOLOGY (PSY)**

- 101 General Psychology** 3 s.h.  
The science of behavior and mental processes: sensation and perception, learning and cognition, motivation, emotion, personality development, adjustment and maladjustment.

- 245 Life Span Developmental Psychology** 4 s.h.  
Study of the maturational and experiential influences on physical, emotional, intellectual, social, and personality development of the individual, from the prenatal period through late adulthood. Developmental tasks and theories of developmental change related to life stages. Prerequisite: PSY 101.
- 270 Child Psychology** 4 s.h.  
Principles of growth, maturation, and learning relating to child development. Interaction of hereditary and environmental factors influencing the social, cognitive, and personality development of the child. Theories and research relative to the psychology of the child from the prenatal period through late childhood. Prerequisite: PSY 101.
- 301 Current Topics in Psychology** 1 s.h.  
The course will include reading and discussion of current research articles, focusing on topics in a different area of psychology each week. Topics will change each time the course is offered, so it may be reelected. Prerequisite: PSY 101.
- 307 Psychology of Aging (GER\*)** 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 & Discussion Techniques (SPH/SOC)** 4 s.h.  
The study of group interaction and group processes. Includes group discussion exercises for the development of proficiency in communication and group facilitation. Prerequisite: PSY 101.
- 342 Abnormal Psychology** 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. Prerequisites: PSY 101 and junior or senior standing.
- 348 Psychosocial Components of Hospice Care (HSP\*)** 3 s.h.
- 349 Psychology of Traumatic Experiences** 1 s.h.  
The course will describe the immediate and long term psychological effects of such traumatic events as abuse, accident, assault, crime, disaster, homicide and suicide. The reactions of victims, witnesses and survivors will be examined. Issues relevant to helping and healing in the aftermath of trauma will be discussed. Prerequisite: PSY 101.

- 350 Physiological Psychology 3 s.h.**  
 Ways in which behavior is influenced by physiological processes within the body and by the evolution of the species. Study of the nervous system; sensory and motor systems; biological mechanisms influencing daily activity rhythms, motivation, emotion, learning, gender identity. Normal and abnormal brain functioning. Prerequisites: PSY 101 and BIO 101 or equivalent.
- 361 Pastoral Counseling (HUM/RST\*) 2 s.h.**
- 367 Social Psychology (SOC\*) 4 s.h.**
- 370, 371 Field Placement in Applied Mental Health I, II 4, 4 s.h.**  
 This field experience will provide professionally supervised practical experience in mental health intervention and/or intervention evaluation. Opportunity will be provided to utilize interventions covered in the Field Seminar in Applied Mental Health I and II. Students will engage in fifteen hours per week of field experience for two consecutive terms (400 hours minimum). PSY 370 is to be elected in the Fall term, PSY 371 in the Winter term. Prerequisite: PSY 101. Prerequisites or corequisites: PSY 316 and PSY 342. Corequisites: PSY 380 with PSY 370; PSY 381 with PSY 371.
- 380, 381 Field Placement Seminar in Applied Mental Health I, II 2, 2 s.h.**  
 This seminar will serve as the academic interface of the Field Placement in Applied Mental Health I and II. The seminar will offer coursework in introductory mental health interventions and intervention evaluation, including: listening/crisis intervention skills, group intervention skills, introductory behavioral intervention and program evaluation. Prerequisite: PSY 101. Prerequisites or corequisites: PSY 316 and PSY 342. Corequisites: PSY 370 with PSY 380; PSY 371 with PSY 381.
- 422 Theories of Personality 4 s.h.**  
 An overview of the major theories of personality, the role of personality theories in development, how various personality theories can be distinguished from one another, and an evaluation of these theories. Prerequisites: PSY 101, junior or senior standing, Psychology major or minor or permission of the instructor.
- 442 Thought & Mood Disorders 3 s.h.**  
 A study of severe and profound emotional disturbance. Aspects of differential diagnosis, descriptions within classifications, and characteristics of mood and thought disorders; specifically concerning such classifications as affective disorders, schizophrenic disorders, dissociative thought disturbances, and anxiety disorders. Prerequisites: PSY 101 and PSY 342.



**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.**

The study of theoretical foundations in combination with current research issues which are of prominent importance within the study of psychology. Emphasis is placed on the motivational sources of human behavior. Prerequisite: senior standing.

### **QUANTITATIVE SYSTEMS (QS)**

**355 Applied Business Statistics 3 s.h.**

Applied study of computerized statistical analyses as they relate to general business operations. Statistical procedures include descriptive statistics, t-test, ANOVA, two-way ANOVA, chi-square and simple correlation. Case study methodology heavily employed. Term project (completed by small teams) required. Prerequisites: CIS 238, MTH 235, and junior standing.

**422 Tests and Measurements 3 s.h.**

Study of occupational/attitudinal surveying, testing and evaluation, studies of validity, reliability, internal/external designs, item analysis, factor analysis, quantitative and qualitative analytical approaches. Course work includes measurement and development of instrumentation as applied to work climate studies, organizational behavior research and job-satisfaction/self-esteem surveys. Students will design and implement an original human resources evaluative survey applicable to either the private or public sector. Prerequisites: MGT 302, MGT 310, QS 355, and junior standing.

**423 Marketing Research 3 s.h.**

Study of both consumer and industrial marketing research covering areas of problem definition, survey design, sampling questionnaires, data collection, quantitative and qualitative analysis, graphics design and report writing/presenting. A high level of analytical expertise will be required as student teams complete an original market research study for a selected multinational corporation and offer a formal presentation. Prerequisites: MKT 255, MKT 368, QS 355, and junior standing.

**424 Applied Productivity Science 3 s.h.**

Includes study of break-even analysis, linear programming (simple-x), simulation, PERT/CPM, and statistical process control. Emphasis on applications in a case study methodology from both production and service environments. Students will design an original POM plan for a selected business or organization, using the appropriate techniques. Term project required. Prerequisites: MGT 363 or MGT 421, QS 355, and junior standing.

## **RADIOGRAPHY (RTE)**

**110 Introduction to Radiography 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 radiography 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.

**294 Internship I 1-6 s.h.**  
Supervised clinical practice in approved radiography/nuclear medicine facility. Prerequisite: departmental approval.

**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 (AHA/MGT\*) 3 s.h.**

**394 Internship II 1-6 s.h.**  
Supervised clinical practice in approved radiography/nuclear medicine facility. Prerequisite: departmental approval.

**476 Issues in Health Care Administration (AHA\*/MTE) 3 s.h.**

**478 Educational Principles for Health Care Personnel (AHA\*/MTE) 2 s.h.**

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

## **RELIGIOUS STUDIES (RST)**

**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. Not accepted for Religious Studies or Pastoral Ministry majors/minors requirement.

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

Anthropology of Western religions through a study of Judaism, Christianity and Islam, their historical backgrounds, religious beliefs, liturgies, customs and values.

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

A study of Hinduism, Buddhism, Confucianism and Taoism; their meanings, values and impact on the course of religious thought and historical development.

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

**224 Theology of Ministry (HUM) 2 s.h.**

Background study of the theology, history and development of the Christian concept of "ministry" or service in the light of contemporary developments. Application to various spheres of ministry based on areas of ministry represented by members of the class. Required for Pastoral Ministry majors and minors.

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

A scholarly study of the Hebrew Scriptures: Torah (Genesis through Deuteronomy) and the historical books (Joshua through 2 Kings). Required for Religious Studies and Pastoral Ministry majors and minors.

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

A study of major and minor prophets, Wisdom Literature and the emergence of Apocalyptic Literature in the book of Daniel. Required for Religious Studies majors and minors.

**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 Religious Studies and Pastoral Ministry majors and minors.

**259 The New Testament II: Acts, Epistles & 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 study of the background, symbolism and impact of the Book of Revelation. Required for Religious Studies majors and minors.

- 267 Epistles of St. Paul (HUM) 3 s.h.**  
Paul of Tarsus, apostle, evangelist, reformer: his life-impact on Christianity to the present time.
- 305 The Idea of Justice (HUM\*) 4 s.h.**
- 315 Spirituality (HUM) 2 s.h.**  
Approaches to Christian understandings of the interrelationship of God and His people; various theories of spiritual life as well as insights into the style most suited to one's own personality and life-history as related to the quest for holiness and wholeness. Required for Pastoral Ministry majors.
- 340 Person & Mission of Christ (HUM) 3 s.h.**  
A scriptural, historical, and theological investigation into the identity of Jesus of Nazareth against faith proclamations of Him as Son of God, Messiah and Savior.
- 345 Catholicism 3 s.h.**  
Study of the doctrines, practices and persons formed by and reflective of the Catholic Tradition in history and the Vatican II ecumenical experience.
- 347 The Sacraments 3 s.h.**  
Survey of the seven sacraments in the Catholic Tradition, with an emphasis on recent developments as they evolved from history, theology and practice.
- 349 Christian Worship (HUM) 2 s.h.**  
An overview of the origins, development and cultural aspects of Christian worship rooted in symbols, myths and rituals. Students will be assisted in developing various forms of worship services appropriate to their Christian traditions and their ministries. Required for Pastoral Ministry majors.
- 350 Spiritual & Ethical Considerations in Hospice Care (HSP\*) 3 s.h.**
- 353 Marriage & the Family (FCR\*/SOC) 4 s.h.**
- 361 Pastoral Counseling (PSY/HUM) 2 s.h.**  
A presentation of spiritual-psychological foundations of pastoral counseling; an investigation of skills and techniques for this special type of counseling; an analysis of typical cases encountered by one involved in pastoral ministry. Required for Pastoral Ministry majors and minors.
- 408 Christian Ethics (HUM/PHL) 3 s.h.**  
Review traditional philosophical theories of ethics; examine principles of Christian morality, particularly those dealing with ethics from a Catholic perspective; investigate areas in the American marketplace that raise ethical concerns (e.g., injustices in the American economic system).

- 410 Conscience & Values (HUM/PHL) 3 s.h.**  
A study of conscience formation and ethical reasoning. Theories are applied to several contemporary moral issues (e.g., church/state, coexistence, marriage, sexuality, nuclear deterrence, capital punishment).
- 411 Medical Ethics (HUM/PHL) 3 s.h.**  
An academic study of contemporary moral issues relative to modern health care, life science and future issues in the light of Judeo-Christian convictions. Prerequisite: junior or senior status.
- 414 Life/Death Issues (HUM) 4 s.h.**  
An intensive study of the many deaths one must encounter before arriving at the final stage. Practical, theoretical, social, psychological and spiritual dimensions of life/death situations culminating in the development of a personal life journal. Prerequisite: junior or senior status.
- 415 Philosophy of Religion (PHL\*) 3 s.h.**
- 417 Church Music (MUS\*) 2 s.h.**
- 422 Christian Awareness (HUM) 3 s.h.**  
A study of the New Testament challenge to wholeness based on the command to love God, self and others. Contemporary helps and hindrances to that quest will be examined in the light of ecumenical developments.
- 427 Resources in Effective Ministry (HUM) 2 s.h.**  
Practical dimensions of pastoral ministry; a presentation of varied community, government and church-sponsored resources, agencies and services that can enrich and assist the contemporary Christian minister in responding to the needs of individuals and groups. Students will apply the techniques and resources to the areas where they serve. Required for Pastoral Ministry majors and minors.
- 428 Church Policies and Procedures (HUM) 2 s.h.**  
A study of various Christian organizations in the light of policy, rule, traditions, regulations and procedures as they impact on the work of the Pastoral Minister. Required for Pastoral Ministry majors.
- 470 Catechesis 3 s.h.**  
Practical investigation and application of psychotheological foundations of catechetical renewal presented in the light of Vatican II.
- 472 Pastoral Administration (HUM) 3 s.h.**  
The history, theories, practices, techniques of church-related management; specifically designed for the pastoral minister. Required for Pastoral Ministry majors.

- 493 Religious Studies Practicum** **3 s.h.**  
Directed field work and/or evaluation of life experience within parish, hospital, youth group, hospice, and other off-campus settings. Pastoral Ministry majors and minors will focus on an area where they are or will be exercising their Christian service. Required for Religious Studies majors (B.A. program).

## **SIGN LANGUAGE STUDIES (SLS)**

- 100 Introduction to Sign Language Studies** **3 s.h.**  
A survey of American Sign language and Deaf culture. Emphasis on Sign language structure, history, and usage. Discussion of a sociocultural perspective of Deaf people including readings from anthropology, sociology, linguistics, and education. Includes an examination of American attitudes toward Sign language and Deaf culture.
- 101, 102 Beginning American Sign Language I, II (SPH)** **4, 4 s.h.**  
Development of basic ASL communication skills with appropriate vocabulary and grammatical structures. Emphasis on communicative and linguistic functions. Prerequisite or corequisite: SLS 100. Thirty hours of laboratory practicum required for SLS 101, 102.
- 201, 202 Intermediate American Sign Language I, II (SPH)** **4, 4 s.h.**  
Review of ASL grammatical features and further development of communicative functions at the intermediate level. Prerequisite: SLS 102 or placement. Thirty hours of laboratory practicum required for SLS 201, 202.
- 211 Orientation to Deafness** **3 s.h.**  
A survey of clinical and developmental aspects of hearing and deafness. Includes discussion of basic audiology, deaf education, and communicative 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.
- 301 Advanced American Sign Language I** **3 s.h.**  
Advanced American Sign Language development with a focus on grammatical and lexical expansion. Communicative dialogues will emphasize sociocultural aspects of deafness. Prerequisite: SLS 202 or departmental approval.
- 302 Advanced American Sign Language II** **3 s.h.**  
Continued advanced ASL development with further emphasis on sociocultural and historical considerations of deaf heritage. Prerequisite: SLS 301 or departmental approval.

**331 Deaf Culture 3 s.h.**

A survey of sociocultural factors that define Deaf persons as members of a cultural minority. Examination of Deaf history, exploration of cultural characteristics of Deaf persons, and a review of contributions of Deaf persons to American society. Prerequisite: SLS 211.

**345 Deafness and Community Resources 3 s.h.**

A course that describes the history and evolution of community resource development that has become a contributing force behind social change within the Deaf Community. Covers such aspects as the American Disability Act, related State and Federal laws, regulations and statutes that affect the lives of Deaf citizens. Includes discussion of service delivery systems such as education, vocational rehabilitation services, community mental health programs for Deaf persons, community service agencies (national, state and local). Prerequisite: SLS 211 or departmental approval.

**401 American Sign Language: Discourse 3 s.h.**

A course that provides for ongoing interaction in Sign Language. Students will be required to prepare lectures, presentations (informative, descriptive, etc.) and conduct interviews in American Sign Language. Prerequisite: SLS 302 or departmental approval.

**402 American Sign Language: Deaf Literature 3 s.h.**

This course involves the use of American Sign Language poetry and story telling. ASL poetry will be analyzed and incorporated as part of receptive/expressive language development and advanced skills enhancement. Includes story telling techniques through the use of standard American folk lore and other culturally valued forms of literature (ABC stories, "one-deaf" stories, sign play). Students will evaluate existing videotapes of Deaf poets, Sign Language stories and other esoteric aspects of Deaf culture such as sports signs. Prerequisite : SLS 401 or departmental approval.

**428 Simultaneous Communication 3 s.h.**

Theory and application: emphasis on cognitive and sociolinguistic characteristics of simultaneous communication and its role in education. Includes analysis of the psycholinguistic implications of simultaneous communication. Prerequisite: SLS 302 and/or departmental approval.

**441 Fundamentals of Interpretation & 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: 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. Emphasis is on a sociolinguistic model of interpretation. Related linguistic processes will be examined. Prerequisites: SLS 441 and 465.
- 461 Voice to Sign: Interpreting Lab 3 s.h.**  
 Development of skills in voice to Sign interpreting. Audio and videotaped discourse will be interpreted into ASL which will be recorded and analyzed with the instructor. Prerequisites: SLS 445, B average (SLS department) and departmental approval.
- 462 Sign Language Structure 4 s.h.**  
 Analysis of the symbolic and linguistic structure of American Sign Language and other Sign systems. Includes aspects of phonology, morphology, syntax, semantics, grammar, and discourse. Examination of bilingual and bicultural practices, sociolinguistics, and related research. Prerequisites: SLS 202 and ENG 262 and/or departmental approval.
- 465 Contrastive Text Analysis: ASL & 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 462.
- 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. Prerequisites: 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. Prerequisites: 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, community service agency, educational program or related area. Maintenance of daily logs and placement with on-site personnel. Prerequisite: departmental approval.

## **SOCIAL SCIENCE (SSC)**

- 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 & 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. Prerequisite: senior status.

## **SOCIAL WORK (SW)**

- 230 Introduction to Social Work** **4 s.h.**  
Examines social work as a helping profession within a historical context, working with individuals, families, groups, organizations and communities (micro, mezzo, macro systems). Defines the concepts of social systems, problem-solving, planned change, and human diversity. Establishes the knowledge, skills, and values bases through the theoretical framework of a systems-ecological perspective. Begins to look at the value and strength of diversity in cultures. Focuses on the beginning level of generalist practice with populations, i.e. gay/lesbian, people of color, elderly, and women who are vulnerable, discriminated against and suffer oppression. Introduces concepts of quantitative research. Stresses self-assessment and aptitude for social work. Includes a pre-field requirement of 50 hours experience. Prerequisites: SOC 101, PSY 101.
- 235 Generalist Practice Methods I** **4 s.h.**  
Uses the Generalist Intervention model as a specific process of problem solving including: defining issues, collecting and assessing data, planning and contracting, identifying alternative interventions, selecting and implementing appropriate courses of action; using appropriate research to monitor and evaluate outcomes; applying appropriate research based knowledge, termination and followup with emphasis on mezzo systems and the interplay of micro and macro systems. Emphasis on the resources of the individual as a member of a

culture within American society. Focus on solving problems with a wide range of skills including: communication, trust building, interviewing, and conflict resolution that are appropriate to a diverse population. Focus on knowledge, skills and values that reflect the unique nature of social work. Discussion on the issues of oppression, discrimination, and exploitation particularly as connected with gay/lesbian, people of color, women, elderly and other vulnerable groups. Prerequisites: SOC 101, PSY 101.

**239 Empathy Listening Skills (SOC\*) 1 s.h.**

**240 Human Behavior & Social Environment I 3 s.h.**

Provides content on theories and knowledge of human bio-psycho-social development to prepare a foundation on which to build generalist practice skills. Focus is on understanding the interplay between and among micro, mezzo, and macro systems of individuals, groups, families, and communities as they impact practice. Special emphasis will be placed on understanding the system wide impact of poverty, oppression, discrimination, and exploitation upon women, minorities, gays/lesbians, and other vulnerable groups. Use of both quantitative and qualitative research. Prerequisites: BIO 101, ECN 271, PSC 251, PSY 101, SOC 101.

**341 Human Behavior & Social Environment II 2 s.h.**

Builds upon the content of SW 240, Human Behavior and Social Environment I. Focus is on human diversity and how it impacts generalist practice. Provides content on the differences and similarities in the experiences, needs, and beliefs of people. Emphasis is given to diversity as a strength and not a weakness. Includes content on oppression, discrimination, and exploitation and its impact on diverse groups through micro, mezzo, and macro systems. Prerequisite: SW 240.

**350 Social Welfare 4 s.h.**

Examines the history, mission, and philosophy of the social work profession. Describes the history and current patterns of provision of social welfare services. Looks at conditions that make it difficult for individuals, families, and communities to meet their needs and force them to rely of the social welfare system. Examines the literature to develop a critique of the social welfare system. Pays special attention to the impact of the system on oppressed, discriminated against and exploited groups. Provides students with a framework to evaluate the forces in society that impact the social welfare system. Includes content on peace and it's relationship to social welfare. Includes research skills in program evaluation. Prerequisite: SW 230.

**365 Social Policy 4 s.h.**

Provides an analysis of current social policy within the context of the historical and contemporary factors that shape policy. Examines the role of social policy as a resource or barrier to oppressed, discriminated against, and

exploited groups. Looks at the impact of social policy on social work practice. Presents a framework for analyzing social policies in light of principles of social and economic justice. Looks at the political processes used to influence policy and develops skills in empowering individuals, groups, families, and communities to use the process to obtain resources. Emphasis is placed on research skills to formulate and evaluate social policy. Prerequisite: SW 350.

**370 Generalist Practice Methods II 4 s.h.**

Examines the models, processes, and skills of generalist social work interventions appropriate to beginning levels of practice as they apply to individuals, families, and groups in their specific sociocultural contexts. Reinforcement of social systems theory and the ecological-life model in individual and multi-person interaction. Use of planned change with mezzo systems and the interaction of micro and macro systems in a problem solving process. Practice specifically with mezzo systems in identifying intervention and the use of action plans with focus on the service network and collaboration and the resources clients bring to the situation. Use of research to monitor and evaluate outcomes and practice in applying research-based knowledge with a comparison of qualitative and quantitative types. Prerequisite: SW 235.

**390 Generalist Practice Methods III 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 evaluate programs and ways to use agency resources to provide effective services to clients. To provide students with the skills to promote social change as related to macro systems. Focus on achieving social and economic justice and for combatting the causes and effects of institutionalized forms of oppression and exploitation of groups that are vulnerable and discriminated against, i.e., gay/lesbians, minorities of color, elderly, women, and others through professional use of self. Prerequisite: SW 370.

**465 Generalist Practice Methods IV 3 s.h.**

Focuses on macro systems in a diverse society using the generalist perspective. Examines various perspectives on the meaning of community. Emphasis is on the application of planned change using the problem-solving process to communities with attention given to the inter-play between and among the micro and mezzo systems (communities). Included is content on discrimination, exploitation and oppression, particularly as it relates to women, minorities of color, gays/lesbians, elderly and other clients from differing social, cultural, racial, religious, spiritual and class backgrounds. Prerequisite: SW 390.

**480, 490 Field Placement I, II 4, 4 s.h.**

Supervised social work generalist practice with opportunities to apply structured learning opportunities that enable students to compare their practice experiences and to apply foundation knowledge, skill, values, and ethics to

practice. Students are directly engaged in the delivery of services to individuals, families, groups, organizations and/or communities, particularly those who are vulnerable, exploited and discriminated against. Fifteen hours per week in the field for two consecutive terms (400 hours minimum) accompanied by mandatory weekly seminars (SW 485/495). Verification that the Program's goals have been met and that students are prepared for beginning level generalist practice and/or graduate social work studies. Prerequisites: SW 370 for 480; SW 390 for 490 and formal admission to the program; corequisites: SW 485 with 480, SW 495 with 490.

**485, 495 Field Placement Seminar I, II** 2, 2 s.h.

Mandatory weekly seminar to accompany Field Placement I, II. Review of field activities with emphasis on assessment of the student's ability to apply knowledge, values and skills to practice. Focuses on the preparation for beginning level with populations who are vulnerable, discriminated against and suffer oppression, such as gay/lesbians, people of color, women, and the elderly. Review of agency data as useful in research, program evaluation, and to determine if the services are appropriate and meet needs of clients. Prerequisites: SW 370 for 485; SW 390 for 495 and formal admission to the program; corequisites: SW 480 with 485; SW 490 with 495.

**487 Social Work Research** 4 s.h.

Examines current research theory and methodology within the context of building knowledge for generalist practice including evaluation of macro-service delivery systems. Qualitative and quantitative methodologies are presented. An original research project is undertaken that utilizes computer based statistical analyses. Ethical standard of scientific inquiry are emphasized especially as they relate to the impact of research on women, minorities of color, gay/lesbians and other vulnerable groups. Helps student become consumer of research as well as gaining skills in research as a means of evaluation. Prerequisite: SW 390.

## **SOCIOLOGY (SOC)**

**101 Introduction to Sociology & Cultural Anthropology** 4 s.h.

Foundations and principles of social order, social control, social institutions and social life in America and other cultures. Focus on how people's conditions, character and life chances are influenced by organizations and institutions. Emphasis on critical thinking about practices and beliefs in a variety of social contexts.

**200 Chemical Dependency: General Information (SA\*)** 1 s.h.

**210 Substance Abuse Credentialing (SA\*)** 1 s.h.

- 212 Chemical Dependency: Special Populations and Credentialing (SA\*) 1 s.h.**
- 214 Chemical Dependency Resources (SA\*) 1 s.h.**
- 221 Social Issues and Movements 4 s.h.**  
 Analyses of major social issues and associated social movements. Consideration of national and international implications. Focus on issues of stratification ( social class, race, sex), deviance, industrial conflict, warfare, environmental pollution, consumption. Analyses of specific social movements that respond to political and economic contradictions.
- 233 Interviewing Techniques (CJ) 3 s.h.**  
 Principles, types and stages of interviewing; develop observation skills and communication ability using several interviewing techniques.
- 239 Empathy Listening Skills (SW) 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.
- 245 Chemical Dependency: Advanced Communication Skills (SA\*) 1 s.h.**
- 313 Sociology of the Family 3 s.h.**  
 Analysis of the family as a major social institution and how forms of the family vary cross-culturally. Examination of how political and economic developments impact on changes in the family. Topics include: ethnic and social class variations in structure, patterns of mate selection, parenthood, parent-child interactions, divorce, and changing gender roles.
- 316 Group Dynamics & Discussion Techniques (PSY\*/SPH) 4 s.h.**
- 321 Principles of Criminology (CJ\*) 3 s.h.**
- 322 Race, Ethnicity, & Social Class in American Life (HIS\*) 4 s.h.**
- 323 Juvenile Justice (CJ\*) 3 s.h.**
- 339 Dual Diagnosis: Substance Abuse and Mental Health (SA\*) 1 s.h.**
- 343 Chemical Dependency: Focus on the Individual (SA\*) 1 s.h.**
- 344 Chemical Dependency: Effects on the Family (SA\*) 1 s.h.**
- 346 Prevention Aspects of Chemical Dependency (SA\*) 1 s.h.**

- 353 Marriage & the Family (FCR\*/RST) 4 s.h.**
- 354 Substance Abuse and AIDS (SA\*) 1 s.h.**
- 356 Chemical Dependency: Its Grief and Loss (SA\*) 1 s.h.**
- 357 Chemical Dependency: Staff and Program Development (SA\*) 1 s.h.**
- 358 Writing Goals, Objectives and Activities (SA\*) 1 s.h.**
- 361 Chemical Dependency: Recovery and Spirituality (SA\*) 1 s.h.**
- 362 Chemical Dependency: Focus on Adolescence (SA\*) 1 s.h.**
- 363 Chemical Dependency and the Elderly (SA\*) 1 s.h.**
- 364 Substance Abuse and the Disabled Population (SA\*) 1 s.h.**
- 365 Chemical Dependency: Focus on Women (SA\*) 1 s.h.**
- 367 Social Psychology (PSY) 4 s.h.**  
 Examination of the complex ways in which human beings comprehend themselves and their social environment. Focus on how one's identity is "socially constructed" in all phases of the life cycle. Emphasis on influence of culture and society on attitudes, personality and behavior, attraction, aggression, conformity, power and dynamics of the group. Prerequisite: SOC 101 or PSY 101.
- 368 Social Change in the Sixties 2 s.h.**  
 Analyses of dramatic aspects of social change in the 1960s, such as civil rights, student, anti-war, and women's movements. Social and historical contexts will be considered, as well as how individuals experienced this period of change.
- 371 Special Topics 1 s.h.**  
 Analyses of current issues and topics from a sociological perspective. Will normally be offered on a weekend format (Friday night and Saturday).
- 380 Dynamics of Sex Roles (HIS) 4 s.h.**  
 An examination of socially constructed sex roles and how these roles change in response to internal contradictions, as well as political and economic forces. A consideration of various women's liberation movements and their impact on family structure, education, work, and male-female relationships.
- 414 Conflict Resolution in the Classroom, at Home, and on the Job 1 s.h.**  
 Will examine the social psychological perspective of conflict and peacemaking. Focus will be on learning a model of conflict resolution that is rooted in concepts such as contact, cooperation, communication, negotiation and non-violence. Classroom experiments will be conducted to facilitate learning.

**415 Social Gerontology (GER\*) 3 s.h.**

**442 Urban Sociology 4 s.h.**  
Examines historical and current patterns, structures, functions and problems of urban communities. Emphasis on the nature of the city and consequences of urban planning on political and economic aspects in an era of scarcity and increasing diversity. Focus on both historical and contemporary conditions and life styles of cities, suburbs and rural areas. Prerequisite: SOC 101.

**449 Chemical Dependency: Planning and Treatment (SA\*) 1 s.h.**

**490 Social Research Methods 4 s.h.**  
An examination of various research methods in sociology and related social science disciplines. Consideration of the complexity and usefulness of social research within academic and non-academic settings. Analyses of how the scientific method helps us to better understand social structure and interaction. Topics include: the nature and structure of causation and social inquiry, methods of observation, analysis of data, types of social statistics, and uses of social research. Students will have an opportunity to complete a research project and gain practical experience.

**491, 492 Chemical Dependency Cooperative Education (SA\*) 2-4 s.h.**

**493, 494 Chemical Dependency Practicum (SA\*) 2-4 s.h.**

**495 Sociology Seminar 4 s.h.**  
A specialized seminar for majors intended to link critical areas of theoretical concern to the techniques and debates of current research. Both classical and contemporary social theory will be examined, as well as research methodologies appropriate to sociology. Students will design and complete original research related to major areas of sociological concern. Prerequisites: senior standing and departmental approval.

## **SPANISH (SPA)**

**101, 102 Elementary Programmed Spanish I, II 4, 4 s.h.**  
Introduces the basic skills for mastery of the Spanish language; listening, speaking, reading and writing. Spanish culture and civilization are also studied. At least one hour of language learning is required daily.

**223, 224 Intermediate Programmed Spanish I, II 4, 4 s.h.**  
These courses are designed to increase the student's ability to speak, read and write Spanish. Further development of language skills is stressed. At least one hour of language learning required daily. Prerequisite: SPA 102 or two years of secondary school Spanish.

- 300 Spanish Language & 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 U.S.A.
- 311 Spanish Phonology 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.
- 322 Spanish Culture & 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 & Civilization 4 s.h.**  
 Significant aspects of geography, history, social life and culture of Latin American Countries for better understanding of their civilization. Prerequisite: SPA 224.
- 331 Oral & 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.
- 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.
- 480 Foreign Study in Spain/Spanish America 4-16 s.h.**  
 Students elect a program of study in a Spanish-speaking country or in Spain. Options are open for study during the summer and/or academic year.

### **SPECIAL EDUCATION (SED)**

- 330 The Exceptional Learner in the Classroom (EDU\*) 3 s.h.**
- 345 Learning Disabilities 3 s.h.**  
 An introduction to the field of learning disabilities. The historical development of the field and theoretical models of learning disabilities. Current definitions of learning disabilities which address the etiological factors and characteristics associated with the condition. Prerequisites: EDU 200 and EDU/SED 330.



- 401 Speech & Language Development & Disorders in Children (SPH) 3 s.h.**  
Focus on language models and language development from birth to pre-adolescence, including various language disorders and methodology for classroom teachers. Some attention to speech problems and remediation techniques: cerebral palsy, cleft palate and autism. Prerequisite: SED 330.
- 409 Practicum in Diagnostic & Prescriptive Techniques 4 s.h.**  
Training in the administration of educational evaluations and the interpretation of the results in written form. Emphasis is on the selection, administration, scoring and interpreting of information and formal tests in oral, written language, reading and mathematics. Understanding of the psychometric properties of standardized tests. Prerequisites: EDU/PSY 330 and SED 345.
- 451 Elementary Methods of Teaching the Learning Disabled 4 s.h.**  
Overview and analysis of current practices and research findings related to teaching elementary students. Specific procedures for conducting informal assessments and planning in academic and non-academic areas, including social and interpersonal, study and pre-vocational skills. Emphasis on remediating academic and social skill deficits. Lecture, 3 hours, field experience 1 hour. Prerequisite: SED 345.
- 455 Secondary Methods of Teaching the Learning Disabled 4 s.h.**  
Overview and analysis of current practices and research findings related to teaching secondary students with learning and behavior problems. Specific methods for conducting informal assessments and implementing strategies for planning in academic and nonacademic areas, including social and study skills. Administrative placement issues, activities within the resource room and the roles of the regular and special education teaching staff are emphasized. Issues and models of post-secondary transition programs. Lecture 3 hours, field experience 1 hour. Prerequisite: SED 345.
- 471 Directed Teaching: Elementary Learning Disabilities 6 s.h.**  
Ten full weeks of student teaching in an elementary/middle school setting with a cooperating teacher and with students who are certified under the category of learning disabilities. Prerequisite: admission to Directed Teaching. Corequisite: SED 495.
- 475 Directed Teaching: Secondary Learning Disabilities 6 s.h.**  
Ten full weeks of student teaching in a middle/secondary school setting with a cooperating teacher and with students who are certified under the category of learning disabilities. Prerequisite: admission to Directed Teaching. Corequisite: SED 495.
- 481 Learning Disabilities Practicum I: Elementary/Middle School 2 s.h.**  
Supervised practicum of 90 hours of classroom teaching with elementary/middle school students who are certified as learning disabled. Limited to students who already have one or more special education endorsement.

**483 Learning Disabilities Practicum II: Elementary/Middle School 2 s.h.**  
Final supervised practicum of 90 hours of classroom teaching with elementary/middle school students who are certified as learning disabled. Limited to students who already have one or more special education endorsement. Prerequisite: SED 481. Corequisite: SED 495.

**485 Learning Disabilities Practicum I: Middle/Secondary School 2 s.h.**  
Supervised practicum of 90 hours of classroom teaching with middle/secondary school students who are certified as learning disabled. Limited to students who already have one or more special education endorsement.

**486 Learning Disabilities Practicum II: Middle/Secondary School 2 s.h.**  
Final supervised practicum of 90 hours of classroom teaching with middle/secondary school students who are certified as learning disabled. Limited to students who already have one or more special education endorsement. Prerequisite: SED 485. Corequisite: SED 495.

**495 Learning Disabilities Seminar 1 s.h.**  
A culmination of the learning disabilities sequence to be taken with Directed Teaching (SED 471 or 475) or the final practicum (SED 483 or 486). Research of current issues in learning disabilities. Research findings related to teaching behaviors and methods, service delivery models and program interventions will be analyzed. May not substitute for a required course. Prerequisite: admission to directed teaching or final Learning Disabilities practicum.

## **SPEECH & DRAMA (SPH)**

**101, 102 Beginning American Sign Language I, II (SLS\*) 4, 4 s.h.**

**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.

**201, 202 Intermediate Sign Language I, II (SLS\*) 4, 4 s.h.**

**251 A Survey of Telecommunications (JRN) 3 s.h.**  
An integrated approach to electronic media, its technical and economic nature, and its consideration as both a product of social forces and as a social force itself.

**300 Children's Literature & Drama (ENG\*/EDU) 4 s.h.**

**316 Group Dynamics & 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 Television Production Techniques I (JRN)** 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 (JRN)** 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: SPH 351 or permission of instructor.
- 371 Scriptwriting, Proposal Writing, & Budgeting for Television (JRN)** 3 s.h.  
A study of the preparation of the television program proposal, budgeting problems and considerations, and the development of the final program script. Prerequisite: SPH 351 or permission of instructor.
- 381 Field Production and Editing I (JRN)** 3 s.h.  
Consideration of the unique characteristics of single camera production or videography for corporate, commercial, and consumer use. Emphasis on directing theory, camera technique, sound, lighting, and editing. Prerequisite: SPH 351.
- 382 Field Production and Editing II (JRN)** 3 s.h.  
Advanced field production and editing with emphasis on creative camera and lighting techniques, shot continuity, audio, electronic graphics, developing an edit decision list and special effects. Prerequisite: SPH 381.
- 401 Speech & Language Development & Disorders in Children (SED\*)** 3 s.h.
- 411 Television News Reporting and Production (JRN)** 3 s.h.  
Electronic journalism techniques and hands-on experience of producing a short news program including researching and writing the stories, newsgathering techniques, interviewing, on camera reporting, anchoring, and assembling the program elements. Prerequisites: SPH 351, 381.
- 415 Film Appreciation** 4 s.h.  
Examination of those aspects of film that qualify it as an art form worthy of critical attention.

- 451 **Directing & Producing for Television (JRN)** 3 s.h.  
A theoretical and practical approach to organizing and directing television programs for broadcast, corporate, and educational use. Students will actually produce and/or direct a program for broadcast. Prerequisites: SPH 252 and permission of instructor.
- 491 **Cooperative Education** 3-12 s.h.

### **SUBSTANCE ABUSE (SA)**

- 200 **Chemical Dependency: General Information (SOC)** 1 s.h.  
Review of the research about the scope of the problem; definition of terms and vocabulary; review of different theories of addiction; focus on disease concept of alcoholism.
- 210 **Substance Abuse Credentialing (SOC)** 1 s.h.  
Criteria for State credentialing levels; content manuals; accelerated method of learning; requirements and assistance through practice; practice for State exam. To prepare participants for level one of State credential.
- 212 **Chemical Dependency: Special Populations and Credentialing (SOC)** 1 s.h.  
Emphasis on the special needs, interventions and approaches for diverse populations with substance abuse problems. Focus on women, youth, aged, Black and Hispanic. Content manuals for second level of State Substance Abuse credential.
- 214 **Chemical Dependency Resources (SOC)** 1 s.h.  
Films and videos on chemical dependency; discussion; lists of resources and referrals; for those who want information to determine which other classes may suit their needs or interests. To provide information to University and community personnel regarding chemical dependency for personal or professional use as a prevention measure.
- 245 **Chemical Dependency: Advanced Communication Skills (SOC)** 1 s.h.  
Gathering information using special and specific tools and assessments; focus on rescuing and co-dependence; how to use confrontation; practice in empathy; undoing family patterns and individual behaviors.
- 339 **Dual Diagnosis: Substance Abuse and Mental Health (SOC)** 1 s.h.  
This class is an introduction to understanding the assessment and treatment of individuals who have a dual disorder of mental illness and chemical dependency. Prerequisite: SA 200.
- 343 **Chemical Dependency: Focus on the Individual (SOC)** 1 s.h.  
Identification of a chemically dependent person; stages (progression) and behaviors; obstacles in getting or giving help (denial, rescuing, enabling, games) and resources available (self-help groups, EAPs, out- and in-patient facilities). Prerequisite or corequisite: SA 200.

- 344 Chemical Dependency: Effects on the Family (SOC) 1 s.h.**  
Emerging knowledge and research, effects on children; adult children of alcoholics; characteristics; myths; family roles; repeated patterns. Potential for suicide, depression, domestic violence, incest. Focus on dysfunctional families and adult children. Prerequisite: SA 200.
- 346 Prevention Aspects of Chemical Dependency (SOC) 1 s.h.**  
Review rites of passage, developmental stages, focus on healthy families; information about school based programs; current prevention activities in state and nationally; and networking. Development of a plan of action.
- 354 Substance Abuse and AIDS (SOC) 1 s.h.**  
An introduction to issues relevant to the substance abuse treatment field as it encounters the impact of HIV/AIDS. This course is intended to acquaint the student with factors related to treatment considerations, methods for reducing high risk behaviors, prevention measures, high risk groups, social interventions, and epidemiologic and psychiatric data. This course will provide students with pertinent information on the connection between drug usage, HIV/AIDS, the treatment field and society.
- 356 Chemical Dependency: Its Grief and Loss (SOC) 1 s.h.**  
The class will focus on the grief and loss issues that confront individuals in recovery. Issues such as family dysfunction, interpersonal loss and life style changes will be discussed in the context of chemical dependency treatment.
- 357 Chemical Dependency: Staff and Program Development (SOC) 1 s.h.**  
This class is an introduction to developing effective chemical dependency treatment programs. Emphasis will include program design, grant writing, funding, human resource development, team building, conflict resolution, supervision, and available resources in the community.
- 358 Writing Goals, Objectives and Activities (SOC) 1 s.h.**  
The proper format for writing goals, objectives and activities in either behavioral or quantitative terms for the appropriate situation. Inclusion of timeframes, obstacles and resources. Practice and application. For all career majors. A prerequisite for SA 449, Chemical Dependency: Planning and Treatment.
- 361 Chemical Dependency: Recovery and Spirituality (SOC) 1 s.h.**  
The class will address the theme of spirituality as a key element of chemical dependency treatment in the 1990s. Themes such as healing, forgiveness and acceptance will be discussed within the context of addiction and holistic recovery. Specific intervention strategies will be presented to deal with this vital therapeutic issue.

- 362 Chemical Dependency: Focus on Adolescence (SOC) 1 s.h.**  
 Identification of issues unique to adolescent chemical dependence (absence of physical dependency, effects on emotional growth and social development); effects on parents and siblings; obstacles to treatment and resources available.
- 363 Chemical Dependency and the Elderly (SOC) 1 s.h.**  
 This class will be an introduction to the issues of chemical dependency and the elderly. focus will include assessment, psychosocial factors, treatment strategies, model program designs and other community resources that address this high-risk, problem-prone client population.
- 364 Substance Abuse and the Disabled Population (SOC) 1 s.h.**  
 An introduction to substance abuse issues and the relationship to the affected disabled population. This course is designed to acquaint students with the unique treatment issues involved when providing services to disabled individuals. This course will provide students with pertinent information to address the needs of the disabled population(s).
- 365 Chemical Dependency: Focus on Women (SOC) 1 s.h.**  
 Identification of issues specifically related to chemical dependent females (accelerated progression, guilt, shame, societal values); obstacles to treatment (secrets, child care, financial concerns); resources available and needs unmet.
- 449 Chemical Dependency: Planning and Treatment (SOC) 1 s.h.**  
 Case illustrations of chemically dependent persons; assessment of problems; development of treatment plan, including correctly stated goals, objectives, activities; evaluation of success and termination plans. To enhance professional's ability in assessing, planning, and treating chemically dependent individuals. Prerequisite: SA 358.
- 491, 492 Chemical Dependency Cooperative Education (SOC) 2-4 s.h.**
- 493, 494 Chemical Dependency Practicum (SOC) 2-4 s.h.**  
 The course will provide students with the opportunity to pursue field work directly related to interest in the field of chemical dependency. The experience will be observation, data collection and specialized interaction. This is a "capstone" course for the certificate program, so only students who have completed or are near completion of the 15 semester hours in chemical dependency for the certificate may take this course. The number of semester hours will determine the required amount of time in the field and the type of assignment that will be due. Students will meet three times during the term in a seminar setting. This will be offered as a Cooperative Education course, so arrangements must be made with the Sociology Department Chairperson in the term prior to taking the course.

**SECTION V.**  
**DIRECTORIES**

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- Leo A. Obloy**, (1984-90, 1991) Chairman, Special Drill & Reamer Corporation; Madison Heights, Michigan.
- William T. Phillips**, (1983-88, 1990) Chairman, Phillips Service Industries; Livonia, Michigan; Chairperson of the Board.
- Msgr. James Robinson, SSE**, (1978-84, 1991) Rector, Cathedral of Blessed Sacrament Parish; Detroit, Michigan.
- Leslie Rose**, (1984-90, 1991) Chairman, Fidelity Bank; Birmingham, Michigan.
- Most Rev. Walter J. Schoenherr**, (1993) Auxiliary Bishop, South Region, Archdiocese of Detroit, Michigan.
- John H. Sennett**, (1986-92, 1994) President, Sennett Steel Corporation; Madison Heights, Michigan.
- Elizabeth Stevens**, (1990) President, Cold Heading Company; Detroit, Michigan.
- Sister Mary Danatha Suchyta, CSSF**, (1988) Vicar and Councilor, Presentation Province; Livonia, Michigan.
- Sister Mary Francilene Van de Vyver, CSSF**, (1976) President, Madonna University; Livonia, Michigan; President of the Board.
- Sister Mary Alfonsa Van Overberghe, CSSF**, (1982) Councilor, Presentation Province; Livonia, Michigan.
- Lawrence A. Wisne**, (1992) President, Progressive Tool & Industries Company; Southfield, Michigan.
- Sister Mary Janice Ziolkowski, CSSF**, (1982) Councilor and Secretary, Presentation Province; Livonia, Michigan; Secretary of the Board.



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- Director of Library Services** (currently vacant).
- Registrar** (currently vacant).
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- Ernest Nolan**, Dean of Graduate Studies & the College of Arts & Humanities; B.A., Wayne State University; M.A., Ph.D., University of Notre Dame.
- Karen Ross**, Dean of the College of Social Sciences; B.S., Western Michigan University; M.A., University of Michigan; Ed.D., Wayne State University; Specialist in Aging Certificate, University of Michigan.
- Ellen Oliver Smith**, Dean of the College of Science & Mathematics; B.S., Ph.D., Louisiana State University.
- Mary Wawrzynski**, Dean of the College of Nursing & Health; B.S.N., M.S.N., Ph.D., Wayne State University.

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#### College of Arts and Humanities

- Art Department**, **Ralph F. Glenn**; A.B., M.A., University of Michigan; A.M., Ph.D. candidate, Harvard University.
- English & Communication Arts Department**, **Richard Sax**; B.A., Haverford College; M.A., Ph.D., University of Michigan.
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## FACULTY

### Full-time

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**Sister Edith Marie Agdanowski**, Music; B.Mus.Ed., University of Detroit; M.Mus., University of Notre Dame.

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## INDEX

### A

- Academic Achievement List ..... 58
- Academic Advising ..... 52
- Academic Building ..... 9, 288
- Academic Calendar ..... 4
- Academic Computer Laboratory ..... 9, 48
- Academic Council/Deans ..... 264
- Academic Goals & Competencies ..... 67
- Academic Options:
  - Advanced Placement ..... 15
  - Career Education ..... 15
  - Certificate of Achievement ..... 16
  - Certificate of Completion ..... 16
  - CLEP Exams ..... 61
  - Contractual Agreements ..... 25
  - Consortium, Catholic College ..... 15, 62
  - Continuing Education ..... 16
  - Cooperative Education ..... 16, 61
  - Degrees/Programs ..... 17
  - Experiential Learning ..... 17, 60
  - Guest Students ..... 18
  - Honors Program ..... 18
  - Independent Study ..... 18
  - Second Baccalaureate ..... 19
  - Study Abroad ..... 19
  - Telecourses ..... 19
- Academic Progress ..... 58
- Academic Progress & Financial
  - Aid Eligibility ..... 33
- Academic Progress Table ..... 59
- Accounting (ACC):
  - Course Descriptions ..... 163
  - Plans of Study ..... 81
- Accreditations ..... 11
- Activities Center ..... 10
- Activity Therapy (GER) ..... 113
- Add/Drop (Change in Registration) ... 28, 53
- Address Changes ..... 65
- Administrative Council ..... 264
- Administrative Officers ..... 264
- Admissions:
  - Advanced Standing ..... 24
  - Application Procedure ..... 20
  - Contractual Agreements ..... 25
  - Early Admission ..... 22
  - Graduates with Associate Degrees/
    - MACRAO Transfer Agreement ..... 23
  - International Students ..... 24
  - Non-Admitted Students ..... 21
  - Non-Degree Seeking Students ..... 21
  - Notification of Admissions ..... 20
  - Provisional Admission ..... 21
  - Readmission ..... 22
  - Regular Admission ..... 21
  - Transfer Students ..... 22
- Advanced Enrollment Deposit:
  - International Students ..... 27
  - Nursing Students ..... 27
- Advanced Placement ..... 15
- Advanced Standing for
  - Non-Traditional Students ..... 24
- Aging & Mental Health (GER) ..... 114
- Alcohol & Drug Abuse ..... 65
- Allied Health Administration (AHA):
  - Course Descriptions ..... 165
  - Plans of Study ..... 82
- Alumni/Alumni Association ..... 65
- American Institute of Banking - see
  - Contractual Agreements
- Angelo DiPonio Building - see DiPonio
- Appeal Board ..... 60
- Application for Graduation ..... 28, 64
- Applied Addictions Education ..... 157
- Applied Science (APS):
  - Course Descriptions ..... 166
  - Plan of Study ..... 82
- Approvals & Accreditations ..... 11
- Archives ..... 11, 50
- Art (ART):
  - Course Descriptions ..... 166
  - Plans of Study ..... 83
- Art History ..... 84
- Arts & Humanities, College of ..... 76
- Associate Degree Requirements ..... 70
- Athletics ..... 46
- Attendance ..... 53
- Audit ..... 56
- Automated Catalog - see Library

## B

Bachelor Degree Requirements	.72
Billing Errors or Dispute	.30
Biochemistry	.86
Biology (BIO):	
Course Descriptions	.169
Plans of Study	.87
Board of Trustees	.263
Bookstore	.9
Buildings - see Respect for Property	
Bulletin Requirements	.52
Business, International - see International Business & Economics	
Business Administration (BUS):	
Course Descriptions	.171
Plans of Study	.88
Business, School of	.77
Business Law (BL)	.172

## C

Calendar	.4
Campns Map	.290
Campus Ministry	.46
Career Education	.15
Career Resource Center	.10, 48
Carry-Over Grade	.56
Catholic College Consortium	.15, 62
Catholic Student Awards	.37
Catholic Tradition	.7
CDI Career Development Center - see Contractual Agreements	
Center for Banking Education - see Contractual Agreements	
Center for International Studies	.49
Center for Personalized Instruction (CPI)	.10, 51
Certificate of Achievement	.16
Certificate of Completion	.16
Certification, Teacher - see Education	
Chairpersons, Department	.264
Change in Registration	.28
Change of Address	.65
Change of Major/Minor	.57
Chemistry (CHM):	
Course Descriptions	.173
Plans of Study	.89
Child Care & Guidance - see Home Economics & Family Life	
Child Development (CD)	
Courses	.175
Plans of Study	.90
Children's Learning Center - see Learning Center	
Christian Humanistic Values	.8
Church Music - see Music	
CLEP Exams	.61
Clubs & Organizations	.44
College 101 (COL)	.176
College Level Examination Program	.61
Commencement	.64
Commercial Art	.85
Committees: Student	
Representation on	.45
Communication Arts	.91
Communications, Video - see Video Communications	
Competency Statements	.8
Computer Information Systems (CIS):	
Course Descriptions	.176
Plans of Study	.93
Computer Laboratory	.9, 48
Computer Science (CSC)	
Courses	.179
Plans of Study	.94
Computer Technology - see Computer Information Systems	
Computerized Writing Lab	.10, 49
Consortium, Catholic College	.15, 62
Continuing Education	.16
Contractual Agreements:	
CDI Career Development Center	.25
Center for Banking Education	.25
EMS Provider Institute	.25
Michigan Fire Fighters Training Council	.26
Michigan Technical Institute	.26
MoTech Automotive Education Center	.26
National Education Center	.26
Specs Howard School of Broadcast Arts	.26
Cooperative Education	.16, 61

Corrections - see Criminal Justice	
Counseling	49
Course Descriptions	160
Course Fees (Non-refundable)	27
Course Numbering Guidelines	161
Criminal Justice (CJ):	
Course Descriptions	181
Plans of Study	96
Cultural Affairs	45

## D

Dean's List	58
Deans - see Academic Council	
Deans' Scholarship	37
Declaration of Major/Minor	57
Deferred Tuition Fee	27
Degree Programs	17
Degree Requirements:	
Associate	70
Baccalaureate	72
Masters - see Graduate Bulletin	
Second Baccalaureate	19
Degrees with Distinction	58
Dentistry - see Pre-Professional Majors	
Department Chairpersons	264
Detroit Area Catholic Higher Education Consortium	15, 62
Dietetics	98
Diplomas	64
DiPonio Building	10
Directories	262
Distribution Requirements - see General Education Requirements	
Divisional Deans - see Academic Council	
Divisional Organization:	
College of Arts & Humanities	76
College of Nursing & Health	77
College of Science & Mathematics	76
College of Social Sciences	77
School of Business	77
Dorms - see Residence Hall	
Drama - see Speech & Drama	
Dress Code	65
Drives & Solicitation of Funds	65
Drug & Alcohol Abuse	65

## E

Early Admission of High School Students	22
Early Childhood Education Minor	91
Economics (ECN)	184
Education (EDU):	
Course Descriptions	185
Plans of Study	99
Educational Support Services (ESS)	49
Elementary Education - see Education	
Emergency Medical Technology (EMT):	
Course Descriptions	190
Plans of Study	106
Employee Tuition Reimbursement	43
EMS Provider - see Contractual Agreements	
Endowment Scholarships	38
Engineering - see Pre-Engineering	
English & Communication Arts (ENG):	
Course Descriptions	190
Plans of Study	106
English as a Second Language (ESL)	24, 193
English/Journalism - see English; Journalism & Public Relations	
English/Speech - see English; Speech & Drama	
Equipment - see Respect for Property	
ESL Placement Fee	27
Examinations	57
Experiential Learning	17, 60

## F

Faculty:	
Adjunct	270
Full-Time	266
Family & Consumer Resources (FCR)	194
Fashion Merchandising - See Merchandising Management	
Federal Aid Programs - see Financial Aid	
Fees	27
Financial Administration (FIN)	197
Financial Aid:	
Application Procedure	34
College Work Study	35
Eligibility	33
Endowment Scholarships	38
Federal Aid Programs	35

Fin  
Fir  
  
Foc  
  
Foc  
Foc  
Foc  
  
Fr  
Fr

G

Grants .....	.35
Honorary Scholarships .....	.37
Madonna University Aid Programs .....	.37
Michigan Aid Programs .....	.36
PELL Grants .....	.35
Perkins Loans .....	.36
PLUS (Parent Loan for Undergraduate Student) .....	.36
Scholarships .....	.37
SEOG (Supplemental Educational Opportunity Grant) .....	.35
Stafford Student Loans .....	.35
State Aid Programs .....	.36
Supplemental Assistance .....	.43
Fine Arts .....	.83
Fire Science (FS): Course Descriptions .....	.198
Plans of Study .....	.108, 142
Food Science - see Nutrition & Food Science	
Food Service Management .....	.111
Food Services .....	.46
Foreign Languages - see French; Japanese; Polish; Spanish	
Franciscan Ideal .....	.7
French (FRE): Course Descriptions .....	.200
Plans of Study .....	.112
<b>G</b>	
General Education Requirements: Associate Level .....	.70
Baccalaureate Level .....	.72
Graduate Level - see Graduate Bulletin Second Baccalaureate .....	.19
General Science (GSC): Course Descriptions .....	.201
Plans of Study .....	.112
Geography (GEO) .....	.201
Gerontology (GER): Course Descriptions .....	.201
Plans of Study .....	.112
Goals & Competencies .....	.8, 67
Good Standing .....	.58
Government, Student .....	.45

Grade Point Average (GPA) .....	.56
Grade Reports .....	.57
Grades .....	.53
Graduation .....	.64
Graduation Fee .....	.28
Graphics/TV Studio .....	.9
Grievance Procedure .....	.60
Guest Students .....	.18

## H

Handicapped & Hearing Impaired Services .....	.49
Handicapped & Hearing Impaired Students .....	.47, 49
Health Instruction Center - see Instruction Center	
Health Services .....	.47
History (HIS): Course Descriptions .....	.204
Plans of Study .....	.115
History of Madonna University .....	.7
Home Economics & Family Life .....	.116
Honorary Scholarships .....	.37
Honors Program .....	.18
Honors Societies .....	.44
Hospice Education (HSP): Course Descriptions .....	.206
Plans of Study .....	.116
Hospitality Management .....	.118
Human Resource Administration - see Management	
Humanities (HUM): Course Descriptions .....	.208
Plans of Study .....	.119
Humanities - see Arts & Humanities	

## I

ID Cards .....	.65
Incomplete Grades .....	.56
Independent Study .....	.18
Instruction Center .....	.10, 50
Instrumental Performance - see Music	
Insurance, Medical .....	.47
Integrity - see Scholastic Integrity	
Intent to Graduate - see Application for Graduation	



Notetakers .....	50
Nursing (NUR):	
Course Descriptions .....	228
Plans of Study .....	138
Nursing & Health, College of .....	77
Nursing Home Care .....	125
Nutrition & Food Science .....	140

## O

Occupational Safety & Health (OSH):	
Course Descriptions .....	230
Plans of Study .....	109, 141
Occupational Safety, Health & Fire Science .....	109, 142, 230
Optometry - see Pre-Professional Majors	
Organizations & Clubs .....	44
Orientation to Higher Education (COL 101) .....	176
Osteopathy - see Pre-Professional Majors	

## P

Parking Regulations .....	65
Pass/Fail Grade - see Satisfactory Grade	
Pastoral Ministry .....	143
Payment Plans .....	29
Payment Policies .....	29
Penalties (Fees) .....	30
Pharmacy - See Pre-Professional Majors	
Philosophy (PHL):	
Course Descriptions .....	233
Plans of Study .....	145
Physical Education (PED) .....	45, 234
Physics (PHY):	
Course Descriptions .....	235
Plans of Study .....	145
Piano Pedagogy - see Music	
Plagiarism - see Scholastic Integrity	
Plans of Study .....	80
Podiatry - see Pre-Professional Majors	
Policies, Changes in .....	64
Polish (POL):	
Course Descriptions .....	236
Plans of Study .....	145
Political Science (PSC):	
Course Descriptions .....	237
Plans of Study .....	145

Pre-Engineering .....	145
Pre-Law .....	146
Pre-Nuclear Medicine Technology .....	148
Pre-Professional Programs (Pre-Dentistry, Pre-Medicine, Pre-Osteopathy, Pre-Podiatry, Pre-Veterinary) .....	146
Pre-Radiography .....	148
Presidential Scholarship .....	37
Probation .....	34, 59
Production Management - see Management	
Programs of Study .....	78
Professional & Technical Writing .....	146
Prohibitions .....	65
Psychology (PSY):	
Course Descriptions .....	237
Plans of Study .....	147
Public Relations - see Journalism & Public Relations	

## Q

Quantitative Systems (QS) .....	240
---------------------------------	-----

## R

Radiography (RTE):	
Course Descriptions .....	241
Plans of Study .....	148
Reading - see Education	
Readmission .....	22, 59
Records, Student .....	63
Refunds/Credit Adjustments .....	31
Registration .....	53
Reinstatement .....	59
Religious Studies (RST):	
Course Descriptions .....	242
Plans of Study .....	149
Residence Hall/University Center .....	11, 28, 47
Residence Hall Fees .....	28
Respect for Property .....	66
Retail Management - see Merchandising Management	

## S

Satisfactory Academic Progress - see Academic Progress	
Satisfactory ("S") Grade .....	55
Schedule, University - see Calendar	

Scholarships	37
Scholarships, Endowment	38
Scholarships, Honorary	37
Scholastic Integrity	57
Science & Mathematics, College of	76
Second Baccalaureate	19
Secondary Education - see Education	
Sign Language Studies (SLS):	
Course Descriptions	245
Plans of Study	151
Snackbar	47
Social Science (SSC):	
Course Descriptions	248
Plans of Study	153
Social Sciences, College of	77
Social Security Number Change	66
Social Work (SW):	
Course Descriptions	248
Plans of Study	154
Sociology (SOC):	
Course Descriptions	251
Plans of Study	156
Solicitation of Funds	65
Spanish (SPA):	
Course Descriptions	254
Plans of Study	157
Special Education (SED):	
Course Descriptions	255
Plans of Study	157
Speech - see English; Speech & Drama	
Speech & Drama (SPH):	
Course Descriptions	257
Plans of Study	157
Sports - see Athletics; Physical Education	
Staff, Academic & Institutional	277
Student Government	45
Student Life	44
Student Life Policies	64
Student Load	52
Student Payment Policies	29
Student Records	63
Student Support Services	48
Study Abroad	19
Substance Abuse (SA)	259
Supplemental Assistance Programs - see, also, Financial Aid	

Employee Tuition Reimbursement	43
Veteran's Benefits	43
Vocational Rehabilitation	43

## T

Teacher Certification - see Education	
Technical Writing - see Professional & Technical Writing	
Telecourses	19
Television Studio	9
Termination	59
TOEFL/TWE/MELAB Scores	24
Trade & Industry - see Vocational Authorization/Endorsement	
Transcripts	57
Transfer Students	22
Trustees - see Board of Trustees	
Trustees' Scholarship	37
Tuition	27
Tuition, International	27
Tuition Reimbursement, Employee	43
Tuition Waivers, Senior Citizens	43
TV Studio/Graphics	9
TWE Scores - see TOEFL	

## U

University Campus	9
University Center/Residence Hall	11, 28, 47
University Overview	6
University Policies	52
University Year	15

## V

Veteran's Benefits	43
Veterinary - see Pre-Professional Majors	
Video Communications	158
Vocal Performance - see Music	
Vocational Authorization/Endorsement	159
Vocational Rehabilitation	43

## W

Withdrawal, Course	56
Work Study	35
Writing - see Professional & Technical Writing	
Writing Lab, Computerized	10, 49

E  
N

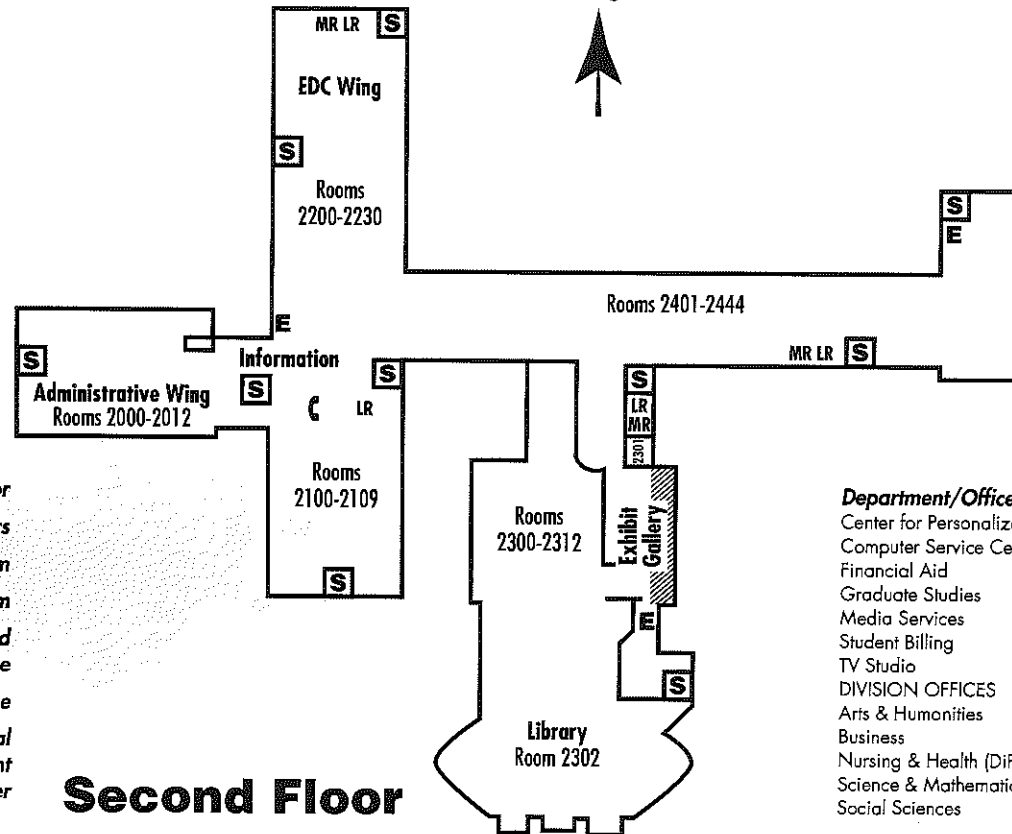
287




288

ACADEMIC BUILDING

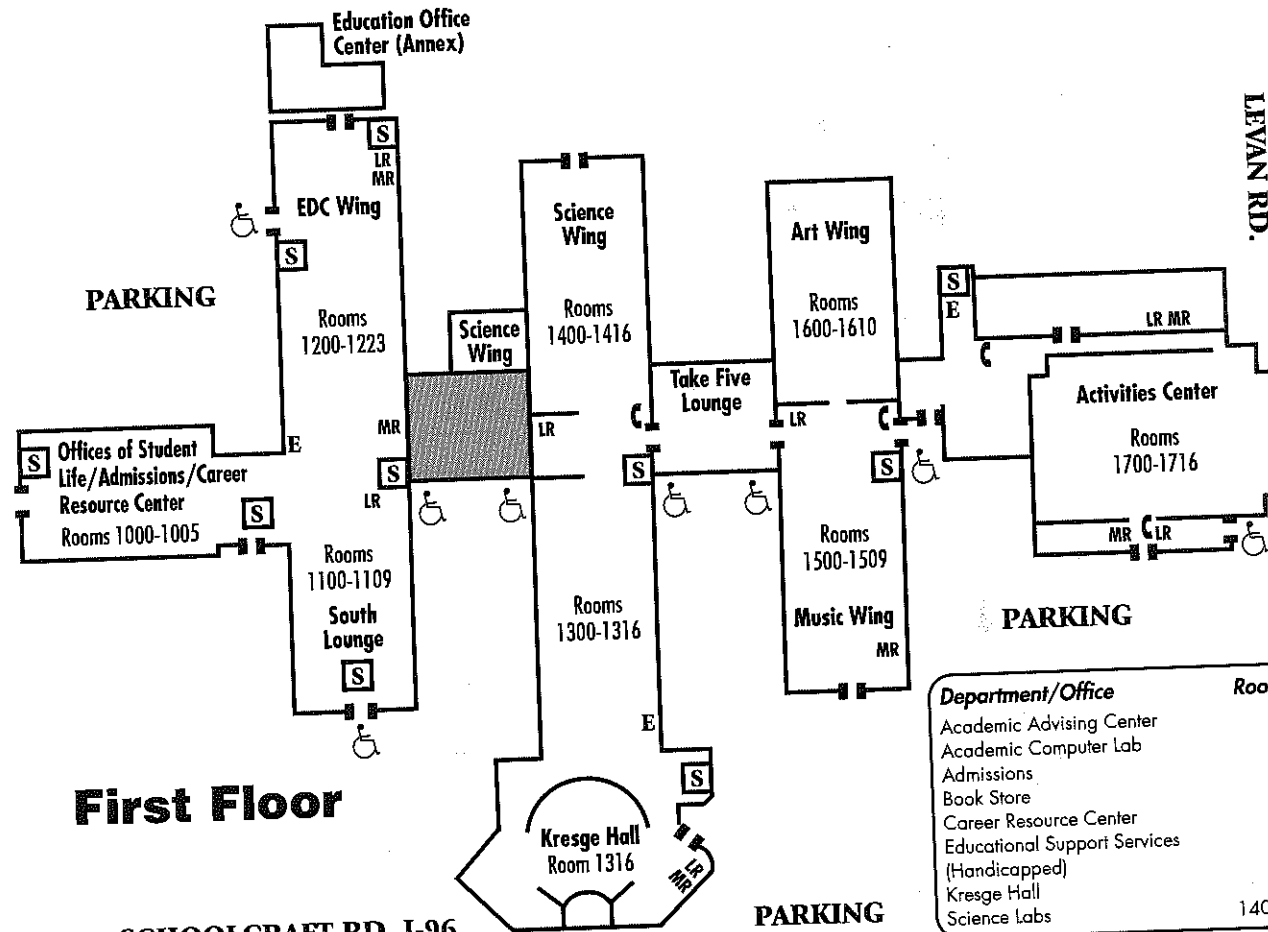
Madonna University  
Academic Building



**Second Floor**

- E Elevator
- S Stairs
- LR Ladies' Restroom
- MR Men's Restroom
-  Handicapped Entrance
- C Phone
- EDC Educational Development Center

<i>Department/Office</i>	<i>Room No.</i>
Center for Personalized Instruction	EDC
Computer Service Center	2000
Financial Aid	2005
Graduate Studies	2414
Media Services	2108
Student Billing	2005
TV Studio	2107
<b>DIVISION OFFICES</b>	
Arts & Humanities	2404
Business	2202
Nursing & Health (DiPonio Building)	1400
Science & Mathematics	2404
Social Sciences	2404



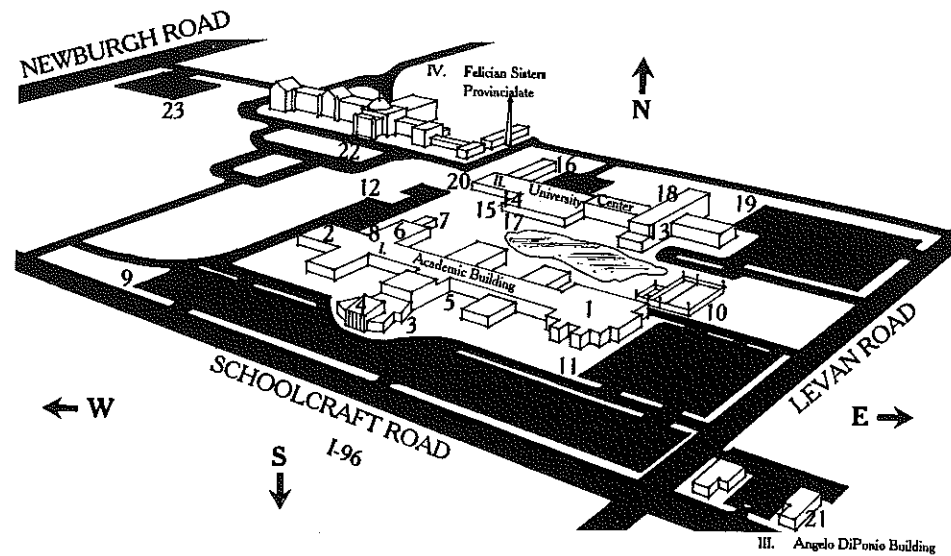
**First Floor**

ACADEMIC BUILDING  
289

Department/Office	Room No.
Academic Advising Center	1103
Academic Computer Lab	1104
Admissions	1001
Book Store	1206
Career Resource Center	1001
Educational Support Services (Handicapped)	1101
Kresge Hall	1316
Science Labs	1401-1409

SCHOOLCRAFT RD. I-96

LEVAN RD.



Madonna University Campus Map

**I. Academic Building**

- 1. Activity Center
- 2. Administration
- 3. Kresge Hall
- 4. Library
- 5. Science Lecture Hall
- 6. Educational Development Center
- 7. Annex
- 8. Bookstore
- 9. South University Parking Lot
- 10. Tennis and Basketball Courts
- 11. East University Parking Lot
- 12. West University Parking Lot

**II. University Center**

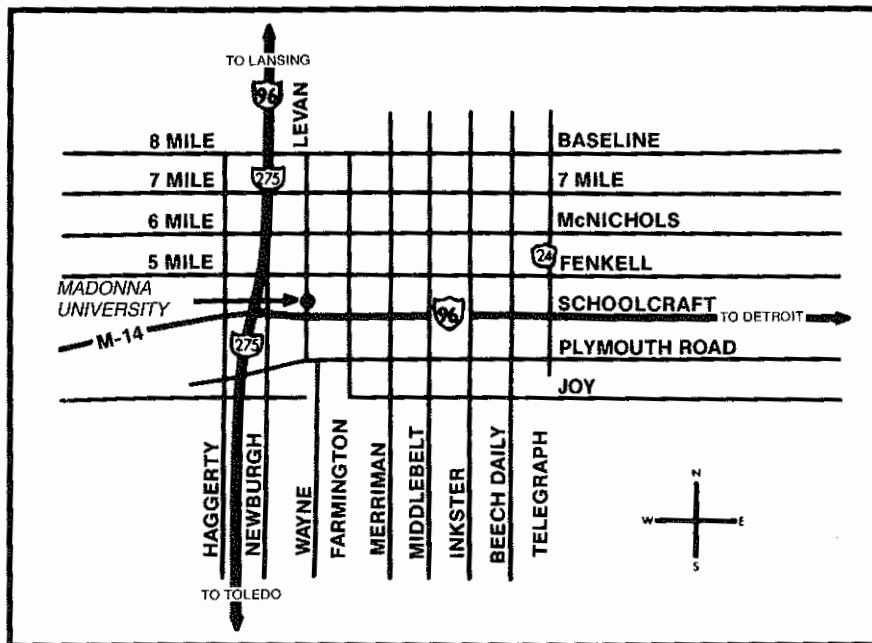
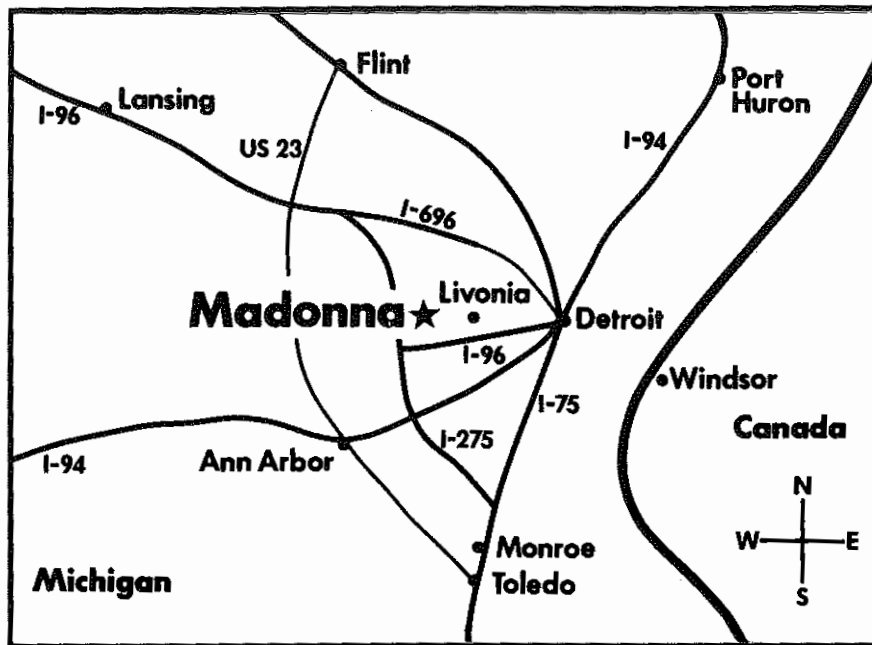
- 13. Residence Hall
- 14. Cafeteria and Student Center
- 15. University Chapel
- 16. Faculty Residence
- 17. Patio Classrooms
- 18. Alverno Conference Center
- 19. East Residence Hall Parking Lot
- 20. Guest House

**III. Angelo DiPonio Building**


- 21. College of Nursing and Health

**IV. Felician Sisters Provinciate**


- 22. Presentation Chapel
- 23. West Provinciate Parking Lot





The , the first initial of Madonna, is a tribute to Mary, the patroness of Madonna University.

The flame symbolizes the Holy Spirit, the source of all knowledge, and signifies the fact that liberal arts education is the aim of Madonna University whose motto is *Sapientia Desursum* (Wisdom from Above).

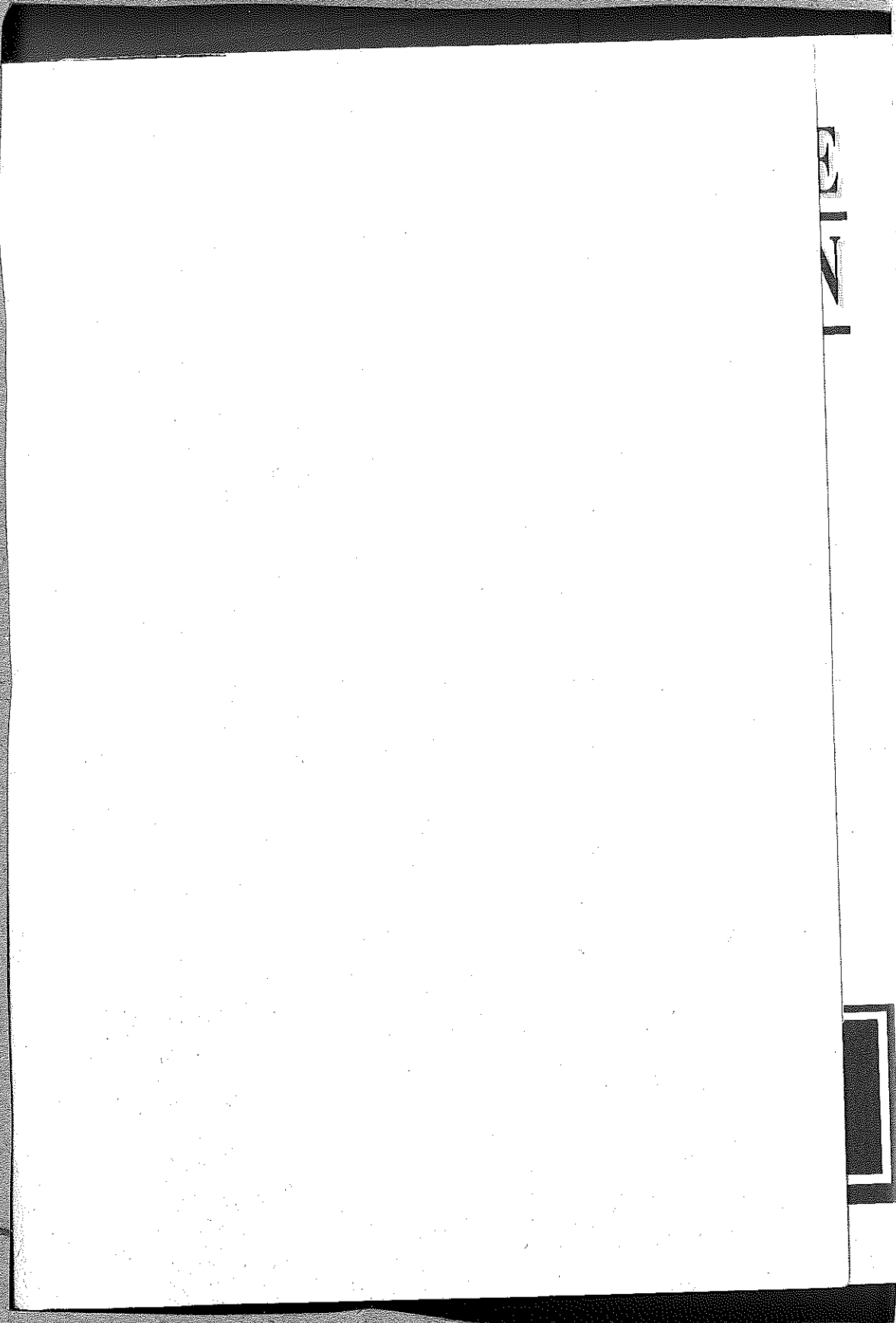
The upward movement of the slanted  implies continuous commitment to meeting the ever growing educational needs and assurance of standards of academic quality.

The box enclosing the  is symbolic of unity through ecumenism.

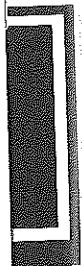
The heavy bottom line of the box signifies the Judeo-Christian foundation of the University.

(The Madonna University logo was adopted in 1980)

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



NI





**MADONNA  
UNIVERSITY**

**LIVONIA, MICHIGAN 48150**