

# COLLEGE OF THE OZARKS<sup>®</sup>

Point Lookout, Missouri



2002-2003

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# COLLEGE OF THE OZARKS®

2002 - 2003



*Incorporated in 1906 as The School of the Ozarks*

**ACCREDITED**

**North Central Association  
of Colleges and Secondary Schools  
30 North LaSalle Street, Suite 2400  
Chicago, IL 60602-2504  
1-800-621-7440**

**Missouri Department of Elementary and Secondary Education  
P.O. Box 480, Jefferson City, MO 65102-0480  
573-751-4212**

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Volume 33

Number 1

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[www.cof.edu](http://www.cof.edu)

*College of the Ozarks is an independent, privately supported, fully accredited, coeducational four-year college related by covenant to the Presbyterian Church (USA). The college subscribes to the Family Educational Rights and Privacy Act of 1974 and is committed to a policy of nondiscrimination on the basis of age, color, handicap, race, sex and national origin in all of its programs and offerings. Nor does the college discriminate against any person or persons on the basis of creed or religion in admissions policies or college-administered programs. On matters of employment, the college relies on its exemption from Title VII of the Civil Rights Act of 1964 as a religious educational institution. Inquiries regarding nondiscrimination policies should be directed to:*

*Charles F. Hughes, Business Manager  
(Compliance Officer)  
c/o Business Office  
College of the Ozarks  
Point Lookout, MO 65726  
417-334-6411*

*All students are responsible for keeping informed of all policies and procedures in this catalog and other official college publications and for meeting the requirements for graduation.*

*College of the Ozarks makes no claim that any specific course of study will necessarily lead to positions of employment.*

*College of the Ozarks reserves the right to change any of the rules and regulations of the College at any time, including those relating to admission, instruction and graduation. The right to withdraw curricula and specific courses, alter course content, change the calendar and to impose or increase fees similarly is reserved. All such changes are effective at such times as the proper authorities determine and may apply not only to prospective students but also to those who already are enrolled in the college. Prospective students should contact the Office of Admissions for information regarding possible changes. Currently enrolled students should consult the Dean of the College.*

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## 2002 - 2003 Calendar

### SUMMER, 2002

- May 26-Aug. 17 Twelve 40-hour student work weeks  
August 1 Fall down payment due, Th (resident & part-time students)

### FALL, 2002

- Aug. 18-24 40-hour student work week  
Aug. 16-25 Character Camp  
Aug. 21, 22, 23 Faculty in offices, W, Th, F  
Aug. 26 Fall term: **Instruction begins**, M  
Aug. 30 Last day to add classes, F  
Oct. 1 Payment due, Tu (resident & part-time students)  
Oct. 14-18 Mid-term  
Oct. 21-25 **Pre-registration for Spring**  
Oct. 25 Last day to drop classes with WP/WF, F  
Nov. 1 Final payment due, F (resident & part-time students)  
Nov. 25-29 Thanksgiving Break  
Dec. 5 **Registration for Spring: NO CLASSES A.M.**, Th  
Dec. 13 Dead day, no classes, F  
Dec. 14-19 Finals: Sa, M, Tu, W, Th  
Dec. 23 Final grades due in Registrar's office, 10 a.m.

### SPRING, 2003

- Jan. 1 Spring down payment due, W (resident and part-time students)  
Jan. 5-11 40-hour student work week  
Jan. 6-12 Character Camp  
Jan. 9, 10 Faculty in offices, W, Th  
Jan. 13 Spring term: **Instruction begins**, M  
Jan. 17 Last day to add classes, F  
Mar. 3 Payment due, S (resident & part-time students)  
Mar. 3-7 Mid-term  
Mar. 10-14 **Pre-registration for Fall**  
Mar. 14 Last day to drop classes with WP/WF, F  
Mar. 14 All students Financial Aid applications due, F  
Mar. 17-21 Spring Break  
Apr. 1 Final payment due, Tu (resident & part-time students)  
Apr. 18 Good Friday, No classes  
Apr. 24 **Registration for Fall: NO CLASSES IN A.M.**, Th  
May 5-9 Finals week  
May 11 Commencement, Su  
May 14 Final grades due in Registrar's office by 10 a.m., W  
May 11-24 Two 40-hour student work weeks

### SUMMER, 2003

- May 25-Aug. 16 Twelve 40-hour student work weeks  
Aug. 1 Fall down payment due, F (resident & part-time students)

# A UNIQUE COLLEGE

The mission of College of the Ozarks—providing a Christian education for youth of both sexes, especially those found worthy, but who are without sufficient means—has never changed. Working for an education is the continuing distinctive tradition of this college. The liberal arts education, fundamental to all degrees provided by the College's dedicated faculty, is designed to broaden and strengthen the mind. Students can gain the adaptability demanded by the modern world while clarifying the values that make life worth living. Our students learn to deal with the reality of changing technology while solidifying a foundation built on unchanging principles. Through a five-fold mission stressing academic, spiritual, vocational, cultural and patriotic growth, we hope to provide society with productive, responsible citizens.

The faculty, administration and staff of College of the Ozarks welcome the deserving young men and women who will guide our society in the 21st century.

## Overview of College of the Ozarks

**Type:** Four-year private, liberal arts college

**Founded:** 1906

**Size and Location:** 1000-acre campus at Point Lookout, MO, 40 miles south of Springfield, near Branson and Hollister, MO

**Accreditation:** North Central Association of Colleges and Secondary Schools, Missouri Department of Elementary and Secondary Education

**Student Body:** Approximately 1500 undergraduate students

**Faculty:** 89 full-time, 34 adjuncts, 60 percent hold a doctoral/terminal degree

**Student-Faculty Ratio:** 14:1

**Library:** 118,235 volumes, over 503 periodicals, 30,604 microforms, Internet and email access, CD-ROM and online database. Audio-Visual equipment and materials including videotapes, compact discs, and DVD's. Interlibrary Loan capability with computer access to 4,000 libraries worldwide. Internet access to the library's automated online catalog.

**Fields of Study:** Accounting, Agriculture, Art, Aviation Science, Biology, Business Administration, Chemistry, Computer Sciences, Criminal Justice, Education, English, Graphic Arts, Family and Consumer Sciences, History, Horticulture, Hotel and Restaurant Management, Mass Communications, Mathematics and Physics, French, Spanish, Music, Philosophy and Religion, Physical Education, Political Science, Psychology, Sociology, Theatre, and Technology. Pre-professional preparation in Engineering, Law, Medicine, Veterinary Medicine, Nursing, Pharmacy, Dietetics and Medical Technology.

**Admissions:** Upon receipt of the Application for Admission, the Office of Admissions will send a packet of forms for required information.

1. Applicant Data Sheet
2. ACT test results
3. A physical examination on C of O form
4. Federal Student Aid Results (SAR) or Pell Grant form
5. A copy of high school transcript and all available test scores
6. Two letters of recommendation (preferably from school personnel)  
Consult “Admissions,” page six, for additional information.
7. Personal interview

**Costs and Financial Aid:** Room and board (presently \$1450 per semester) is paid by cash, campus summer work scholarships or other scholarships. The cost of education for full-time students is covered by work/study and other forms of financial aid. Books, supplies, fees and miscellaneous expenses amount to approximately \$1000 per year. Financial assistance may be available for these expenses.

**Degrees:** Bachelor of Arts, Bachelor of Science

**Calendar:** Fall and Spring semesters

**Work Program:** This feature of the College makes it truly unique. All full-time students work 15 hours per week and two 40-hour work weeks per year at assigned campus jobs to help pay for their college education.

**Campus Housing:** Approximately 65 percent of the student body live on campus in three men’s residence halls and four women’s residence halls.

**Student Services:** Financial aid, academic counseling, career counseling, placement, men’s and women’s varsity athletics, intramural activities, housing, food service, health service, social activities, campus publications and other extra-curricular activities.

**Campus Office Hours:** Monday-Friday from 8 a.m. until noon and 1 p.m. until 5 p.m. Summer hours (mid-May through mid-August): 7:30-noon and 12:30-4 p.m.

# HISTORY

The College of the Ozarks began as a dream. In 1905, James Forsythe, a Presbyterian missionary, expressed this dream to the Missouri Synod of the Presbyterian Church when he wrote:

Dear Sirs:

Once again I am petitioning the Synod for help to found a school here in the Ozarks. As I have pointed out previously, the need is present and it should be the mission of the church to undertake the task of providing the boys and girls of the Ozarks with an education. The primary object of such a school should be to offer the best intellectual training under the best possible moral and Christian auspices. It should be our hope to build a great school not only through the advantages gained by the location of the school in such a healthful climate, in the midst of such inspiring scenery and with such opportunities as are present here for outdoor-recreation, but most of all through advantages which could be offered to those of both sexes who are deserving, but yet financially unable to secure an education above the free school. The purpose should be to make the school a self-sustaining "family" by requiring all students to spend a portion of their time in the various duties assigned to them in the classroom building or on the campus and farm, such as kitchen, dining room and laundry work, or in securing fuel and provisions, improving property, etc. ...

Forsythe's dream came true in 1906 when the Synod established The School of the Ozarks and was granted a charter by the State of Missouri for the purpose of "providing Christian education for youth of both sexes especially those found worthy but who are without sufficient means to procure such training." By the end of the first term the enrollment at The School was 180 with 36 boarders.

Originally, the purpose of The School was to provide an opportunity for a high school education for young people of the Ozarks plateau. This mission was pursued without significant change until 1956. By this time, improved transportation, better communications and the increasing number of consolidated school districts had made a high school education readily accessible to most young people in the Ozarks area. Consequently, in 1956, The School of the Ozarks added two years of junior college to the four-year high school program. The two-year program was initially accredited by the University of Missouri and in 1961 was accredited by the North Central Association. This format continued until 1964 when the Board of Trustees and the faculty voted to expand the two-year program into a four-year liberal arts program.

The four-year college program of The School of the Ozarks, which began classes for juniors in September 1965, was given preliminary accreditation by the North Central Association that same year. Preliminary accreditation was continued in 1969. In August 1971, the North Central Association notified the College's president, Dr. M. Graham Clark, that:



It is a pleasure to inform you officially that the North Central Association of Colleges and Secondary Schools, at its meeting on July 30, 1971, voted to grant full accreditation to The School of the Ozarks as a bachelor's degree-granting institution. The action of the Association was based on the visiting team's report and on subsequent discussions held by the Commission on Institutions of Higher Education.

College of the Ozarks has continued its accreditation by North Central Association and maintained its reputation for excellence. In 1994, the Missouri Department of Education awarded C of O a "#1" ranking—the only such ranking ever given by the Department—in recognition of the College's commitment to Mission.

The transition from high school to junior college to four-year liberal arts college has brought about many changes. The years after 1967, when the last secondary school class and the first college class graduated, were a time of great expansion. Approximately ten new areas of study (majors) were developed, the faculty doubled, the number of day students increased and the geographical range of the students broadened. Now that the College has passed its 90th anniversary, the goal is to build even greater quality into existing programs in order to fulfill James Forsythe's dream of offering "the best intellectual training under the best possible moral and Christian auspices."

In 1990, the Board of Trustees approved changing "The School of the Ozarks" to "College of the Ozarks." Since 1989, the College has been named one of the Top Ten Liberal Arts Colleges in the midwest and one of the "Best Buys" in the midwest by U.S. News & World Report magazine each year. C of O has also been named to the Templeton Honor Roll for Character Building Colleges and to the Templeton Honor Roll for Excellence in Free Enterprise Teaching. In addition, C of O has been listed as a "Best Buy" by Barron's Guide, Money Magazine and has been recognized by numerous other national publications.

# AIMS AND OBJECTIVES

While College of the Ozarks has evolved through secondary and junior college stages to the present four-year liberal arts institution, the fundamental aims and objectives have remained the same: academic, vocational, spiritual, patriotic and cultural growth.

## **ACADEMIC GROWTH**

Academic growth is advanced by helping a quality student body put together past, present and future knowledge into an ongoing, usable system. This is accomplished by employing a faculty of distinction whose primary motivations are excellence in teaching and advising; maintaining the physical plant with emphasis on classroom, laboratory and library facilities; and introducing each student to basic concepts in science and mathematics, the social sciences, the humanities and the fine arts through the College's General Education requirements.

## **VOCATIONAL GROWTH**

Vocational growth is encouraged by giving students the opportunity to experience the dignity and worth of work in their lives through employment in productive industries and services on campus. In order to relate the work experience more directly to the academic program, efforts are made to consider the student's major field of study and vocational objective. The College also seeks to provide off-campus internships when such an experience is especially relevant to a student's career goals and is not available on campus.

## **SPIRITUAL GROWTH**

Spiritual growth is fostered by establishing a Christian community on campus that unites administration, faculty, students and staff. This is enhanced by formal study of Christianity through classes in the literature and religious teachings of the Bible, in addition to courses in religion, ethics and philosophy. The College is also cognizant of individual spiritual needs and provides opportunities for both on-campus and off-campus Christian service and a variety of supplementary programs.

## **PATRIOTIC GROWTH**

Patriotic Growth is promoted in a climate where loyalty to American institutions, ideas and obligations is based on the knowledge and understanding of United States history and government. This is accomplished through required course work, a variety of extracurricular activities, ROTC and the encouragement of active citizen participation.

## **CULTURAL GROWTH**

Cultural growth is cultivated in a social environment which gives students the opportunity to experience the joy of participation in and observation of an abundance of enriching life experiences. All students are introduced, both inside and outside the classroom, to experiences which will enlarge their capacity to recognize, appreciate and promote the beautiful and cause them to use their leisure time intelligently in the pursuit of creative avocations and crafts.

# ADMISSIONS

One of the special commitments of College of the Ozarks is to serve the youth of the Ozarks region. This area is largely rural and mountainous, and incorporates most of southern Missouri, northern Arkansas and small parts of Kansas, Oklahoma and Illinois.

The founding charter commits the College to serving “especially those found worthy but who are without sufficient means to procure such training.” This commitment is reflected in the policy that 90 percent of each entering class is limited to students whose families would have a difficult time financing a college education. The remaining 10 percent of available positions in each class are filled with a diverse group of students, primarily children of alumni or employees, scholarship recipients and a few international students. The college guarantees to meet the “cost of education” for the full-time students—that is, all costs of the educational program (instruction, operating cost, etc.)

The following table is a general guide which gives an indication of the maximum family income allowed for a dependent student interested in qualifying for admission to College of the Ozarks. These limits may be adjusted for unusual circumstances.

## APPROXIMATE INCOME FIGURES FINANCIAL NEED CONSIDERATION

### Dependent Students

		Combined parents' and student's adjusted gross income
<b>Two</b> in family (one parent and one dependent)	<b>One</b> in college	\$37,000
<b>Three</b> in family	<b>One</b> in college	\$38,000
<b>Four</b> in family	<b>One</b> in college	\$43,000
<b>Four</b> in family	<b>Two</b> in college	\$47,000
<b>Five</b> in family	<b>One</b> in college	\$49,000
<b>Five</b> in family	<b>Two</b> in college	\$54,000

### Independent Students

<b>Two</b> in family	<b>One</b> in college	\$17,000
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*Please note that these are estimated figures for eligibility.*

## Academic Requirements

### OBJECTIVE

A primary objective of College of the Ozarks is to provide an educational opportunity for individuals who have the ability to do college work but do not have the financial resources. When evaluating prospective students, the Dean of Admissions considers courses taken and grades earned, test scores, recommendations, participation in extracurricular activities, indications of academic interest and growth, development of intellectual skills, proof of financial need and personal interview. No student is denied admission because of race, color, religion, age, sex or national origin.

## ADMISSION CRITERIA

**Financial need:** Ninety percent of each entering class must demonstrate financial need. This requirement is waived for only ten percent of the incoming class, and this category is generally filled early.

**Academic ability:** Students should be in the top half of their graduating class and obtain our preferred score of 19 on the ACT test (910 SAT). Students who have taken the college preparatory curriculum in high school are more competitive in the admission process than those who have not.

## ADMISSION PROCESS

To be considered for admission, a prospective student must submit an application for admission on a form provided by the College. Prospective students may submit the application in paper form or online at the College website, <http://www.cofu.edu>. After receipt of the application, the admissions office will forward the prospective student a checklist and documents that are required. These documents include:

- Applicant Data Sheet
- High School Transcript
- ACT/SAT scores
- Free Application for Federal Student Aid (FAFSA)
- Copies of appropriate taxes
- Two reference letters
- Transfer student form (transfer students)
- Educational background form (international students)
- Foreign financial certification (international students)
- TOEFL Score of 550 (international students)

The high school transcript (either complete or in progress) should include all available academic, aptitude and achievement test scores. The scores from the American College Testing Program (ACT) or the Scholastic Aptitude Test (SAT) should be mailed directly to the College of the Ozarks admissions office. The physical examination must be completed, and the applicant's physician must complete a form provided by the College. Applicants are encouraged to submit the FAFSA online, but may also submit a paper application to the financial aid office if they do not have access to the Internet. The College requires that applicants submit both parent and student tax forms. It is preferred that the reference letters be submitted from academic personnel. Finally, personal interviews are required of all candidates. The interview will be scheduled at or near the completion of the admissions file. Admissions office personnel will schedule interviews with applicants who meet admission criteria.

An application file is considered complete when each item has been received and processed (other items may be required in special circumstances). Prospective students are encouraged to complete the admissions process as soon as possible because admission to the College is quite competitive. The admissions process time line is provided in the next few paragraphs.

## TRANSFER STUDENT ADMISSIONS

Students with fewer than 48 transferrable college semester hours completed elsewhere should submit the materials listed above plus the transfer student documents that are noted. This includes a college transcript (from all institutions attended) and a transfer student form. The transfer student form attests to the positive character of the student, and must be completed by the dean of students at the institution from which the student is transferring. Transfer students with 48 or more transferable college semester hours need not submit ACT scores and high school transcripts, but are required to submit college transcripts and the transfer student form. Reference letters for transfer students should be submitted by college academic personnel.

## ADMISSIONS PROCESS TIME LINE

**FALL APPLICANTS: To qualify for an early interview:** Applicants must have files complete (with the exception of the FAFSA) by October 1. These students will be the first to have interviews scheduled. An early interview is not a guarantee of admission. Students who earn early interviews show initiative and a serious desire to attend College of the Ozarks.

**Priority Consideration:** Applicants who have their files and interviews completed by February 15 will earn priority consideration. This consideration is not a guarantee of admission; it is the best way to ensure a timely review of the admissions file.

**Secondary Consideration:** Applicants who have their files and interviews completed by March 15 will earn secondary consideration. This consideration is not a guarantee of admission; it is a good way to ensure a timely review of the admissions file.

After the priority and secondary target dates, applicants will earn a review of their files as they are completed. If candidates have any questions as to whether their files are complete, they should contact the admissions office.

**SPRING APPLICANTS:** Applicants interested in spring admission should be aware they are in competition with *all* candidates, regardless of which semester they plan on beginning school. Qualified candidates who are not admitted in the fall due to limited space are automatically considered for the spring semester. Applicants interested in spring admission need to begin the admission process one year in advance. Spring applicants should complete their files and interviews as soon as possible.

## LATE ADMISSIONS

There will be no admissions after noon on Friday prior to the first day of classes for any given semester. Applicants who wish to have their files reviewed and considered for admission must have a **completed** file in the admissions office by Monday prior to the first day of classes. Applications submitted after this time are not guaranteed review and consideration for admission. *Applicants are reminded* that finish-

ing their files well in advance of the above mentioned dates is a better way to ensure a timely review of their admissions file. Please refer to the Admissions Process Time Line on page eight.

### **FEES AND DEPOSITS**

Upon acceptance to the College, resident students are required to pay a one hundred fifty dollar (\$150) acceptance fee when returning the acceptance papers. This covers the one hundred dollar (\$100) incidental/health fee for the semester and the fifty dollar (\$50) room damage deposit. The room and board charge of one thousand four hundred fifty dollars (\$1450) per semester is due by the first of August for the fall term and by the first of January for the spring term. Special arrangements may be made to pay \$725 the first of August, \$362.50 the first of October and \$362.50 the first of November for the fall semester. For the spring term, arrangements may be made to pay \$725 by the first of January, \$362.50 the first of March and \$362.50 the first of April. Resident students also pay a \$15 telephone service charge each semester. This should be paid with the room and board charge for each term. Students who will not be living in the residence halls are required to pay a one hundred dollar (\$100) acceptance fee when returning the acceptance papers. This covers the one hundred dollar (\$100) incidental/health fee for the semester. The one hundred dollar (\$100) incidental/health fee must be paid each semester. These fees will be refunded under the conditions outlined in the Student Handbook. Email is accessible at the Center for Writing and Thinking and the campus library.

### **STUDENT ATTENDANCE/RESIDENCE REQUIREMENTS**

Students admitted to College of the Ozarks must live in the residence halls unless they meet one of the following criteria: 21 years of age or older, married, a veteran of the armed services, or living with parent(s)/guardian. Students must be 17 years old by the first day of classes in the semester for which they are applying.

### **ALUMNI CHILDREN**

Applicants who are children of alumni will be given preferential consideration until February 15 of each year. Alumni children applicants must complete the same admissions process as all candidates.

## **Rights and Responsibilities of Prospective Students**

Education after high school costs time, money and effort. It's a big investment regardless of where a student decides to attend college, and he or she should evaluate any college carefully. To help make a good choice, a prospective student should have information on policies and financial aid programs.

A prospective student has the right to ask about the following:

1. The names of a college's accrediting and licensing organizations;
2. its programs, its instructional, laboratory and other physical facilities, and its faculty;
3. what information it has to back up its job placement claims;
4. what the cost of attending is, and what its policy is on refunds to students who drop out;
5. what financial assistance is available;
6. procedures and deadlines for submitting applications;
7. what percentage of financial needs will be met by the school.

It is the applicant's responsibility to review and consider all information about a school's program before enrolling. Applicants should pay special attention to the application for student financial aid, complete it accurately and submit it on time to the right place. Errors can delay or prevent receiving aid. Know all the deadlines for applying or reapplying for aid, and meet them. Provide all documentation, corrections and/or new information requested by the Financial Aid Office.

*Consumer Information is made available to prospective students by: Mrs. Marci Linson, Dean of Admissions, Phone 1-800-222-0525; to current students by: Mr. Chris Larsen, Dean of Students, Phone 417-334-6411 Ext. 2224; for the general population by: Dr. Marilyn Graves, Dean of the College, Phone 417-334-6411 Ext. 2278.*

## The Ozark Territory

A list of counties in the four states from which students are given a preference for admission is given below. However, students from outside these counties will be considered.



### ARKANSAS

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Arkansas	Baxter	Benton	Boone	Carroll
Clay	Cleburne	Conway	Craighead	Crawford
Crittenden	Cross	Faulkner	Franklin	Fulton
Greene	Independence	Izard	Jackson	Jefferson
Johnson	Lawrence	Lee	Lonoke	Madison
Marion	Mississippi	Monroe	Newton	Phillips
Poinsett	Pope	Prairie	Pulaski	Randolph
St. Francis	Searcy	Sharp	Stone	Van Buren
Washington	White	Woodruff		

### MISSOURI

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Barry	Barton	Bates	Benton	Bollinger
Butler	Camden	Cape Girardeau	Carter	Cass
Cedar	Christian	Cole	Cooper	Crawford
Dade	Dallas	Dent	Douglas	Dunklin
Franklin	Gasconade	Green	Henry	Hickory
Howell	Iron	Jasper	Jefferson	Johnson
Laclede	Lafayette	Lawrence	Madison	Maries
McDonald	Miller	Mississippi	Moniteau	Morgan
New Madrid	Newton	Oregon	Osage	Ozark
Pemiscot	Perry	Pettis	Phelps	Polk
Pulaski	Reynolds	Ripley	Saline	Scott
Shannon	St. Clair	St. Francis	St. Genevieve	St. Louis
Stoddard	Stone	Taney	Texas	Vernon
Washington	Wayne	Webster	Wright	

### ILLINOIS

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Alexander	Gallatin	Hardin	Jackson	Johnson
Massac	Pope	Pulaski	Saline	Union
Williamson				

### OKLAHOMA

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Adair	Cherokee	Craig	Delaware	Mayes
Muskogee	Ottawa	Sequoyah	Wagoner	

### KANSAS

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Cherokee	Crawford
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# COSTS AND FINANCIAL AID

College of the Ozarks is dedicated to providing a superior education to qualified students who have financial need. Lack of funds should not keep students from attending college. The college will provide a way to meet the cost of education for every deserving student.

The cost to College of the Ozarks for providing an educational opportunity is approximately \$10,600 per year for each student. Most colleges and universities attempt to pass along a portion of this cost as tuition; this is not the case at College of the Ozarks. The college guarantees to meet all of this cost for each full-time student by using earnings from its endowment, operating its own mandatory student work program, accepting student aid grants, gifts, and other sources. In effect, each full-time student's Cost of Education is met 100% by participating in the work program and a combination of private, institutional and federal/state student aid.

## Cost of Education Summary\*

Cost of Education charge (2002-03)	\$10,600
<b>Resources Used:</b>	
C of O work program	-2,884
Pell Grant as eligible	-400 to -3,750
State Grant as eligible	-1,500
SEOG as eligible	-1,000
<b>Remaining Cost of Education</b>	<b>\$-1,466 to 7,716</b>
<b>C of O Cost of Education Scholarship</b>	<b>\$1,466 to -7,716</b>
<b>Cost to Student</b>	<b>Zero</b>

*\*Updated costs will be published in the  
College of the Ozarks Student Guide as available.*

## Student's Costs

The student is responsible for room, board, fees and personal expenses. Those costs for 2002-03 are:

	Fall	Spring
Board	\$ 750	\$ 750
Room	700	700
Telephone Fee	15	15
Incidental/Health Fee	100	100
Semester Total	\$1,565	\$1,565
<b>Miscellaneous:</b>		
Vehicle Registration	5	5
Internet access in dorm	50	50
One time network connection fee	75	

### INCIDENTAL/HEALTH FEE

This fee is charged for ID cards which admit students to cultural and athletic activities, and provides a subscription to the campus newspaper, yearbook, some hospital services, student accident insurance and student senate activities.

## OTHER COSTS

Textbooks, laboratory manuals and workbooks may be purchased by students at the college bookstore. Students may sell most books back to the bookstore at the close of the term. Each semester \$200 to \$300 should be allowed for the purchase of textbooks and supplies. A **Graduation fee** of \$30 is charged to cover a portion of the costs associated with graduation ceremonies.

## COMMUTING STUDENTS

Although primarily a residential college, College of the Ozarks admits a limited number of commuters as a service to the community and region. All commuting students pay a \$100 Incidental/Health Fee each semester.

Part-time commuters (11 hours or less) pay \$150 per credit hour towards the Cost of Education charge with the remaining costs met by various grants and the institutional scholarship.

All financial obligations owed the College must be cleared before the student can register for subsequent classes or receive a diploma or transcript. The registration of any student who has registered for the upcoming semester, but who has not paid the fees down payment by Aug. 1/Jan. 1, will be voided.

## Scholarships, Grants and Loans

College of the Ozarks is committed to providing an educational opportunity for the student who has the ability to do college work, but does not have adequate financial resources. In order to determine need, all students are required to file a Free Application for Federal Student Aid (FAFSA) every year. The application for returning students must be on file in the Financial Aid Office by mid-March each year. **Students who do not file the FAFSA by the announced deadline will not be permitted to register for the following semester. Students who do not register for classes must re-apply for admission.**

## Title IV Awards

### THE PELL GRANT PROGRAM

This program is a federal aid program designated to provide financial assistance to those who need it to attend post-secondary institutions. Recipients are determined by the Department of Education's evaluation of the student's application for federal student aid. The amount of the Pell Grant is based on both the student's and his/her family's financial resources and the cost of attendance at the student's chosen school. The Pell Grant is credited to the student's Cost of Education charges.

### CAMPUS WORK STUDY PROGRAM

All full-time students (enrolled in 12 academic hours or more) at College of the Ozarks must participate in the college work study program. All full-time students work as a minimum contribution to their Cost of Education. An allotment of federal college work study funds

(CWSP) is used each year for students who show the greatest need. Federal CWSP funds are used as a supplement to the College of the Ozarks' work study funds. College work study wages are determined by the federal minimum wage. Student work stations and other facets of the work program are detailed in the Student Handbook and the work program section of this catalog.

#### **SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS (SEOG):**

SEOG are federal funds available to undergraduate students with exceptional financial need. The maximum SEOG award at the College of the Ozarks is \$1,000. A student applies for the SEOG when they file the FAFSA. The SEOG is credited to the student's Cost of Education charges.

#### **EDUCATIONAL LOANS**

College of the Ozarks discourages student borrowing, and therefore does not participate in the Federal Stafford or Federal PLUS loan programs. However, if necessary, students may apply for a private, credit-based educational loan. Eligibility for this loan is based on the credit standing of the applicant, with a minimum credit history of two years usually required. Therefore, most student borrowers need a cosigner. A credit bureau report will be obtained by the lender for the student and cosigner. (It may be possible for a student to borrow on his/her own signature and credit history without a cosigner, but the provisions of the loan will vary.) Students must be enrolled at least half-time (6 hours), and the minimum loan is \$1,000. Contact the Financial Aid Office to make an appointment for loan counseling.

#### **GALLAGHER GRANT**

Grants are available to full-time students who are Missouri residents. Students apply for the Gallagher Grant when they file the FAFSA. The Gallagher Grant (maximum \$1,500) is credited to the Cost of Education.

## **Responsibilities of Financial Aid Recipients**

#### **ACADEMIC STANDARDS FOR FEDERAL AND STATE AID**

**Satisfactory academic progress:** Students receiving federal or state financial aid must meet the grade point average requirements outlined under "grade probation" in the Academic Program section of the college catalog. Students placed on grade probation are also placed on financial aid probation. Continued probation will be considered for students if satisfactory progress toward raising the cumulative GPA is being made.

Appeals of suspension or dismissal must be addressed to the Dean of the College. If the appeal is approved, additional financial aid eligibility will also be granted. If the appeal is denied, the student will not be eligible to receive financial aid until the cumulative GPA requirement has been met or until an appeal has been approved.

Students who have been suspended and subsequently re-apply for admission must meet cumulative GPA requirements in order to receive federal or state financial aid.

#### **L & S AVIATION SCIENCE LOAN**

Available to Aviation Science majors each year. The interest free loan will be given to the student at the beginning of their Junior or Senior year. Applications are available at the Airport. Contact the Chief Flight Instructor.

#### **SATISFACTORY CREDIT HOUR COMPLETION**

All students receiving federal or state financial aid must complete a minimum number of credit hours each academic year. This requirement will be checked each May and students will be notified of any deficiencies. Course incompletes must be removed by August 1 each year to count toward hours completed for the previous year. Courses may be repeated for hours credit for this requirement only if they were failed the first time. Repeating a course to improve a grade will not count as additional credit completed.

#### **FULL-TIME/PART-TIME STATUS**

The number of hours for which a student is enrolled at the end of the add/drop period of a semester (first five class days of the semester) determines his/her status as a full-time or part-time student. Changes in status must be approved in advance by the Dean of Admissions.

**Full-time students** must complete a minimum of 21 hours per year, **three-quarter time students** must complete 15 hours per year, **half-time students** must complete 10 credit hours per year to be considered making satisfactory academic progress for federal and state financial aid.

**Qualified, degree-seeking students** may receive federal or state financial aid for a maximum of 180 credit hours or until they have met the requirements for their degree program, whichever comes first.

**Transfer students** admitted on financial aid probation must meet the same semester and cumulative GPA requirements as returning students who have been placed on probation. Continued probation will be considered for transfer students if satisfactory progress toward raising the cumulative GPA is being made.

#### **OTHER RESPONSIBILITIES**

Financial Aid recipients must report the following changes to the Financial Aid Office: (1) withdrawal from school; (2) name change; (3) change in your address or your parents' address; (4) adding or dropping of classes during the semester; (5) transfer to another college.

## **College Awards**

#### **COST OF EDUCATION SCHOLARSHIP**

The College awards the Cost of Education Scholarship to every student after all grants and work requirements are applied. This serves to meet each student's cost of education 100%.

## **ROOM AND BOARD SCHOLARSHIPS**

Room and Board Scholarships are awarded to qualified students who wish to participate in the on-campus summer work program. Students work twelve 40-hour work weeks. The value of the scholarship is \$3,988, and is credited to room and board charges for the following year. Summer room and board charges of \$1,088 for students participating in the summer work program are covered by this scholarship. Applications for summer work are made available in the Student Work Office during the Spring semester each year for students who are currently enrolled. Students accepted for the Fall term should contact the Admissions Office for application procedures. Students who do not choose to participate in the work program may elect to retain a campus room at a weekly rate and work at an off-campus job in the Ozark Mountain Country tourist industry. (Rental program is not available for incoming students.)

## **C OF O BOOK SCHOLARSHIPS**

C of O Book Scholarships are awarded to full-time students with exceptional financial need. Students must apply for the scholarship each year. A bookstore credit of \$150 per semester is allowed for qualifying recipients. Applications are available in the Financial Aid Office for returning students and are due by March 15. Applications are available from the Admissions Office for new students (open application deadline).

## **HYER SCHOLARSHIPS**

Established under the will of the late L.W. Hyer, these scholarships are presented to over 100 superior students each year. For each semester, each Hyer recipient will receive \$200 for purchase of books and supplies or other general expenses. It will be paid by a \$100 bookstore credit and a \$100 cash credit. The cash credit will be paid by check directly to the student if all cash charges have been cleared. If charges still remain, the \$100 cash credit will be applied to the student's account for charges owed. Applications are available in the Financial Aid Office and must be resubmitted each semester. Applications are due March 15 for fall or October 15 for spring.

## **McKIBBEN SCHOLARSHIP FOR LEADERS**

McKibben Scholarships are available to outstanding freshmen (based on ACT scores, high school grades, activities and financial need), for room and board. These scholarships are awarded after admission to the College and are renewable based on academic success and leadership performance. The Dean of Admissions determine these awards.

## **ATHLETIC SCHOLARSHIPS**

Forty-eight athletic scholarships are available each year. The Athletic Director determines these awards.

## **COLLEGE OF THE OZARKS PATRIOTIC SCHOLARSHIP**

ROTC Patriotic Scholarships are provided to students who attend and satisfactorily complete Camp Challenge and/or Camp Adventure. This

\$1,975 partial room and board scholarship will be divided between the fall and spring semesters (\$525 in the fall and \$1,450 in the spring), assuming satisfactory academic, work, and citizenship standards have been maintained. Resident students who elect to contract with the U.S. Army after Camp Challenge will receive a full room and board Patriotic Scholarship. Qualifying non-resident students will receive compensation for the Incidental/Health Fee and certain cafeteria meals and transportation expenses. Selected students who consecutively complete the four basic military science courses (MIL 121, 131, 202, and 212) during their freshman and sophomore years, will also be eligible for the Patriotic Scholarship.

### **FOREIGN STUDY SCHOLARSHIPS**

Foreign Study Scholarships are available for students interested in studying abroad at an accredited institution. Students must have sophomore or junior standing and plan to return to the College for at least one semester after their foreign study experience. These are only partial scholarships and students are expected to fund part of their experience themselves. Applications are accepted during the Fall semester and awards are announced in December. Selection is on a competitive basis by a faculty committee. Contact the Office of the Dean of the College for information. Deadline for application is November 15.

### **OZARKS FELLOWSHIP**

Outstanding graduating seniors with a minimum GPA of 3.2 planning to attend graduate or professional school may apply to the Dean of the College for the honor of being designated an **Ozarks Fellow**. Recipients of this fellowship receive a stipend to aid them financially during their first year of graduate study (non-renewable). Applications should be sent to the Dean no later than April 1 and include a 500-word essay detailing the student's graduate plans and financial needs, two academic letters of recommendation and one letter of personal reference and evidence of acceptance to graduate or professional school.

### **OTHER SCHOLARSHIPS**

Several funds have been made available by individuals and trust funds to support a special Awards Convocation in the spring of each year. Students for these scholarships are chosen by faculty and staff based on citizenship, grades, work performance, leadership and Christian growth.

Alumni Art Scholarship	Joseph E. Brinell Memorial Scholarship
Clay M. Anderson (Ozark Mountaineer) Scholarship	Winston Churchill Essay Scholarship
Associates Work Assignment Scholarship	Elizabeth & M. Graham Clark Leadership Scholarship
William G. & Retha Baker Scholarship	Ruby Mae Clark Scholarship
Harold & Allyn Barrett Scholarship	College of the Ozarks Agriculture Endowment
Bartlett Respect Scholarship	Dorothy Daniel Scholarship
George S. Beimdiek Scholarship	National Society Daughters of American Colonists Scholarship Fund
Muriel & Carl E. Bolte Memorial Scholarship	
Walter Franklin Bradley Scholarship	

Waymon M. Dickson, Jr. Music Ministry  
Memorial Scholarship  
Sylvester Doggett Scholarship  
Roxana B. Doran Scholarship  
Ernest L. & Berit L. Estes Scholarship  
Leon "Shorty" Farrell Scholarship  
Dorothea X. Flaherty Memorial  
Scholarship Fund  
Florene Briscoe Fratcher Scholarship  
Brad Gale Memorial Scholarship  
Roscoe & Ella Goslin Scholarship  
Thomas Howard Groves Scholarship  
Barrett E. Gourley Memorial Work  
Scholarship  
John Graham Scholarship  
Walter W. & Vonee W. Hammers  
Scholarship  
William H. & Myrtle J. Hedrick  
Endowment  
Ella A. Heimburger Scholarship  
Isabel P. Hiltbrunner Memorial  
Scholarship  
Kenneth E. Hunt Scholarship  
Victor Ingrum Scholarship  
Wanah M. Jennings Memorial Scholarship  
Alice Wycoff Kalber Memorial Scholarship  
William Donald Kirk Scholarship  
John Patrick Knox, Jr. Memorial  
Scholarship Fund  
Wayne Konga Music Scholarship  
Edwin & Helen Krohn Scholarship  
Lake Honor Scholarship  
Virginia Gillespie Lucas Scholarship  
Mary Lee Thomas Marshall Memorial  
Scholarship Fund  
James & Mary McClung Scholarship  
Jim McDermott Memorial Science  
Scholarship  
Barton A. Moore Memorial Scholarship

John H. Murray English Scholarship  
The Samuel L. Murto Memorial  
Scholarship Fund  
Nilsen Foundation Scholarship  
Linda Nottle Memorial Scholarship  
Judith K. Oetting Memorial Scholarship  
Marvin E. Oetting Memorial Scholarship  
Claude Parrish Agriculture Scholarship  
Partt Family Foundation Endowed  
Scholarship  
Paul M. Robinett Weaving Scholarship  
George M. & Elizabeth V. Robinson  
Scholarship  
George C. & Mryna K. (Eggensperger) Roof  
Scholarship  
Dean F. Rouse Scholarship  
Dewey E. Short Scholarship  
Edwin & Kathryn Silverberg Scholarship  
Nettie Richarson Simonton Memorial  
Scholarship  
Ethel M. & Howard G. Slagle Scholarship  
Fund  
Walter W. Venita & Shirley Snelson  
Scholarship  
Willard & Patricia Walker Scholarship  
Carie Diane Wsham Memorial  
Scholarship  
Jerrold W. Watson Memorial Scholarship  
Karen Watson Memorial Scholarship  
Patricia J. Watson Memorial Scholarship  
Ama M. & Evelyn M. White Scholarship  
Jay L. & Ferne D. Wilder Scholarship  
Mildred Letton Wittick Scholarship  
Winfrey Honorary Alumni Scholarship  
The William Carrol Wood Scholarship  
Fund  
Alexander Zimmerman Memorial  
Scholarship

## Refund Policy

Refunds will be authorized by an official withdrawal notice from the Registrar's Office. The official drop date is the date recorded on official records in the Registrar's Office. Withdrawal from the College occurs when a student officially discontinues enrollment in all classes or activities of the College.

Students who officially withdraw before classes begin will receive a refund of 100% for Cost of Education (applies only to cash payments made by part time students), Incidental/Health Fee, Room, and Board charges. The security deposit, designed to reimburse the College for damages to a dormitory room or furnishings, is refundable, less any assessment for damages or other monies owed, at the end of the semester in which the student leaves the dormitory. However, should a dormitory student withdraw during the semester, the security deposit is not refundable.

Students who officially withdraw after classes begin will receive refunds for Cost of Education, Room, and Board charges as indicated below.

- Cost of Education (applies only to cash payments made by part time students) and Room charges: Refunds will be pro-rated based on the day of withdrawal, up to the WP/WF deadline of each semester. After the WP/WF deadline, no refund of Cost of Education or Room Charges will be made.
- Board charges and Internet Access Fee: Refunds will be made on a pro-rated calculation based on the day of withdrawal, throughout the semester.
- Incidental/Health Fee: No refund will be made for official withdrawal on or after the first day of scheduled classes.

Refund distribution will be made in the following order: Federal Pell Grant, Federal SEOG Grant, state aid, private and institutional aid, the student. If a payment was made by scholarship from an outside organization, any refund due will be made to the awarding organization. If a payment was made by a private educational loan, any refund due will be made to the lending institution. If a payment was made to the College in cash by the student, any refund due will be made to the student. If the payment was made by a scholarship from College of the Ozarks, the scholarship will be cancelled. All financial obligations to the College must be cleared before the student can register for future classes, or receive a diploma or transcript. Examples of the application of this policy are available upon request from the Financial Aid Office.

## **Change of Status Refund Policy**

Full-time students who drop to part-time status after the fifth (5th) day of the semester are liable for the full 280 hours of student labor (which may either be worked or paid in cash at the discretion of the Dean of Work). Any change in status must be approved by the Dean of Admissions in advance of such change.

## **Duplicate Scholarship Refund Policy**

In the event that a student is awarded duplicate room and board scholarships (either full or partial) such as an athletic scholarship and a College of the Ozarks Patriotic Scholarship; or in the event that a student athlete is awarded a room and board scholarship (either full or partial) after having paid for room and board by participating in the summer work program; or for students who work on the summer work program for room and board, and withdraw from the College in a subsequent semester, the resulting credit in the student's account may be used as follows:

- to cover room and board charges, Cost of Education (if the student becomes a commuter), or Incidental/Health Fees in subsequent semesters;
- to buy books in the bookstore, or pay for services from the hospital or laundry.

*In no case will cash be refunded or work/study requirements be waived.*



# STUDENT LIFE

Student life at College of the Ozarks is comprised of much more than classes, study and work stations. Some extracurricular activities, such as convocations and chapel attendance, are required, and there are regulations governing certain aspects of campus life. **Students should consult the Student Handbook for the current rules and regulations concerning student life.** There are a number of activities and many clubs and organizations open to all students, including athletics, fine arts, publications and student government.

## Student Services

The following areas are services or activities provided by the College:

### GOOD MEMORIAL COLLEGE CENTER

The College Center is a focus of student life. The College Center houses the student cafeteria, a snack bar, student center with student senate offices and student chapel as well as the college bookstore. Student-sponsored films are shown at the Center's Cummings Auditorium.

### ATHLETICS

Athletics and sports activities are an important part of the extracurricular offerings at College of the Ozarks. The college fieldhouse has three basketball courts, an Olympic-sized swimming pool, weight room, racquetball courts, dance studio, volleyball, badminton and table tennis facilities. Outdoor areas include an all-weather track, softball and baseball fields and tennis courts. A student-administered intramural program offers a variety of sports, and impromptu soccer, frisbee and football games are a regular part of free hours.

College of the Ozarks is a member of the National Association of Intercollegiate Athletics for both men and women. It sponsors women's teams in volleyball and basketball and has teams for men in basketball and baseball.

### PERFORMING ARTS

These activities are open to all students. The Theatre Department produces a number of plays each year. Opportunities for acting and backstage work are available on either a voluntary or credit-hour basis. Musical programs sponsored by the Music Department are also a regular feature of campus life as are exhibits of student work at the Boger Art Gallery in the Jones Learning Center.

### DISABLED STUDENTS

Special facilities and services are available for disabled students. Wheelchair ramps, restroom facilities and elevators are available.

### STUDENT PUBLICATIONS

Student Publications offer experiences in writing, editing and photography. These publications include PHOENIX, the college yearbook;

OUTLOOK, the weekly student newspaper; and the GORDIAN KNOT, an anthology of creative writing, art and photography. Subscription to all student publications is pre-paid by virtue of the student's incidental fee.

### **STUDENT GOVERNMENT**

Student government is an integral part of campus life. Student Senate, the primary governing authority of the student body, is composed of students from all classes who are elected annually by the student body. Its major goals are to attempt to find solutions to the problems of the students and to implement mutual cooperation and understanding among administrators, faculty and students. The Student Activities Committee (SAC), a branch of Student Senate, plans and organizes many of the co-curricular activities on campus, such as movies and dances.

In addition to the Student Senate, there are other branches of student government. The freshman, sophomore, junior and senior classes each elect officers and sponsor various student activities. A Student Judiciary Board administers minor disciplinary cases.

### **STUDENT AUTOMOBILES**

Student automobiles are registered with the Dean of Students. Students are expected to follow traffic regulations set forth in the student handbook and enforced by campus security. Parking lots for resident students are maintained. Violation of traffic regulations will result in fines, probation or suspension.

### **FIREARMS AND FIREWORKS**

Students are not allowed to keep or fire firearms or fireworks on campus.

### **MEDICAL SERVICES**

Medical Services are provided on campus for students and medical files maintained for each student. College of the Ozarks clinic is staffed by a Registered Nurse and a Licensed Practical Nurse. A local physician is a part-time member of the staff, and other medical specialists are consulted when necessary. Skaggs Community Hospital in Branson, four miles from the campus, is available for major surgery or for care during serious illness. Upon entrance to the College, students give college officials permission to administer emergency treatment or surgery if such treatment is recommended by the College's medical staff. Students may obtain limited medical services free of charge, and medical supplies may be paid for through the student's work account.

### **FIRE DEPARTMENT**

The campus Fire Department is a volunteer service organization which provides fire protection for the campus. It is composed of three companies, six students each, with each of the companies on duty for one week periods. The firefighters live in the campus fire station and operate with up-to-date fire-fighting and life-saving equipment.

## **CAMPUS HOUSING**

Housing is available in four women's halls (Memorial, Foster, Ashcroft and Mabee) and in three men's halls (Youngman, Kelce East and Kelce West). Residence Hall rules and regulations are published in the Student Handbook.

## **FOOD SERVICE**

Food Service is provided by the Student Dining Hall, located in the College Center.

## **CENTER FOR WRITING AND THINKING**

The Center for Writing and Thinking is a special academic support service for students desiring one-on-one assistance in writing and related verbal skill areas. The Center is staffed by trained student tutors who help other students identify and solve a wide variety of writing problems from the most basic to the most advanced. Areas of assistance include all forms of writing, editing and revising techniques, thinking strategies, vocabulary and spelling development, reading skill improvement and English mechanics and usage.

# **Student Development**

## **CAREER DEVELOPMENT**

The Career Development Center provides assistance in formulating career goals and career planning. By the use of career assessments the staff can assist in exploring career options and deciding academic majors. Assistance is provided in using the internet and career library to research employers and occupations. The Career Development Center will help in preparing a cover letter, writing a resume, developing interviewing skills, and networking. On-campus interviews, Career Days, seminars, and convocations provide direct employer contacts. Information on local part-time and full-time professional employment is available. For more information, visit the Career Development Center or the web-site on the I-net at [www.cofo.edu/careerdev](http://www.cofo.edu/careerdev).

## **COUNSELING**

Counselors are available to encourage and support students as they explore personal issues through the counseling process. Individual, confidential counseling as well as group counseling when the need arises, is provided to enhance self-awareness and personal growth. Appointments with a counselor can be scheduled through the campus ministries office.

## **TESTING**

The ACT, CLEP, career, interest and personality tests are available to those who wish to examine their academic and vocational goals. Information and registration material for several nationally administered exams required for graduate school is also available. Personality and psychological tests can be arranged and administered through the Psychology Department; ACT tests through the Admissions Office;

and CLEP exams and graduate school information through the Registrar's Office and Career Development Office respectively.

## Student Honor Societies

### HONOR SOCIETIES

**Delta Tau Alpha** is a National Agricultural Honor Society of men and women who are scholastically banded by their achievements in scholarship, leadership and in character. Delta Tau Alpha (D.T.A) members are expected to be "Dedicated To Agriculture" and become active members of this organization. A member enjoys experiences ranging from fellowship in group outings and campus activities to leadership opportunities including chapter officer to regional or national officer. Requirements for membership: A) complete 12 hours of agriculture courses; B) complete 45 hours of total college courses; C) rank within the upper 35 percent of your class in overall G.P.A.; D) contact Dan Swearingen (advisor) for application forms and further detail.

**Kappa Delta Pi**, an International Honor Society in Education, strives to promote excellence in and recognize outstanding contributions to education. Kappa Delta Pi endeavors to maintain a high degree of professional fellowship among its members, to quicken professional growth, and to honor achievement in educational work. The local chapter at College of the Ozarks is Upsilon Delta. This chapter is open to education majors at C of O who have completed 50 or more hours with a grade point average of 3.25 or higher. In addition to the formal initiation ceremony held annually, the chapter sponsors speakers and activities designed to promote excellence in education. The chapter also participates in campus events, such as those sponsored by Student Senate.

**Phi Alpha Theta**, the national honor society in history, has as its mission promoting the study of history through encouragement of good teaching, research and writing, and the exchange of learning and ideas among historians. Upsilon Nu Chapter of Phi Alpha Theta was established at College of the Ozarks in 1973.

**Psi Chi** is the National Honor Society in Psychology founded for the purposes of encouraging excellence in scholarship and advancing the science of psychology. Membership is open to those making the study of psychology one of their major interests and who meet the qualifications or ranking within the upper 35 percent of their class in overall GPA. The C of O chapter attempts to stimulate professional growth through programs designed to enhance the regular curriculum and provides practical experience and fellowship through affiliation with other chapters. In addition, the national organization provides programs to help achieve these goals, including regional and national conventions, research award competitions, and certificate recognition programs. Psi Chi is a member of the Association of College Honor Societies and is an affiliate of the American Psychological Association (APA) and the American Psychological Society (APS). The National

Society publishes a quarterly Psi Chi Newsletter which helps to unite the members as well as to inform and recognize their accomplishments.

## **Clubs and Organizations**

A.C.M. Computer Science  
Agriculture Club  
Baptist Student Union (BSU)  
Business Undergraduate Society (BUS)  
Chorale  
Criminal Justice  
Christian Catholic Newman Association (CCNA)  
Concert Band  
Fire Department  
Flying Falcons  
Freshman Class  
Graphic Arts Club  
Habitat for Humanity  
Horticulture Club  
Hotel & Restaurant Society  
International Student Club  
InterVarsity Christian Fellowship (IVCF)  
Jazz Band  
Jones Theatre Company  
Junior Class  
Mass Communications  
Math/Physics Club  
Natural Science Comm.  
Outlook  
Phoenix  
Physical Education Majors & Minors (PEMM)  
Point Lookout Point Guard (Fencing Club)  
Psychology Club  
Public Relations Club  
ROTC  
Student-Missouri State Teachers Association (SMSTA)  
Senior Class  
Sophomore Class  
Student Alumni Association (SAA)  
Student Senate  
Wilderness Activities Club (WAC)

## CAMPUS CHRISTIAN LIFE

College of the Ozarks was founded by a group of Christians motivated by a home mission to the Ozarks. It is an independent, privately supported, fully accredited, co-educational Christian college. College of the Ozarks has a covenant relationship to the Presbyterian Church (U.S.A.). The College is intentional in helping students seek and develop a vibrant Christian faith.

The original charter provides for “the Christian education of youth of the area.” This position was emphasized by the Board of Trustees in 1968 in the resolution: “The School of the Ozarks shall always maintain as one of its prime objectives the promotion of the cause of Christ and His Kingdom and the maintenance of high academic standards within the context of a Christian environment.”

Students are encouraged to participate in religious activities of their own choosing off campus, but only in addition to campus Christian life programs. Community worship is an integral part of life on our Christian college campus. Therefore, a reasonable participation in chapel services and various other campus Christian life activities is considered a student’s responsibility and privilege. Chapel services are held each Sunday morning and are designed to challenge and enhance the spiritual life of our students. These services are not used for promotional purposes or for the propagation of any particular denominational doctrine.

Christian convocations are held several times each semester to intentionally present the gospel of Jesus Christ in a culturally relevant way. Attendance at a certain number of these convocations is required of all full-time students. Other Christian life programs are also available and students are encouraged to participate and share in leadership responsibilities. While students take the lead in many activities, a faculty or staff person is always associated with such programs. The campus Christian life program is designed to help students worship regularly, develop a Christ-centered worldview and integrate their faith with classroom learning.

Each semester the College selects a student to attend *Focus on the Family Institute* (FOTFI). This is a semester program where the student can receive 15 credit hours studying about a Christian worldview, the family, church and society, marriage and leadership. The FOTFI exists to provide a unique Christian educational community that nurtures passionate and persuasive leaders who are committed to Jesus Christ, equipping them to promote healthy families, vibrant churches and a civil society. A student may inquire with the campus ministries office about this unique opportunity of study.

# WORK PROGRAM

## OBJECTIVE

The primary objective of the College work program is to provide meaningful, worthwhile work experiences through which each participating student can contribute toward the costs of his or her education. Such desirable virtues as independence, self-accomplishment and achievement by one's own efforts can be developed at College of the Ozarks under this program. In addition, the work experience provides students the opportunities to develop personal habits of industry, promptness, dependability, cooperativeness and initiative, as well as channels for self-discovery and accomplishment not always found in purely academic experiences. Participation in the work program is required of all full-time students.

## MANAGEMENT

The overall management of the work program is the duty of the Dean of Work, who assigns all students to their work stations and determines changes in work assignments. The Dean of Work seeks to fit students to the jobs on the basis of expressed interest, experience and ability, with necessary consideration given to available openings and the needs of the College. Work assignments are normally made on a priority basis, with presently enrolled students getting first chance at available openings. Incoming students are assigned, initially, to jobs which are important but which are not, in many cases, as highly sought after as are some of the others. Students may later earn transfers to jobs of greater priority or those more closely related to their fields of study. After receiving job assignments, students report to their job areas, and the area work supervisors instruct and supervise them in their duties.

## REQUIREMENTS AND REGULATIONS

The requirements and regulations of the work program are carefully explained to all beginning students. Each full-time student works 15 hours per week during the 16-week fall semester and the 16-week spring semester. In addition, each full-time student works two 40-hour weeks chosen from the weeks when classes are not in session. A limited number of qualified resident students (those who have considerable financial need) may participate in the 12-week summer work program. Summer work will be credited toward room and board expenses for the academic year.

A daily record of work hours completed by each student is maintained by the area work supervisor. A cumulative record of the work hours of the student is maintained in the Business Office in order that the student may know the total of his or her credit at any time. Work hours cannot be sold, given away or transferred; nor is cash given in exchange for work. However, extra work hours earned by the student over and above the charges for any term accumulate in a special "inci-



dental” account and may be used to offset charges for laundry service and medical expenses at the campus hospital.

### **WORK PERFORMANCE RECORDS**

Work performance records showing the effectiveness of the student on the job are kept by the Dean of Work. A work performance grade is reported to the student at the end of each term. The grade becomes a part of the student’s permanent record stored in the Registrar’s Office. It is based on an evaluation of the student by his or her work supervisor in the following areas:

Cooperation	Quality of Work
Interest and Enthusiasm	Attendance and Punctuality
Initiative and Responsibility	Care of College Equipment

College of the Ozarks expects not only notable academic performance but also places a high value on performance in the work program. Students are placed on work probation if their work grade falls below a C, and they are given one term to improve or face dismissal from the work program. A grade of F in work performance usually results in immediate dismissal from the work program without a probationary period.



The Dean of Work office maintains a record of the various work assignments each student has had during his or her college career, showing length of time spent on each job and the supervisor's name. These records are available to students after graduation and can prove helpful in obtaining employment.

All work records are maintained pursuant to the provisions of the Family Educational Rights and Privacy Act of 1974 (PL 93-380).

## AREAS OF STUDENT EMPLOYMENT

The areas of student employment at College of the Ozarks are many and varied. Some seventy-five students are assigned to the various offices on campus with responsibilities involving computer skills, typing, filing and a broad range of other office skills and functions. In addition, students at College of the Ozarks are employed in many other areas, as listed below:

**Academic Departments:** Students earn their required work hours as departmental assistants in the various academic departments, serving as laboratory assistants, helping to prepare study materials, grading tests, or otherwise assisting in the work of their respective areas.

**Agriculture:** Students are provided an opportunity to get practical experience in the care, management, showmanship and performance testing of registered livestock. They likewise gain experience in the processing of milk and meat products, operating and maintaining a feed mill and various types of field machinery and participating in the increasingly involved record-keeping associated with agricultural operations. The divisions are:

**Dairy:** The W. Alton Jones Holstein herd

**Beef Cattle:** The College Polled Hereford herd and Joe N. Basore Limousin herd

**Swine:** The Mary Straughn Hampshire herd

**Agronomy:** Pasture renovation, hay production and the production and storage of fodder for silage

**Feed Mill:** Feed production

**Horticulture:** Maintaining a teaching orchard and assisting in plant propagation and tissue culture laboratory

**Processing Plant:** Slaughter, processing, and smoke curing of USDA inspected and approved beef and pork products

**M. Graham Clark Airport:** The airport utilizes the services of several students in the care, maintenance and service of aircraft, as well as providing flight training and experience in the various aspects of airport operation and management.

**Bonner Community Service Program:** Selected students fulfill their work commitments through volunteer service to various community organizations such as the local schools, nursing homes, etc.

**Bookstore:** Textbooks and other bookstore services are provided by this area staffed by students.

**Cafeteria:** Located in the College Center, the cafeteria is the largest work area on campus. Students are involved in all phases of food preparation and serving of daily meals.

**Center for Writing and Thinking:** The CWT is an academic support service. The student staff assists other students in completing class writing assignments and other academic tasks. The staff also helps to manage a thirty-station word processing laboratory.

**College Center Guest Rooms:** A student is assigned as live-in manager of the College's 15-unit motel, helping to coordinate the use of these rental accommodations.

**College Press:** Student employees receive experience in various aspects of the printing industry, as the Press produces virtually all business and academic forms used by the College, the student newspaper, the college catalog, and does custom printing on a commercial basis. The Press also produces and distributes the OZARK VISITOR, a quarterly periodical with a circulation of over 155,000.

**Computer Center:** Students work with the most up-to-date equipment in computer programming and operations, processing essential data for the College.

**Construction:** Students assist in the various aspects of building construction and maintenance, painting, plumbing and heavy equipment operation.

**Custodial:** A staff of students has the janitorial responsibility of thirteen campus buildings, and provides maid or cleaning service to the College Center guest rooms (motel).

**Day Care Center:** Students serve as the day-care attendants to the children of both school-affiliated and non-affiliated personnel.

**Dormitory Assistants:** Fifty-five students assist in the operation of the six residence halls, working in maintenance or custodial areas, as dormitory clerks and as resident assistants to the housing director in charge.

**Electric Shop:** Along with their supervisors, students are responsible for the installation, maintenance and repair of all electrical equipment on campus.

**Electronics:** Students and their supervisors maintain the campus telephone systems, install and maintain time clocks, P.A. systems and building alarm systems, and service the various electronic equipment on campus.

**Fire Department:** Four students are given the responsibility of maintaining the campus fire-fighting and rescue vehicles and equipment, regularly checking and servicing the approximately 1000 fire extinguishers in the various campus buildings, and organizing and supervising the selection, training and on-the-scene performance of the college's volunteer fire department.

**Friendship House:** Located at the main entrance to College of the Ozarks, the Friendship House employs students in its operation as a restaurant, gift shop and information center for campus visitors.

**Fruitcake and Jelly Kitchen:** A staff of students and their supervisors are involved in the production of jellies and the famous C of O fruitcakes, some 30,000 of which are produced annually. They likewise handle the receiving and filling of mail orders for these and other College products.

**Heating and Refrigeration:** Students and their supervisors are responsible for the installation, repair and servicing of heating and air conditioning systems, icemakers, refrigerators, freezers and related equipment.

**Hospital:** A professional staff of nurses and doctors is assisted by a staff of students in furnishing medical services.

**Landscaping:** Students work in landscape planning, soil preparation, planting and maintenance of the campus grounds, shrubs and flowers. They likewise gain experience in pest control, plant propagation and greenhouse operation, as they grow most of the plants used for outdoor planting and maintains an outstanding orchid collection.

**Laundry:** Students working under supervision provide professional laundry services to students, faculty, staff and various campus industries.

**Library:** This work area provides experience in information retrieval including traditional library skills combined with current technology. Work opportunities include office procedures, patron service, processing and storage of materials and computer skills. Audio-Visual experience includes maintenance, delivery, and use of a variety of equipment.

**Machine Shop:** Students work as assistant machinists and welders in performing general mechanical work and maintenance of equipment.

**Mail Operations:** Students process the campus mail and prepare outgoing mail. The students also use computer terminals to update the VIP (Very Important Persons) System, utilizing modern computer technology.

**Edwards Mill/Weaving:** Students and their supervisor operate this practical, working mill, constructed authentically in the tradition of the early Ozarks. Corn and wheat are ground to form meal, flour and other grain products. Students make handcrafted items such as baskets and learn techniques of dyeing, hand spinning, and traditional loom weaving to produce various woven articles. All student-made products are for sale in the Mill.

**Ralph Foster Museum:** Students at the Ralph Foster Museum perform the day to day operations of running a museum in the capacity of cashiers, security guards, and custodial. They assist permanent staff in artifact research, creating labels, and the construction of new displays. They also assist permanent staff in the area of documentation, inventory, and other necessary clerical duties.

**OUTLOOK and PHOENIX:** These two publications, the student newspaper and yearbook, employ students who are given the responsibility of organizing, publishing and distributing the publications on campus.

**Power Plant:** This operation produces steam for the campus heating and hot water systems and generates electrical power on a standby basis.

**Radio Station:** The campus stereo FM radio station employs students as announcers, writers, operators, engineer's assistants and secretarial or office workers.

**Security:** This area provides experience for Administration of Justice majors as they work directly with (and function as a real part of) the Campus Security staff and system.

**Stained Glass and Candles:** Students and their supervisor design and create decorative stained glass items of various kinds, and specialty candles for sale in the Friendship House gift shop.

**Switchboard:** Students share the responsibility of handling incoming phone calls and maintaining radio contact with the campus security officer on duty and various other college officials.

**Transportation:** Students employed in this area are involved in the operation, repair and maintenance of the college's cars, trucks and vans. The department provides transportation for off-campus trips and transports goods to the point of use.

**Warehouse:** Under supervision, students fill requisitions for the various items needed by the industries and offices of the campus, and gain experience in receiving, pricing, stocking and other warehouse operations.

**Water Treatment Plant:** The McDonald/Southard Water Treatment Plant enables students and their supervisor to process water from Lake Taneycomo for domestic use on campus, replacing the old water supply from deep wells.

# ACADEMIC PROGRAM

## Philosophy of the Educational Programs

The College of the Ozarks carefully chooses and develops its educational programs to foster and promote student learning. In providing a liberal arts education informed and nurtured by Christian perspectives, the College reaches out to students who show intellectual promise, have modest financial means, want to learn, and are willing to work on campus to help pay for their education. Through a five-fold mission that encourages academic, spiritual, vocational, cultural, and patriotic growth, the College enjoys a rich educational tradition. That tradition, based as it is on the twin strengths of the liberal arts and the Christian world view, helps prepare productive, responsible citizens.

Central to the aim of education is the lifelong pursuit of truth. At College of the Ozarks, the learning that directs and informs the pursuit of truth occurs in a variety of settings. The most sustained and deliberate pursuit of learning at college comes with the work done in the classrooms, laboratories and library, the work springing from the requirements of the curriculum. In addition, learning takes place at convocations and chapel services; in the residence halls; at the work stations; in study groups; through teamwork in clubs, performance activities, athletic competition and service projects; in private reading and reflection; and in those serendipitous conversations and interactions of students with faculty, staff, and with each other. The foundation for undergraduate learning *consists of both* the specialized study of a major field of knowledge, and the General Education program which should give shape and meaning to the learning processes.

Graduates of College of the Ozarks should be recognized not only for their knowledge and skills but also for their values, their independence, their active sense of civic responsibility and their concern for improving the conditions of humanity. The College desires that its graduates possess the following traits:

- the ability to think independently, critically, and justly in solving problems;
- the ability to communicate effectively in writing and speaking;
- the skills to listen with patience and understanding and to work creatively and successfully with others in shaping responses to concerns;
- the ability to gather, evaluate, interpret, and use information;
- the ability to lead others successfully;
- the ability to understand and appreciate scientific, historical, geographical, societal, and environmental factors that influence one's role as a citizen of the United States, and increasingly, of the world;
- an openness to understanding and appreciating ideas and values found in other countries, other cultures;
- a responsive and responsible belief in the need to balance the necessary using and preserving of Nature and natural resources;

- the aesthetic values and understandings that allow one to appreciate the importance of the arts for the enrichment of society;
- an active concern for humanity which manifests itself in a life of service;
- an understanding of and appreciation for the importance of hard work and excellence as prerequisites for success in one's chosen profession.
- a sense of wellness reflected by a persistent recognition of the importance of physical, spiritual, and mental well-being;
- a positive sense of self-esteem and a courteous bearing toward others;
- a lifelong interest in learning and an openness to new ideas;
- an informed Christian theology serving as a foundation for all other learning experiences.

### **ACADEMIC ADVISING**

Each student receives academic advice from a faculty member who helps him or her plan a program, explains the degree requirements of the College of the Ozarks and helps with individual academic problems. The Dean of the College assigns academic advisors based on the student's declared major. Students desiring to change their advisor or major should go to the office of the Dean of the College for the appropriate forms. In addition, students may seek academic advice or assistance at any time in the office of the Dean of the College and/or the Registrar's Office. The advisor maintains a folder containing the student's cumulative scholastic record and other pertinent information.

### **ACADEMIC ASSESSMENT**

Based on the five-fold mission of the institution and the General Education philosophy, the following broad outcomes have been identified for students who complete the General Education program at College of the Ozarks: 1) Exhibit an enriching awareness of the interconnectedness of knowledge; 2) Show a breadth and depth of the Western liberal arts tradition; 3) Exhibit an informed understanding of the Judaic and Christian world views; 4) Show evidence of essential skills and competencies that marks a person as being educated. These four outcomes are assessed and documented through the use of student-developed portfolios, external tests, transcripts, and chapel and convocation attendance.

In addition, each academic department has created an assessment plan delineating specific objectives and outcomes for their majors. These departmental outcomes are assessed and documented through a variety of means unique to each academic department and include portfolios, external exams, and acceptance into continuing education programs.

### **ACADEMIC EXCELLENCE**

The College recognizes academic excellence in several ways. The Dean's List, published at the end of each term, includes those students whose grade point average for 15 or more hours taken during that term is 3.5 or above. The President's List recognizes those students whose grade point average is 4.00 in 15 or more hours in a semester.

Students graduating with honors must have the following cumulative grade point averages:

Cumulative GPA	Honors
3.40 - 3.69 .....	Cum Laude
3.70 - 3.84 .....	Magna Cum Laude
3.85 - 4.00 .....	Summa Cum Laude

## ACADEMIC RECORDS AND TRANSCRIPTS

The College complies with the Family Educational Rights and Privacy Act of 1974. In accordance with this federal law, all materials relating to student educational records are confidential with the exception of the following Directory information: (1) Student's name; (2) address and telephone number; (3) date and place of birth; (4) major field of study; (5) student photograph; (6) participation in officially recognized activities and sports; (7) weight and height of members of athletic teams; (8) dates of attendance; (9) degrees and awards received; (10) the most recent previous educational institution attended. **NOTE: Any student wishing to have Directory information withheld must notify the Registrar's Office in writing within thirty days after the first class day of any semester.**

## ACADEMIC YEAR

The academic year is divided into fall and spring semesters (terms).

## ADDING A NEW COURSE

A student is permitted to add a new course (or to make a schedule change) with the approval of his/her advisor, the Dean of the College and the instructor of the course during the first 5 days of the term at no charge.

## AUDITING

A student may audit any course by enrolling on an audit basis at the time of registration providing he or she has permission of the course instructor and academic advisor. Audit courses are not counted as a part of the academic load. The degree of participation for successful completion of audit is a matter to be decided and agreed upon by the instructor and auditor during the first week of classes. Audited courses are paid for in the same manner as any credited hours. Successfully audited courses will be recorded on the transcript with a grade of AU.

## CLASS ATTENDANCE

Students are expected to attend classes for which they are registered and to meet course requirements in a satisfactory manner.

Excused absences are granted for students participating in officially sanctioned (Dean of the College approved) college activities and for students with a valid McDonald Hospital excuse. Students with an excused absence are allowed to make up missed class work. At the option of the instructor, the class work missed as a result of a planned activity is due prior to the absence or a specific date set by the instructor following the excused absence. The names of students who are frequently absent from classes will be reported to the Dean of the

College. **Continued absenteeism may constitute grounds for suspension.**

### CLASS STANDING

Student classification at College of the Ozarks follows the traditional freshman, sophomore, junior and senior designations. Freshmen are those with 1 to 30 semester hours of credit. Sophomores are those with 31 to 60 semester hours credit. Juniors have between 61 and 90 semester hours and Seniors are those with 91 or more semester hours credit. Student classifications are based on **completed hours**. Cumulative Grade Point Averages are based on **attempted hours**.

### CORRESPONDENCE COURSES

Once a student has enrolled at College of the Ozarks, prior permission must be given by the Dean of the College before a student can enroll in, and/or transfer any correspondence course credits to the College. The following restrictions apply: a minimum GPA of 2.6 is required to enroll in a correspondence course; a maximum of 9 credit hours may be taken by correspondence; a maximum of one course (up to 4 credit hours) may be taken in any one semester; **correspondence courses may not be used to satisfy General Education requirements without consent of the Dean of the College and may not count toward a major requirement without the consent of the Dean and the major department.** *Upon successful completion (C or higher), grades from correspondence courses are recorded and applied to the course load of that semester. The process of official verification may be handled Registrar to Registrar by phone, by mail or electronically to facilitate the registration process for the upcoming or current semester.* (NOTE TO PART-TIME STUDENTS: If this increases your course load to 12 or more hours, you first must be accepted as a full-time student and be accepted into the work program.)

### COURSE LOAD

The approved course load is a minimum of 15 hours and a maximum of 18 hours in any semester. Approval to carry an underload (under 15 hours) or an overload (over 18 hours) must be obtained from the Dean of the College. The maximum approved overload is 22 credit hours with a GPA of 3.0 or higher. No student may drop below 12 hours and remain in the residence hall. **A student on academic probation may enroll for no more than 14 credit hours.**

### COURSE NUMBERS

Course numbers at College of the Ozarks carry three digits: for example, English 103. For freshmen courses, the first digit is 1; for sophomore, junior and senior courses, 2, 3 and 4, respectively. The last digit indicates the number of semester credit hours for that course. "V" indicates variable credit hours. Courses beginning with a "0" (zero) digit are skill building courses and do not meet general requirements. Learning Strategies IDS 021 and English as a Second Language IDS 023 do not count toward the 125 hours required for graduation.

**Students wishing to enroll in any 300 or 400 level course must have completed 45 credit hours OR must have permission from the instructor and the Dean of the College.**

### **COURSE ROTATION**

Courses listed in the college catalog designated F/S are offered every semester. Courses designated as “F” are offered during the fall semester, while “S” courses are offered every spring. Courses designated as F-odd or S-odd are offered in fall or spring semesters of odd numbered years. Courses listed as F-even or S-even are offered during even numbered years in the respective semesters. If a course has no designation, it is offered as needed.

### **DROPPING A COURSE**

A student may drop a course during the first five days of a semester at no charge. Thereafter, drop fees will be applied as follows:

Week 2-3	\$5.00	Week 8	\$20.00
Week 4-5	\$10.00	Week 9	\$25.00
Week 6-7	\$15.00		

A student who drops a course between that date and one week after mid-term will receive a WP or WF grade. If the course is dropped after one week after mid-term, the grade becomes an F. In special cases, such as a serious illness, a student may be allowed to reduce a course load beyond the usual deadline without penalty, but only with the approval of the Dean of the College.

### **DUAL CREDIT POLICIES**

College of the Ozarks: 1) allows high school students (approved by the high school) to enroll in appropriate lower division college courses taken on this campus for College of the Ozarks credit, (It is determined by the high school whether the college course will also satisfy high school credit requirements); 2) does **not** provide College of the Ozarks credit through dual credit courses taught in high schools by high school instructors; 3) accepts up to 5 dual-credit transfer courses from accredited colleges provided the grade is D or above and the course corresponds with College of the Ozarks offerings. Permission is required of the Dean of the College and the Registrar to accept more than 5 dual credit courses

### **EXPERIMENTAL COURSE**

An experimental course (X course) may be offered no more than once before it is terminated or recommended for permanent status within a department's curriculum. The application requirements for an X course are as follows: (1) An X course proposal must be presented and discussed within the appropriate division. (2) The Dean of the College must approve the course before it is added to the semester schedule. If the division intends to offer the course on a permanent basis it must submit a course proposal application to the Academic Council for processing through standard procedures.



## GRADE CHANGES

A change of grade occurs only under very unusual circumstances. Except for incomplete grades, no grade can be changed after it is recorded in the Registrar's Office unless a written request is submitted to the Dean of the College by the instructor and approved by the Dean. **In no case may a grade be raised by special examination.**

## GRADE PROBATION

1. **A student will be placed on grade probation after the semester in which the cumulative grade point average (GPA) drops below 2.0 or the GPA for any semester is 1.6 or less.**
2. A student will be suspended from the College if the GPA is below the following minimums at the end of the semester in which probation status began:
  - a) the cumulative GPA is less than 1.8 with 10-30 semester hours attempted. (Probation will be extended one additional semester for a student with fewer than 31 semester hours and a cumulative GPA between 1.8 and 2.0.)
  - b) the cumulative GPA is less than 2.0 with 31 and above semester hours attempted
  - c) the GPA for the semester is 1.0 or less
3. A student who makes a 1.0 or less semester GPA will be suspended from the College unless he/she meets cumulative GPA requirements.
4. A student on probation must take fewer than 15 semester hours and participate in the *Learning Strategies* study skills program offered by the College.
5. **A student who is suspended for academic reasons will be eligible to apply for re-admission to the College after one year.** The re-application must include a letter representing convincing evidence of improvement in the student's ability to do academic work.
6. Any student who goes on grade probation will also be placed on financial aid probation (see pages 14-15).
7. A student wishing to appeal a suspension must make such an appeal in writing to the Dean of the College. The Dean of the College may choose to extend probationary status if satisfactory progress toward raising the cumulative GPA is made.

A student on probation may not participate in auditioned theatre roles, student government, intercollegiate athletics, extracurricular college trips, auditioned ensembles, and other programs and scholarships that have grade point requirements. It is strongly advised that students on probation terminate any off-campus employment.

**Many beginning college students do not realize how much time and effort a rigorous academic program demands; therefore, College of the Ozarks strongly encourages its students not to accept off-campus employment until they have proven that such employment will not jeopardize their academic program performance.**

## GRADING SYSTEM

**Mid-term grades** are reported to the Registrar's Office for all grades below C. Copies of these reports are sent to faculty advisors, students, and those authorized to receive grade information. Final grades are mailed to students at the end of each semester unless the student requests, in writing, that they be held at the Registrar's office. The letter grades and their point values are as follows:

A = 4	A- = 3.7	
B+ = 3.3	B = 3.0	B- = 2.7
C+ = 2.3	C = 2.0	C- = 1.7
D+ = 1.3	D = 1.0	D- = .7
F = 0.0		

**Grade point averages are computed** by dividing grade points earned by the number of hours attempted. Hours attempted does NOT include I, WP, W, WF, AU, or P.

**An Incomplete** (I grade) may be given when the student does not complete required course work by the end of the semester; this is usually the result of illness or some other situation beyond the control of the student. A student who wishes to receive an I must obtain permission from the instructor of the course and submit an Incomplete Grade Contract before the end of the semester in which the I is given. If the work is not completed within 30 calendar days of the beginning of the semester following the assignment of the I, the I grade will be changed to an F. Time limits in excess of 30 days must be recommended by the faculty member involved and approved in advance by the Dean of the College.

**Letter grades** A, B, C and D are given in courses where more than 50% of the grade is based on evaluation of individual accomplishments such as tests, papers, performance etc. An additional 25% may be based on group assessments. No more than 24% of the grade may be based on class attendance.

**Pass/Fail grades** are given in activities or performance courses where 25% or more of the grade is based on attendance. All proficiency tests are graded pass/fail.

## GRADUATION CHECK

Each student is required to file a graduation check in the semester in which they will complete 65 hours. **Any student who fails to complete the required graduation check will not be allowed to register for the next semester of classes until the check is completed.** Forms can be obtained in the Registrar's Office. The graduation check will be completed by an official from the Registrar's Office by checking the student's transcript for graduation requirements. The form then will be sent to the student's advisor for a departmental major degree check. Any discrepancies concerning General Education requirements should be discussed with the Registrar. Discrepancies concerning major degree requirements should be discussed with the advisor and the Division Chair. The signatures of the student, advisor and the

Registrar signify a contract. Any changes to the contract must be made in writing, signed by all those parties affected by the change and submitted to the Dean of the College for approval. Approved changes then become part of the official graduation check. All students must meet the requirements of the graduation check prior to graduation from College of the Ozarks. Students must obtain permission from the Dean of the College or the Registrar to change majors/minors after the graduation check has been completed.

## GRADUATION REQUIREMENTS

1. Completion of a minimum of 125 semester hours of credit with a 2.00 or higher cumulative grade point average (GPA). **IDS 021 Learning Strategies and IDS 023 English as a Second Language do not count toward the 125 credit hour graduation requirement.**
2. Completion of at least one major with a minimum of a 2.00 GPA for the major. Some majors have higher GPA requirements. A major must include at least 30 required hours (major/collateral) with at least 15 hours upper division (300-400 level) courses.
3. Completion of at least 36 credit hours of upper division courses. No more than 6 of those hours may be in internships.
4. Students with transfer hours must complete a minimum of 45 credit hours at the College of the Ozarks. At least 12 credit hours must be in the major field including 9 upper division hours. Exceptions may be made with the approval of the Dean of the College.
5. The last 30 hours of credit must be completed at the College of the Ozarks unless a waiver is granted in writing from the Dean of the College.
6. The faculty and the Board of Trustees vote on all graduates. To be approved for graduation, all students must have satisfied all current degree and instructional requirements as well as being in compliance with all College regulations at time of graduation.
7. Students will graduate with either a Bachelor of Arts degree or a Bachelor of Science degree.

**Graduation exercises** are held once a year at the close of the spring semester. The exercises are held in two parts, the morning Baccalaureate service and the Commencement program in the afternoon. Attendance at both is required of all degree candidates unless permission to graduate in absentia has been given by the Dean of the College. Permission to graduate in absentia will be considered upon written application submitted before April 15. A \$50 fee is required.

**In order to graduate in four years**, a student should, on the average, complete 31 hours per year. Some extended programs may take longer than four years. Full-time students need to have the permission of the Dean of the College to continue past eight semesters. Full-time transfer students need to have Dean of the College's permission to attend past the date agreed upon and stated on the graduation check. However, **no student may remain in college as a residence hall student for more than ten semesters.**

## INDEPENDENT STUDY

With the approval of the instructor and the Dean of the College, any student whose grade point average is at least 3.0 may register for independent study of any course listed in the catalog, but not in a semester when a course is being offered. This study will be pursued under the guidance of the instructor and may be completed at such time as the student is able to pass successfully an examination over the subject during the term for which the course is registered. Independent study courses constitute a regular part of the student's college load. The regulations regarding the work program, registration, tuition and fees apply. For a student to take a catalog course by independent study requires special circumstances for approval and is not encouraged.

## INTERNSHIP

**The opportunity to participate in an internship is a privilege and honor reserved for deserving students. The attitudes, behaviors, and work performances of students, while involved in internships, may reflect not only on the student, but also on the sponsoring department and College of the Ozarks at large. Thus, students pursuing internships should take seriously the responsibility associated with an internship.** *An internship is an experiential learning activity that occurs in an off-campus setting and is sponsored by the department in which a student is pursuing a major or minor.* It includes a broad range of experiences, which are determined by a faculty member in cooperation with an off-campus supervisor. *Any academic department may offer an internship.* Students **may receive monetary compensation** for services rendered during an internship. Each internship credit-hour requires a minimum of 40 contact hours at the off-campus setting. No more than 6 internship credit-hours may be applied to the college's 36 upper-division hour graduation requirement. **Students must be on no type of probation** and have junior or senior standing to participate in an internship. Further information and forms necessary for the implementation of an internship experience may be obtained at the office of the Dean of the College. Applications must be returned to the Dean's office at least 8 calendar days preceding registration for Fall and Spring. Applications for summer internships must be submitted to the Dean's office by the end of the Spring term. **Additional guidelines for internships are located in the Faculty Procedures Manual.**

## JOINT ENROLLMENT

Enrollment with another institution while enrolled as a student at College of the Ozarks is not permitted without prior approval from the Dean of the College. **Under NO CIRCUMSTANCES may a College of the Ozarks student joint-enroll with another institution and carry equivalent to a full load unless they are carrying a full course load at College of the Ozarks and are participating in the work program.**

## **PROFICIENCY EXAMINATION FOR CREDIT**

Any department, upon application by the student, may consider the awarding of credit by means of proficiency examination in any course listed in the catalog in which the student is not enrolled, provided he or she has not completed a more advanced course in that field. Proficiency examination forms may be obtained from the Registrar's Office. As soon as the examination has been completed and passed with a grade of C or better, the student must pay a fee in the Business Office and obtain the signature of the Dean of the College before the form is submitted to the Registrar's Office for recording of the grade, which is limited to Pass or Fail. Failure to complete the above requirements within one calendar year will result in no credit being awarded. Credit awarded by proficiency examination will not be included in the number of hours a student carries for any semester unless a waiver is obtained from the Dean of the College.

## **RE-ENTERING STUDENTS**

Students re-entering college after an absence of one year or less may graduate under the requirements of the current catalog or the catalog under which they originally entered. If a student has been gone for more than one year, the current catalog must be used, unless a waiver is obtained from the Dean of the College.

## **REGISTRATION**

Registration dates for terms are announced well in advance by the Registrar, and students meet with faculty advisors in planning their schedules.

## **REPEATING A COURSE**

A course may be repeated, but once a course has been taken the grade for the course will be entered permanently on the student's transcript. No course may be repeated for the purpose of raising a grade of C or above. If a course is repeated the hours attempted and grade received for only the HIGHEST attempt will be counted toward graduation requirements. Grades from all but the first attempt will be counted toward the cumulative grade point average. The letter R will appear by all repeated courses on the transcript. Courses with a D or F from College of the Ozarks may be repeated only at the College of the Ozarks. Any exceptions require approval by the Dean of the College.

## **TESTING SERVICES**

Testing services are provided by the college through the Admissions and Registrar's offices. Tests are administered on the six national testing dates. The American College Testing Program-ACT-(contact Admissions) and College Level Examination Program-CLEP-(contact the Registrar's office) tests are given by request. Career planning activities, which include vocational interest testing and interpretation, are available through the Director of Placement. Test results and their interpretation are available in accordance with the Family Educational Rights and Privacy Act. No CLEP credit is awarded for English 103 and 303 writing courses.

## TRANSCRIPTS

Official transcripts of the student's academic record may be obtained at the Registrar's office. Up to two weeks must be allowed after the close of the term for issuance of an up-to-date transcript. The transcript request must be made in writing. One free copy of a student's academic summary may be obtained (per semester). Additional copies are \$1.00. Official copies are \$4.00 each. This fee must accompany each transcript request. No transcripts will be issued unless all accounts with the College are clear or are current according to the Business Office. No transcripts will be issued to former students who have defaulted on a federally-funded Title IV student loan.

## TRANSFERRING COURSES

Transfer courses with D grades or above from regionally accredited institutions will be accepted by College of the Ozarks. Transcripts are evaluated by the Registrar. If the student believes a transfer course has not been correctly evaluated, an appeal may be made to the Registrar, the appropriate Division Chair, the Dean of the College, and if deemed necessary, to the Academic Standards Committee. **Transfer courses with grades of F will be counted in figuring cumulative grade averages but will not count toward C or O graduation requirements.** Transfer courses which are equivalent in credit and emphasis to our General Education requirements will be accepted. For example, any three credit literature course in American or World Literature will satisfy the requirement for Literature in the General Education program. Three credit hours of the 6-hour English Composition requirement, however, must be upper division credit. College of the Ozarks does not accept as upper division hours courses from community/technical colleges. Transfer of credit from branch campuses and extension centers will not be accepted by the College without approval from the Dean of the College. Transfer courses will not be accepted during the last 30 hours without prior approval of the Dean of the College.

**Advanced Placement Exams:** Students who have completed advanced Placement testing in high school should contact the Registrar's Office regarding course credit.

**Transfer credit time limitations:** Courses completed within a ten-year period prior to transfer to College of the Ozarks will be accepted. Courses for a specific major or minor with completion dates that exceed the ten-year period may be accepted only with the approval of the appropriate academic department, Division Chair and Dean of the College.

**An Associate in Arts degree from a fully accredited college or university will fulfill the General Education requirements of this college, with the exception that each student must fulfill the required 6 hours of religion and all upper division General Education courses. Three credit hours of a foreign language and a laboratory science class are also required if these requirements have not been**

**satisfied in the AA degree program.** The additional 3 hours of a foreign language required for the B.A. degree and 3-4 hours of science/math required for the B.S. degree are not satisfied by the AA degree. The AA degree must be completed and verified prior to attempting the last 30 hours. Associate in Science degrees and Associate in Applied Science degrees do not automatically meet the General Education requirements of this college. Transfer students must complete a minimum of 45 credit hours at College of the Ozarks. At least 12 credit hours must be in the major field, including 9 upper division hours. Exceptions may be made with the approval of the Dean of the College.

#### **VETERANS OF THE ARMED FORCES**

A veteran of the Armed Forces can obtain information concerning educational benefits from the Registrar's Office. To avoid delay of the monthly payment, the veteran should file for a certificate of eligibility before the beginning of the first term. Advanced standing credit for educational experiences during military service will be granted according to the recommendations of the American Council on Education, except in the case of the General Educational Development (GED) test for which no credit is granted. The required physical education courses will be waived for veterans who have completed basic training. However, no credit will be awarded. A veteran has thirty days from the first day of classes to drop a class. After that time period, the student will be required to reimburse the Veterans Administration for any monies awarded.

#### **WITHDRAWING FROM COLLEGE**

A student who wishes to withdraw from the College BEFORE the close of any term must report to the Registrar's Office to obtain a form for official withdrawal and will be given grades as indicated in the grading system on page 37. **A student who leaves the College without filing an official withdrawal will receive marks of failure in all courses for the term.** Under special circumstances, a student may request to withdraw from college after the official drop date and receive a WP/WF in all classes with written approval from the Dean of the College. The College reserves the right to dismiss students who fail to do satisfactory work, or who do not cooperate with official College policies.

#### **WRITING INTENSIVE COURSES**

The General Education program includes a "*writing intensive*" component which is required of all students. This requirement consists of four courses (total 12 credit hours or more) taken over four years which will include College Composition I (freshman course), College Composition II (junior/senior course) and two writing intensive designated courses **WI** from the major and/or minor fields of study and/or General Education.

# GENERAL EDUCATION PROGRAM

## Philosophy of General Education

A deliberately connected web of general education courses and co-curricular activities provide occasion for the study of a broad range of subjects and approaches to student learning. Through the General Education program, students should acquire knowledge as well as crucial skills and attitudes to nourish their intellectual curiosity and their moral imagination and to aid their pursuit of a satisfying, productive life. Students should gain confidence as well as competencies from this program, a program that will enable students to adapt to a constantly changing world while holding fast to values that hold eternally true. Implicit in this program is the goal of showing the multidisciplinary nature of learning so necessary to the ideal of well-roundedness as well as the more focused disciplinary learning.

The General Education program ultimately should connect the various major/minor programs and the many co-curricular activities to create an undergraduate experience at College of the Ozarks that embraces the unique five-fold mission of the College, that weaves itself from the freshman through the senior years, and that culminates with a capstone experience which attempts to synthesize key aspects of the General Education program.

A well structured General Education, honestly pursued, should produce college graduates who are able, aware and morally decent. It is the conviction of College of the Ozarks that the General Education curriculum supports and supplements the five-fold mission of the institution; academic, vocational, spiritual, patriotic and cultural.

## General Education Requirements: 55-56 credit hours

### Core requirements: 30 hours

ENG 103 College Composition I (freshman course) <b>WI</b> . . . . .	3
ENG 303 College Composition II (junior/senior course) <b>WI</b> . . . . .	3
REL 103 Biblical Survey (freshman course) . . . . .	3
REL 343 Biblical Theology and Ethics (junior/senior course) . . . . .	3
PED/MIL 101 Citizenship and Healthy Lifestyles I (freshman course) . . .	1
PED/MIL 111 Citizenship and Healthy Lifestyles II (freshman course) . . .	1
*Military Basic Training may fulfill the PED 101 and 111 requirement	
PED Activities course elective* . . . . .	1
*PED 121 Swimming is required if the swimming section of	
PED/MIL 101 is not satisfactorily completed. The following courses will satisfy the General Education Activities requirement: PED 121, 131, 141, 151, 161, 171, 191, 211, 231 and 241.	
SPC 103 Public Speaking . . . . .	3
HST 103 The American Experience . . . . .	3
IDS 133 Exploration of the Arts (see page 49) . . . . .	3
IDS 153 The Changing Universe of Science (see page 49) . . . . .	3
IDS 313 General Education Capstone (see page 49-junior/senior course) 3	



**G.E. requirements with options: 25-26 hours**

**World History**

- ONE OF THE FOLLOWING . . . . . 3
  - HST 153 Western Civilization to 1660
  - HST 163 Western Civilization since 1660

**Literature**

- ONE OF THE FOLLOWING . . . . . 3
  - ENA 123 Topics in American Literature
  - ENW 133 Topics in Western World Literature

**Philosophy/Fine Arts Activities**

- ONE OF THE FOLLOWING . . . . . 3
  - PHI 203 Introduction to Philosophical Thought
  - ART 113 Two-Dimensional Design
  - ART 123 Drawing I
  - DRM 114 Introduction to Theatre Technology
  - DRM 163 Vocal Training for the Stage
  - DRM 173 Movement Training for the Stage
  - DRM 193 Music Theatre Dance I
  - Music Ensembles/Class Piano, Class Voice, Class Guitar (3 one credit-hour courses) (Music Ensembles will not satisfy the G.E. requirement for education majors)

**Social Science**

- ONE OF THE FOLLOWING . . . . . 3
  - ECN 103 The American Economy
  - ECN 203 Principles of Economics I
  - POL 103 American National Government
  - POL 113 American State and Local Government
  - PSY 103 Introduction to Psychology
  - SOC 103 Introduction to Sociology

**Laboratory Science** (required of all students)

- Biology, Chemistry or Physics . . . . . 4

**Mathematics** (required of all students)

- any mathematics course in the catalog except MAT 113 . . . . . 3

**Foreign Language** (required of all students) . . . . . 3

**Bachelor of Arts** (B.A.) degree candidates are required to take an additional course for a total of 6 credit hours in **one language**.

The language selected must be a language foreign to the student. . . . . 3

**Bachelor of Science** (B.S.) degree candidates are required to take an additional lab science, mathematics or computer science course

(except CSC 113) . . . . . 3-4

The General Education (G.E.) curriculum is purposefully complemented by an emphasis on the development of vital competencies. The **ability to write** is reinforced through the requirement of two “writing intensive” WI courses. **Critical thinking** is developed through the explicit discussion and use of critical thinking skills across the curriculum. The G.E. **Capstone Course** encourages the exploration of connections among various disciplines of study. Prerequisites for admission to a capstone course include: 1) completion of a minimum of 60 hours, with 40 of the 60 in General Education; 2) ENG 303 must be taken prior to or concurrent with the capstone course. The G.E. program is designed to teach not only subject matter, but the skills necessary to succeed in one’s area of expertise (e.g., one’s major area of study) and to become a lifelong learner. See page 32 for assessment.

## Optional General Education Character Curriculum

The College also offers students the option of meeting certain General Education requirements by taking courses in its **Character Curriculum**. For example, students may elect to substitute Religion 103CC, Biblical Ideas of Character, for the Religion 103, Biblical Survey requirement (see below for the five courses for which such substitutions are possible).

The Character Curriculum of College of the Ozarks is founded on the supposition the moral truths can be known and practiced. The virtues that define character—wisdom, justice, prudence, and courage—do not change with time; they are among what Faulkner has called the “eternal verities,” moral truths that have been engraved on the heart, the conscience, the soul. Indeed, the definition of character in the original Greek is “an engraved mark.” Genuine character, therefore, is an interior disposition to do what is right. The ultimate example of character, of course, is found in Jesus Christ; as God become man, Jesus is the pattern for all Christians to follow. Only in Christ are we able to possess the Christian virtues of faith, hope and love. Consequently, faith is our best tool in knowing and practicing those eternal truths that define character.

Faith, however, has a mighty ally in reason. The greatest thinkers in history have all been concerned in one way or another with the question of character. What is true? Good? Just? What political order is best suited to the development of a good citizen? How do we know what is virtuous? Is there a natural law true for all people in all times, or is law simply a matter of convention? Honest reasoning guided and hedged by Scripture gives us reliable answers. Aristotle, Plato, Cicero, Augustine, Aquinas, Luther, Calvin, and other philosophers and theologians have contributed to our store of knowledge, and all are trustworthy guides in discerning how we should live.

Faith, too, has an ally in the imagination: literature rightly understood reveals the role that character plays in human experience. When Nathan the prophet reveals to King David his sinfulness, he does not offer him a syllogism; rather he tells David a story. Great authors from Homer to Sophocles, Virgil to Dante, Shakespeare to Milton present us with imaginative visions of the human condition, sweeping backgrounds against which we can see the significance of human decisions and the consequences of character. Great literature reveals to us who and what we are. Taken together faith, reason, and imagination enable the student to know what character is, not merely as a set of precepts or rules, but as an inclination of the heart to nobility, integrity, and love.

### **The Character curriculum includes:**

REL 103CC Biblical Ideas of Character

(satisfies the Biblical Survey requirement)

ENW 133C Classical Ideals of Character

(satisfies the Literature requirement)

PHI 223C Medieval/Renaissance Ideals of Character

(satisfies the Philosophy/Fine Arts requirement)

ENG 303CC Reformation/Modern Ideals of Character

(satisfies the College Composition II requirement)

IDS-CC Capstone: American Ideals of Character

(satisfies the General Education Capstone requirement)

# MAJORS AND MINORS

A major represents an area of concentration (8 to 12 courses) in one academic discipline. Some majors at College of the Ozarks also require a minor which is a smaller area of concentration (6 to 7 courses). Every bachelor degree candidate must complete a major. Students may also declare a minor or a second major. Students are expected to complete their program of study within 8 semesters up to a maximum of 10 semesters with approval by the Dean of the College..

A major may require up to 16 courses (3-5 credit hours per course), no more than 12 of which may be in a single discipline. A minor may require no more than 7 courses. Programs with 16 required courses are typically interdisciplinary with significant content from two or more disciplines. Because of state department of education or professional association requirements, the following programs may exceed the above guidelines: Unified Science, Elementary Education, Secondary Education and Dietetics.

**Students must have a declared major on record in the office of the Dean of the College no later than the first semester of their junior year.** Students may change their major or minor by completing the necessary form available in the office of the Dean of the College. After completion of the student's graduation check approval of the Dean of the College or Registrar is necessary.

## Division of Education and Health

### Majors

ELEMENTARY EDUCATION

SECONDARY EDUCATION

(must be taken as a double major with  
a major in one of the approved teaching fields—page 62)

PHYSICAL EDUCATION

emphases: K-12 Education, Recreational Administration or  
Health/Wellness

PSYCHOLOGY

### Minors

Psychology

Physical Education/Coaching

## Division of Mathematical and Natural Sciences

### Majors

BIOLOGY

CHEMISTRY

COMPUTER SCIENCE

COMPUTER INFORMATION SCIENCE

MATHEMATICS

### Minors

Biology

Chemistry

Computer Science

Computer Information Science

Mathematics

## Division of Performing and Professional Arts

### Majors

#### ART

emphases: Studio Art or Art Education

#### MASS COMMUNICATION

emphases: Journalism/Print Media, Journalism/Broadcast Media, Electronic Media Production or Public Relations

#### MUSIC

emphases: General Music, Vocal/Choral Music Education, Instrumental Music Education, Commercial Music, or Music Ministry

#### THEATRE

emphases: General Theatre, Performance Theatre, or Drama Ministry

### Minors

Studio Art

Music

Art History

Theatre

Journalism/Print Media

Media Production

## Division of Technical and Applied Sciences

### Majors

#### AGRICULTURE

emphases: Agribusiness, Animal Science, Poultry Science, Horticulture, Agronomy, Agriculture Technology, or Agriculture Education

#### AVIATION SCIENCE (Aircraft Maintenance)

#### GRAPHIC ARTS

#### TECHNOLOGY

emphases: Technology Education or Industrial Technology

### Minors

Agribusiness

Aviation Science (Flight)

Animal Science

Graphic Arts

General Agriculture

Military Science

Horticulture

Industrial Technology

## Division of Humanities

### Majors

ENGLISH

HISTORY

FRENCH

SPANISH

PHILOSOPHY AND RELIGION

### Minors

Literature

Rhetoric

History

French

Spanish

German

Philosophy and Religion

# Division of Human and Social Sciences

## Majors

ACCOUNTING

BUSINESS ADMINISTRATION

emphases: General Business, Business Education, Marketing, or International Business

CRIMINAL JUSTICE

emphases: Corrections, Forensic Science or Law Enforcement

DIETETICS

FAMILY AND CONSUMER SCIENCES

emphases: Food & Nutrition, Child Development, Vocational Education, or General Family and Consumer Sciences

HOTEL AND RESTAURANT MANAGEMENT

POLITICAL SCIENCE

SOCIOLOGY

emphases: General Sociology or Social Work

## Minors

Accounting

Business Administration

Child Development

Clothing & Textiles

Criminal Justice

Food & Nutrition

Hotel/Restaurant Management

Political Science

Sociology

Sociology - Gerontology

Speech Communication

## Pre-Professional Programs

Pre-engineering

Pre-medicine

Pre-veterinary

Pre-pharmacy

Pre-nursing

Medical technology

Dietetics

Pre-law

Many beginning college students do not realize how much time and effort a rigorous academic program demands; therefore, College of the Ozarks strongly encourages its students not to accept off-campus employment until they have proven that such employment will not jeopardize their academic program performance.

# SPECIAL PROGRAMS

The faculty of College of the Ozarks has approved the following special offerings, many of which cross the traditional academic disciplinary boundaries.

## INTERDISCIPLINARY AND SPECIAL COURSES (IDS)

- 021 Learning Strategies** Learning Strategies is a self-paced, computer aided course designed to help students improve their reading, writing, mathematical and critical thinking skills. Each student takes a diagnostic test that determines a customized plan of study which must be completed during the period of enrollment. Pass/Fail grade is based on completion of instruction and a minimum total score of 70%. Required of entering freshmen whose academic record indicates they would profit from such a course. Does not count toward required 125 hours for graduation.
- 023 English as a Second Language** A course designed for the non-native English speaker to help the student gain better command of the English language, including idiomatic expressions. Special attention is given to helping the student develop listening, speaking, reading, writing and thinking skills in English. Enrollment is by permission (Dean of the College/Registrar) based on TOFEL scores and other evaluations. This course is graded pass/fail and may be repeated with permission. Does not count toward required 125 credit hours for graduation.
- 101 New Student Orientation (Character Camp)** Required of all fulltime students. Course intends to provide a link between students, programs and services. Pass/Fail.
- 133 Exploration of the Arts** An introductory course in the description, analysis, interpretation and judgement of the arts. A General Education course required of all students.
- 153 The Changing Universe of Science** This course examines the nature of the universe from the standpoint of the natural sciences (astronomy, physics, geology, chemistry and biology) by studying a number of theoretical models and hypotheses that have broad explanatory powers in each discipline. The course also contrasts the natural sciences with the social sciences, languages, humanities and applied sciences. A General Education course required of all students.
- 313 General Education Capstone**—Prerequisite: 60 hours with 43 in General Education. ENG 303 must be taken prior to or concurrent with the capstone course. This course is designed to be the culminating experience of the General Education curriculum. While the topics will vary, the goal of the course will be to explore the connections among the various disciplines to which students have been exposed in the General Education program. Required of all students.
- IDS 313 CC Capstone: American Ideals of Character** Contemporary America with its emphasis on individualism and tolerance is rethinking traditional notions of character. The old models are being called into question, and the new models are heralded as harbingers of a new culture. In this course students will examine those “old models” of hard work, fidelity to family, individual responsibility and liberty, and love of country, and seek to understand why these models are being challenged.

**50V (3-15) Off-Campus Studies** This course is designed to provide an opportunity for students to take classes and participate in educational projects at other sites either abroad or in the United States. College of the Ozarks has institutional participation agreements with: 1) **Liaoning College of Foreign Studies**, Liaoning, China; 2) **Dhyana Pura Institute**, Kuta, Bali; 3) **Yonsei University**, Seoul, Korea; 4) **Christelijke Hogeschool Noord-Nederland**, Leeuwarden, Netherlands; 5) **Ichthus Hogeschool**, Rotterdam, Netherlands; 6) **Stamford University**, Bangkok, Thailand; (see page 51 for information regarding all international locations.) 7) **Focus on the Family Institute** (see page 25), Colorado Springs, Colorado; 8) **Au Sable Institute of Environmental Studies** in northern Michigan (see page 136). Other programs may be developed through individual faculty and approved through the Dean of the College.

## **Interdisciplinary Major and Minor Programs**

Interdisciplinary major and minor programs may be developed by the student in consultation with an academic advisor. This permits the tailoring of special programs beyond the traditional major or minor to meet more specialized and interdisciplinary interests. The student should initiate such a program no later than the end of the sophomore year. Such programs must be approved by the divisional chairs of the academic departments involved. An approved interdisciplinary program is then submitted to the Academic Standards Committee for approval. After reviewing the proposal and formulating its recommendation, the Academic Standards Committee passes the proposal to the Dean of the College for final approval.

After final approval, a copy of the interdisciplinary program is submitted to the Registrar's Office and becomes the student's requirements for graduation.

## **Course Hour Requirements for Interdisciplinary Major and Minor Programs**

- A. Total hours for graduation: 125
- B. General Education requirements as stated in the catalog
- C. Credit hour requirements for an Interdisciplinary major:
  - 1. Minimum of 36 total hours
  - 2. Minimum of 18 upper division hours; all participating departments represented
- D. Credit hour requirements for an Interdisciplinary minor
  - 1. Minimum of 18 total hours; all participating departments represented
  - 2. Minimum of one upper division course from each participating department

**Note:** Courses counted toward a major or minor may be used to fulfill the General Education requirements where applicable.

## International Exchange

College of the Ozarks maintains an exchange program with several schools, including **Liaoning College of Foreign Studies**, Liaoning, China; **Dhyana Pura Institute**, Kuta, Bali; **Yonsei University**, Seoul, Korea; **Christelijke Hogeschool Noord-Nederland**, Leeuwarden, Netherlands; **Ichthus Hogeschool**, Rotterdam, Netherlands; and **Stamford University**, Bangkok, Thailand. Through these programs, qualified students can spend up to a semester studying abroad.

Application is open to any College of the Ozarks student who has completed a minimum of 60 hours or more of study, attended College of the Ozarks a minimum of one year, will graduate from C of O or attend C of O at least one semester following the semester abroad, and is in good standing in all areas of college life (academics, work program, etc.).

C of O students are responsible for covering room, board, and personal expenses while abroad, although some of these costs can be met through the College's work program and through low-interest or no-interest loans. C of O students are also responsible for costs of obtaining a passport and required Visa. College of the Ozarks pays transportation to and from the exchange location. The exchange program has no tuition cost.

Deadlines for each program vary, but generally persons wishing to participate in an exchange for the spring semester should apply by mid-October, and persons wishing to participate in an exchange during the fall semester should apply by mid-March. Deadlines are announced in the campus newspaper.

Application forms are available from the Dean of Campus and International Services and must include a brief statement on why the student wishes to participate in the exchange program. Approval is by committee. Special attention is paid to the student's area of study, reason for participation or anticipated benefits to the student, and to his or her adaptability regarding living in a different environment.

All foreign studies programs shall be graded Pass/Fail with an option provided for administering letter grades conditional on the following: a faculty member in the appropriate academic area is able to develop an accurate grade conversion from the foreign system to the College of the Ozarks. The ability to do this must be determined prior to the foreign study.



# PRE-PROFESSIONAL PROGRAMS

## PRE-ENGINEERING

*Marvin De Jong, Advisor*

College of the Ozarks offers two options to those students who plan to enter one of the various engineering fields. Under the first option, called the Three-Two plan, the student spends three years at College of the Ozarks and two years at the engineering school of his/her choice. The student in the pre-engineering program under this plan must meet the General Education requirements of College of the Ozarks. The student who chooses the Three-Two plan will, upon graduation from engineering school, receive a B.S. degree from College of the Ozarks in addition to whatever engineering degree is received. In summary, for this option, two degrees rather than one are received.

Under the second option, the student planning to enter one of the engineering fields may elect to spend only two years here under the Two-Year plan. Students who take this option will not receive a degree, but they may accelerate their progress toward an engineering degree.

Suggested courses for Pre-Engineering:

MAT 133 College Algebra	CSC 113 Fundamentals of Computer Science
MAT 142 Trigonometry	CSC 133 Programming Fundamentals I
MAT 175 Calculus I	ENG 103 College Composition I
MAT 205 Calculus II	HST 103 The American Experience
MAT 213 Calculus III	HST 153 or 163 Western Civilization
MAT 313 Differential Equations	A World History (HSW) course (upper division)
CHE 114 General Chemistry I WI	ECN 203 Principles of Economics I
CHE 124 General Chemistry II WI	PSY 103 Introduction to Psychology
PHY 225 General Physics I	Any upper division course in Psychology
PHY 235 General Physics II	
PHY 303 Mechanics I-Statics	

The courses mentioned above will transfer to almost every engineering school. Additional courses should be selected by referring to the catalog of the engineering school of the student's choice and by consulting with the student's faculty advisor, or a faculty member from chemistry, mathematics or physics.

## DIETETICS PROGRAM

*Beth Huddleston, Director*

A competency-based Dietetics program has been approved by the American Dietetic Association and meets the academic requirements for dietetic registration eligibility and membership. Graduates of DPD programs who are verified by the director may apply for dietetic internships to establish eligibility to write the registration examination.

The requirements for the Dietetics major may be found on page 94.

## PRE-LAW

*Eduard Quiko, Director*

The Association of American Law Schools does not recommend a specific major or minor as the preferred pre-legal course of study. Several programs of undergraduate education are available and suitable as pre-legal education. These programs will involve work in English, speech, economics, history, accounting, political science and various other fields regardless of the major chosen. Successful study and practice of law requires: (a) an ability to write and comprehend written materials; (b) critical understanding of political institutions; and, (c) creative thinking. Entrance into law school is based on a combination grade point average and scores on the standardized Law Schools Admissions Test. For further information, contact Eduard Quiko, Pre-Law advisor, Political Science.

## Health Sciences

The following programs are offered under Health Sciences: Pre-Medicine, Pre-Veterinary Medicine, Pre-Pharmacy, Pre-Nursing and Medical Technology. All course requirements in these programs consist of courses offered by various departments such as Biology, Chemistry, Mathematics, etc. Since requirements of various professional schools vary greatly, the Health Science programs are often slightly modified to adjust to the requirements of a particular school. With the exception of Pre-Pharmacy, the student must complete the General Education requirements of the College in all programs.

## PRE-PHARMACY

*Jerry Easdon, Advisor*

Pre-Pharmacy usually consists of a three-year program. Required courses for a Pre-Pharmacy program:

CHE 114 General Chemistry I	PHY 225 General Physics I
CHE 124 General Chemistry II WI	PHY 235 General Physics II
CHE 215 Organic Chemistry I	MAT 133 College Algebra
CHE 225 Organic Chemistry II WI	MAT 142 Trigonometry
CHE 304 Quantitative Chemical Analysis	MAT 175 Calculus I
BIO 304 Microbiology	Courses in English, History, Sociology are also recommended

Application to pharmacy school should be made in the fall semester of the second year. Pharmacy school is usually completed in three years after transfer.

## PRE-MEDICINE

*Jeff Rettig, Advisor*

The pre-medical program does not require the student to be any particular major. Although the majority of applicants will have majored in either one of the natural sciences (Biology or Chemistry), those admitted to medical schools come from all majors including the humanities and social sciences. Premed majors should expect to take extra courses beyond the minimum needed to graduate. Science majors should expect to take extra courses in the humanities; students with other majors should take additional science courses above the prerequisites listed below. All premed students should emphasize a balanced liberal arts education that includes coursework in the humanities, social sciences and philosophy.

Students should strive to prepare themselves for the Medical College Admission Test (MCAT), maintain a high grade point average, work and volunteer in situations where they will have patient contact (e.g. hospitals and elderly care facilities), and demonstrate good time management skills by active involvement in community service and extracurricular activities such as clubs and student government.

Most medical schools require the following courses be completed prior to admissions. Since admission requirements vary slightly for different medical schools, the student is urged to investigate the specific requirements for the medical school they wish to attend.

### **Two semesters of english composition**

ENG 103: College Composition I

ENG 303: College Composition II

### **Two semesters of biological sciences**

BIO 114: General Zoology

BIO 124: General Botany

### **Two semesters of general chemistry**

CHE 114: General Chemistry I

CHE 124: General Chemistry II

### **Two semesters of organic chemistry**

CHE 215: Organic Chemistry I

CHE 225: Organic Chemistry II

### **One semester of mathematics**

PHY 175: Calculus I and either PHY 104: Fundamentals of Physical Science or HS physics [Note: Most medical schools require only College Algebra; however, our physics courses require Calculus I as a prerequisite.]

### **One year of physics:**

PHY 225 General Physics I

PHY 235 General Physics II

Other science courses commonly taken include Biochemistry (CHE 424), Genetics (BIO 444), Cell Biology (BIO 244), Animal Physiology (BIO 434), and Human Anatomy (BIO 224). Many of these courses have prerequisites.

## PRE-NURSING

*Jerry Easdon, Advisor*

The nursing program is a two-track program. **Track 1** leads to a Bachelor of Science degree with a major in nursing (this is not a BSN). **Track 2** involves completion of only the minimal requirements for entrance to a registered nursing school.

### TRACK 1—THE DEGREE PROGRAM

#### REQUIREMENT I:

Completion of General Education Requirements (see page 43-44).

#### REQUIREMENT II: Completion of the following courses:

CHE 104 Principles of Chemistry	MAT 113 Intermediate Algebra
BIO 214 Introduction to Microbiology	FCN 303 Nutrition
BIO 224 Human Anatomy	FCC 213 Human Development for Pre-Nursing
BIO 234 Human Physiology	CSC 113 Fundamentals of Computer Science (recommended)
PHI 203 Intro To Philosophical Thought	

#### REQUIREMENT III:

Satisfactory completion of the requirements at a League of Nursing-approved School of Nursing. Most graduates have completed this requirement at either Cox School of Nursing or St. John's School of Nursing, both located in Springfield, Missouri.

### TRACK 2

This track includes only the courses required for admission to a school of Registered Nursing and does not lead to a degree from College of the Ozarks.

CHE 104 Principles of Chemistry	PSY 103 Introduction to Psychology
SOC 103 Intro to Sociology	PSY 373 Abnormal Psychology
ENG 103 College Composition I	MAT 113 Intermediate Algebra
BIO 214 Introduction to Microbiology	FCN 303 Nutrition
BIO 224 Human Anatomy	FCC 213 Human Development for Pre-Nursing
BIO 234 Human Physiology	CSC 113 Fundamentals of Computer Science (recommended)
PHI 203 Intro To Philosophical Thought	

While attending College of the Ozarks, a student may have an opportunity to work at the college hospital. The hospital is a fully-staffed hospital in which the student has an opportunity to become acquainted with the various phases of nursing.

## MEDICAL TECHNOLOGY

*Stephen Miller, Advisor*

The Medical Technology program leads to a Bachelor of Science degree with a major in Medical Technology. Students must fulfill all general education requirements; specified math, biology and chemistry courses; and complete a Medical Technology course of study at Cox Medical Center, Springfield, MO. Students must complete 94 hours at College of the Ozarks including the following courses.

BIO 224 Human Anatomy	MAT 133 College Algebra
BIO 234 Human Physiology	CHE 114 General Chemistry I
BIO 244 Cell Biology*	CHE 124 General Chemistry II
BIO 304 Microbiology	CHE 215 Organic Chemistry I

Four additional hours of 300 or 400 level chemistry. Biochemistry (CHE 424) is strongly recommended.

The following courses or equivalent must be completed at Cox Medical Center:

Clinical Biochemistry	8 hours
Urinalysis and Body Fluids	2 hours
Clinical Hematology and Coagulation	6 hours
Diagnostic Immunology	3 hours
Clinical Microbiology	8 hours
Immunhematology	4 hours
Special Topics	2 hours

Recommended electives include Genetics (BIO 444), Fundamentals of Computer Science (CSC 113), introductory Business Administration courses (BUS 213 and BUS 233), and Business and Professional Speaking (SPC 313).

Students need a minimum GPA of 3.0 in courses at College of the Ozarks to be admitted to the Cox Medical Technology program. Application for admission to the Cox Medical Technology program should be initiated at the beginning of the junior year.

\*Students who complete BIO 224, BIO 234, and CHE 114 with grades of B or better may apply to have the BIO 114 and BIO 124 prerequisites for Cell Biology waived. A student must request this waiver of the Biology Department and it must be approved before the student registers for Cell Biology.

## PRE-VETERINARY MEDICINE

*Kenny Garrison, Advisor*

The suggested Pre-Veterinary Medicine curriculum is based on those courses that fulfill or exceed the 60 core hours required to enter the University of Missouri School of Veterinary Medicine. If alternate choices of Veterinary schools are to be considered, students should individually tailor their program to fit that school's requirements. In addition to these hours, it is recommended that students should include a major(s) in Chemistry, Biology or Agriculture. Pre-Veterinary students should expect to take courses beyond the minimum needed to graduate. It is recommended that the student take very high course loads since this is highly considered as a criterion for admission to veterinary school. Students need a minimum of 40 hours (more hours are suggested) observing one or more veterinarians actively engaged in their normal work environments through at least one credit hour of internship. Admission to veterinary school is very competitive, and the student should prepare for another career in case he or she is not admitted to veterinary school.

### REQUIRED COURSES FOR PRE-VETERINARY MEDICINE:

#### **Mathematics:**

MAT 175 Calculus I

**English or Communication courses:** 6 hours from the following or more advanced courses

ENG 303 College Composition II

SPC 103 Public Speaking

SPC 203 Interpersonal Communications

#### **Inorganic Chemistry:**

CHE 114 General Chemistry I

CHE 124 General Chemistry II WI

#### **Organic Chemistry:**

CHE 215 Organic Chemistry I

CHE 225 Organic Chemistry II WI

#### **Biochemistry:**

CHE 424 Biochemistry

#### **Physics:**

PHY 225 General Physics I

PHY 235 General Physics II

#### **Biological Sciences:**

BIO 114 General Zoology

BIO 124 General Botany

One or more additional courses for science majors

#### **Social Sciences:** 10 hours

Can include courses from history, economics, political science, geography, literature, mythology, psychology, and philosophy

#### **Internship:** 1 hour (more hours are desirable)

Observing one or more veterinarians actively engaged in their normal work environments

#### **Electives:** 10 hours

## RECOMMENDED COURSES FOR PRE-VETERINARY MEDICINE:

### **Chemistry:**

CHE 314 Physical Chemistry I  
CHE 324 Physical Chemistry II  
CHE 334 Quantitative Chemical Analysis  
CHE 344 Instrumental Chemical Analysis

### **Biology:**

BIO 244 Cell Biology  
BIO 304 Microbiology  
BIO 434 Animal Physiology  
BIO 444 Genetics

### **Agriculture:**

AGR 114 Animal Science  
AGR 283 Animal Health  
AGR 303 Animal Nutrition  
AGR 313 Animal Breeding  
AGR 402 Artificial Breeding

A minor in Animal Science is an excellent option for the Pre-Veterinary student allowing an opportunity for the students to be involved with College of the Ozarks farm through the work study program. If the Animal Science minor is not viable, then any or all of the listed courses are recommended.

### **English:**

ENG 333 Technical Writing

Students should contact the University of Missouri College's Associate Dean for Academic Affairs or Admission Advisor for advisement during the fall semester preceding the application to veterinary medicine program.

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# Division of Education and Health

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## *The Lamar Louise Curry School of Education*

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*William Keeter, Chairman*

**Education . . . . . 60**

Charles Foltz  
Kay Leftridge  
Dana M. McMahan (Director of Teacher Education)  
Linda Sherrill

**Library Science . . . . . 65**

Nancy Anderson  
Linda Schmidt  
Gwen Simmons  
Ron Wyly

**Physical Education and Health . . . . . 66**

Don Hoeck  
William Keeter  
Patrick McGaha  
Al Waller (Athletics Director)  
George Wilson

**Psychology . . . . . 72**

Sheryl Haile  
Michael Jones  
Donald McMahan



# Education

*Bachelor of Arts, Bachelor of Science*

Professional educational programs at College of the Ozarks are designed to help graduates be reflective decision-makers and effective teachers. This is approached through an integrated program of general, specialized and professional education combining theory and practice designed to help students gain knowledge, skills and attitudes essential for a successful teaching career. Each graduate of the education program will demonstrate satisfactory knowledge and understanding of: 1) significant content in the liberal arts core component of the program; 2) a variety of teaching methods and their application to the teaching-learning process; 3) a variety of evaluation techniques essential to effective assessment of student learning; 4) the profession of teaching as documented in current research; 5) the specialized areas of study.

## Major in Elementary Education

### Required major courses: 34 hours

EDU 203 Child Growth and Development (F/S) . . . . .	3
EDU 213 Orientation to Teaching (F/S) . . . . .	3
EDU 223 Language Arts & Literature for Elementary/Middle School (F/S)	3
EDU 313 Mathematics Methods for Elementary/Middle School (S) . . . . .	3
EDU 323 Reading Methods I (S) . . . . .	3
EDU 333 Foundations of American Education (F/S) . . . . .	3
EDU 342 Reading Methods II (F) . . . . .	2
EDU 363 Elementary/Middle School Techniques of Teaching Reading in Content Fields (F) . . . . .	3
EDU 372 Science Methods for Elementary/Middle School (F) . . . . .	2
EDU 383 Social Studies Methods for Elementary/Middle School (S) . . . . .	3
EDU 413 Educational Media and Technology (F/S) . . . . .	3
EDU 423 Educational Assessment WI (F/S) . . . . .	3

### Required field/clinic courses: 13-22 hours

EDU 201 Classroom Observation (F) . . . . .	1
EDU 211 Classroom Participation (S) . . . . .	1
EDU 44V Teacher Assistant (F/S) . . . . .	1-4
EDU 45V Student Teaching WI (F/S) . . . . .	10-16

### Required collateral courses: 18 hours

MAT 104 Mathematics for Elementary/Middle School Teachers (F/S) . . . . .	4
PSY 363 Psychology of the Exceptional Child (F/S) . . . . .	3
AED 353 Art Education Methods I (F/S) . . . . .	3
MUS 252 Elementary Music Methods (F/S) . . . . .	2
PED 233 Personal and Community Health (F) . . . . .	3
PED 383 Methods of Teaching Physical Education in PK-8 (F/S) . . . . .	3

**Required Social Studies concentration: 21 hours**

HST 203 World Regional Geography (S) . . . . .	3
SOC 103 Introduction to Sociology (F/S) . . . . .	3
PSY 103* Introduction to Psychology (F/S) . . . . .	3
ECN 103 The American Economy (S) . . . . .	3
HST 103* The American Experience (F/S) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
HST 153* Western Civilization To 1660 (F/S)	
HST 163* Western Civilization Since 1660 (F/S)	
ONE OF THE FOLLOWING . . . . .	3
POL 103 American National Government (F)	
POL 113 American State and Local Government (S)	
* courses satisfy G.E. requirements	

**Courses required for General Education (see pages 43-44) in addition to the above requirements: 47 hours**

ENG 103, ENG 303 and SPC 103 . . . . .	9
REL 103 and REL 343 . . . . .	6
PED/MIL 101, 111 and PED Activities elective . . . . .	3
IDS 133, IDS 153 and IDS 313 . . . . .	9
Foreign Language . . . . .	3
College level mathematics course (in addition to MAT 104) . . . . .	3
ONE OF THE FOLLOWING LITERATURE COURSES . . . . .	3
ENA 123 or ENW 133	
ONE OF THE FOLLOWING PHYSICAL SCIENCE COURSES . . . . .	4
PHY 104, PHY 114 or PHY 124	

**General Education course options specified by the education major:**

BIO 104 Introduction to Biology (S) . . . . .	4
ONE OF THE FOLLOWING . . . . .	3
PHI 203 Introduction to Philosophical Thought	
ART 113 Two-Dimensional Design (F/S)	
ART 123 Drawing I	
DRM 114 Introduction to Theatre Technology	
DRM 163 Vocal Training for the Stage	
DRM 173 Movement Training for the Stage	
DRM 193 Music Theatre Dance I	

**NOTE:** The minimum TOTAL credit hours required for an **Elementary Education** major is 134 hours. An elementary education major must average 16-17 hours per semester to graduate in four years.

## Major in Secondary Education\*

**Required major courses:** 28-37 hours (9-12); 31-40 hours (K-12)

EDU 201 Classroom Observation (F)	1
EDU 203 Child Growth & Dev. (required only K-12 certification) (F/S)	3
EDU 211 Classroom Participation (S)	1
EDU 213 Orientation to Teaching (F/S)	3
EDU 333 Foundations of American Education (F/S)	3
EDU 393 Reading in the Secondary School (F/S)	3
EDU 413 Educational Media and Technology (F/S)	3
EDU 423 Educational Assessment <b>WI</b> (F/S)	3
EDU 44V Teacher Assistant (F/S)	1-4
EDU 45V Student Teaching <b>WI</b> (F/S)	10-16

**Required collateral courses:** 9-15 hours

Methods Courses in the Disciplines	3-9
PSY 363 Psychology of the Exceptional Child (F/S)	3
PSY 383 Adolescent/Middle Level Psychology (F/S)	3

**General Education courses:** 59 hours

ENG 103, ENG 303 and SPC 103	9
REL 103 and REL 343	6
PED/MIL 101, 111 and PED Activities elective	3
IDS 133, IDS 153 and IDS 313	9
Foreign Language	3
Mathematics (any college level course)	3
PHI 203 or Fine Arts activities course	3
ENA 123 or ENW 133	3
POL 103 or POL 113	3
PHY 104, PHY 114, PHY 124 or CHE 104	4
HST 103 (F/S)	3
HST 153 or HST 163	3
PSY 103 (F/S)	3
BIO 104 (except Unified Science)	4

\* Secondary Education majors must complete all requirements for a major in one of the approved teaching fields (see below) as well as requirements for grades K-12 or 9-12 certification. See your advisor or the Director of Teacher Education for secondary education advisory check lists.

### Approved Secondary Teaching Fields

Agriculture	Mathematics
Art	Music-Instrumental
Business	Music-Vocal
English	Physical Education
Foreign Language (French or Spanish)	Unified Science-Biology
History (Social Studies)	Unified Science-Chemistry
Industrial Technology Education	Voc. Family & Consumer Sciences

**Certification endorsements are available in the following fields:**

Art K-9	P.E. K-9	Health K-9; K-12; 9-12
French K-9	Spanish K-9	

#### Middle School (5-9)

Language Arts	Mathematics	Science
Social Studies	Business Education	Industrial Technology
Family and Consumer Sciences		Agriculture

See Director of Teacher Education for specific criteria and course requirements.

**NOTE: All Elementary and Secondary Majors** should apply for admission to the Teacher Education program by the end of semester #3. Minimum standards for admission include: 1) GPA minimum 2.5 with 30 semester hours course work completed; 2) ACT score on file; 3) C-BASE-minimum score at acceptable level on each portion of the test (current acceptable score is 235). Students must apply for permission to enroll in student teaching during the first week of the semester preceding the student teaching semester. Minimum standards for permission to enroll include: 1) minimum cumulative GPA of 2.6 with minimum 2.6 in major teaching field; 2) successful completion of teaching certification course requirements in one or more teaching fields; 3) “C” grade minimum in all professional education and major field courses required; 4) successful completion of PRAXIS. College of the Ozarks’ Program and Missouri State Department of Education Certification Standards that are in effect at the time of program completion must be met in order to be recommended for teaching certification.

### COURSES IN EDUCATION (EDU)

- 201 Classroom Observation** Students spend time observing in classrooms at varied instructional levels and in several subject areas. The course is required for education majors and is strongly recommended for those who are considering teaching as a profession but are undecided. (F)
- 203 Child Growth and Development** A study of human growth and development from conception to adulthood with major emphasis devoted to the formative years up to age nine. Research and oral presentation skills will be emphasized. (F/S)
- 211 Classroom Participation**—Prerequisite: EDU 201. This is a required course for prospective teachers, both elementary and secondary. The student will spend time as a participant in teaching activities in a public school classroom working under the direction of an experienced teacher in the student’s major field. (S)
- 213 Orientation to Teaching** An introduction to teaching as a profession that emphasizes the development of a teacher education portfolio. This course will also focus on effective writing for prospective teachers. (F/S)
- 223 Language Arts and Literature for Elementary/Middle School**—Prerequisite: EDU 213 and ENG 103. EDU 213 may be taken concurrently. A course to help prospective elementary/middle school teachers acquire the knowledge, skills, and attitudes necessary for teaching the language arts. Children’s literature is emphasized with integration across the curriculum. (F/S)

**NOTE: Admission to the Teacher Education program and completion of 45 hours are required for enrollment in courses numbered 300 or above offered by the Education department except with special permission of the Director of Teacher Education.**

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 313 Mathematics Methods for Elementary/Middle School**—Prerequisite: completion of 7 semester hours of mathematics. Content, methods and materials for teaching mathematics in the elementary school. Includes selection of appropriate instructional strategies, materials and learning activities for children of elementary/middle grades 1-6. (S)

- 323 Reading Methods I** A foundation course in teaching of reading which deals with the reading process, major approaches to the teaching of reading, materials used, basic skills to be taught and techniques used. (S)
- 333 Foundations of American Education** This course deals with historical, social, psychological and philosophical foundations of the American educational system. It deals with major issues of past and present. Required for all prospective teachers. (F/S)
- 342 Reading Methods II**—Prerequisite: EDU 323. This course is designed to focus on reading instruction at the elementary level and to utilize formal and informal assessments with a variety of teaching strategies. (F)
- 343 Middle School/Junior High School Philosophy and Organization** An examination of educational programs most appropriate for students in late childhood and early adolescence with emphasis upon the philosophy and organization of middle school and junior high school.
- 353 Middle School/Junior High School Curriculum and Instruction** An examination of educational programs most appropriate for students in late childhood and early adolescence with emphasis upon curriculum and instruction in middle school and junior high schools.
- 363 Elementary/Middle School Techniques of Teaching Reading in Content Fields** A course designed to help the middle school and elementary teacher use knowledge of reading techniques, materials and strategies to improve teaching in the content fields. Field experiences in the middle school/elementary classroom will be included. (F)
- 372 Science Methods for Elementary/Middle School**—Prerequisite: completion of 8 or more hours of science. Content, methods and materials for teaching science in elementary/middle school. Includes selection of appropriate instructional strategies, materials and learning activities for children of elementary/middle grades. (F)
- 383 Social Studies Methods for Elementary/Middle School**—Prerequisite: completion of at least 12 semester hours in social studies courses. Content, methods and materials for teaching social studies in the elementary/middle school. Includes selection of appropriate instructional strategies, materials, and learning activities for children of elementary grades. (S)
- 393 Reading in the Secondary School** This course is designed to prepare the prospective teacher to effectively use a variety of frameworks and methodologies for reading instruction in the secondary schools. (F/S)
- 402 Middle School Practicum** A supervised practicum in teaching middle school students that is required for middle school certification. The field setting is designed to help students gain needed insights and experiences with methods, techniques, and curriculum appropriate for middle level students. (F/S)
- 413 Educational Media and Technology** A course designed to prepare all prospective teachers for effective use of a wide variety of media, instructional materials and technology. Opportunities for practical applications of media and technology, including computers will be provided in relationship to instruction. Writing skills will be emphasized with the completion of a research and writing project. (F/S)
- 423 Educational Assessment**—Prerequisite: A methods course must be completed (or taken concurrently). This writing intensive course deals with educational assessment and evaluation. Its focus is on selection or development of appropriate assessment techniques to provide the basis for

informed educational and instructional decisions at all levels with particular attention to decisions required of classroom teachers. *Writing Intensive.* (F/S)

**44V (1-4) Teacher Assistant** This course usually precedes student teaching during the same semester as the student teaching work. One semester hour is given for each full week satisfactorily completed. All student teachers must enroll for a minimum of one semester hour of EDU 44V credit. (F/S)

**45V (10-16) Student Teaching** Student teaching is usually done during the last semester of the student's program. It consists of at least 10 full weeks (or the equivalent) of clinical field experiences in one or more teaching specialty(ies) and level(s) in a public school setting. Placement is arranged by Education Department personnel based upon individual student needs and preferences and the availability of student teaching positions in cooperating schools. *Writing Intensive.* (F/S)

**NOTE:** Placement is limited to approximately 100 miles from the College, as approved on a map on file in the Education Office. **There will be no exceptions to the approved distance in placement.** Each full week (or equivalent) completed satisfactorily in student teaching represents one semester hour of credit. Students seeking K-12 certification will usually complete both elementary and secondary assignments. Those seeking certification in more than one teaching field should have field experiences (which may include pre-student teaching experiences) in each teaching field involved. Student teachers are expected to attend all scheduled meetings/seminars, including those scheduled prior to the student teaching semester.

**49V (1-6) Special Problems**—Prerequisite: permission. This course provides opportunity for special problems work to help students meet Teacher Education program requirements.

**College of the Ozarks students who complete the professional educational programs for the teacher certification have a 90% pass rate on the prescribed state licensure tests.**

## Library Science

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### COURSE IN LIBRARY SCIENCE (LSC)

**101 Computer Database Searching** Principles of searching for information in CD-ROM, online and other computer-based sources of information. Basic concepts of library use and organization. Hands-on use of periodical databases, computerized reference sources and the Internet. (F/S)

# Physical Education And Health

*Bachelor of Science*

The objectives of the Physical Education major are as follows: 1) acquire a knowledge of the foundation and application of physical education research; 2) develop knowledge of a wide variety of body management skills; 3) develop the ability to teach or promote physical fitness oriented activities in physical education classes, fitness programs, coaching, health careers, wellness and recreational activities. Students must have a grade of C or better in the major.

## Major in Physical Education

**Core courses required of all Physical Education majors:** 18-20 hours

PED 112 Introduction to History and Philosophical Principles of Physical Education WI (F/S) . . . . .	2
PED 203 Structural Kinesiology (F) . . . . .	3
PED 253 Principles of First Aid/Athletic Training (F) . . . . .	3
PED 333 Measurement and Evaluation in Physical Education (S) . . . . .	3
PED 443 Organization & Administration of Health, PE and Rec. Programs WI (F/S) . . . . .	3
PED 453 Physiology of Exercise WI (F) . . . . .	3
PED 46V Senior Seminar (F/S) . . . . .	1-3

## Double Major

### K-12 Physical Education Emphasis/Secondary Education

**Required major courses:** 46-48 hours

PED Core Courses . . . . .	18-20
PED 202 Dance (F) . . . . .	2
PED 212 Motor Learning (S) . . . . .	2
PED 222 Movement and Rhythms (F) . . . . .	2
PED 232 Psychology of Sports (F) . . . . .	2
PED 242 Sociology of Sports (S) . . . . .	2
PED 252 Methods of Adapted Physical Education (S) . . . . .	2
PED 363 Outdoor Recreational Activities (S) . . . . .	3
PED 383 Methods of Teaching Physical Education in PK-8 (F/S) . . . . .	3
PED 393 Methods of Teaching Physical Ed. in Secondary School (F) . . . . .	3
PED 402 Sports Skills Analysis of Team Sports (F) . . . . .	2
PED 412 Sports Skills Analysis of Individual Sports (S) . . . . .	2
PED 433 Mechanical Kinesiology (S) . . . . .	3

K-12 Physical Education majors must double major in Secondary Education (see page 62)

## Recreational Administration Emphasis

**Required major courses:** 40-45 hours

PED Core Courses . . . . .	18-20
PED 121 Swimming (Co-Ed) (F/S) . . . . .	1
PED 213/223 Sports Officiating (F/S) . . . . .	3
PED 283 Water Safety Instructor (S) . . . . .	3
PED 323 Lifeguard Training/Lifeguard Instructor (F) . . . . .	3
PED 353 Leadership in Recreation (F-E) . . . . .	3
PED 363 Outdoor Recreational Activities (S) . . . . .	3
PED 373 Camp Administration/Counseling (S-O) . . . . .	3
PED 48V Internship in Physical Education (F/S) . . . . .	3-6

**Required collateral courses:** 9 hours

ACT 203 Elementary Accounting I (F/S) . . . . .	3
MKT 223 Marketing (F/S) . . . . .	3
MKT 363 Advertising (S) . . . . .	3

\*A Business minor is recommended

**Health/Wellness Emphasis**

(Business minor or business minor equivalent required)

**Required major courses:** 34-39 hours

PED Core Courses . . . . .	18-20
PED 231 Weight Training (Beginning) (F/S) . . . . .	1
PED 233 Personal and Community Health (F) . . . . .	3
PED 363 Outdoor Recreational Activities (S) . . . . .	3
PED 433 Mechanical Kinesiology (S) . . . . .	3
PED 463 Exercise Testing and Prescription (S) . . . . .	3
PED 48V Internship (F/S) . . . . .	3-6

**Required collateral courses:** 13 hours

FCN 303 Nutrition (S) . . . . .	3
PSY 103 Introduction to Psychology (F/S) . . . . .	3
PSY 243 Alcohol and Drug Abuse (F) . . . . .	3
BIO 224 Human Anatomy (taken as additional Math/Science/Computer for B.S. degree) (S) . . . . .	4

Business minor requires 21 hours.

**Minor in Coaching\***

**Required minor courses:** 21 hours

PED 112 Introduction to History and Philosophical Principles of Physical Education WI (F/S) . . . . .	2
PED 203 Structural Kinesiology (F) . . . . .	3
PED 213/ PED 223 Sports Officiating (F/S) . . . . .	3
PED 232 Psychology of Sports (F) . . . . .	2
PED 243 Theory of Coaching (F) . . . . .	3
PED 253 Principles of First Aid/Athletic Training (F) . . . . .	3
PED 402 Sports Skills Analysis of Team Sports (F) . . . . .	2
PED 443 Organization & Administration of Health, PE and Rec. Programs WI (F/S) . . . . .	3

Recommended additional course: PED 412, Sports Skills Analysis of Individual Sports.

\* The Physical Education department strongly recommends that an individual pursuing this minor have a season of varsity participation as a player, manager or student assistant.

**COURSES IN PHYSICAL EDUCATION (PED)**

**101 Citizenship and Lifetime Wellness I** A course addressing freshman needs for developing skills and attitudes for survival and success in college. This course will address and promote patriotic growth, citizenship development, leadership skills and intelligent decisions concerning health and wellness. (F)

**111 Citizenship and Lifetime Wellness II** A course addressing freshman needs for developing skills and attitudes for survival and success in college. This course will address and promote patriotic growth, citizenship development, leadership skills and intelligent decisions concerning health and wellness. (S)



- 112 Introduction to History and Philosophical Principles of Physical Education** An introductory course designed to survey the history of physical activity and sports from ancient to the present time. Introduces the philosophical foundations and principles of a comprehensive physical education program. *Writing Intensive.* (F/S)
- 121 Swimming (Co-Ed)** Required of all students. This course is designed for the non-swimmer and novice to learn the mechanics of swimming. (F/S)
- 131 Badminton and Net Sports** This course is designed to provide basic skills, rules, techniques, strategies and knowledge in the various activities. (S)
- 141 Beginning Soccer and Volleyball** This course is designed to provide basic skills, rules, techniques, strategies and knowledge in the various activities. (F)
- 151 Golf and Bowling** This course is designed to provide basic skills, rules, techniques, strategies and knowledge in the various activities. (S)
- 161 Racquetball and Tennis** This course is designed to provide basic skills, rules, techniques, strategies and knowledge in the various activities. (F/S)
- 171 Beginning Basketball and Softball** This course is designed to provide basic skills, rules, techniques, strategies and knowledge in the various activities. (F)
- 181A\* Intercollegiate Basketball** (Men and Women) (S)
- 181B\* Intercollegiate Baseball** (Men) (S)
- 181C\* Intercollegiate Volleyball** (Women) (F)
- \* may be repeated for a maximum of four semesters only.
- 191 Water Aerobics** A course designed to emphasize conditioning and innovative aquatic activities, exercises and techniques of water sports beyond what is available in regular swimming courses. (F)
- 201 Special Activities in Physical Education** This course consists of innovative physical activities and study beyond what is available in regular courses. The course is arranged through the instructor and approved by the Division Chair. May be repeated for a maximum of four credit hours. Pass/Fail. (F/S)
- 202 Dance**—Prerequisite: PED 112. This course emphasizes the basic concept and application of dance activities, exercises and techniques of dance for the educational setting. (F)
- 203 Structural Kinesiology**—Prerequisite: PED 112. This course provides an introduction to basic human anatomy and physiology with an emphasis on structure and function of human movement. (F)
- 211 Gymnastics** This course introduces the student to the basic skills of gymnastics. (F)
- 212 Motor Learning**—Prerequisite: PED 112. This course is designed to study the development of movement, competency and implication for skill learning in young people. (S)
- 213 Sports Officiating (Fall)** This course consists of lecture, discussion and field experience in sports officiating. Sports covered include football, basketball and volleyball. Students may qualify for official certification by the Missouri State High School Activities Association. (F)
- 222 Movement and Rhythms**—Prerequisite: PED 112. This course is designed to study the development of sequential fundamental movement patterns and various forms of physical activity expressed in creative rhythms. (F)

- 223 Sports Officiating (Spring)** This course consists of lecture, discussion and field experience in sports officiating. Sports covered include baseball, softball, and soccer. Students may qualify for official certification by the Missouri State High School Activities Association. (S)
- 231 Weight Training (Beginning)** An introductory course in weight training for those interested in improving strength and muscular development. (F/S)
- 232 Psychology of Sports**—Prerequisite: PED 112. This course introduces the student to the mental aspects of sport and exercise performance. The applied psychological concepts and principles for enhancing human performance are investigated. (F)
- 233 Personal and Community Health** A course which places special emphasis on acquiring knowledge, understanding, appreciation, skills, habits and practices on health matters as they relate to a person and community. (F)
- 241 Weight Training (Advanced)** An advanced weight training course for those who desire a higher level of strength and muscular development. (F/S)
- 242 Sociology of Sports**—Prerequisite: PED 112. This course introduces the student to the social psychological dimensions of sport and physical activity, including the effects of the coach, team and spectator on the athlete's behavior. (S)
- 243 Theory of Coaching**—Prerequisite: PED 112. This course will emphasize coaching techniques that cover the organization and administration as well as practice planning of sports typically offered by schools today. Motivation techniques will be stressed as well as the ability to work with participants and their support groups in a complex, contradictory and always changing society. (F)
- 252 Methods of Adapted Physical Education**—Prerequisite: PED 112. This course is designed to examine the special education and related services designed to meet the needs of handicapped and disabled students participating in physical education. (S)
- 253 Principles of First Aid/Athletic Training**—Prerequisite: PED 112 and PED 203. A course designed to emphasize the care and prevention of athletic injuries. This course will give tasks on recognition, evaluation, and problem solving with practical application of skills. Included will be workplace first aid procedures and learning CPR techniques and American Red Cross certification. Lab Fees. (F)
- 283 Water Safety Instructor**—Prerequisite: PED 121 or permission. The focus of this course is to develop personal swimming and water safety skills with emphasis on developing the teaching of these skills to different age groups. This course enables the student to complete the requirements necessary to become certified as an American Red Cross Water Safety Instructor. Lab fees. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 302 Coaching Volleyball** A course that emphasizes coaching techniques that cover the organization and administration of volleyball matches, individual techniques, team strategies and philosophies involved in competitive volleyball. (F-odd)
- 312 Coaching Football** Emphasis in this course consists of coaching techniques covering organization and administration as well as offensive and defensive techniques, strategy and philosophy of football. (F-odd)

- 322 Coaching Basketball** Emphasis in this course consists of coaching techniques covering organization and administration as well as offensive and defensive techniques, strategy and philosophy of basketball. (F-even)
- 323 Lifeguard Training/Lifeguard Instructor**—Prerequisite: PED 121 or permission. This course is designed to develop a skilled swimmer with conditioning to meet the standards of American Red Cross. Attention will be focused on skills and knowledge required to properly assume the responsibilities of lifeguarding. Instructor certifications will also include the areas of CPR/PR, Community First Aid and Safety, Preventing Disease Transmission, Oxygen administration and Automated External Defibrillators. Lab fees. (F)
- 332 Coaching Track and Field** Emphasis in this course consists of coaching techniques covering organization and administration, as well as techniques, strategy and philosophy of track and field. (S-odd)
- 333 Measurement and Evaluation in Physical Education**—Prerequisite: MAT 123 and PED 112. A study of evaluation procedures in physical education, the administration of such procedures and interpretation of the results by fundamental statistical methods. (S)
- 342 Coaching Baseball** Emphasis in this course consists of coaching techniques covering organization and administration, as well as offensive and defensive techniques, strategy and philosophy of baseball. (S-even)
- 343 Health Education** A course designed to study problems of school health services, healthful school living and health instruction programs in grades K-12. (S)
- 353 Leadership in Recreation**—Prerequisite: PE major or permission. This course covers the philosophy and fundamental principles of leadership in the field of recreation. (F-even)
- 363 Outdoor Recreational Activities**—Prerequisite: PE major or permission. Introduction to basic knowledge and skills of popular adventure activities, which may include shooting sports, angling, backpacking, orienteering, rock climbing, canoeing and wilderness living. Emphasizes attitudes, skills, environmental awareness, safety, teaching methodology and principles of group leadership as they relate to adventure activities. Field trips are required. (S)
- 373 Camp Administration/Counseling**—Prerequisite: PE major or permission. This is designed as a practical guide for managing an organized camp for the new or experienced camper. This course incorporates the latest information available on current trends and standards affecting camp administration and counseling. Practical and specific guidance for understanding the various roles of the camp staff will be gained through lecture and field experience. (S-odd)
- 383 Methods of Teaching Physical Education in PK-8**—Prerequisite: PE major or permission. This course is designed to acquaint the prospective elementary physical education teacher with teaching methods, program planning and activity selection, emphasizing movement education for grades PK-8. (F/S)
- 393 Methods of Teaching Physical Education in Secondary School**—Prerequisite: PED 112 or permission. This course is a presentation of teaching methods, selection of activities and program planning for secondary physical education. (F)

- 402 Sports Skills Analysis of Team Sports**—Prerequisite: PED 112 and PED 393. This course provides students with opportunities to analyze, organize, participate in and teach others the skills and strategies involved in the sports of softball, volleyball, flag football, basketball and soccer. (F)
- 412 Sports Skills Analysis of Individual Sports**—Prerequisite PED 112 and PED 393. This course provides students with opportunities to understand theory and techniques of teaching tennis, pickle ball, racquetball, badminton, and golf, while emphasizing the development of motor skills analysis in these activities. (S)
- 433 Mechanical Kinesiology**—Prerequisite: PED 112 and PED 203. This course is a study of the muscular, mechanical and kinesthetic principles of human movement, with a biomechanical approach to movement of the physical education activities. (S)
- 443 Organization and Administration of Health, Physical Education and Recreation Programs**—Prerequisite: PED 112. A study of problems and methods of organization and administration of physical education and recreation programs. *Writing Intensive.* (F/S)
- 453 Physiology of Exercise**—Prerequisite: PED 112. A course designed to explore the functions of the human body and changes which occur during physical activity. *Writing Intensive.* (F)
- 463 Exercise Testing and Prescription**—Prerequisite: PED 112 and PED 453. An introduction to field and laboratory based physical fitness testing: application of physiological principles to design safe and effective exercise programs for the apparently healthy, as well as for individuals with obesity, coronary disease, diabetes, and other degenerative diseases. (S)
- 46V (1-3) Senior Seminar**—Prerequisite: PE major, senior standing and permission. A course designed to meet special needs and address any weakness found in the individual's background. (F/S)
- 48V (1-6) Internship in Physical Education**—Prerequisite: Physical Education major and permission. It consists of practical, supervised experience in the fields of physical education, recreation, athletics and health. (F/S)
- 49V Special Problems in Physical Education**—Prerequisite: PE major and permission. The principal purpose of this course is investigation of problems in physical education with emphasis on statistical method and scientific research techniques. (F/S)

# Psychology

*Bachelor of Arts, Bachelor of Science*

Psychology is the study of behavior. The objectives are as follows: 1) To give students practical working knowledge about the field of psychology; 2) to prepare students for entry into graduate study.

## Major in Psychology

**Required major courses:** 36 hours (18 hours must be 300-400 level)

PSY 103 Introduction to Psychology (F/S) . . . . .	3
PSY 202 Readings in Counseling WI (S) . . . . .	2
PSY 313 Personality Development WI (F) . . . . .	3
PSY 373 Abnormal Psychology (F/S). . . . .	3
Capstone course, 4 hours from PSY 414 (F-E), 48V, 49V (F/S) . . . . .	4
PSY additional courses . . . . .	21

**A comprehensive exam is required during the first semester of the senior year.** Additional Psychology courses may be assessed as a result of the exam.

## Suggested Courses for Special Emphasis

<u>Applied Psychology</u>	<u>Graduate School</u>	<u>Educational</u>
Required major courses (15 hours)	Required major courses (15 hours)	Required major courses (15 hours)
Health Psychology (3 hours)	*Helping Relationships (3 hours)	Child Growth and Development (3 hours)
Behavioral Management Techniques (3 hours)	*Group Dynamics (3 hours)	Behavioral Management Techniques (3 hours)
Alcohol and Drug Abuse (3 hours)	Statistics (3 hours)	Alcohol and Drug Abuse (3 hours)
Industrial/Organizational (3 hours)	Research Methods WI (3 hours)	Psychology of the Exceptional Child (3 hours)
Marriage and Family (3 hours)	Experimental Psychology (3 hours)	Adolescent/Middle Level Psychology (3 hours)
Helping Relationships (3 hours)	History and Systems (3 hours)	Helping Relationships (3 hours)
Group Dynamics (3 hours)	*Practicum (4 hours)	Group Dynamics (3 hours)

A psychology major with a 3.0 GPA will have an opportunity to earn a **“Proficiency in Applied Counseling Techniques Certificate.”** The student would take in addition to the five required major courses: (\*Practicum Capstone, \*Helping Relations, and \*Group Dynamics).

Psychology majors are encouraged to join Psi Chi - **“The National Honor Society in Psychology”** after completing their first successful nine hours of psychology. More information on Psi Chi can be found in the catalog under Students Honor Societies.



### **Minor in Psychology**

**Required minor courses:** 18 hours (9 hours must be 300-400 level)

PSY 103 Introduction to Psychology (F/S) . . . . .	3
PSY additional courses . . . . .	15

Credit is given in a Psychology major or minor for any ONE of the following:

- CJS 233 Juvenile Delinquency (S)
- EDU 203 Child Growth and Development (F/S)
- SOC 393 Social Psychology (S)

### **COURSES IN PSYCHOLOGY (PSY)**

- 101 Career Planning** The student will be able to use career planning and job search skills to ensure viable career choices. (F/S)
- 103 Introduction to Psychology** A course stressing the importance of psychological mechanisms underlying all mental processes such as sensation, perception, emotion, thinking and learning. (F/S)
- 202 Readings in Counseling**—Prerequisite: PSY 103 and permission. Readings to serve as an introduction to counseling theory as it applies to psychology. Major counseling theories will be covered. *Writing Intensive.* (S)
- 203 Health Psychology**—Prerequisite: PSY 103. A course investigating mental health issues in daily living. Of particular interest are counseling, group dynamics, work, sex, marriage and dying. (F)
- 233 Behavioral Management Techniques**—Prerequisite: PSY 103. The purpose is to acquaint the student with techniques of systematic behavioral intervention, including positive and negative reinforcement, shaping, chaining and extinction. Emphasis will be placed on practical ways of managing individual and group behavior in counseling situations. (S)
- 243 Alcohol and Drug Abuse**—Prerequisite: Any one: PSY 103, SOC 103, SOC 203, SOC 213. Consideration will be given to the maladaptive behavior and physiological characteristics of addiction. Stages in the development of and types of addiction and habituation will be discussed. The effects of

chemical abuse on the human body will be presented. Treatment approaches that are currently in use will be reviewed. (F/S)

**263 Industrial/Organizational**—Prerequisite: Any one: PSY 103, SOC 103, BUS 103, BUS 213. The course will review the field of Industrial/Organizational (I/O) psychology. I/O is a branch of psychology that applies the principles of psychology to the workplace. The student will learn how I/O psychology examines factors that affect the people in an organization. (S-odd)

**273 Statistics**—Prerequisite: PSY 103, and MAT 123 or MAT 133. An overview of statistical techniques used in the helping professions which will include an examination of reliability, validity, standardization, significance, scaling techniques, sampling, descriptive techniques and inferential techniques (to include t and x<sup>2</sup>) (S-odd)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**301 Career Placement**—Prerequisite: 61 hours. The student will develop effective strategies for establishing a successful career. Resumes and cover letters will be developed and job interviews will be conducted. (F/S)

**303 Research Methods**—Prerequisites: PSY 103 and PSY 273. A study of research methods in contemporary psychology. Specific examples from different areas of psychology are used to teach students basic concepts of experimental design, data collection, data analysis, interpretation and generalization. *Writing Intensive.* (F-odd)

**312 Readings in Abnormal Psychology**—Prerequisites: PSY 103, PSY 373 and permission. Readings in the nature and characteristics of various forms of behavior disorder, mental deficiency and other deviations. Casebook and text summaries. *Writing Intensive.* (F)

**313 Personality Development**—Prerequisite: PSY 103. Examination of the major theories of personality with emphasis on normal/abnormal development and suggested therapeutic interventions. *Writing Intensive.* (F)

**323 The Helping Relationship: Principles and Skills**—Prerequisite: PSY 103 and permission. A seminar-workshop discussing principles and practicing skills involved in helping others. Persons intending to be psychologists or social workers or to help others as ministers, physicians, teachers, etc., will find a theoretical framework in which to view their helping functions and skills in a systematic manner. A psychological perspective for functioning paraprofessionals is emphasized. (F/S)

**333 History and Systems of Psychology**—Prerequisite: PSY 103. A study of the various systems of psychology based on their theory. The effect of these various systems on contemporary psychological thought is considered. (S-odd)

**353 Psychology of Marriage and Family Counseling**—Prerequisite: PSY 103 and PSY 313 or permission. An introduction of marital and family dynamics, as well as the process, strategies, techniques of intervention and prevention of problems. (S-even)

**363 Psychology of the Exceptional Child**—Prerequisite: PSY 103 or permission. Required of all Education majors. This course will help the student develop an understanding and appreciation of the disabled and/or the gifted child in the classroom. Child growth and behavior as related to exceptional children. (F/S)

**373 Abnormal Psychology**—Prerequisite: PSY 103. A study of psychological abnormality, including casework, diagnosis and treatment. (F/S)

- 383 Adolescent/Middle Level Psychology**—Prerequisite: PSY 103 or permission. Required of all Mid-level and Secondary Education majors. Psychological facts and principles necessary for the understanding of the adolescent or middle level child in his peer group and school environment. Growth and behavior patterns are also considered. (F/S)
- 393 Group Dynamics**—Prerequisite: PSY 103, PSY 323 and permission. Examination of human interactions in a group setting with emphasis on the purpose and process of the resulting dynamics. (F/S)
- 403 Experimental Psychology**—Prerequisite: PSY 103, PSY 273, PSY 303, Psychology majors and minors only. Essentially a preparatory course for graduate school lab experiments, this course includes experiments, writing lab reports and lecture. (S-even)
- 414 Practicum: Assessment and Therapy**—Prerequisite: Psychology majors who have taken PSY 323 and PSY 393 and permission. This course will provide students the opportunity to develop and to apply peer-counseling skills. The most influential psychotherapies will be studied which will include their theoretical backgrounds and applications. The conceptual, statistical, legal and ethical issues involving assessment and therapy will be examined. Individual students will be supervised by a psychology instructor. (F-even)
- 48V (1-6) Internship**—Prerequisite: Psychology majors and permission. A supervised practical experience in a professional setting for upper-class psychology majors. The experience can include observing, assisting, assuming regular duties, or pursuing a special project. The general guideline for credit is 40 contact hours for each hour of credit. This course may be repeated for credit but no more than six hours may be applied to the Psychology major. (F/S)
- 49V (1-4) Special Problems**—Prerequisite: Psychology majors and permission. The investigation of problems in psychology with emphasis on psychological theory and principles of human behavior. (F/S)





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# Division of Human and Social Sciences

*The Robert W. Plaster School of Business*

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# Accounting

*Bachelor of Arts, Bachelor of Science*

The objectives of the accounting major are to: 1) prepare students for placement in the job market by acquiring basic accounting skills; 2) prepare students to pass the professional accounting exams for Certified Public Accountant (CPA), Certified Management Accountant (CMA) and Certified Internal Auditor (CIA); and 3) prepare students for graduate school.

Applicants who apply for the Uniform Certified Public Accountants (CPA) Examination in Missouri after June 30, 1999, must have at least one hundred fifty (150) semester hours of college education including a baccalaureate or higher degree conferred by an accredited college or university recognized by the Missouri State Board of Accountancy, with a major in accounting or the equivalent of a concentration in accounting. A resident of a state other than Missouri needs to check with their state's accountancy board concerning that state's requirements to sit for the CPA exam.

Majors are expected to participate in assessments administered by the Accounting Department.

## Major in Accounting

### Required major courses: 27 hours

ACT 203 Elementary Accounting I (F/S)	3
ACT 213 Elementary Accounting II (F/S)	3
ACT 303 Cost Accounting (S)	3
ACT 313 Intermediate Accounting I (F)	3
ACT 323 Intermediate Accounting II (S)	3
ACT 343 Tax Accounting I (S)	3
ACT 423 Advanced Accounting <b>WI</b> (F)	3
A MINIMUM OF TWO OF THE FOLLOWING	6
ACT 333 Governmental and Not-For-Profit Accounting (F)	
ACT 403 Tax Accounting II (F)	
ACT 413 Auditing (S)	
ACT 49V Special Problems (1-3)	

+CPA candidates in Missouri must have at least 27 semester hours in Accounting in addition to Elementary Accounting I & II

### Required collateral courses: 21 hours

BUS 213 Principles of Management (F/S)	3
BUS 313 Business Law I (F/S)	3
BUS 413 Corporate Finance (F/S)	3
MKT 223 Marketing (F/S)	3

### THREE COURSES FROM THE FOLLOWING AREAS

(all 9 hours may be in one area)	9
Business Administration	Economics
Business Education	Free Enterprise
Marketing	

Accounting majors may **not** declare a Business Administration major or minor, since they have its equivalent as part of their major.

**General Education course options specified by the major:**

ECN 203 Principles of Economics I (F/S) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3-5
MAT 123 Mathematical Inquiry (F/S)	
or higher numbered mathematics course	

**Minor in Accounting**

**Required minor courses: 21 hours**

ACT 203 Elementary Accounting I (F/S) . . . . .	3
ACT 213 Elementary Accounting II (F/S) . . . . .	3
Three additional ACT courses (300-400 level) . . . . .	9
TWO OF THE FOLLOWING . . . . .	6
BUS 213 Principles of Management (F/S)	
BUS 313 Business Law I (F/S)	
BUS 413 Corporate Finance (F/S)	
MKT 223 Marketing (F/S)	

Accounting minors may **not** declare a Business Administration major or minor.

**COURSES IN ACCOUNTING (ACT)**

**203 Elementary Accounting I** The fundamental concepts and principles that underlie accounting information are described. Shows how accounting data are accumulated, and initiates the student into the effective use of such data. (F/S)

**213 Elementary Accounting II**—Prerequisite: ACT 203. The proper recording procedures and characteristics of current and long-term liabilities are illustrated. Apply the principles learned in the first course to partnerships and corporations, and consider the elements involved in preparing a cash flow statement, financial statement analysis, managerial accounting and planning and controlling business operations. (F/S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 Cost Accounting**—Prerequisite: ACT 213. The role of the accountant in the organization, cost behavior and volume-profit relationships, characteristics of responsibility accounting, standard costs and flexible budgets, cost structures for control and motivation and relevant costs of non-routine decisions. (S)

**313 Intermediate Accounting I**—Prerequisite: ACT 213. A focus on financial accounting, which provides financial information primarily for decision makers outside the organization. Apply accounting theory, standards, principles and procedures to accounting problems. Study assets in more depth. (F)

**323 Intermediate Accounting II**—Prerequisite: ACT 313. The characteristics and general journal entries of corporations are discussed, recording procedures for long-term investments in equity securities and bonds as well as the long-term liability bonds payable, procedures followed when changing accounting methods, correcting errors, making interim reports, analyzing financial statements, proper reporting for pension costs and leases. Methods used to prepare a cash flow statement. (S)

- 333 Governmental and Not-For-Profit Accounting**—Prerequisite: ACT 203. A study of accounting principles, standards, procedures and financial statements that apply to state and local governments, and not for profit organizations. (F)
- 343 Tax Accounting I**—Prerequisite: ACT 203. A study of federal income taxation for individuals. (S)
- 403 Tax Accounting II**—Prerequisite: ACT 203, and ACT 343. A study of federal income taxation for partnerships, corporations, sub-s corporations, and estate and gift taxes. (F)
- 413 Auditing**—Prerequisite: ACT 303, and ACT 323. The purpose is to emphasize concepts which enable the student to understand the philosophy and environment of auditing. An audit case will be assigned. (S)
- 423 Advanced Accounting**—Prerequisite: 323. Emphasis on business combinations and the related consolidated financial statements. An expanded look at partnerships, and segment reporting foreign currency translation. *Writing Intensive.* (F)
- 483 Internship**—Prerequisite: accounting major, completion of 60 hours, 3.0 GPA in major and overall, and permission. This course provides an opportunity to gain practical knowledge in the field of accounting.
- 49V (1-3) Special Problems**—Prerequisite: permission. Individual work to permit the students to explore or research a problem of special interest.



# Business Administration

*Bachelor of Arts, Bachelor of Science*

*The Ralph T. Reeve Chair of Free Enterprise, established in 1974 to honor Dr. Reeve, is funded by corporations and individuals concerned about the future of American free enterprise.*

*The James L. "Bud" Walton Chair of Retailing was established in 1992 to honor Bud Walton for his strong support of the College of the Ozarks and his leadership in the American free enterprise system.*

The objectives of the Business Administration major are to: 1) understand the role of business as a major institution in society; 2) develop skills necessary to function as a productive member of a business organization; 3) strengthen the ability to learn from and adapt to a changing social, technological and economic environment.

Majors are expected to participate in assessments administered by the Business Administration Department.

## Major in Business Administration

**Core courses required of all Business Administration majors: 24 hours**

BUS 213 Principles of Management (F/S)	3
BUS 233 Business Statistics (F/S)	3
BUS 313 Business Law I (F/S)	3
BUS 403 Management Information Systems (F/S)	3
BUS 413 Corporate Finance (F/S)	3
MKT 223 Marketing (F/S)	3
ECN 213 Principles of Economics II (F/S)	3
FER 403 Free Enterprise Studies WI (F/S)	3

**General Education course options specified by the major:**

ECN 203 Principles of Economics I (F/S)	3
MAT 123 Math Inquiry (or higher) (F/S)	3

## General Business Emphasis

**Required major courses: 36 hours**

BUS core courses	24
FOUR COURSES (300-400 level) FROM THE FOLLOWING	12
(one must be WI)	

Business Administration	Business Education
Economics	Free Enterprise
Marketing	

**Required collateral courses: 12 hours**

CSC 113 Fundamentals of Computer Systems (F/S)	3
ACT 203 Elementary Accounting I (F/S)	3
ACT 213 Elementary Accounting II (F/S)	3
ONE OF THE FOLLOWING	3
ACT 303 Cost Accounting (S)	
ACT 313 Intermediate Accounting I (F)	
ACT 333 Governmental and Not-for-Profit Accounting (F)	
ACT 343 Tax Accounting I (S)	
SPC 323 Small Group Communication (F)	
SPC 313 Business and Professional Speaking (F)	
ENG 333 Technical Writing (F/S)	

**International Business Emphasis**

**Required major courses:** 36 hours

- BUS core courses: . . . . . 24
- Any FOUR of the following (one must be WI): . . . . . 12
- BUS 353 International Business (F-E)
- BUS 363 International Management (F-O)
- ECN 333 International Economics (S-E)
- ECN 433 Economic Geography WI (S-O)
- MKT 373 International Marketing WI (S-E)

**Required collateral courses:** 12 hours

- ACT 203 Elementary Accounting I (F/S) . . . . . 3
- ACT 213 Elementary Accounting II (F/S) . . . . . 3
- CSC 113 Fundamentals of Computer Systems (F/S) . . . . . 3
- ONE OF THE FOLLOWING . . . . . 3
- POL 313 Comparative Government
- POL 323 Political Culture of Asia and Africa
- POL 333 International Relations and Organizations
- POL 343 International Law
- SPC 303 Intercultural Communication (S-E)
- HRM 363 International Hospitality Operations (S-O)

**Marketing Emphasis**

**Required major courses:** 36 hours

- BUS core courses . . . . . 24
- MKT 423 Advanced Marketing WI (F) . . . . . 3
- ANY THREE OF THE FOLLOWING: . . . . . 9
- MKT 353 Personal Selling (F)
- MKT 363 Advertising (S)
- MKT 373 International Marketing WI (S-E)
- MKT 383 Retail Management (S)

**Required collateral courses:** 12 hours

- CSC 113 Fundamentals of Computer Systems (F/S) . . . . . 3
- ACT 203 Elementary Accounting I (F/S) . . . . . 3
- ACT 213 Elementary Accounting II (F/S) . . . . . 3
- ONE OF THE FOLLOWING . . . . . 3
- ACT 303 Cost Accounting (S)
- ACT 313 Intermediate Accounting I (F)
- ACT 333 Governmental and Not-For-Profit Accounting (F)
- ACT 343 Tax Accounting I (S)
- SPC 323 Small Group Communication (F)
- SPC 313 Business and Professional Speaking (F)
- ENG 333 Technical Writing (F/S)

## Double Major

### Business Education Emphasis/Secondary Education

**Required major courses:** 42 hours

BUS core courses . . . . .	24
BUS 103 Introduction to Business (F) . . . . .	3
BED 113 Intermediate College Keyboarding/Typewriting* . . . . .	3
BED 123 Advanced College Keyboarding/Typewriting* . . . . .	3
BED 303 Business Communications WI . . . . .	3
BED 403 Methods of Teaching Business Subjects . . . . .	3
BUS 403 Management Information Systems ** or additional computer courses (F/S) . . . . .	3
BUS Upper Division Elective . . . . .	3

**Required collateral courses:** 9 hours

ACT 203 Elementary Accounting I (F/S) . . . . .	3
ACT 213 Elementary Accounting II (F/S) . . . . .	3
CSC 113 Fundamentals of Computer Systems (F/S) . . . . .	3

Business Administration majors with a Business Education emphasis must also major in Secondary Education (see page 62).

\* One of the Keyboarding/Typewriting classes may be satisfied by proficiency examination.

\*\* Part of the Business Core requirements (another course may be substituted)

### Minor in Business Administration

**Required minor courses:** 21 hours

BUS 213 Principles of Management (F/S) . . . . .	3
BUS 313 Business Law I (F/S) . . . . .	3
MKT 223 Marketing (F/S) . . . . .	3
ACT 203 Elementary Accounting I (F/S) . . . . .	3
ECN 203 Principles of Economics I (F/S) . . . . .	3
FER 403 Free Enterprise Studies WI (F/S) . . . . .	3
ONE COURSE (300-400 level) FROM THE FOLLOWING . . . . .	3
Business Administration	Economics
Free Enterprise	Marketing

#### COURSES IN BUSINESS ADMINISTRATION (BUS)

**103 Introduction to Business** A survey course introducing the student to the types of business ownership, organization and management, and to the functions of marketing, personnel, production, finance and managerial control. Also reviews basic software applications in business. This course does not count toward a business administration major or minor. (F)

**213 Principles of Management** A study of the basic management processes with emphasis on functions and applications. (F/S)

**233 Business Statistics**—Prerequisites: MAT 123 or higher, and CSC 113 or permission. The collection, tabulation, presentation, analysis and interpretation of business data utilizing current computer software applications. (F/S)



**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 313 Business Law I**—Prerequisite: 45 credit hours or permission. A study of the general principles of law with emphasis on the role of law in society, contracts, agency, employment and sales. (F/S)
- 323 Business Law II**—Prerequisite: BUS 313 or permission. A continuation of the study of the general principles of law, with emphasis on security devices, partnerships, corporations, negotiable instruments, personal property, real property, estates, bankruptcy and government regulations.
- 333 Investments**—Prerequisite: ACT 213 or permission. A logical development of investment principles and security analysis for business firms and individuals. Special emphasis is placed on an individual's money management problems. (S)
- 343 Human Resource Management**—Prerequisite: BUS 213. A study of the various formal and informal personnel management techniques used to improve relations between employer and employees. (S)
- 353 International Business**—Prerequisite: ECN 213 or permission. A study of the problems and prospects of modern global trade including: international business law; international economic systems; international monetary systems; balance of trade issues; international business practices in other countries; and global and regional trading markets. (F-even)
- 363 International Management**—Prerequisites: BUS 213 or permission. The purpose of this course is to expose the student to the international aspects of management, cultural differences in management applications, management of multinational corporations, and the integration of domestic business functions with international operations. (F-odd)
- 403 Management Information Systems (MIS)**—Prerequisites: BUS 233 and ACT 213. Intermediate to advanced techniques in spreadsheets, word processing, databases and business presentation software will be used to plan, analyze, design, develop and test business solutions and aid in decision-making. (F/S)
- 413 Corporate Finance**—Prerequisite: ACT 213 and 61 credit hours. A study of how corporate capital needs and sources of funds are determined. Emphasis is on the management techniques employed in financial analysis, planning and control for the business enterprise. (F/S)
- 443 Business Policy**—Prerequisite: permission. A capstone course combining elements of the major disciplines of business management. Begins with determination of enterprise objectives, and progresses through policy formulation, organization of resources, administration and control. Extensive use of cases requiring application of concepts presented in accounting, finance, business law, marketing and personnel. *Writing Intensive*. (S-odd)
- 453 Small Business Consulting**—Prerequisites: 3.0 GPA, senior standing and permission. Course for senior level business (or related area) students to provide consulting services to area small businesses. Students will work in groups and some travel may be required. (S)
- 483 Internship**—Prerequisite: Business Administration major, completion of 60 hours, 3.0 GPA in major and overall, and permission. This course provides an opportunity to gain practical knowledge in the field of business.
- 49V (1-3) Special Problems**—Prerequisite: permission. Individual work to permit the students to explore or research a problem of special interest.

### COURSES IN MARKETING (MKT)

**223 Marketing** An introduction to the marketing function of a business or non-profit organization. Analysis of environmental factors, markets, target markets and emphasis on the study of product, pricing, promotion and distribution. (F/S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**353 Personal Selling**—Prerequisite: MKT 223 or permission. A course divided into two parts: the information base necessary for personal selling and the development of techniques and skills for personal selling. (F)

**363 Advertising**—Prerequisite: MKT 223 or permission. A focus on the decisions involved in developing promotional objectives, creating, implementing and controlling promotional plans using advertising, personal selling, sales promotions and publicity. (S)

**373 International Marketing**—Prerequisite: MKT 223 or permission. This course exposes the student to the international aspects of marketing, such as cultural differences in marketing applications, sales and advertising differences between cultures, and product preference differences between cultures. *Writing Intensive* (S-even)

**383 Retail Management**—Prerequisite: MKT 223 or permission. A study of retail store organization and operation. Location and layout, retail buying techniques, human relations, employee supervision, pricing and merchandising are explored. (S)

**423 Advanced Marketing**—Prerequisite: MKT 223 and senior standing. An advanced marketing course emphasizing the analysis of marketing situations, identification of problems, determination of solutions, implementation of corrective actions and planning strategies. *Writing Intensive*. (F)

**49V (1-3) Special Problems**—Prerequisite: permission. Individual work to permit the students to explore or research a problem of special interest.

### COURSES IN ECONOMICS (ECN)

**103 The American Economy** A cursory study of current economics problems, institutions and policy. Topics covered include scarcity and choice, role of competition, profit, government and regulations and various economic systems. No credit for business majors, business minors or students who have taken ECN 203 or ECN 213. (S)

**203 Principles of Economics I** An introduction to basic economic theory with emphasis on the importance of personal incentives in a free enterprise system. Attention then focuses on aggregate markets and a macroeconomic view of the determinants of national income, employment levels and economic growth. (F/S)

**213 Principles of Economics II**—Prerequisite: ECN 203. A continuation of economic theory as applied to individual markets, prices, and distribution of income; a microeconomic view of the factors affecting the efficient use of resources. Particular attention is given to analysis of the economic role of government. (F/S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**313 Money and Banking**—Prerequisite: ECN 213 or permission. A study of money and banking, including an analysis of the Federal Reserve System

and the problems of credit policy, credit control and monetary and fiscal policies. (F)

- 333 International Economics**—Prerequisite: ECN 203 or ECN 213 or permission. This course examines both the theory and practice of international trade and finance. Topics studied will include the basis for mutually advantageous trade, tariffs and other barriers, balance of payments, foreign exchange, trade regulations, and industrial policy. The overall objective is to apply economic concepts to the phenomenon of international trade to enhance our understanding of the expanding global economy. (S-even)
- 403 Labor Economics**—Prerequisite: ECN 213 or permission. A study of the factors determining the market for labor based on labor supply decisions by households and labor demand decision by businesses. Explanations for various labor market outcomes and trends are also examined. Areas of study include wage differentials, human capital investment, discrimination, unions, government regulations and unemployment. (S-odd)
- 433 Economic Geography**—Prerequisite: ECN 203 and ECN 213 or permission. This course examines general geographic knowledge and establishes a linkage between it and economic theory. Topics studied will include a review of general geographic knowledge; relationships between natural resources, people and culture; political economy; and an attempt to synthesize world history and our present-day world conditions with geography as the unifying element. The overall objective is to demonstrate how our economic well-being is inextricably tied to our planet and its unique features. *Writing Intensive*. (S-odd)
- 49V (1-3) Special Problems**—Prerequisite: permission. Individual work to permit the students to explore or research a problem of special interest.

#### COURSES IN BUSINESS TEACHER EDUCATION (BED)

- 101 College Keyboarding/Typewriting** Introduces students to keyboarding and formatting techniques and develops basic keystroking speed and accuracy skills.
- 113 Intermediate College Keyboarding/Typewriting**—Prerequisite: 1 year of high school typewriting or equivalent. A study of the most commonly used styles of business, personal and form letters; tabulations and manuscripts.
- 123 Advanced College Keyboarding/Typewriting**—Prerequisite: BED 113. A review of business letters, records, manuscripts, invoices and other business papers, legal forms, tabulation and continued development of communication skills.

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Business Communications**—Prerequisite: ENG 303. The study of principles of writing effective business communications (letters, memorandums and reports), using organized logic and practical psychology in solving communications problems dealing with business. *Writing Intensive*
- 403 Methods of Teaching Business Subjects** A study of the techniques of teaching business subjects with emphasis on the development of materials and units of study.



**49V (1-3) Special Problems**—Prerequisite: permission. Individual work to permit the students to explore or research a problem of special interest.

#### **RALPH T. REEVE FREE ENTERPRISE STUDIES (FER)**

The following courses have been developed to present the concepts of the American free enterprise system to students in such a manner that they, the business leaders of tomorrow, may understand and utilize the systems which have developed America into what it is today.

**251 Students in Free Enterprise (SIFE)**—Prerequisite: permission. SIFE provides students with unique opportunities to learn about and to teach the principles of free enterprise. Students learn to work both individually and as a group to develop and complete projects designed to teach the principles of a market economy to a level of understanding and appreciation. Students may take this course a maximum of three times. (F/S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**403 Free Enterprise Studies**—Prerequisite: 61 credit hours and ECN 203. An exploration of the principles of the free enterprise system, its history, and the philosophical and political implications of the free market compared with other modern economic philosophies. *Writing Intensive.* (F/S)

**451 Students in Free Enterprise (SIFE)**—Prerequisite: permission. SIFE provides students with unique opportunities to learn about and to teach the principles of free enterprise. Students learn to work both individually and as a group to develop and complete projects designed to teach the principles of a market economy to a level of understanding and appreciation. **The student will be required to take a significant leadership role in SIFE as part of this upper division credit class.** Students may take this course a maximum of three times. (F/S)

# Criminal Justice

*Bachelor of Arts, Bachelor of Science*

The Criminal Justice program serves to prepare majors for professional careers in the criminal justice system. Program objectives include: 1) understand the responsibilities, interrelationships and career dynamics of law enforcement, the court and correctional components within the criminal justice system; 2) gaining practical and theoretical knowledge of historical and contemporary principles of both criminal law and evidence from constitutional, statutory, case and scientific perspectives; 3) gain an understanding of the study of criminal behavior and 4) become equipped to apply written and oral communication skills in the criminal justice system.

The Criminal Justice program provides the following concentrations :

## Emphases and objectives

**Law Enforcement:** 1) Understand the dynamics of the law enforcement component from both historic and contemporary perspectives; 2) become aware of the political and psychological complexities of the law enforcement profession and the society which it serves and 3) gain the practical skills and knowledge to plan for changes in law enforcement from a management perspective.

**Corrections:** 1) Understand the type, nature and characteristics of offenders and the rules and regulations for adult and juvenile correctional institutions and community programs; 2) become aware of the political and psychological complexities of the correctional profession and the society which it serves and 3) gain the practical skills and knowledge to plan for changes in corrections from a management perspective.

**Forensic Science:** 1) Demonstrate a focused awareness of forensic applications, the examination of trace evidence, forensic nomenclature and the role of the forensic laboratory; 2) understand the importance of forensic applications, DNA profiling, laser application, principles of forensic pathology, serology, and toxicology and 3) to gain a foundation for the administration of a forensic operation within the framework of a criminal justice agency.

Dependent on career orientation, majors are advised to complete an additional major or minor in one or more of the following: Accounting, Biology, Chemistry, Computer Science, Psychology, Sociology, Spanish, or Speech Communication.

## Major in Criminal Justice

**Core courses required of all Criminal Justice majors: 24 hours**

CJS 103 Administration of Justice (F) . . . . .	3
CJS 223 Criminal Procedure (S) . . . . .	3
CJS 303 Criminal Law (F) . . . . .	3
CJS 313 Survey of Forensic Science (S) . . . . .	3
CJS 353 Criminology WI (F) . . . . .	3
CJS 373 Criminal Evidence (S) . . . . .	3
CJS 453 Criminal Justice Communications (F/S) . . . . .	3
CJS 463 Senior Seminar (S) . . . . .	3

**Required collateral courses:** 12 hours

CSC 113 Fundamentals of Computer Systems (F/S) . . . . .	3
PSY 243 Alcohol and Drug Abuse (F/S) . . . . .	3
SOC additional course (300-400 level) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
PSY course (300-400 level)	
SOC course (excluding 103)	

**Law Enforcement Emphasis**

**Required major courses:** 36-37 hours

CJS core courses . . . . .	24
CJS 343 Police Field Services (F) . . . . .	3
CJS 363 Crime Analysis and Public Policy (F) . . . . .	3
CJS 423 Organizational Management and Civil Liability (S) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3-4
CJS 233 Juvenile Delinquency (S)	
CJS 243 Community Relations (F)	
CJS 324 Forensic Science I (F)	

**Required collateral courses:** 12 hours

Collateral core courses . . . . .	12
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**Corrections Emphasis**

**Required major courses:** 36-37 hours

CJS core courses . . . . .	24
CJS 213 Corrections (F) . . . . .	3
CJS 233 Juvenile Delinquency (S) . . . . .	3
CJS 383 Correctional Case Management (S) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3-4
CJS 243 Community Relations (F)	
CJS 324 Forensic Science I (F)	
CJS 363 Crime Analysis and Public Policy (F)	

**Required collateral courses:** 12 hours

Collateral core courses . . . . .	12
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**Forensic Science Emphasis** (BIO or CHE minor required, major recommended)

**Required major courses:** 35-36 hours

CJS core courses . . . . .	24
CJS 324 Forensic Science I (F) . . . . .	4
CJS 334 Forensic Science II (S) . . . . .	4
One additional CJS, CHE or BIO course . . . . .	3-4

**Required collateral courses:** 12 hours

Collateral core courses . . . . .	12
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**Minor in Criminal Justice**

**Required minor courses:** 18 hours

CJS 103 Administration of Justice (F) . . . . .	3
CJS 223 Criminal Procedure (S) . . . . .	3
CJS 303 Criminal Law (F) . . . . .	3
CJS additional courses (minimum of 3 hours 300-400 level) . . . . .	9

## COURSES IN CRIMINAL JUSTICE (CJS)

- 103 Administration of Justice** An overview of the criminal justice system, the police, courts, corrections and the philosophical perspectives which govern the nature of these activities. Also an introduction to the privatization of these government services. (F)
- 213 Corrections** Introduction to institutional corrections as well as probation, parole and community correctional approaches and procedures. Judicial decisions that impact correctional programs and policies will be addressed. (F)
- 223 Criminal Procedure** Due process of law as it relates to the criminal justice system processes and procedures relevant to the investigation and subsequent prosecution of criminal cases. A study of the grand jury, judicial officers and other court personnel responsibilities in adjudicating criminal cases. (S)
- 233 Juvenile Delinquency** An overview of the juvenile justice system process and procedure; of the nature and incidence of pre-delinquent and delinquent behavior and the criminal justice system's ability to respond. A study of the physical and emotional abuse and neglect of children and differences in law and procedure in responding to child abuse situations. (S)
- 243 Community Relations** A study of the criminal justice system and the role they serve within a variety of community atmospheres. Particular emphasis will be placed on the levels and use of discretion, and identifying and appreciating cultural diversity within a human relations context. (F)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Criminal Law**—Prerequisite: CJS 223. Substantive criminal law, defenses and criminal responsibility. Emphasis will be placed on emerging laws and practices benefiting victims. (F)
- 313 Survey of Forensic Science**—Prerequisites: CJS 103 and CJS 223. An introduction to the forensic applications of science, including DNA profiling, laser application, principles of forensic pathology, serology and toxicology. Examination of trace evidence and the role of the forensic laboratory and forensic nomenclature. (S)
- 324 Forensic Science I**—Prerequisite: CJS 313. Introduces the student to the concepts and practices of modern crime scene investigations. The role of investigator and the need for scientific crime detection is the emphasis of the course. Where crime laboratory equipment is available, this course teaches the student the methods, techniques and instrumental applications to provide much wider sources of information than otherwise available. The value of physical evidence is demonstrated. (F)
- 334 Forensic Science II**—Prerequisite: CJS 324. Offers the student exposure to the scientific aspects of the crime lab. The role of the crime laboratory and the need for the scientific crime detection is the emphasis of the course, and a tour of a crime laboratory is required. The methods, techniques, and instrumental applications used to provide investigative information are emphasized and the value of physical evidence is demonstrated. In this course each student is required to select and academically pursue a specific area of interest. (S)
- 343 Police Field Services**—Prerequisite: CJS 103 and permission. From an historical and contemporary perspective, a study of organizational structures, policies and practices of local, state and federal law enforcement

- agencies. Emphasis is placed on the delivery of services by patrol, special operations and investigation units and the use of technology, including computer hardware and software. (F)
- 353 Criminology**—Prerequisites: CJS 103 or SOC 103. A study of historical and contemporary theories of criminal behavior. Emphasis will be placed on an understanding of environmental, biological, sociological and spiritual components as they relate to this field of study. *Writing Intensive*. (F)
- 363 Crime Analysis and Public Policy**—Prerequisite: CJS 103 and permission. A study of the practice of quantifying and analyzing crime statistics as they relate to crime patterns, demography and trends. This study also includes an examination of criminal justice policies in the public arena. (F)
- 373 Criminal Evidence**—Prerequisites: CJS 103 and CJS 223. A classroom study of the types, uses and admissibility of evidence in the criminal justice process. Particular emphasis will be placed on the role of the court in interpreting constitutional principles that attach to the discovery, documentation and presentation of evidence in court. (S)
- 383 Correctional Case Management**—Prerequisites: CJS 103, CJS 213 and CJS 223. A study and practical application of preparing and managing pre-sentence investigations, court-directed probation and diversion, victim advocacy, parole and other corrections-oriented program management. Components on techniques of client interviews and issues in supervision are included. (S)
- 423 Organizational Management and Civil Liability**—Prerequisites: CJS 103 and CJS 223. An overview of the types and styles of management in criminal justice agencies, and the exposure of system professionals to civil liability. A study as well of risk management, privatization and business practices integrated into justice organizations. (S)
- 453 Criminal Justice Communications**—Prerequisites: CJS 103, CJS 223 and CJS 313. An in-depth review of the types and styles of both written and oral communications practiced in the criminal justice system. Emphasis on developing effective and proper interviewing and report writing skills, and the use of computers in the communication process. (F/S)
- 463 Senior Seminar** A seminar capstone course for graduating seniors which will bring together knowledge gained in undergraduate courses culminating with an individual research project, the writing of a formal paper and its presentation to the class. (S)
- 48V (1-6) Internship**—Prerequisite: permission. Practical, supervised experience in a public or private agency. One credit hour per forty hours of agency contact. May be repeated not to exceed six credit hour total.
- 49V (1-3) Special Problems**—Prerequisite: permission. Independent or semi-independent study/research under guidance of department faculty. May be repeated, not to exceed three credit hour total.



# The Mueller Department of Family and Consumer Sciences

*Bachelor of Arts, Bachelor of Science*

*This department and the Mueller Endowed Chair of Clothing Construction were established in 1996 to honor Louis A. Mueller, Jr. and his parents.*

The Family and Consumer Sciences major prepares students for professional roles that focus on individual and family well-being through four emphases: Food and Nutrition, Child Development, Vocational Education and General Family and Consumer Sciences.

The Family and Consumer Sciences program strives to provide an academic and social environment that will enable majors to: 1) articulate the philosophy of Family and Consumer Sciences; 2) develop decision-making and leadership skills; 3) have a depth of understanding of the perspectives and skills in one emphasis of Family and Consumer Sciences; 4) prepare for a variety of career settings and membership in professional organizations.

Students completing the Dietetics major (Bachelor of Science only) will: 1) have knowledge of the field comparable to national average; 2) be able to gain entry into Dietetics practice (internship or pre-professional program); 3) be capable of imparting dietetic knowledge of the didactic program in dietetics approved by the American Dietetic Association.

## Major in Family and Consumer Sciences

**Required core courses for all Family & Consumer Sciences majors: 16-17 hours**

FCA 101 Introduction to Family and Consumer Sciences WI (F) . . . . .	1
FCA 403 Resource Management (F) . . . . .	3
FCT 113 Clothing Selection and Construction (S) . . . . .	3
FCC 413 Human Development WI (F) . . . . .	3
FCM 273 Consumer Economics (F) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3-4
FCN 104 Introductory Food Study (F)	
FCN 263 Child Nutrition (required for Child Dev. Emphasis) (F-O)	

## General Emphasis

**Required major courses: 34 hours**

Family and Consumer Sciences core courses . . . . .	17
FCT 213 Textiles (S-O) . . . . .	3
FCN 303 Nutrition (S) . . . . .	3
FCH 243 Design of Living/Working Environments (S-E) . . . . .	3
FCH 323 Housing (F-E) . . . . .	3
FCE 352 Demonstration Techniques . . . . .	2
FCC 333 Parenting in Today's Society (S) . . . . .	3

**Required collateral course: 3 hours**

ONE OF THE FOLLOWING . . . . .	3
SOC 223 Marriage and the Family (F)	
SOC 353 Gerontology (F-O)	

## Food & Nutrition Emphasis

**Required major courses:** 38 hours

Family and Consumer Sciences core courses.....	17
FCN 263 Child Nutrition (F-O) .....	3
FCN 303 Nutrition (S) .....	3
FCN 343 Cultural Foods (S).....	3
FCN 373 Food Systems (F) .....	3
FCN 383 Medical Nutrition Therapy <b>WI</b> (F-E).....	3
FCN 393 Community Nutrition (S-O) .....	3
ONE OF THE FOLLOWING .....	3
FCN 353 Quantity Foods (S)	
FCN 403 Advanced Nutrition and Human Metabolism (S-E)	

**Recommended collateral courses** (one of the following groups):

### Business

ACT 203 Elementary Accounting I
BUS 213 Principles of Mgt.
BUS 343 Human Resource Mgt.
MKT 223 Marketing

### Fitness

PED 113 Intro to Hist. & Phil. Prin...PE
PED 232 Psychology of Sports
PED 433 Mechanical Kinesiology
PED 453 Physiology of Exercise

### Hotel/Restaurant/Tourism

HRM 103 Intro. to Hospitality Ind.
HRM 303 Hospitality Mktng & Sales
HRM 323 Tourism
HRM 353 Mn'g Conv. and Group Bus.

### Communication

SPC 203 Interpersonal Communication
SPC 303 Advanced Public Speaking
SPC 313 Bus. & Professional Speaking
SPC 323 Small Group Communication

### Sociology

SOC 213 Social Problems
SOC 353 Gerontology
SOC 373 Death & Dying
SOC 383 Medical Social Work

## Child Development Emphasis

**Required major courses:** 40 hours

Family and Consumer Sciences core courses.....	16
FCC 223 Child Development (S) .....	3
FCC 254 Creative Activities Practicum (F-E).....	4
FCC 323 Working With Parents (F-O) .....	3
FCC 333 Parenting in Today's Society (S).....	3
FCC 353 Child Development Education Influences (S-O).....	3
FCC 383 Field Practicum in Child & Family Programs (F-E).....	3
FCC 425 Child Development Administration (F-O) .....	5

**Recommended collateral courses**

BUS 103 Introduction to Business (F/S)
PSY 363 Psychology of the Exceptional Child (F/S)

## Double Major

### Vocational Education Emphasis/Secondary Education

**Required major courses:** 43-44 hours

Family and Consumer Sciences core courses.....	17
FCT 213 Textiles (S-O).....	3
FCC 223 Child Development (S).....	3
FCN 303 Nutrition (S).....	3
FCH 243 Design of Living/Working Environments (S-E).....	3
FCH 323 Housing (F-E).....	3
FCE 352 Demonstration Techniques.....	2
FCE 413 Methods of Teaching Family and Consumer Sciences.....	3
FCE 453 Wage Earning & Vocational Programs.....	3
ONE OF THE FOLLOWING.....	3-4
FCC 254 Creative Activities Practicum (F-E)	
FCC 333 Parenting in Today's Society (S)	

**Required collateral courses:** 6 hours

SOC 223 Marriage & the Family (F).....	3
PED 233 Personal and Community Health (F).....	3

Family and Consumer Sciences majors with an Education Emphasis must also major in Secondary Education (see page 62).

### Major in Dietetics

**Required major courses:** 28 hours

FCN 104 Introductory Food Study (F).....	4
FCN 263 Child Nutrition (F-O).....	3
FCN 303 Nutrition (S).....	3
FCN 343 Cultural Foods (S).....	3
FCN 353 Quantity Foods (S).....	3
FCN 373 Food Systems (F).....	3
FCN 383 Medical Nutrition Therapy WI (F-E).....	3
FCN 393 Community Nutrition (S-O).....	3
FCN 403 Advanced Nutrition and Human Metabolism (S-E).....	3

**Required collateral courses:** 23 hours

BUS 213 Principles of Management (F/S).....	3
BIO 214 Introduction to Microbiology (F).....	4
BIO 234 Human Physiology (S).....	4
CSC 113 Fundamentals of Computer Science (F/S).....	3
SOC 103 Introduction to Sociology (F/S).....	3
SOC 293 Statistics (F-O).....	3
ONE OF THE FOLLOWING.....	3
ECN 103 The American Economy (S)	
ECN 203 Principles of Economics I (F/S)	

**General Education courses specified by the major:**

CHE 114 General Chemistry I WI (F).....	4
CHE 204 Elementary Organic Chemistry (F-O).....	4
BIO 224 Human Anatomy (S).....	4
PSY 103 Introduction to Psychology (F/S).....	3
One of the Following.....	3
MAT 123 Mathematical Inquiry (F/S)	
MAT 133 College Algebra (F/S)	

### Minor in Food & Nutrition

**Required minor courses:** 20 hours

FCA 101 Introduction to Family and Consumer Sciences (F) . . . . .	1
FCN 104 Introductory Food Study (F). . . . .	4
FCN 263 Child Nutrition (F-O) . . . . .	3
FCN 303 Nutrition (S) . . . . .	3
FCN 343 Cultural Foods (S). . . . .	3
FCN 373 Food Systems (F) . . . . .	3
FCN 393 Community Nutrition (S-O) . . . . .	3

### Minor in Clothing & Textiles

**Required minor courses:** 16 hours

FCA 101 Introduction to Family and Consumer Sciences (F) . . . . .	1
FCT 113 Clothing Selection and Construction (S) . . . . .	3
FCT 213 Textiles (S-O). . . . .	3
FCT 423 History of Costume . . . . .	3
MKT 223 Marketing (F/S) . . . . .	3
MKT 383 Retail Management (S). . . . .	3

### Minor in Child Development

**Required minor courses:** 20 hours

FCA 101 Introduction to Family and Consumer Sciences (F) . . . . .	1
FCC 223 Child Development (S) . . . . .	3
FCC 254 Creative Activities Practicum (F-E). . . . .	4
FCC 323 Working With Parents (F-O) . . . . .	3
FCC 353 Child Development Education Influences (S-O). . . . .	3
FCC 383 Field Practicum in Child and Family Programs (F-E). . . . .	3
FCN 263 Child Nutrition (F-O) . . . . .	3

#### COURSES IN FAMILY & CONSUMER SCIENCES ASSESSMENT (FCA)

**101 Introduction to Family and Consumer Sciences** A study of the history, philosophy and career opportunities in family and consumer sciences. *Writing Intensive* (F)

**Prerequisite for all 300-400 level courses:** 45 hours or permission.

**403 Resource Management**—Prerequisite: FCM 273. A study of current research in family and consumer sciences and the management of resources available to the individual and family. Emphasis will be upon the management process, decision-making and work simplification. One hour of lecture/seminar and four hours of lab per week. (F)

#### COURSES IN FOOD AND NUTRITION (FCN)

**104 Introductory Food Study** Basic principles in selection and preparation of food products based on chemical and physical properties of food. The safety of the food supply is also investigated. Lecture three hours per week, laboratory two hours per week. (F)

**263 Child Nutrition**—Prerequisite: FCC 223. Nutritional requirements for each stage of childhood, pregnancy and lactation will be discussed. Essentials of effective nutrition education will be explored. (F-odd)



**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Nutrition** Exploration of the physiological basis of nutritional needs and physical and socioeconomics parameters which affect dietary adequacy. Integration of related scientific disciplines to the study of nutrition. (S)
- 343 Cultural Foods** A study of the basic concepts of man's food patterns past and present, looking specifically into the influence of culture, religion, malnutrition and nutritive needs of the body as foodways. Lecture one hour a week, laboratory with emphasis on the preparation and serving of ethnic foods (individual research). (S)
- 353 Quantity Foods**—Prerequisite: FCN 104, FCN 373. Principles of food service management used in selection, storage, preparation and service of food in quantity; emphasis on menu planning, quality control, purchasing, use of equipment. Lecture one hour per week, laboratory four hours per week. (S)
- 373 Food Systems** Organization, management theory and principles of food systems; includes menu planning, quality of food preparation and selection, layout, and maintenance of food systems department. Two hours lecture and three hours of laboratory per week. (F)
- 383 Medical Nutrition Therapy**—Prerequisite: FCN 303. Therapeutic use of diet in metabolic disturbances and in certain diseases. *Writing Intensive*. (F-even)
- 393 Community Nutrition** Nutrition programs at the local, state, and national level. Food labeling and nutrition education methodology. Application of principles of nutrition and social science in consumer education. Lecture three hours per week. Field observation. (S-odd)
- 403 Advanced Nutrition and Human Metabolism** Designed to organize the essentials of biochemistry and physiology so nutrition emerges as a sci-

ence that integrates life processes from the cellular level on through the multi-system operation of the total organism. (S-even)

- 471 Culinary Experience**—Prerequisites: Dietetics, Family & Consumer Sciences, or Hotel/Restaurant management major or permission. The purpose of this course is to provide students culinary knowledge for careers in hospitality management, foodservice, or nutrition. The basis of the course is an introduction to management and food preparation as practiced in a contemporary professional kitchen. Course may be repeated once.
- 48V (1-6) Internship**—Prerequisite: senior standing and permission. The course provides an opportunity for the student to gain practical knowledge in the field of family and consumer sciences. The course may be repeated, but total may not exceed 6 hours.
- 49V (1-3) Special Problems**—Prerequisite: junior or senior standing or permission. An opportunity for independent or semi-independent study in the area of foods and nutrition.

#### COURSES IN CLOTHING AND TEXTILES (FCT)

- 113 Clothing Selection and Construction** Study of selection and care of clothing. Fundamental construction techniques using commercial patterns. One hour of lecture per week, laboratory four hours per week. (S)
- 213 Textiles** The fundamental facts concerning fibers, fabric structures, properties, manufacture finishes, wearing qualities and care, as applied to the selection of fabrics for clothing and the home. (S-odd)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 423 History of Costume** A chronological study of the historical modes of dress as they relate to the social, economic and cultural conditions of people and time.
- 48V (1-6) Internship**—Prerequisite: senior standing and permission. The course provides an opportunity for the student to gain practical knowledge in the field of family and consumer sciences. The course may be repeated, but total may not exceed 6 hours.
- 49V (1-3) Special Problems**—Prerequisite: junior or senior standing or permission. An opportunity for independent or semi-independent study in the area of clothing and textiles.

#### COURSES IN HOUSING AND INTERIORS (FCH)

- 243 Design of Living/Working Environments** Course focuses on how to plan a functional and aesthetically pleasing living and/or working environment. Concepts include floor plan design, elements and principles of design, color, lighting, furniture style and arrangement. Lecture one hour per week, laboratory four hours per week. (S-even)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 323 Housing** A study of the economic, social, psychological and aesthetic influences upon American housing. (F-even)

## COURSES IN FAMILY & CONSUMER SCIENCES EDUCATION (FCE)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 352 Demonstration Techniques** Student experiences in planning and presenting lecture-demonstration techniques including equipment preparation, timing and evaluation. Experiences directed toward education, commercial, community and other professional interests. Lecture and laboratory two hours per week.
- 413 Methods of Teaching Family and Consumer Sciences** A general course in materials and techniques of teaching various phases of family and consumer sciences in both junior and senior high school.
- 453 Wage Earning and Vocational Programs** Examination of family and consumer sciences and occupational programs including the study of problems, methods and procedures in planning and conducting vocationally approved programs.
- 48V (1-6) Internship**—Prerequisite: senior standing and permission. The course provides an opportunity for the student to gain practical knowledge in the field of family and consumer sciences. The course may be repeated, but total may not exceed 6 hours.
- 49V (1-3) Special Problems**—Prerequisite: junior or senior standing or permission. An opportunity for independent or semi-independent study in the area of family and consumer sciences education.

## COURSES IN CHILD DEVELOPMENT (FCC)

- 213 Human Development for Pre-Nursing** A comprehensive course that examines the theoretical, developmental, societal and personal aspects of the human life span. The student shall learn about all aspects of human development from conception to death. (F)
- 223 Child Development** Emphasis on the child's development from prenatal to adolescent in mental, physical, social and emotional aspects. (S)
- 254 Creative Activities Practicum** A practical application of developmentally appropriate activities for young children with an emphasis on the execution of the creative arts, science, music, literature and physical activities for the young child. Lecture two hours, laboratory four hours per week. (F-even)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 323 Working With Parents** Studying and developing the skills necessary in the communication and interaction with parents-child-teacher relationship. (F-odd)
- 333 Parenting in Today's Society** Explores parenting and child-rearing in contemporary society. (S)
- 353 Child Development Education Influences**—Prerequisite: FCC 223. The basic types of programs for young children with emphasis on innovative teaching situations and curricula. (S-odd)
- 383 Field Practicum in Child and Family Programs** Participation in activities and routines with preschool children in a variety of preschool programs. One hour of lecture and four hours of lab off campus per week. (F-even)
- 413 Human Development** A comprehensive course that examines the theoretical, developmental, societal and personal aspects of the human life

span. The student shall learn about all aspects of human development from conception to death. **Additional course requirements for upper division credit.** *Writing Intensive.* (F)

**425 Child Development Administration**—Prerequisite: FCC 223, FCC 254, FCC 383. Theoretical analysis of administrative skills and requirements necessary for the operation of a quality child development center along with practical application of information. Emphasis will be placed on planning and implementation of a developmentally appropriate program for preschool children. (F-odd)

**48V (1-6) Internship**—Prerequisite: senior standing and permission. The course provides an opportunity for the student to gain practical knowledge in the Child Life area and will help to meet the requirements for certification in the area of Child Life Specialist.

**49V (1-3) Special Problems**—Prerequisite: junior or senior standing or permission. An opportunity for independent or semi-independent study in the area of child development.

#### COURSES IN CONSUMER ECONOMICS & MANAGEMENT (FCM)

**273 Consumer Economics** A study of economic concepts and their application to consumer decision-making for food, clothing, shelter, transportation and insurance. (F)

**48V (1-6) Internship**—Prerequisite: senior standing and permission. The course provides an opportunity for the student to gain practical knowledge in the field of family and consumer sciences. The course may be repeated, but total may not exceed 6 hours.

**49V (1-3) Special Problems**—Prerequisite: junior or senior standing or permission. An opportunity for independent or semi-independent study in the area of consumer economics and management.

#### COURSE IN GENERAL FAMILY & CONSUMER SCIENCES (FCG)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**302 Independent Living**—Prerequisite: junior or senior standing. A cross-section of subject matter facilitating the transition to independent living. Individual research by **non-majors** into the decision-making process required for money management; selection and maintenance of housing and clothing; meal planning and preparation; insurance. (S)



# Hotel and Restaurant Management

*Bachelor of Arts, Bachelor of Science*

*The Walter L. Green Chair of Hotel and Restaurant Management was established in 1993. Funds for the chair were provided by a bequest from Mr. Green.*

The mission of the Hotel and Restaurant Management program is to offer a specialized hospitality course of study while building on a liberal arts and business education.

The Hotel and Restaurant Management program strives to provide an academic and social environment that will enable majors to: 1) know and understand contemporary service management concepts and their applications; 2) develop the techniques and problem solving capabilities that are specific to Hotel and Restaurant management; 3) know and utilize the qualities of leadership that are essential for a successful career in food service and hotel management; 4) recognize and be prepared to successfully meet current and future hospitality needs; 5) utilize creativity and critical thinking skills.

## Major in Hotel/Restaurant Management

### Required major courses: 35 hours

HRM 103 Introduction to the Hospitality Industry (F/S) . . . . .	3
HRM 204 Lodging Operations (S) . . . . .	4
HRM 303 Hospitality Marketing and Sales (F) . . . . .	3
HRM 323 Tourism (S) . . . . .	3
HRM 353 Managing Conventions and Group Business (F) . . . . .	3
HRM 463 Hospitality Leadership and Supervision WI (S) . . . . .	3
HRM 485 Hospitality Industry Internship . . . . .	5
FCN 104 Introductory Food Study (F) . . . . .	4
FCN 353 Quantity Foods (S) . . . . .	3
FCN 373 Food Systems (F) . . . . .	3
FCN 471 Culinary Experience (S) . . . . .	1

### Required collateral courses: 18 hours

CSC 113 Fundamentals of Computer Systems (F/S) . . . . .	3
ACT 203 Elementary Accounting I (F/S) . . . . .	3
BUS 233 Business Statistics (F/S) . . . . .	3
BUS 313 Business Law I (F/S) . . . . .	3
TWO OF THE FOLLOWING . . . . .	6
ACT 213 Elementary Accounting II (F/S)	
FCN 303 Nutrition (S)	
BUS 413 Corporate Finance (F/S)	

### Recommended collateral courses:

HRM 343 Managing Hospitality Technology (S-E) . . . . .	3
HRM 363 International Hospitality Operations (S-O) . . . . .	3

## Minor in Hotel/Restaurant Management

**Required minor courses:** 21 hours

HRM 103 Introduction to the Hospitality Industry (F/S) . . . . .	3
HRM 204 Lodging Operations (S) . . . . .	4
HRM 303 Hospitality Marketing and Sales (F) . . . . .	3
FCN 104 Introductory Food Study (F) . . . . .	4
FCN 373 Food Systems (F) . . . . .	3
FCN 471 Culinary Experience (S) . . . . .	1
The following courses may not be counted toward a major if they are to be used toward a minor.	
ONE OF THE FOLLOWING . . . . .	3
HRM 323 Tourism (S)	
HRM 343 Managing Hospitality Technology (S-E)	
HRM 353 Managing Conventions and Group Business (F)	
HRM 363 International Hospitality Operations (S-O)	
FCN 303 Nutrition (S)	
FCN 353 Quantity Foods (S)	

### COURSES IN HOTEL/RESTAURANT MANAGEMENT (HRM)

**103 Introduction to the Hospitality Industry** This course provides the student with a comprehensive overview of all operating and staff departments within the hospitality industry. Particular attention is given to operation types, technological changes, history, present and future trends. (F/S)

**204 Lodging Operations**—Prerequisite: HRM 103 or permission. This course introduces the major concepts of rooms division management as practiced in the modern lodging environment. The course is organized around the concept of the guest cycle beginning with reservations and ending with guest departure. Major topics include front office operations and housekeeping with emphasis on planning and staffing. Guest and employee safety and security issues are examined. Laundry and maintenance topics are introduced. Contemporary guest service techniques are emphasized. Lecture three hours each week with laboratory two hours each week. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 Hospitality Marketing and Sales**—Prerequisite: HRM 103 and HRM 204 or permission. This course has two major emphases. The course first addresses the management of market planning, focusing on the marketing efforts directed toward new and repeat customers. Second, emphasis is placed on advertising and sales skills and techniques. The student will also become competent with behavioral sciences that affect the marketing and sales process. There will be an equal concentration on people as well as product knowledge. (F)

**323 Tourism** The student will examine the historical, social, psychological, cultural, international, economic and environmental dimensions of tourism. Emphasis will be placed on the tools and services available to assist the hospitality manager in managing and understanding tourism policies and procedures. (S)

**343 Managing Hospitality Technology**—Prerequisite: HRM 103 and CSC 113 or permission. This course introduces the application of computer and information systems within hospitality organizations. Emphasis is placed on specific industry applications including reservation management,

rooms management, and accounting functions. Use of the Internet as a marketing and reservations tool will be examined in depth. In addition, a variety of stand-alone industry applications will be examined including point-of-sale systems, call accounting, and electronic locking systems. (S-even)

**353 Managing Conventions and Group Business**—Prerequisite: HRM 103 and HRM 204 or permission. This course provides a comprehensive examination of meeting planning from perspective of the professional meeting planner as well as the hotel-based convention services manager. Topics include a history of the convention, meetings and trade show industry, marketing and selling meeting services, characteristics of various meeting markets, event management, and food and beverage service. Particular attention is given to site selection, meeting specifications, and the service function. (F)

**363 International Hospitality Operations**—Prerequisite HRM 204 and HRM 323 or permission. This course examines the globalization of the tourism, travel, foodservice, and lodging industries with an emphasis on the emergence of the international hospitality chain. Students will investigate the political aspects of international operations and examine the issues involved in working with colleagues from other backgrounds and cultures. International hotel operations and marketing will be examined in depth. This course will be of special interest to students considering a career in international hospitality and business or an internship/study experience in a foreign country. (S-odd)

**463 Hospitality Leadership and Supervision**—Prerequisite: HRM 103 and HRM 204 or permission. This course builds on the students knowledge of hospitality operations and management concepts while introducing specific employee leadership strategies including the development of purposes and goals, organization, motivation, communication, and evaluation using a case study approach. Topics include an examination of managerial and supervision theory and the application of these ideas in contemporary hospitality management settings. This course brings together hospitality management and operations knowledge gained from previous coursework and experiences. An individual research project and paper are required. *Writing Intensive.* (S)

**48V (1-5) Hospitality Industry Internship**—Prerequisite: permission. The purpose of this experience is to provide the student with a transition from classroom to industry. The student will secure an internship at an approved employment training station under a supervised working situation. The working situation will be consistent with the student's career goals and program objectives. The internship provides the student the opportunity to experience full-time employment while simultaneously having the advantage of being monitored by a program instructor and/or coordinator.

**49V (1-3) Special Problems**—Prerequisite: junior or senior standing or permission. An opportunity for independent or semi-independent study in the area of Hotel and Restaurant Management.

# Political Science

*Bachelor of Arts, Bachelor of Science*

The Political Science program provides a pre-professional background for a variety of careers including college law, teaching, government service, journalism and library work. Graduates with a major in Political Science should be able to: 1) understand the working process of American government and politics; 2) apply theories of government and politics to contemporary society.

## Major in Political Science

**Required major courses:** 30 hours

POL 103 American National Government (F) . . . . .	3
POL 113 American State and Local Government (S). . . . .	3
POL additional courses (minimum 15 hours 300-400 level) . . . . .	24

## Minor in Political Science

**Required minor courses:** 18 hours

POL 103 American National Government (F) . . . . .	3
POL 113 American State and Local Government (S). . . . .	3
POL additional courses . . . . .	12

### COURSES IN POLITICAL SCIENCE (POL)

- 103 American National Government** A survey of the structure, functions, politics, and policies of the national government. (F)
- 113 American State and Local Government** A survey of the structure, functions, problems and decision-making processes of American state and local governments with emphasis in Missouri government. (S)
- 203 Principles of Political Science** A general introduction to the study of politics with emphasis on the significance of the fundamental theories and concepts of the discipline as well as on the nature and function of political systems.
- 213 Introduction to Public Administration**—Prerequisite: POL 103 or POL 113. A study of principles, methods, practices, and problems in public administrative agencies in the United States.
- 223 Contemporary World Problems** A study of selected problems in contemporary international politics.

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Political Parties and Pressure Groups** An examination of the history and role of political parties, pressure groups and public opinion in the government of the United States.
- 313 Comparative Government** A comparative study of the government and politics of selected countries, including Great Britain and Russia.
- 323 Political Culture of Asia and Africa** A survey of the structures, processes and functions of selected political systems and cultures in Asia and Africa, with emphasis on problems of national building.
- 333 International Relations and Organizations** A study of the concepts, principles and problems in the political relations of modern states, and an

examination of the origins, developments, growth and problems of contemporary world and regional organizations.

- 343 International Law** A study of the development, theory and application of international law and of its actual and potential role in the attainment of international order. *Writing Intensive.*
- 353 The American Presidency** An examination of the Constitutional sources of the President's power and responsibilities with special emphasis on the President's relations with Congress, political parties, the bureaucracy and the institutional organization of the chief executive.
- 403 Constitutional Law I** A study of the development of the American constitutional system through analysis of leading decisions of the United States Supreme Court. Topics include judicial review, separation of powers, federalism, the commerce and taxing powers and the development of substantive due process. *Writing Intensive.*
- 413 Constitutional Law II** A study of the development of the American constitutional system through analysis of leading decisions of the United States Supreme Court. Topics include equal protection under the law, due process, freedom of speech, press and association, and separation of church and state. *Writing Intensive.*
- 443 Seminar**—Prerequisite: permission. An intensive study of a national or an international issue. The course involves the preparation and presentation of a substantial research paper. *Writing Intensive.*
- 47V (1-6) Directed Readings** Intensive reading in one of the main fields of political science under the supervision of a faculty advisor. Open to upperclassmen of proven ability.
- 48V (1-6) Internship**—Prerequisite: POL 103 or POL 113 and permission. A course designed to provide an opportunity for seniors in the department to receive academic credit while working, part-time or full-time, with federal, state or local government agencies or law offices.
- 49V (1-3) Special Problems**—Prerequisite: junior or senior standing or permission. An opportunity for in-depth studies in the area of political science or government with the approval of the instructor.

# Sociology

*Bachelor of Arts, Bachelor of Science*

A Sociology major provides students with a choice of a Social Work emphasis or a General emphasis. The major objectives are for students to: 1) use a sociological perspective in understanding the influence of culture and social structure on human behavior; 2) explore theories, research, and helping skills in sociology and social work; 3) prepare students for a variety of career settings. A final departmental exit exam is to be passed by all majors at a grade level of C or above before graduation.

## Major in Sociology

### Core courses required of all Sociology majors: 15 hours

SOC 103 Introduction to Sociology (F/S)	3
SOC 223 Marriage and the Family (F)	3
SOC 303 Research Methods WI (S-E)	3
SOC 393 Social Psychology WI (S)	3
ONE OF THE FOLLOWING	3
SOC 293 Statistics (F-O)	
BUS 233 Business Statistics (F/S)	
PSY 273 Statistics for Education and Psychology (S-O)	

### General Sociology Emphasis

#### Required major courses: 36 hours

SOC core courses	15
SOC 423 Sociological Theory	3
Additional courses to be chosen from Sociology	18
(may include up to 9 hours from the following)	
CJS 233 Juvenile Delinquency	
CJS 353 Criminology	
PSY 243 Alcohol and Drug Abuse	
FCC 413 Human Development	

#### Required collateral course: 3 hours

CSC 113 Fundamentals of Computer Science or equivalent (F/S)	3
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### Social Work Emphasis

#### Required major courses: 36 hours

SOC core courses	15
SOC 203 Social Work (F)	3
SOC 213 Social Problems (S)	3
Upper division courses in Social Work	6
SOC 48V (1-6) Internship (F/S)	3
Additional courses to be chosen from Sociology or the following areas	6
CJS 233 Juvenile Delinquency	
CJS 353 Criminology	
POL 213 Introduction to Public Administration	
PSY 243 Alcohol and Drug Abuse	
FCC 413 Human Development	



**Required collateral courses: 6 hours**

PSY 103 Introduction to Psychology (F/S) .....	3
PSY 323 The Helping Relationship (F/S) .....	3

**Recommended additional courses:**

- SPA 133 or 143 Elementary Spanish I/Elementary Spanish Review
- SPA 153 Elementary Spanish II
- Courses in Family and Consumer Sciences, Psychology and Education

**Minor in Sociology**

**Required major courses: 21 hours**

SOC 103 Introduction to Sociology (F/S) .....	3
SOC 223 Marriage and the Family (F) .....	3
SOC additional courses (9 hours must be 300-400 level) .....	15

**Minor in Sociology-Gerontology**

**Required minor courses: 21 hours**

SOC 103 Introduction to Sociology (F/S) .....	3
SOC 353 Gerontology (F-O) .....	3
SOC 373 Death and Dying (S-O) .....	3
SOC additional courses .....	12

## COURSES IN SOCIOLOGY (SOC)

- 103 Introduction to Sociology** An introduction to the scientific study of human behavior. We will use the concepts of sociology to help us understand how our culture influences the way we see ourselves and other people. We will consider how our society is organized and structured, and the difference that makes in our relationships with others. This is particularly relevant to the cultural and social influence we have experienced related to our family and social class, gender, religion, racial and ethnic heritage. (F/S)
- 203 Social Work** An exposure to the various subfields within the overall field of social work. This will include consideration of the different social services, current issues and problems that arise when working with people living in poverty and/or various dysfunctional circumstances of life. (F)
- 213 Social Problems** Major social problems of contemporary society, their causes and effects (including political, economic) on individuals, groups and nations. Includes familial, population and environmental problems; sexual deviancy; drug abuse; crime; poverty; discriminatory life styles and practices; war and terrorism. (S)
- 223 Marriage and the Family** Human relationships in general, as well as those dealing with marriage and family. Topics include sex roles, sexuality, communication, courtship, mate selection, marital adjustment, parenting, marital/family problems and enrichment. (F)
- 293 Statistics**—Prerequisite: MAT 113 or MAT 133 or permission. This is an entry-level course in statistical analysis of data related to the social/behavioral sciences. The student will gain an understanding of how both descriptive and inferential statistics are used in the study of populations and samples. (F-odd)
- Prerequisite for all 300-400 level courses: 45 hours or permission.**
- 303 Research Methods**—Prerequisite: SOC 103 and SOC 293 or BUS 233 or PSY 273. The various methods of understanding collecting and analyzing information on the social and behavioral sciences including interviews, surveys, experiments, observation techniques and sampling designs. *Writing Intensive.* (S-even)
- 323 Rural-Urban Life**—Prerequisite: SOC 103. Rural and urban populations in terms of environmental, cultural and social processes. Particular emphasis is given to rural-urban similarities and contrasts, the strengths vs. demise of contemporary community, purpose and types of cities, metropolitan regions, intergroup relations, housing and communication. (F-even)
- 333 Minority Groups**—Prerequisite: SOC 103. Minority-majority relations and intergroup conflict. Emphasis on American minority groups (racial, ethnic, religious, cultural); the functions of prejudice and discrimination among persons, groups and institutions. (F-even)
- 353 Gerontology**—Prerequisite: SOC 103. The scientific study of aging from a multidisciplinary perspective—biological, psychological and sociological. Emphasis is placed on the experience of aging and its problems within the context of various social institutions. (F-odd)
- 373 Death and Dying**—Prerequisite: SOC 103. A multidisciplinary analysis of death and dying in American society and of the coping mechanisms of individuals and institutions. (S-odd)



- 383 Medical Social Work**—Prerequisite: SOC 103 and SOC 203. A study of the U.S. medical delivery system in its various settings including hospitals, nursing homes and home health care. Particular attention is given to the role of social workers as they work with patients and their families in accessing and receiving medical care, and assist them with the social and cultural issues that may be related to that care. (S-even)
- 393 Social Psychology**—Prerequisite: SOC 103 or PSY 103. Also called Interpersonal Relations: interpersonal behavior in the context of individual, group, cultural and environmental influences. Topics include personality formation, self concept, attitude change and social perception, attraction, group dynamics, conformity, communication, socialization, roles, aggression and prejudice. *Writing Intensive.* (S)
- 403 Counseling Techniques for Social Workers**—Prerequisite: SOC 103 and SOC 203. Practical training and study of counseling theories and techniques commonly used in the field of social work. This class will enable the student to learn effective ways to better understand the needs of clients and how to communicate to the client the various options for help that are available to them. (F-'02)
- 423 Sociological Theory**—Prerequisite: 12 hours in Sociology including 103. A study of the development of sociological thought and theory as illustrated by the writings of leading social scientists. This course is designed primarily for students majoring in sociology.
- 433 Social Work With Families**—Prerequisite: SOC 103 and SOC 203. The focus of this class will be to study the pivotal social role that families have in our society. The social relationship between dysfunctional individuals and their families of origin will be examined with emphasis being given to the role of the social worker in helping families cope with the stress and multiple problems that often emerge. (S-'03)
- 443 Social Work With the Aged**—Prerequisite: SOC 103 and SOC 203. Working with the elderly at individual, group and community levels. Includes policy analysis and resource management. (S-odd)
- 453 Social Work with Youth**—Prerequisite: SOC 103 and SOC 203. The goal of this class will be to give specialized study to the personal and social issues faced by youth in today's society. Emphasis will be given on how social workers are involved in providing help to troubled youth who came from dysfunctional and abusive families. Consideration will be given as to how these services can be provided on an "in-home basis" or when foster home or institutional care is required. (S-'02)
- 48V (1-6) Internship**—Prerequisite: permission. Practical, supervised experience within a public or private agency (limit of 3 credit hours with any given agency). One credit hour requires 40 agency hours. No more than 3 credit hours may count toward the minor. (F/S)
- 49V (1-3) Special Problems**—Prerequisite: permission. Independent or semi-independent study/research with the guidance of a faculty member. May be taken more than once. (F/S)

# Speech Communication

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The general goal of the Speech Communication minor program is the improvement of students' abilities in oral expression with particular emphasis on three areas: presentational speaking, intrapersonal and interpersonal communication. At the completion of their studies, speech communication minors should possess a comprehensive, functional knowledge of the following five communication skills areas: public speaking, intra/interpersonal communication, small group communication, listening, and reasoning and argumentation.

## Minor in Speech Communication

**Required minor courses:** 21 hours

SPC 103 Public Speaking (F/S) . . . . .	3
SPC 203 Interpersonal Communication (F/S) . . . . .	3
SPC 303 Intercultural Communication (S-E) . . . . .	3
SPC 313 Business and Professional Speaking (F) . . . . .	3
SPC 323 Small Group Communication (F) . . . . .	3
SPC 333 Persuasive Speaking (S-O) . . . . .	3
SPC 343 Argumentation and Debate WI (S) . . . . .	3

Additional requirements:

- Sign an Intent to Minor statement
- Maintain a 2.0 GPA in speech courses

## COURSES IN SPEECH COMMUNICATION (SPC)

**103 Public Speaking** A course in the fundamentals of public and presentational speaking, including both sending and receiving messages, stressing analysis of occasion, purpose, content, structure, effect and individual perceptions of speaker credibility. Students will make three to five presentations of various types of speeches. (F/S)

**203 Interpersonal Communication** A study of the nature of intra- and interpersonal communication. Students explore the dynamics of communicating with themselves and others with emphasis on enhancing self-awareness, roles analysis, values processing, listening skills, assertive behavior, conflict management skills, kinesics and proxemics. (F/S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 Intercultural Communication**—Prerequisite: 103, suggested SPC 203. A study in how cultures affect communication. Students will look at how history, religion, family structure, and other components of culture affect the building, transmission, and reception of messages. The course places special emphasis upon how communication misunderstandings can occur and how they can be remedied. (S-even)

**313 Business and Professional Speaking**—Prerequisite: 103. A course designed to emphasize numerous communication characteristics unique to the business, professional and organizational sectors. Students will study sales presentations, instructional speaking, communication ethics, advanced speaking skills, communication apprehension and listening skills. Students present a variety of business and professional speeches. (F)

**323 Small Group Communication**—Prerequisite: permission. A study of the theoretical and practical principles of group dynamics. Leadership, par-

ticipation, techniques, types of discussion, consideration of small group dimensions, conflict management, listening and the influence of cooperation and competition on small group communication are discussed and practiced. (F)

**333 Persuasive Speaking**—Prerequisite: SPC 103. A continuation of the study of public speaking with an emphasis on increased understanding of the theories regarding human persuasion; including studies of free speech, communication ethics, the use of symbols, reasoning and persuasive campaigns and movements. Students will present several persuasive speeches to a classroom audience. (S-odd)

**343 Argumentation and Debate**—Prerequisite: permission. A course designed to develop rational decision-making abilities in various communication situations. Logical reasoning and the use of emotional appeals are emphasized in the analysis, composition, delivery and evaluation of propositions of fact, value and policy. *Writing Intensive*. (S)



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# Division of Humanities

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*Eric Bolger, Chairman*

*The Elizabeth Hoyt Clark Chair of Humanities was established in 1992 by Dr. M. Graham Clark to honor Elizabeth Clark for years of dedicated service as first lady of The School of the Ozarks.*

*The M. Graham Clark Chair of Christian Nurture was established in 1992 to honor D. M. Graham Clark for 30 years of strong leadership to The School of the Ozarks.*

**English . . . . . 112**

Leslie Babcox  
James Bell  
Hayden Head  
William Horrell  
Larry Richard Isitt  
Mark Jones  
Patsy Watts  
John Wilson

**Foreign Languages . . . . . 117**

Mary Graham  
Lincoln Lambeth  
Damon Vincent  
Kathy Watts

**History . . . . . 122**

C. David Dalton  
William Horrell  
Michael W. Howell  
Stephen J. Kneeshaw

**Philosophy and Religion . . . . . 126**

Eric Bolger  
Courtney A. Furman  
Mark Rapinchuk

# English

*Bachelor of Arts, Bachelor of Science*

Students who complete a major in English can expect: 1) grounding in reading and critical interpretation of various genres of British, American and other Western literatures; 2) acquisition of rhetorical skills and language consciousness that encourage and develop clear, accurate, responsible and appropriate communication; 3) grounding in English grammar, linguistics and the history of the English language; 4) preparation for graduate study, teaching and other professions; 5) opportunities for the enhancement of creative talent and aesthetic sensibilities.

Students completing a double major in English/Secondary Education and requirements for state certification shall have: 1) a theoretical and practical knowledge of educational principles; 2) a broad knowledge of the English discipline, including practice in methodology and pedagogy; 3) a theoretical and applied knowledge appropriate to teaching in a multicultural, pluralistic society; 4) a thorough grounding in the responsibilities which teaching professionals have toward their students, school and community.

## Major in English

**Required major courses:** 37 hours

ENG 203 Foundations of Literary Studies WI (F) . . . . .	3
ENG 223 Introduction to Grammar (F) . . . . .	3
ENG 323 Advanced Composition (S) . . . . .	3
ENG 401 Portfolio (S) . . . . .	1
ENG 423 History of the English Language (S) . . . . .	3
ENB 203 Survey of British Literature I (F) . . . . .	3
ENB 213 Survey of British Literature II (S) . . . . .	3
ENA 203 Survey of American Literature I (S) . . . . .	3
ENA 213 Survey of American Literature II (F) . . . . .	3
ENW 303 Western Literature I WI (S) . . . . .	3
Additional literature courses (300-400 level) . . . . .	9

Note: 1) B.A. degree candidates are required to complete 6 hours of one foreign language; 2) The English department recommends that all English majors take HSW 403 Modern Britain; 3) DRM 333 History of Western Theatre may be counted as part of the additional upper division literature requirement for English majors.

## Double Major English/Secondary Education

Students may become certified to teach English by double majoring in English and Secondary Education (see page 62.) Students taking an English/Secondary Education double major must take the following as part of the Secondary Education major:

EED 322 Multicultural and Adolescent Literature (S) . . . . .	2
EED 423 Teaching Composition (S) . . . . .	3
EED 433 Methods of Teaching English (F) . . . . .	3

## Minor in Literature

**Required minor courses:** 21 hours

ENG 203 Foundations of Literary Studies WI (F) . . . . .	3
ENB 203 Survey of British Literature I (F) . . . . .	3
ENB 213 Survey of British Literature II (S) . . . . .	3
ENW 303 Western Literature I (S) . . . . .	3
Two courses in American Literature (300-400 level) . . . . .	6
One course in British Literature (300-400 level) . . . . .	3

## Minor in Rhetoric

**Required minor courses:** 18 hours

ENG 223 Introduction to Grammar (F) . . . . .	3
ENG 323 Advanced Composition (S) . . . . .	3
ENG 343 Creative Writing: Poetry (S) . . . . .	3
ENG 353 Creative Writing: Fiction (F) . . . . .	3
ENG 423 History of the English Language (S) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
ENG 333 Technical Writing WI (F/S)	
ENG 49V (1-6) Special Problems	
EED 423 Teaching Composition (S)	

### COURSES IN COMPOSITION, LITERATURE AND LANGUAGE (ENG)

- 103 College Composition I** Through a series of writing experiences, students explore writing as both a process of discovering and deepening ideas and the product or record of those ideas. The central aims of the course are to teach prewriting techniques; collaborative learning skills; critical thinking skills; and revision strategies which include using the conventions of standard, edited English in formal writing. *Writing Intensive.* (F/S)
- ENW 133CC Classical Ideals of Character** (satisfies the Literature requirement) Aside from the Bible, Greek and Roman thinkers and writers have had the greatest influence on our understanding of what character is; consequently, this course is essential to any serious study of character. Special attention will be given to the way in which Roman philosophers and poets received and modified the Greek understanding of character. Students will read excerpts from Homer, Plato, Aristotle, Virgil, Cicero, and Plutarch.
- 201 Practicum in Publication of Student Writing** The publication of the *Gordian Knot*, an anthology of creative writing, art, and photography, provides the material and experience for student editors who will edit, proof-read, evaluate material, assemble the copy and evaluate published editions. May be repeated three times. (F/S)
- 203 Foundations of Literary Studies** Students majoring or minoring in English will engage in close reading of selected works of literature, gaining interpretive skills and a working critical vocabulary to facilitate their studies in English. Primary emphasis will be placed on writing critical essays using New Critical and Formalist interpretative strategies, with some exposure to newer theoretical approaches. *Writing Intensive.* (F)
- 223 Introduction to Grammar** A study of the grammar of the written dialect of American English. This course attempts to explore fundamental structures of traditional, structural and transformational grammars applicable to analysis and prescriptive practices appropriate for informal and formal levels of written American English. (F)

**233 Film as Literature** Study of theories and esthetics of motion pictures to encourage critical viewing of popular movies. (S-odd)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 College Composition II**—Prerequisite: 55 credit hours. A required composition course emphasizing argumentation which provides an opportunity for students to utilize their composition skills, research techniques and academic interests in the development of mature, academic compositions. *Writing Intensive.* (F/S)

**303CC Reformation/Modern Ideals of Character** (satisfies the College Composition II requirement) Luther's understanding of salvation by faith alone holds enormous implications for the study of Scripture and for the application of Biblical principles to individual choices regarding right and wrong. This course will examine the effects of the Reformation on our understanding of character and explore how those effects were modified and to a degree subverted by the newer ideals of the Enlightenment and Modern eras. *Writing Intensive.*

**323 Advanced Composition**—Prerequisite: ENG 303. Problems and exercises in rhetoric and style through which the already competent writer learns to polish, refine and control writing skills. The art of essay writing is emphasized, with concentration on the skillful use of rhetorical levels and textures and the development of a spectrum of writing styles adaptable to varying writing situations. (S)

**333 Technical Writing**—Prerequisite: ENG 303. Designed to introduce students in various fields to formal report writing as practiced in industry, government and the professions. *Writing Intensive.* (F/S)

**343 Creative Writing: Poetry** Initial study of the principles of poetry and great poems of the past and present leading to students writing their own poems. Class discussion and revision of student poems will be emphasized. (S)

**353 Creative Writing: Fiction** Some reading and analysis of published short fiction will lead to writing, group evaluation and revision of student fiction. (F)

**401 Portfolio**—Prerequisites: 30 hours of English credits. Required for senior English majors, the course is an independent study designed for finalizing the student's professional development file. In addition to completing portfolio requirements, students will write a reflective essay analyzing the artifacts they have assembled and evaluating the strength of their program of study as evidenced in their professional development file. Students will also be required to take the ETS Major Field Exam in English. Offered on a Pass/Fail basis. (S)

**423 History of the English Language**—Prerequisite: ENG 223. Systematic study of the structure and growth of the English language from the earliest period to modern times. (S)

**433 Literary Criticism** Considers historical and contemporary critical approaches to literature. Practical application of theory to literary texts is emphasized. This course is strongly recommended to all English majors. (F-even)

**443 Seminar** A course tailored to the needs and interests of students focusing on readings in literature or special problems. (F-even)

- 47V (1-6) Directed Readings** Enables individual students to pursue specific authors, genres, literary periods, limited areas of linguistics or other subjects that supplement or fulfill needs not satisfied by the present curriculum. Directed Readings also provides the student the opportunity to penetrate substantive reading material independently and will contribute to the acquisition of scholarship. A student who desires to participate in Directed Readings will, in advance of registration, submit a complete description of the reading which he or she desires to pursue and a tentative bibliography to the English faculty member of his or her choice and the divisional chair for approval.
- 48V (1-6) Internship** Internships are available for qualified students who wish to pursue off-campus learning experiences.
- 49V (1-6) Special Problems** Tailored courses are offered to accommodate specific interests of students and/or faculty. They may include topics in an author, literary genre, an interdisciplinary perspective or other appropriate topics. Special Topics may not be used to fulfill specified upper-division course requirements listed above under “Major in English,” “Minor in Literature,” or “Minor in Rhetoric.”

#### **COURSES IN AMERICAN LITERATURE (ENA)**

- 123 Topics in American Literature** Through close reading and guided interpretation of significant works of American literature, students will study important themes and various literary forms that give shape and texture to American culture. (F/S)
- 203 Survey of American Literature I** A study of significant works in American Literature from the Colonial period to American Romanticism. (S)
- 213 Survey of American Literature II** A study of significant works in American Literature from Romanticism to the Contemporary. (F)
- 323 The American Novel** Surveys the development of the novel from the post-revolutionary period to the present, and includes such writers as Cooper, Hawthorne, Melville, Twain, Dreiser, Hemingway and Vonnegut. (S-even)
- 403 American Literature in the Nineteenth Century** A course primarily for English majors and minors which concentrates on selected major authors, literary movements and philosophical thought in nineteenth-century America. (F)
- 413 American Literature in the Twentieth Century** A course primarily for English majors and minors which concentrates on selected major authors, literary movements or genres in the modernist and contemporary periods. (S)

#### **COURSES IN BRITISH LITERATURE (ENB)**

- 203 Survey of British Literature I** A study of the significant works in British literary history from the Anglo-Saxon period to the Age of Romanticism. (F)
- 213 Survey of British Literature II** A continuation of 203 from the first British Romantic writers to the present. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Anglo-Saxon to Restoration** An in-depth study of selected masters of prose and poetry from this historical period (450 to 1660). (F-even)



- 313 Restoration and Eighteenth Century** A study of British literature from 1660 to the beginning of Romanticism, including such writers as Dryden, Swift, Pope, Fielding and Johnson. (S-odd)
- 323 Romantic and Victorian Literature** A study of the principal literary influences in nineteenth-century British literature, including Wordsworth, Keats, Shelley, Browning, Tennyson and other major writers. (F-odd)
- 343 British Novel** A study of selected novels from the 18th, 19th, and 20th centuries, focusing on ways fiction reflects and challenges values, attitudes, and responses of the day. (S-odd)
- 403 Shakespeare's Tragedies** A study of selected tragedies. (F-even)
- 423 Shakespeare's Comedies and Histories** A study of selected comedies and history plays. (F-odd)
- 433 British Literature in the Twentieth Century** A course primarily for English majors and minors which concentrates on selected major authors, literary movements, or genres in the modernist and contemporary periods. (S-even)

#### COURSES IN WORLD LITERATURE (ENW)

- 133 Topics in Western World Literature** Through close reading and guided interpretation of significant works of Western World literature, students will study important themes and various literary forms that give shape and texture to Western civilizations. (F/S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Western Literature I** A study of the classical literary works of the Greeks, Romans and Medieval writers who were most influential in the development of Western literature, thought and art. *Writing Intensive*. (S)
- 333 Western Literature II** A study of the works and ideas of major writers who have influenced the shaping of the modern world. The course covers literature of Europe and the Americas since the Renaissance. (F)

#### COURSES IN ENGLISH EDUCATION (EED)

- 322 Multicultural and Adolescent Literature**—Prerequisite: acceptance in teacher education program or permission. The students will study adolescent interests, reading habits, needs, experiences and the materials in preparation for teaching in the secondary school American literature. Careful consideration will be given to the literature of the adolescent reader and multicultural values embodied in the material. (S)
- 423 Teaching Composition**—Prerequisite: ENG 323 and acceptance in the teacher education program. Study focuses on theories and methods of teaching rhetoric and composition. Emphasizes developmental approach to writing ability. Includes lab experiences, unit and curriculum planning, and uses of computers in the composition classroom. (S)
- 433 Methods of Teaching English**—Prerequisite: EDU 393 and EED 423 and acceptance in the teacher education program. A study of the techniques of teaching literature, composition and grammar with emphasis on the development of materials and units of study. Curriculum planning and laboratory teaching of four major units are required. (F)

# Foreign Languages

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*Bachelor of Arts*

The Foreign Language program offers majors and minors in French and Spanish and a minor in German. Students are encouraged to combine language study with other academic areas.

The objectives of the foreign language major are as follows: 1) To develop linguistic skills that allow students to communicate effectively in a culturally appropriate manner; 2) to develop an understanding and appreciation of literature and culture; 3) to provide preparation for students who wish to pursue a teaching career.

## **Appropriate course placement for students with previous language study**

1. Students with two years of high school course work should enroll in Elementary II. Upon completion of Elementary II with a grade of C or better, the students will receive credit with a grade of “P” pass for Elementary I. Spanish students see page 120.
2. Students with three or more years of high school course work should enroll in Intermediate I. Upon completion of Intermediate I with a grade of C or better, the student will receive credit with a grade of “P” pass for Elementary II.
3. Native and near-native speakers may enroll only in upper division courses (300-400 level).
4. Exceptions to this method of placement will be at discretion of the instructor.

## **Major in French or Spanish**

**Required major courses:** 30 hours

FRN or SPA courses (minimum 15 hours 300-400 level) . . . . . 30

FRN 103\* Elementary French/ (F/S)

SPA 133\* Elementary Spanish I/and (F)

SPA 143\* Elementary Spanish Review (F, S on demand)

\*does not count toward the major

## **Double Major French or Spanish/Secondary Education**

Students may become certified to teach a foreign language by double majoring in French or Spanish and Secondary Education (see page 62). Native and near-native speakers of the foreign language studied who are secondary education majors may pursue a major in foreign language. Students taking a Foreign Language/Secondary Education major must take the following course as part of the Secondary Education major:

FLN 463 Methods of Teaching a Foreign Language (F-odd) . . . . . 3

**463 Methods of Teaching a Foreign Language**—Prerequisite: Junior standing. Designed for majors and minors who intend to teach foreign language in the secondary and/or elementary schools. Class conducted in English. Does not carry any language credit. (F-odd)

## Minor in French, German or Spanish

**Required minor courses:** 18 hours

FRN, GER or SPA courses . . . . . 18

Native and near-native speakers may complete a minor in French or Spanish by taking 18 hours in upper division courses.

### COURSES IN FRENCH (FRN)

- 103 **Elementary French I** An introductory course for students beginning their study of French. Content includes grammar, vocabulary and cultural materials necessary for the development of basic communication skills. This course does not count towards a major. (F/S)
- 113 **Elementary French II**—Prerequisite: FRN 103 or two years of high school French. Continuation of the study of grammar, communication, listening, reading, writing and cultural elements of French. (F/S)
- 202, 212 **French Conversation**—Prerequisite: FRN 113 or equivalent. Texts, tapes and videos will furnish the basis for conversational practice. Topics will include daily life and travel situations. May be repeated once for credit. (202 F/212 S)
- 203 **Intermediate French I**—Prerequisite: FRN 113 or equivalent. A continuation of the study of French grammar. Students read and discuss cultural materials pertaining to France and other Francophone cultures. (F)
- 213 **Intermediate French II**—Prerequisite: FRN 203 or equivalent. A more advanced study of French grammar and syntax. Writing skills are emphasized. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 302 **Third Year Conversation**—Prerequisite: FRN 213 or permission. A course designed to enhance speaking and listening comprehension skills. Students will be introduced to levels of language to be used in a variety of situations, both formal and informal.
- 303 **Introduction to French Literature**—Prerequisite: FRN 213 or permission. An introduction to French literature through the study of poetry, plays and short stories representing various literary periods.
- 313 **French Grammar and Composition**—Prerequisite: FRN 213 or permission. A review of French grammar, vocabulary building, and idioms, with exercises in composition.
- 323 **Survey of French Civilization**—Prerequisite: FRN 213 or permission. A survey of French civilization from the Roman period to 1900. Important historical events, philosophical movements, art and architecture are discussed.
- 403 **Contemporary France**—Prerequisite: FRN 213 or permission. A study of contemporary France through the newspapers, magazines, and the Internet. The political, social, cultural and economic institutions are discussed.
- 413 **Advanced Composition**—Prerequisite: FRN 213 or permission. An intensive review of grammar and syntax. A number of compositions will be written by the student in French on directed topics. Students will be tested as well on their knowledge of French grammar.
- 431 **Advanced Conversation**—Prerequisite: FRN 213 or permission. A one-on-one conversation with a native speaker. Topics for the conversations and

weekly essays are selected from French newspapers and magazines. May be repeated 3 times for credit.

**47V (1-3) Directed Readings**—Prerequisite: FRN 213 or permission. Intensive reading of selected authors, genres, or periods from France and other Francophone countries. Frequent conferences are held, and several papers are required.

**49V (1-6) Special Problems**—Prerequisite: FRN 213 or permission. Special problem courses are offered to accommodate specific needs and interests of students.

### COURSES IN GERMAN (GER)

**103 Elementary German I** Designed for beginning students or those having one year of high school German. Fundamental principles of grammar taught through oral and written exercises and the reading of simple prose. Cultural elements will be presented. (F/S)

**113 Elementary German II**—Prerequisite: GER 103 or one year of high school German, or a satisfactory proficiency test score. Continuation of the study of grammar, communication, listening, reading, writing and cultural elements of German. (F/S)

**202, 212 German Conversation**—Prerequisite: GER 113 or equivalent. Texts, tapes and videos furnish the basis for conversational practice. Topics will include daily life and travel situations. Some written work is included. May be repeated once for credit. (202 F/212 S)

**203 Intermediate German I**—Prerequisite: GER 113 or equivalent. Review of grammar and syntax, with practice in writing and speaking German. Reading and discussion of prose and poetry of intermediate difficulty. (F)

**213 Intermediate German II**—Prerequisite: GER 203 or equivalent. Continuation of readings, grammar review, conversation and composition at the intermediate level. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 German Geography and Culture**—Prerequisite: GER 213 or equivalent. A survey course designed to acquaint students with important geographical and cultural features of Germany through texts, videos and native speakers. Especially recommended for those who intend to travel or live in Germany. (S-odd)

**403 Advanced Composition**—Prerequisite: GER 213 or equivalent. An intensive study of grammar, syntax and stylistics. A number of compositions will be written by the students under the guidance of the instructor. (S-even)

**413 Directed Readings**—Prerequisite: Permission. Intensive reading of a particular author or in a particular period of German literature. Frequent conferences are held and a term paper is required.

## COURSES IN SPANISH (SPA)

Students with one or more years of high school background in Spanish may not enroll in Spanish 133. Those who need review may enroll in 143 and will take a proficiency exam to determine placement. Students who demonstrate a superior level of proficiency will be placed in 153 or 203. Students who are repeating 133 to remove a D or F must enroll in 143.

- 133 Elementary Spanish I** A course designed for the beginning student with *no previous Spanish experience*. Content includes basic grammar, vocabulary and cultural information, with practice in reading, speaking, writing and translating. Does not count toward a major. (F)
- 143 Elementary Spanish Review** A course designed for the student with one or more years of high school background who wants to review elementary grammar, vocabulary and cultural information, with practice in reading, writing and translating. Does not count toward a major. (F, S on demand)
- 153 Elementary Spanish II**—Prerequisite: SPA 133 or SPA 143 or one year of high school Spanish or a satisfactory proficiency test score. Continuation of the study of grammar, communication, listening, reading, writing and cultural elements of Spanish. (S, F on demand)
- 203 Intermediate Spanish I**—Prerequisite: SPA 153 or satisfactory placement score. Review and further study of grammar, syntax and idiomatic expressions, with practice in composition writing, communication and reading. (F, S on demand)
- 213 Intermediate Spanish II**—Prerequisite: SPA 203 or satisfactory placement score. A continuation of SPA 203 with more advanced study of speaking, listening, writing and reading. (S, F on demand)
- 222 Introduction to Literature in Spanish**—Prerequisite: SPA 203. An introduction to short literary texts in Spanish through readings, discussion, and compositions.
- 232, 242 Spanish Conversation**—Prerequisite: SPA 203 or permission. Oral practice in groups, pairs and free conversations. Tapes, texts and videos will be employed to facilitate speaking and comprehension skills. Emphasis given to vocabulary building. Some written work is expected of students. (232 F/242 S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Survey of Spanish Literature**—Prerequisite: SPA 213. An introduction to representative texts of Spain through the study of essays, poetry, plays, short stories, and a short novel representing various literary periods. (S-odd)
- 313 Survey of Spanish American Literature**—Prerequisite: SPA 213. An introduction to the literature of Latin America through the study of poetry, essays, plays, short stories and a short novel representing various countries and literary periods. (F-odd)
- 323 Civilization of Spain**—Prerequisite: SPA 213 or permission. Survey of origin and development of Spanish culture from its beginnings to contemporary times. Discussion of geography, history, philosophy, religion, arts, architecture and other elements of the various competing constructions of Spanish culture. (S-odd)

- 333 Civilization of Latin America**—Prerequisite: SPA 213 or permission. Survey of origin and development of Latin American cultures from their beginnings to contemporary times. Discussion of geography, history, philosophy, religion, arts, architecture and other elements of Latin American cultures. Some discussion of Hispanic culture in the United States. (F-odd)
- 353 Spanish Composition & Grammar**—Prerequisite: SPA 213 or permission. Intensive practice in composition, with study of writing processes and appropriate grammatical concepts and vocabulary. *Writing Intensive*. (S-even)
- 403 Modern Spanish Novel**—Prerequisite: SPA 213 or permission. Study of representative novels of Spain from 19th and 20th century authors. (S-even)
- 413 Modern Spanish American Novel**—Prerequisite: SPA 213 or permission. Study of representative novels of Latin America from 19th and 20th century authors. (F-even)
- 453 Spanish Linguistics**—Prerequisite: SPA 213 or permission. A systematic study of the Spanish language that draws together, extends and refines concepts learned in previous courses. Some basics of Spanish phonetics, morphology and syntax, with emphasis on concepts of applied linguistics. (F-even)
- 47V (1-6) Directed Readings**—Prerequisite: SPA 303 and SPA 313, or permission. Intensive readings of selected authors, periods, or genres from Spanish or Latin American literature. Frequent conferences are held, and papers are required.
- 49V (1-6) Special Problems**—Prerequisite: SPA 303 and SPA 313 or permission. Special problem courses are offered to accommodate specific needs and interests of students.

#### COURSES IN GREEK (GRK)

- 203 Grammar of the Greek New Testament I** Introduction to the grammar and vocabulary of New Testament Greek. Drill in forms and syntax.
- 213 Grammar of the Greek New Testament II** A continuation of 203. Further study of the grammar and vocabulary of New Testament Greek with practice in translation from selected New Testament passages. Continued drill in forms and syntax.

# History

*Bachelor of Arts, Bachelor of Science*

The objectives of the history major are: 1) To develop a general understanding of the major themes, events and personalities of American and modern world history; 2) to develop skills in the collection, evaluation, and communication of historical data; 3) to provide opportunities for more advanced knowledge in specific geographic regions; 4) to prepare individuals for careers in education, business, law, the ministry, libraries and museums, and public service.

## Major in History

**Required major courses:** 37 hours

HST 103 The American Experience (F/S) . . . . .	3
HST 153 Western Civilization to 1660 (F/S) . . . . .	3
HST 163 Western Civilization since 1660 (F/S) . . . . .	3
HST 213 Introduction to Historical Research (F) . . . . .	3
HST 433 Seminar WI (S) . . . . .	3
HST 461 Portfolio (F/S) . . . . .	1
Additional courses (300-400 level) with at least three courses in American history and two in modern European history; one course in either Third World or non-Western fields of history; and one elective course. . . . .	21

**Recommended for all majors:**

Foreign languages, data base research, and other courses in the social sciences and humanities.

## Double Major History/Secondary Education

In addition to the courses required for a major in history, students seeking a double major in secondary education with emphasis in history and social studies must complete all courses required by the state of Missouri for secondary certification (see description under Department of Education) and all of the following hours in the social studies:

Political Science (U.S. and state) . . . . .	6
Economics (recommend ECN 103) . . . . .	3
Geography (HST 203). . . . .	3
Behavioral Science (recommend PSY 103 and SOC 103) . . . . .	6*
Methods of Teaching Social Studies (HST 403). . . . .	3

(\*excluding PSY 363 and PSY 383)

The state of Missouri can mandate changes to these requirements.

## Minor in History

**Required minor courses:** 18 hours

HST 103 The American Experience (F/S) . . . . .	3
HST 163 Western Civilization since 1660 (F/S) . . . . .	3
Additional History courses (HST, HSA, HSW 300-400 level) . . . . .	12

**Recommended additional courses:**

Foreign Language



### COURSES IN HISTORY (HST)

- 103 The American Experience** An introduction to the study of United States history from pre-colonial times to the present through an examination of significant episodes, issues, and people from the American past. (F/S)
- 153 Western Civilization to 1660** An introductory survey of the Western heritage from its origins to 1660 focusing on political, cultural, social, and intellectual developments that have exerted a continuing influence. (F/S)
- 163 Western Civilization since 1660** An introductory survey of the Western heritage from 1660 to the present focusing on political, cultural, social, and intellectual developments that have exerted a continuing influence. (F/S)
- 203 World Regional Geography** An introduction to the complexity and diversity of the world by focusing on distinct geographical regions and their general characteristics. **NOTE:** This is a service course offered primarily for educational certification students, and does not count toward a history major or minor.
- 213 Introduction to Historical Research** Prerequisites: two of the following three courses: 103, 153, 163. An introduction to historical research methods and the philosophy of history. Students will explore how and why historians study the past, and they will begin to learn how to research, write, and document their own projects. (F)
- Prerequisite for all 300-400 level courses: 45 hours or permission.**
- 403 Methods of Teaching Social Studies** A study of the methods of teaching history and the social sciences in secondary schools. (F)
- 433 Seminar**—Prerequisite: HST 213 and permission. An intensive study of a period or topic in European, American or Third World history. The course involves the preparation and presentation of a substantial research paper. *Writing Intensive.* (S)
- 461 Portfolio**—Prerequisite: permission. This is a pass/fail course in which the student works with his or her advisor in preparation of a resume and a



collection of representative work done in pursuit of the history major including tests, papers, projects, seminar paper, etc. (F/S)

- 47V (1-6) Directed Readings** Open to upperclassmen of proven ability. Intensive reading in one of the main fields of history under the supervision of a faculty advisor.
- 48V (1-9) Internships** Internships are available for qualified students who wish to pursue off-campus learning experiences at such places as museums or research libraries. Credit earned through internships may not be applied toward the seven course upper-division major requirement.
- 49V (1-9) Special Problems** Special Problems are courses offered by members of the department to accommodate specific interests of students and/or faculty.

### COURSES IN AMERICAN HISTORY (HSA)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Colonial America** A study in the development and creation of an American nation, with emphasis on colonial settlement patterns, the growth of economic and political independence and the American Revolution and its consequences. *Writing Intensive.* (F-even)
- 313 Early Republic** An examination of the formative period in American history, 1789-1848, covering such topics as the drafting and ratification of the Constitution, the Age of Jefferson, Jacksonian Democracy and the Mexican War. (S-odd)
- 323 Civil War and Reconstruction** A study in the causes and consequences of sectional conflict, including an analysis of the major military campaigns, diplomatic, and socio-economic events, as well as significant aspects of postwar reconstruction. (F-odd)
- 333 United States, 1877-1914** A study in the effects of racism, westward expansion, industrialization, urbanization, imperialism and Progressivism upon American society. (S-even)
- 343 United States, 1914-1945** A study of the two world wars and the Great Depression and their testing of the United States and the American people in the first half of the twentieth century. *Writing Intensive.* (F-even)
- 353 United States, 1945-Present** A study of the political, economic, diplomatic and social forces that have shaped the United States in the last half of the twentieth century. *Writing Intensive.* (S-odd)
- 413 American Diplomatic History** An examination of the development and implementation of American foreign policy from the colonial era to the present: the foundations of American diplomacy, the testing of independence, expansionism, diplomatic tensions of the 20th century, including the World Wars, Korea and Vietnam. *Writing Intensive.* (S-even)
- 423 United States in Vietnam** A study of American involvement in Southeast Asia in the context of the Cold War and the political, social and cultural impact of the Vietnam war on the American people. (F-odd)
- 453 History of the South** An examination of major themes, such as race relations, economy and culture, which have made the South a distinctive region in the United States. (F-even)
- 463 History of Latin America** A study of the Native American, European and African experiences in Central and South America, emphasizing the polit-

ical, economic, social and cultural forces that have shaped the development of Latin America in the modern world. This course will satisfy the Third World requirement for history majors. (S-odd)

### COURSES IN WORLD HISTORY (HSW)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 353 Europe Since 1914**—Prerequisite: HST 163 or equivalent. A study of the main currents of recent European history with emphasis on such topics as the causes of the World Wars, the anatomy of Fascism and Nazism, Communism, modern intellectual trends, and the post-World War II search by Europe for a new role in world affairs. (F-odd)
- 403 Modern Britain**—Prerequisite: HST 163 or equivalent. A study of the main currents in the history of Great Britain since 1760. Special topics include the impact of American, French, and Industrial Revolutions; religion, democratization, Ireland, empire; and the welfare state, the world wars, Britain's role in Europe, socialism, and "Thatcherism." (S-odd)
- 413 French Revolution**—Prerequisite: HST 163 or equivalent. A study of the French Revolution of 1789. Topics include society and government under the Old Regime; the political, social, intellectual, and economic origins of the Revolution; the radical phase and Reign of Terror; the impact of ideology and war; the rise of Napoleon Bonaparte; and the Revolution's legacy for democracy, dictatorship, socialism, warfare, and nationalism. (F-even)
- 423 Hitler and Nazi Germany**—Prerequisite: HST 163 or equivalent. A study of Germany during the Third Reich and its ruler. Special topics include Adolf Hitler's personality, life, and mythology; the conditions enabling the Nazi seizure of power, characteristics of Nazi rule, Nazi ideology, German society and culture under Nazi rule, World War II, the Holocaust, and the legacy of the Nazi period. (S-odd)
- 433 Russia and the Soviet Union**—Prerequisite: HST 163 or equivalent. A survey of the main trends of traditional Russian history, and an examination of the failure of czarist Russia, the Bolshevik Revolution, the evolution of the USSR and the role of Russia in the contemporary world. This course will count in the major requirements as a European or Third World course but not as both. *Writing Intensive.* (S-even)
- 443 History of Africa** A survey of the history of sub-Saharan Africa with emphasis on the 19th and 20th centuries. Special topics covered include Islam in Africa, colonialism, nationalism and the role of Africa in the contemporary world. This course will satisfy the Third World course requirement for history majors.
- 453 Topics in Asian History**—Prerequisite: HST 153 or HST 163. This course will explore a specific topic or topics by examining the historical context of Asian cultures (India, China, Japan, Southeast Asia). Special emphasis will be placed on a comparative historical analysis across various time periods. This course will satisfy the Third World course requirement for history majors. *Writing Intensive.* (F-odd)
- 463 Modern Middle East** Examination of the major political, economic, and social developments in the Arab World, Turkey, Iran, and Israel during the 19th and 20th centuries. This course will satisfy the Third World course requirement for history majors.

# Philosophy and Religion

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*Bachelor of Arts, Bachelor of Science*

As intellectual disciplines, philosophy and religion give attention to basic questions regarding reality, truth, meaning and values. The objectives for the major in philosophy and religion are: 1) to enable students to become familiar with the great philosophical traditions and representative thinkers of western civilization; 2) to enable students to develop the ability to think critically; 3) to enable students to have knowledge of the historical and literary dimensions of the Bible and its teachings; 4) to enable students to have the critical skills to interpret the Bible; 5) to enable students to understand and relate biblical teachings to contemporary society; 6) to enable students to understand the development of Christian history and other religious traditions.



## Major in Philosophy and Religion

**Required major courses:** 37 hours

REL 103 Biblical Survey (F/S) . . . . .	3
REL 253 New Testament (S) . . . . .	3
REL 273 Old Testament (F) . . . . .	3
REL 333 History of the Christian Church (F-O) or REL 213 Religions of Humanity (S-E) . . . . .	3
REL 343 Biblical Theology & Ethics (F/S) . . . . .	3
REL 461 Portfolio . . . . .	1
PHI 203 Introduction to Philosophical Thought (F/S) . . . . .	3
PHI 303 Ethics WI (S-O) or PHI 313 History of Philosophy (F-O) . . . . .	3
REL/PHI additional courses . . . . .	15

(In completing the major, students must take a minimum of 18 hours at the 300-400 level, and at least 2 courses in each (REL and PHI) in addition to those courses listed above)

**Required collateral courses:** 3 hours

PSY 103 Introduction to Psychology (F/S) . . . . .	3
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**General Education course specified by the major:**

SOC 103 Introduction to Sociology (F/S) . . . . .	3
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## Minor in Philosophy and Religion

**Required minor courses:** 21 hours

REL 253 New Testament (S) . . . . .	3
REL 273 Old Testament (F) . . . . .	3
REL 343 Biblical Theology and Ethics (F/S) . . . . .	3
PHI 203 Introduction to Philosophical Thought (F/S) . . . . .	3
REL/PHI additional courses (minimum 6 hours 300-400 level). . . . .	9

### COURSES IN PHILOSOPHY (PHI)

**203 Introduction to Philosophical Thought** This course serves as an introductory inquiry into the field of philosophy. Its nature, scope, methods and principal problems will be surveyed, and the student will be encouraged to critically evaluate contemporary culture through insights gained. (F/S)

**213 Logic and Language** An introductory study dealing with the principles of effective reasoning, including the use and abuse of language, the nature of definition, fallacies, rules of valid inference, syllogism and induction. *Writing Intensive.* (S)

**223CC Medieval/Renaissance Ideals of Character** (satisfies the Philosophy/Fine Arts requirement) Insofar as the medieval mind was dominated by the tenets of Christianity, this course begins by examining the worldviews constructed by such influential thinkers and poets as Augustine, Boethius, Thomas Aquinas, Dante, and Chaucer. The Renaissance segment will focus on the integration of, and tension between, the sacred and the secular; primary authors include Petrarch, Pico, Machiavelli, Montaigne, Erasmus, More, Bacon, and Shakespeare.

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 Ethics** A study of the foundations of ethical ideals and moral judgments, ancient and modern, from both religious and secular perspectives. The historical and social contexts of ethical value systems are investigated,

and some consideration is given to their contemporary relevance. *Writing Intensive*. (S-odd)

- 313 History of Philosophy** A survey of the development of western philosophy from its origin with the ancient Greeks to the contribution of Renaissance and modern thinkers. (F-odd)
- 323 Philosophy of Religion** An investigation of the philosophical nature of religion, its origins, practices, and meaning. The nature of religious language, the relation between reason and revelation, the nature of God and humanity, the quest for faith—these and other areas are considered in depth. (F-even)
- 403 Seminar in Philosophy** This course will investigate a variety of philosophical trends, movements and themes, such as contemporary American philosophy, continental philosophy, existentialism and phenomenology, mysticism and logical positivism.
- 47V (1-6) Directed Readings** A program of directed study for students majoring in philosophy and religion.

#### COURSES IN RELIGION (REL)

- 103 Biblical Survey** A survey of the key themes of the Bible, with attention to the historical context, literary nature and theological meaning of the books which make up the Old and New Testaments. Required of all students. (F/S)
- 103CC Biblical Ideals of Character** (satisfies the Biblical Survey requirement) As the infallible word of God, the Bible is central to an understanding of character. While the thought of many non-biblical authors has had significant impact on American culture, the Bible remains the foundational text for understanding the origin of American ideas of character and morality. This course will explore the biblical foundations of character and significant contributions of authors who are/were within the context of a biblical-religious tradition.
- 203 The Teachings of Jesus** A study of the life and teachings of Jesus as related to the world into which he came and as applied to the world today. *Writing Intensive*. (S-odd)
- 213 Religions of Humanity** A consideration of the origins, historical development and essential beliefs of the major religions of the world, such as Hinduism, Buddhism, Confucianism, Shintoism, Zoroastrianism, Judaism, Christianity and Islam. While this study is primarily descriptive in nature, some effort is made to compare the similarities and differences of these religions. (S-even)
- 253 New Testament**—Prerequisite: REL 103. An in-depth introduction to the literature and theology of the New Testament with special emphasis on developing an informed process of biblical interpretation. (S)
- 273 Old Testament**—Prerequisite: REL 103. An in-depth introduction to the literature and theology of the Old Testament with special emphasis on developing an informed process of biblical interpretation. (F)
- Prerequisite for all 300-400 level courses: 45 hours or permission.**
- 303 The Prophets** A study of the rise of the prophetic movement in Israel with an emphasis on the message of the prophets and an evaluation of that message for the present day. (S-odd)

- 313 Old Testament Topics** This course will focus on some aspect of Old Testament history, literature and/or theology, to be announced at the time of pre-registration. It may be repeated for credit, with permission, if a different subject is involved. *Writing Intensive*. (F-odd)
- 323 New Testament Topics** This course will focus on some aspects of New Testament history, literature and/or theology, to be announced at the time of pre-registration. It may be repeated for credit, with permission, if a different subject is involved. *Writing Intensive*. (F-even)
- 333 History of the Christian Church** A survey of the development of the Christian Church as a religious movement and as an institution from the days of the Apostles to the present time. Special emphasis is placed upon the Reformation and its later development in both Europe and the United States and on the distinctive features of American religious history. (F-odd)
- 343 Biblical Theology and Ethics**—Prerequisite: 55 credit hours, including 103. This course will focus on three areas: learning a process of Biblical interpretation, examining the great teachings of the Bible and making an application of those teachings to behavior in a way that is ethically responsible. Required of all students. (F/S)
- 363 Christian Worship**—A survey of the history and practice of worship, including its early Jewish roots in the Temple and Synagogue, traditions in Roman Catholicism and Protestantism, and later “free” traditions, including revivalism. (S-even)
- 413 Seminar in Biblically-Related Topics** A course in a specialized area with particular attention given to research and methodology. Seminars have been offered on topics such as Biblical Archaeology, the Kingdom of God, Apocalyptic Literature and Galatians.
- 461 Portfolio**—Prerequisite: permission. The student works with his/her advisor to prepare a collection of representative materials, i.e. tests, papers, projects, etc. done while in pursuit of the major in Philosophy/Religion.
- 47V (1-3) Directed Readings** A program of directed study for students majoring in philosophy and religion, or minoring in religion.
- 48V (1-6) Internships** Internships may be available for qualified students in a variety of academic and ministerial settings.

#### COURSES IN GREEK (GRK)

- 203 Grammar of the Greek New Testament I** Introduction to the grammar and vocabulary of New Testament Greek. Drill in forms and syntax. (satisfies G.E. foreign language requirement)
- 213 Grammar of the Greek New Testament II** A continuation of 203. Further study of the grammar and vocabulary of New Testament Greek with practice in translation from selected New Testament passages. Continued drill in forms and syntax. (satisfies G.E. foreign language requirement)



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Division of  
**Mathematical and  
Natural Sciences**

*The Joe T. McKibben School of Natural Sciences*

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# Biology

*Bachelor of Arts, Bachelor of Science*

*The Henry Robert Herold Chair of Biological Sciences, established to honor Dr. Herold, is funded by the Pfeiffer Foundation.*

*The Joe T. McKibben Chair of Biological Sciences was established in 1998 to honor Dr. McKibben's distinguished career and generous support of the College.*

The objectives of the Biology major are to help students: 1) understand and participate in the processes of science. This includes conducting primary research using modern tools for gathering and analyzing data, communicating the results of research in written and oral formats and critically analyzing the research of other scientists; 2) acquire basic knowledge of life processes occurring at the molecular, cellular, organismal, population and ecosystem levels; 3) acquire basic knowledge of the diversity of life; 4) understand evolutionary processes as the source of this diversity of life.

## Major in Biology

**Required major courses:** 35 hours

BIO 114 General Zoology (F)	4
BIO 124 General Botany (S)	4
BIO 244 Cell Biology (F)	4
BIO 304 Microbiology (S-E)	4
BIO 314 Ecology (S)	4
BIO 351 Research I <b>WI</b> (S)	1
BIO 441 Research II (F)	1
BIO 444 Genetics (F)	4
BIO 451 Research III <b>WI</b> (S)	1
ONE OF THE FOLLOWING	4
BIO 334 Field Invertebrate Zoology (F-E)	
BIO 344 Field Vertebrate Zoology (S-O)	
BIO 354 Field Botany (F-O)	
ONE OF THE FOLLOWING	4
BIO 424 Plant Anatomy and Physiology (S-O)	
BIO 434 Animal Physiology (S-E)	

**Required collateral courses:** 20-21 hours

CHE 114 General Chemistry I <b>WI</b> (F)	4
CHE 124 General Chemistry II <b>WI</b> (S)	4
CHE 215 Organic Chemistry I <b>WI</b> (F)	5
MAT 133 College Algebra (F/S)	3
ONE OF THE FOLLOWING	4-5
PHY 204 Physics for the Life Sciences (S-O)	
PHY 225 General Physics I (F)	

**Recommended additional courses:**

PHY 235 General Physics II (S)	
CHE 424 Biochemistry (S-E)	
MAT 175 Calculus I (S)	
SOC 293 Statistics (F-O)	
CSC 113 Fundamentals of Computer Science (F/S)	

## Minor in Biology

**Required minor courses:** 24 hours

BIO 114 General Zoology (F) . . . . . 4

BIO 124 General Botany (S) . . . . . 4

Three fields of emphasis are offered. A student may get only one minor in a single field of emphasis. (16 additional hours)

### Field Biology Emphasis:

BIO 314 Ecology (S) . . . . . 4

BIO 334 Field Invertebrate Zoology (F-E) . . . . . 4

BIO 344 Field Vertebrate Zoology (S-O) . . . . . 4

BIO 354 Field Botany (F-O) . . . . . 4

### Cellular Biology Emphasis:

BIO 244 Cell Biology (F) . . . . . 4

BIO 304 Microbiology (S-E) . . . . . 4

BIO 444 Genetics (F) . . . . . 4

ONE OF THE FOLLOWING COURSES . . . . . 4

BIO 424 Plant Anatomy & Physiology (S-O)

BIO 434 Animal Physiology (S-E)

### Human Biology Emphasis:

BIO 224 Human Anatomy (S) . . . . . 4

BIO 244 Cell Biology (F) . . . . . 4

BIO 304 Microbiology (S-E) . . . . . 4

ONE OF THE FOLLOWING COURSES . . . . . 4

BIO 224 Human Physiology (S)

BIO 434 Animal Physiology (S-E)

## Double Major

### Major in Unified Science/Secondary Education

Students may become certified to teach Biology Education by double majoring in Secondary Education and Unified Science with a Biology endorsement.

### Unified Science (Grades 9-12)

**Core courses required of all Unified Science Majors:** 39-41 hours

BIO 114 General Zoology (F) . . . . . 4

BIO 124 General Botany (S) . . . . . 4

BIO 314 Ecology (S) . . . . . 4

CHE 114 General Chemistry I WI (F) . . . . . 4

CHE 124 General Chemistry II WI (S) . . . . . 4

PHY 114 Astronomy (F) . . . . . 4

PHY 124 Introduction to Geology (S) . . . . . 4

SCE 333 History/Philosophy of Science and Technology . . . . . 3

TWO OF THE FOLLOWING . . . . . 8-10

PHY 104 Fundamentals of Physical Science (F/S)

PHY 204 Physics for the Life Sciences (S-O)

PHY 225 General Physics I (F)

PHY 235 General Physics II (S)

**Secondary Education required courses:** 34 hours (see page 62)

includes SCE 423 Methods of Teaching Science

*continued, next page*

*continued from previous page*

A major in Unified Science/Secondary Education must include a 31-semester hour endorsement in Biology.

### **Biology Endorsement**

**Required Courses:** 33 hours

BIO 224 Human Anatomy (S) . . . . .	4
BIO 234 Human Physiology (S) . . . . .	4
BIO 244 Cell Biology (F) . . . . .	4
BIO 304 Microbiology (S-E) . . . . .	4
BIO 354 Field Botany (F-O) . . . . .	4
BIO 444 Genetics (F) . . . . .	4
ONE OF THE FOLLOWING . . . . .	4
BIO 334 Field Invertebrate Zoology (F-E)	
BIO 344 Field Vertebrate Zoology (S-O)	
ONE OF THE FOLLOWING . . . . .	5
MAT 133 College Algebra (F/S) and MAT 142 Trigonometry (F)	
MAT 135 Discrete Mathematics (F/S) and Trigonometry (F)	
(satisfies G.E. requirements)	

### **COURSES IN BIOLOGY (BIO)**

- 104 Introduction to Biology** Biological principles as applied to humans. A course designed for the non-science major or the student with no high school biology. Laboratory included. May not be taken concurrently with or after successful completion of BIO 114 or BIO 124 or equivalent with a C or better. This course or BIO 134 may be used to partially satisfy general education science requirements, not both. (S)
- 114 General Zoology** An introduction to animal biology; the structure, function, evolution and diversity of animals. Laboratory included. (F)
- 124 General Botany** An introduction to plant biology; the structure, function, evolution and diversity of plants. Laboratory included. (S)
- 134 Environment and Society** Ecological principles as applied to living in today's society. This course will help prepare students to make informed decisions about environmental issues in modern society. This course is designed for the non-science major or the student with no high school biology. This course or BIO 104 may be used to partially satisfy general education science requirements, not both. (F)
- 214 Introduction to Microbiology**—Prerequisite: high school biology. A laboratory course in basic principles of microbiology emphasizing the applied aspects for pre-nursing, home economics and agriculture majors. Laboratory included. (F)
- 224 Human Anatomy**—Prerequisite: BIO 104 or BIO 214 or permission. The structure of the human body. Emphasis is placed on the structure of the normally functioning human body. All levels of organization, cellular through organ system, are considered. This course is laboratory oriented and meets the needs of students in biology, health sciences, unified science, nutrition, and physical education. Laboratory included. (S)
- 234 Human Physiology**—Prerequisite: BIO 224. The function of the human body. Emphasis is placed on maintenance of homeostasis in the healthy individual. This course meets the needs of students in health sciences

(other than pre-med and pre-vet students), physical education, nutrition, and unified science. Laboratory included. (S)

- 244 Cell Biology**—Prerequisite: BIO 114 and BIO 124 with a grade of C or better, and CHE 114. Basic principles underlying all life with an emphasis on cellular and molecular biology. Laboratory includes topics in basic molecular biology techniques, beginning plant tissue culture techniques, and cell physiology for plant and animal systems. Laboratory included. (F)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 304 Microbiology**—Prerequisite: BIO 124 and CHE 124. Functional, structural, ecological and evolutionary relationships of cellular and unicellular organisms with emphasis on microbial activities of significance to humans. Immunological responses to microorganisms are also covered. Laboratory included. (S-even)
- 314 Ecology**—Prerequisite: BIO 114 and BIO 124. The study of interrelationships among organisms and their environment. The course is designed to promote an understanding and appreciation of basic ecological principles and to emphasize the significance of traditional ecology as an integral part of the environment so that possible future environmental problems might be avoided or alleviated. Laboratory included. (S)
- 334 Field Invertebrate Zoology**—Prerequisite: BIO 114. A laboratory and field oriented course emphasizing the morphology, ecology and evolutionary relationships of invertebrate animals. Laboratory included. (F-even)
- 344 Field Vertebrate Zoology**—Prerequisite: BIO 114. A laboratory and field oriented course covering vertebrate morphology, physiology, adaptations, behavior, distribution, ecology and classification. Emphasis is on vertebrate species of the Ozarks. Laboratory included. (S-odd)
- 351 Research I**—Prerequisite: Junior status or permission. This course introduces the concepts of scientific research. Students will choose a research topic, conduct an appropriate literature search, discuss methods of data analysis, and write a research proposal outlining methodology needed to complete the project. *Writing Intensive*. (S)
- 354 Field Botany**—Prerequisite: BIO 124. Principles of identification, naming and classification of plants with special reference to the flora of the Ozarks. Processes of speciation and the forces controlling it, and native foods and medicinal plants are also covered. Laboratory included. (F-odd)
- 424 Plant Anatomy and Physiology**—Prerequisite: BIO 244 and CHE 215. The structure and function of plant systems. Plant growth and development processes in relation to anatomy are emphasized. Topics include metabolism, nutrition, water relations, absorption and translocation. Laboratory included. (S-odd)
- 434 Animal Physiology**—Prerequisite: BIO 244 and CHE 215. The function of animal systems. Mammalian physiology is emphasized; the physiology of other animal groups is presented to illustrate evolutionary relationships and animal adaptations. Laboratory included. (S-even)
- 441 Research II**—Prerequisite: BIO 351 and senior status, or permission. This course is a continuation of the research methods series. During this semester, students will complete most of the data collection portion of the project they chose in Research I. Topics also covered include methods for collection and handling of data, and statistical analysis of biological data. (F)

- 444 Genetics**—Prerequisite: BIO 244 and CHE 215. The principles of heredity. Emphasis is placed on understanding gene structure, function and interactions at molecular, organismal and population levels. Laboratory included. (F)
- 451 Research III**—Prerequisite: BIO 441 and senior status, or permission. The final course in the research series. Students will complete data collection and analysis, write the manuscript, and prepare poster and oral presentations based on their research project. *Writing Intensive*. (S)
- 48V (1-4) Internship**—Prerequisite: junior or senior standing and permission. This course is designed for practical and supervised work experience in the field of biology. The student needs to be accepted by a company or a state or federal agency in some area of biological work.
- 49V (1-4) Special Problems and Techniques** Individual research and study on approved projects. (Intended for majors and minors with junior or senior status).

#### COURSES IN SCIENCE EDUCATION (SCE)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 333 The History and Philosophy of Science and Technology**—Prerequisite: At least one 300 or 400 level science course. The course is designed to provide the student with a knowledge of the historical development of science and its impact on society. The major branches (Physics, Chemistry, Biology and Geology) will be covered and their interactions emphasized when possible.
- 423 Methods of Teaching Secondary Science** Techniques of science instruction at the secondary school level. For education credit only.

#### AU SABLE INSTITUTE OF ENVIRONMENTAL STUDIES

In an effort to make available to students a variety of high quality specialized courses in the field of environmental science, the College has entered into an agreement with the Au Sable Institute of Environmental Studies. The Biology Department has a commitment to field biology, first in the Ozarks region. However, students desiring additional coursework in subjects not offered on campus are invited to take advantage of the classes offered at various Au Sable locations: Michigan, Virginia, Washington, Africa, and India. Interested students should consult with a member of the Biology faculty.

# Chemistry

*Bachelor of Arts, Bachelor of Science*

*The Nettie Marie Jones Chair of Chemistry was established to honor Mrs. Jones' contribution to the total program of the college. Funding for this chair is provided by Mrs. Jones.*

The objectives of the Chemistry major are as follows: 1) understand Chemistry from a broad point of view including its relationship to other sciences; 2) acquire a basic knowledge of Organic, Physical, Analytical and Inorganic Chemistry; 3) gain an understanding of the basic "tools" and techniques involved in industrial uses of chemistry as well as chemical research; 4) gain an understanding of how to collect, organize and interpret chemical data; 5) learn to organize chemical information to present in oral and written form.

## Major in Chemistry

### Courses required of all Chemistry majors: 37 hours

CHE 114 General Chemistry I (F) . . . . .	4
CHE 124 General Chemistry II WI (S) . . . . .	4
CHE 215 Organic Chemistry I (F) . . . . .	5
CHE 225 Organic Chemistry II WI (S) . . . . .	5
CHE 314 Physical Chemistry I (F-E) . . . . .	4
CHE 324 Physical Chemistry II (S-O) . . . . .	4
CHE 334 Quantitative Chemical Analysis (F-O) . . . . .	4
CHE 344 Instrumental Chemical Analysis WI (S-E) . . . . .	4
CHE 351 Chemistry Research I WI (S) . . . . .	1
CHE 441 Chemistry Research II (F) . . . . .	1
CHE 451 Chemistry Research III WI (S) . . . . .	1

### Required collateral courses: 10 hours

MAT 175 Calculus I (S) . . . . .	5
ONE OF THE FOLLOWING . . . . .	5
MAT 133 College Algebra (F/S) and MAT 142 Trigonometry (F)	
MAT 135 Discrete Mathematics and Trigonometry (F/S)	

### Recommended additional courses:

MAT 205 Calculus II (F)	
CSC 113 Fundamentals of Computer Science (F/S)	
PHY 225 General Physics I (F)	
PHY 235 General Physics II (S)	

## Minor in Chemistry

### Required minor courses: 20 hours

CHE 114 General Chemistry I (F) . . . . .	4
CHE 124 General Chemistry II WI (S) . . . . .	4
CHE 334 Quantitative Chemical Analysis (F-O) . . . . .	4
CHE additional courses . . . . .	8

## Double Major Major in Unified Science/Secondary Education

Students may become certified to teach Chemistry Education by double majoring in Secondary Education and Unified Science with a Chemistry endorsement.

### Unified Science (Grades 9-12)

**Core courses required of all Unified Science Majors:** 39-41 hours

BIO 114 General Zoology (F).....	4
BIO 124 General Botany (S).....	4
BIO 314 Ecology (S).....	4
CHE 114 General Chemistry I (F).....	4
CHE 124 General Chemistry II WI (S).....	4
PHY 114 Astronomy (F).....	4
PHY 124 Introduction to Geology (F).....	4
SCE 333 The History/Philosophy of Science and Technology.....	3
TWO OF THE FOLLOWING.....	8-10
PHY 104 Fundamentals of Physical Science (F/S)	
PHY 204 Physics for the Life Sciences (S-O)	
PHY 225 General Physics I (F)	
PHY 235 General Physics II (S)	

**Secondary Education required courses:** 34 hours (see page 62)  
includes SCE 423 Methods of Teaching Secondary Science

A major in Unified Science/Secondary Education must include a 31-semester hour endorsement in Chemistry.

### Chemistry Endorsement

**Required courses:** 31 hours

CHE 215 Organic Chemistry I (F).....	5
CHE 225 Organic Chemistry II WI (S).....	5
CHE 314 Physical Chemistry I (F-E).....	4
CHE 334 Quantitative Chemical Analysis (F-O).....	4
CHE 344 Instrumental Chemical Analysis WI (S-E).....	4
CHE 424 Biochemistry (S-E).....	4
MAT 175 Calculus I (S).....	5

### COURSES IN CHEMISTRY (CHE)

**104 Principles of Chemistry** A course designed for students who wish to use chemistry as a partial fulfillment of the general education requirement or as part of the chemistry requirements of an Agriculture major or Pre-nursing program. It is not acceptable as credit toward a chemistry or biology degree. Three hours lecture per week and one two-hour laboratory each week. (F/S)

**114 General Chemistry I**—Prerequisite: 2 years high school math or MAT 113 and high school chemistry or CHE 104. This course is designed for a college freshman who plans to major in a field of science. General Chemistry I and II will give the student the necessary fundamental concepts of chemistry for continued studies in the sciences. The course will include a theoretical treatment of the nature of matter and a logical problem solving approach. There will be emphasis on stoichiometry, atomic theory and bonding. There are three hours of lecture and one three-hour laboratory each week. (F)

- 124 General Chemistry II**—Prerequisite: CHE 114 with a grade of C or better. This course is a continuation of CHE 114. Topics included in the course will be equilibrium, reduction-oxidation, kinetics, descriptive inorganic chemistry, nuclear chemistry and semi-micro qualitative analysis. Topics and examples from organic chemistry and biochemistry are utilized throughout the General Chemistry I and II sequence. There are three hours of lecture and one three-hour laboratory each week. *Writing Intensive.* (S)
- 204 Elementary Organic Chemistry**—Prerequisite: 104 or 114. A one semester course which surveys the chemistry of carbon compounds. Designed for students who need a working knowledge of organic chemistry without the theoretical detail of a full year course. Not open to students majoring in chemistry. There are three lectures and one three hour laboratory period each week. (S-odd)
- 215 Organic Chemistry I**—Prerequisite: CHE 124 with a grade of C or better. This course presents organic chemistry with sufficient depth and emphasis on theory for the science major. The material will include nomenclature, properties, reactions, mechanisms and synthesis of organic compounds. Applications of organic chemistry to biological systems are stressed throughout the course. The lab course will introduce the student to basic techniques in organic chemistry and to keeping scientific notebooks. There are three hours of lecture and one four-hour laboratory period each week. (F)
- 225 Organic Chemistry II**—Prerequisite: CHE 215 with a grade of C or better. CHE 225 is a continuation of CHE 215. This course will emphasize spectroscopy, multistep synthesis, natural products, polymers, chemical literature and research in organic chemistry. There are three lectures and one four-hour laboratory period each week. *Writing Intensive.* (S)
- 314 Physical Chemistry I**—Prerequisite: CHE 124 and MAT 175. This course presents a theoretical study of basic principles of chemistry and their quantitative interpretation. Topics covered include properties of gases, liquids and solids; solutions; thermodynamics and thermochemistry; chemical kinetic; electro-chemistry; atomic and molecular structure. There are three class meetings and one three-hour laboratory period per week. (F-even)
- 324 Physical Chemistry II**—Prerequisite: CHE 314. This course is a continuation of CHE 314 Physical Chemistry I. There are three class meetings and one three-hour laboratory period per week. (S-odd)
- 334 Quantitative Chemical Analysis**—Prerequisite: CHE 124 with a grade of C or better. This course presents the principles of analytical chemistry to include laboratory operations, statistics, volumetric and gravimetric analysis, chemical equilibrium, acid-base chemistry, and an introduction to instrumental analysis. There are three lectures and one three-hour laboratory period per week. (F-odd)
- 344 Instrumental Chemical Analysis**—Prerequisite: CHE 334 or permission. This course presents advanced topics in analytical chemistry primarily focusing on applications of instrumental methods for chemical analysis. The topics covered include spectroscopic, electrometric, and chromatographic methods of analysis, as well as the types of instruments that are currently available, and the limitations and advantages of these instruments. There are two lectures and one four-hour laboratory period per week. *Writing Intensive.* (S-even)



- 351 Chemistry Research I**—Prerequisite: permission. This course introduces the concepts of scientific research, and is the first of three courses in the chemistry research series. Students will choose a research topic, conduct appropriate literature search, discuss methods of data analysis, and write a research proposal outlining methodology needed to complete the project. *Writing Intensive.* (S)
- 413 Advanced Inorganic Chemistry**—Prerequisite: permission. This course presents atomic and molecular shape and symmetry, function, bonding, and periodic relationships of the elements. There are three lectures per week.
- 424 Biochemistry**—Prerequisite: CHE 215. A study of the chemical composition of living matter and the chemistry of life processes. The course includes theory as well as laboratory practices. There are three one hour lectures and one three hour laboratory per week. (S-even)
- 441 Chemistry Research II**—Prerequisite: CHE 351 and senior status or permission. This course is the second in the chemistry research series. Students will complete most of the laboratory work for the project chosen in CHE 351. Topics covered will include laboratory and spectroscopic methods as well as data handling, analysis and statistics. (F)
- 451 Chemistry Research III**—Prerequisite: CHE 441 and senior status or permission. This course is the final one in the chemistry research series. Students will complete their laboratory work during this semester. A written lab report as well as oral and poster presentations of the results will also be completed. *Writing Intensive.* (S)

#### COURSES IN SCIENCE EDUCATION (SCE)

**Prerequisite for all 300-400 level courses: 3 hours or permission.**

- 333 The History and Philosophy of Science and Technology**—Prerequisite: At least one 300 or 400 level science course. The course is designed to provide the student with a knowledge of the historical development of science and its impact on society. The major branches (Physics, Chemistry, Biology and Geology) will be covered and their interactions emphasized when possible.
- 423 Methods of Teaching Secondary Science** Techniques of science instruction at the secondary school level. For education credit only.

# Computer Sciences

*Bachelor of Arts, Bachelor of Science*

The objectives of the Computer Science and Computer Information Science majors are to help students: 1) acquire the general knowledge required to enter the scientific/business computing and computer related professions; 2) obtain the background required for graduate study in Computer Science/Computer Information Science; 3) understand computer solutions to scientific/business problems; 4) understand the ethical and societal issues that affect the computing field; 5) develop the computational and analytical skills required by the scientific/business computer industry.

Students must have a minimum GPA of 2.5 in upper division Computer Science courses to graduate with a major in Computer Science or Computer Information Science.

Cross majors/minors between Computer Science and Computer Information Science are not permitted.

## Major in Computer Science

**Required major courses:** 33 hours

CSC 133 Programming Fundamentals I (F/S)	3
CSC 233 Programming Fundamentals II (F/S)	3
CSC 243 Computer Architecture/Assembler (S)	3
CSC 303 Data Structures (F)	3
CSC 343 Database Systems (S)	3
CSC 413 Operating Systems (F)	3
CSC 433 Programming Language Theory and Artificial Intelligence (S-O)	3
CSC 443* Software Engineering <b>WI</b> (F)	3
CSC 453 Data Communications and Networks (S-E)	3
CSC 463* Senior Project/Capstone <b>WI</b> (S)	3
CSC Elective	3

(\* CSC 443 and CSC 463 must be taken in consecutive semesters.)

**Required collateral courses:** 21 hours

MAT 175 Calculus I (S)	5
MAT 205 Calculus II (F)	5
PHY 225 General Physics I (F)	5
ONE OF THE FOLLOWING	3
MAT 303 Number Theory	
MAT 333 Linear Algebra	
MAT 343 Probability and Statistics	
MAT 353 Numerical Analysis	
ONE OF THE FOLLOWING	3
BED 303 Business Communications	
SPC 313 Business and Professional Speaking	
ENG 333 Technical Writing	

**General Education course specified by the major**

MAT 135 Discrete Mathematics and Trigonometry (F/S)	5
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### Major in Computer Information Science

**Required major courses: 30 hours**

CSC 133 Programming Fundamentals I (F/S)	3
CSC 233 Programming Fundamentals II (F/S)	3
CSC 213 COBOL (S)	3
CSC 303 Data Structures (F)	3
CSC 343 Database Systems (S)	3
CSC 413 Operating Systems (F)	3
CSC 423 E-Commerce Systems (F)	3
CSC 443* Software Engineering WI (F)	3
CSC 463* Senior Project/Capstone WI (S)	3
CSC Elective	3

(\* CSC 443 and CSC 463 must be taken in consecutive semesters.)

**Required collateral courses: 18 hours**

ACT 203 Elementary Accounting I (F/S)	3
ACT 213 Elementary Accounting II (F/S)	3
BUS 213 Principles of Management (F/S)	3
BUS 233 Business Statistics (F/S)	3
BUS 313 Business Law I (F/S)	3
ONE OF THE FOLLOWING	3
BED 303 Business Communications	
SPC 313 Business and Professional Speaking	
ENG 333 Technical Writing	

**General Education courses specified by the Major**

MAT 135 Discrete Mathematics and Trigonometry (F/S)	5
ECN 203 Principles of Economics I (F/S)	3

## Minor in Computer Science

**Required minor courses:** 21 hours

CSC 133 Programming Fundamentals I (F/S) . . . . .	3
CSC 233 Programming Fundamentals II (F/S) . . . . .	3
CSC 243 Computer Architecture/Assembler (S). . . . .	3
CSC 343 Database Systems (S) . . . . .	3
CSC 443 Software Engineering WI (F) . . . . .	3
CSC Electives (minimum 3 hours 300-400 level) . . . . .	6
<b>General Education course specified by the minor</b>	
MAT 135 Discrete Mathematics and Trigonometry (F/S) . . . . .	5

## Minor in Computer Information Science

**Required minor courses:** 21 hours

CSC 133 Programming Fundamentals I (F/S) . . . . .	3
CSC 233 Programming Fundamentals II (F/S) . . . . .	3
CSC 213 COBOL (S) . . . . .	3
CSC 343 Database Systems (S) . . . . .	3
CSC 443 Software Engineering WI (F) . . . . .	3
CSC Electives (minimum 3 hours 300-400 level) . . . . .	6
<b>General Education course specified by the minor</b>	
MAT 135 Discrete Mathematics and Trigonometry (F/S) . . . . .	5

### COURSES IN COMPUTER SCIENCES (CSC)

- 113 Fundamentals of Computer Systems**—Prerequisite: 2 years high school algebra, or must be in or have had MAT 113 or higher. Overview of modern computer systems including hardware, software, processing and I/O. Introduction to personal computer operating systems, spreadsheet, database and presentation software. Introduction to data communications to include computer networking and the Internet. Computer security, privacy, ethics, and computer history. Problem solving techniques and computer solutions planning. This course will not count towards a major or minor in CS or CIS. (F/S)
- 133 Programming Fundamentals I**—Prerequisite: Score of 80 or higher on the Fundamentals of Computer Systems proficiency test and must be in or have had MAT 133 or higher. Algorithms and problem solving, fundamental programming constructs, foundations of human-computer interaction, functions, recursion, software processes, structured programming, programming paradigms. (F/S)
- 213 COBOL**—Prerequisite: CSC 133. An introduction to business programming using COBOL. Students will learn top-down design and structured COBOL programming techniques. Hierarchy charts and psudeocoding are methods taught and used by students on programming assignments to demonstrate programming style, high-level design and documentation. Topics taught include: comparison and data validation; arithmetic functions and decision branching; table processing; sorting, merging and record selections processing; screen design and printed reports. (S)
- 233 Programming Fundamentals II**—Prerequisite CSC 133 and must be in or have had MAT 135 or higher. Single and multi-dimensional arrays. Fundamental array searching/sorting techniques. Basic algorithm analysis using Big-O notation. Object-oriented programming and ADTs. Inheritance and polymorphism. Pointers and fundamental pointer structures of stacks, and queues. (F/S)

**243 Computer Architecture/Assembler**—Prerequisite: CSC 133. Digital logic, registers and counters, development of a CPU architecture, Fetch/execute cycle alternate architectures. PC assembly language topics: data definition, program structure, data transfer, addressing, I/O, procedures, strings and files. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 Data Structures**—Prerequisite: CSC 233. Event-driven and concurrent programming. Exception handling. Fundamental techniques in graphics, graphic systems, and graphic communication. Advanced data structures of linked-lists, binary trees, graphs, and heaps. Algorithmic strategies and fundamental computing algorithms. Distributed algorithms and basic computability theory. (F)

**323 Seminar in Computer Science**—Prerequisite: permission. Courses which do not appear in the curriculum will be presented. The course topic will alternate among principles of operation, theory of algorithms and data communications. May be taken twice.

**331 Competitive Programming**—Corequisite CSC 303 and permission. This course will provide students with the knowledge and approaches necessary to solve a variety of problems via algorithmic development and high level language programming. The primary focus of the course will be problem solving, in an effort to prepare students to compete in the annual ACM (Association of Computing Machinery) programming contest. The course meets a minimum of once per week for two hours during the first half of the semester. Grading is on a pass/fail basis. To pass the course, the student must attend the lecture/practice sessions and make a positive contribution to his/her programming team. Attendance at the regional ACM programming contest is mandatory. The course may be taken up to three times. (F)

**333 Programming Paradigms**—Prerequisite: 12 hours in computer science including 303. An examination of a given programming paradigm not currently in the computer science curriculum. Such paradigms could include object-oriented programming (OOP) and fourth generation language programming (4 GL's) as well as others as they become popular within the industry.

**343 Database Systems**—Prerequisite: CSC 233. Database management concepts including database systems architecture, data modeling including semantic object modeling, database normalization, relational algebra concepts, query construction and optimization, security, and integrity. Elementary concepts of relational, distributed and object-oriented database systems and data warehousing. (S)

**353 Numerical Analysis**—Prerequisite: CSC 133 or a programming course, MAT 205 or permission. See MAT 353 course description. May not be used as both 353 and MAT 353. (S-even)

**413 Operating Systems**—Prerequisite: CSC 303. The concepts, structure and mechanisms of operating systems are covered with emphasis on managing system resources through the operating system's command language or graphical user interface. Additional concepts covered include processes, concurrency, virtual memory, I/O management, file management, networking and distributed processing. Students will become familiar with several different operating systems. (F)

- 423 E-Commerce Systems**—Prerequisite: CSC 343. Introduction to the key concepts of developing business applications for the World Wide Web. The course also examines the applicability of e-commerce to business, its societal and legal implications/considerations. Includes hands-on experience in the areas of the hypertext markup language (HTML), HTML editors (such as FrontPage or Dreamweaver), and scripting languages (such as JavaScript and/or VBScript). (F)
- 433 Programming Language Theory and Artificial Intelligence**—Prerequisite: CSC 303. Overview of programming languages, fundamental issues of language design, virtual machines, introduction to language translation. Fundamental issues in intelligent systems, search and constraint satisfaction, knowledge representation and reasoning. (S-odd)
- 443 Software Engineering**—Prerequisite: CSC 343 and senior class standing. A study of the systems development life cycle from feasibility study through system implementation including requirements analysis, developing and evaluating solutions, prototyping, Rapid Application Development (RAD) and other analysis and design techniques. Additional concepts covered include project management, documentation, performance prediction and measurement. *Writing Intensive.* (F)
- 453 Data Communications and Networks**—Prerequisite: 243 and 303. A survey of communication principles and equipment. Topics to include: Transmission mediums, carriers, carrier services and regulations. Interface standards; Synchronous and asynchronous systems; Multiplexing and modulation; Network protocols including the OSI model; Data security and protection; Encryption/decryption and data compression algorithms. (S-even)
- 463 Senior Project/Capstone**—Prerequisite: CSC 443 and 12 hours of upper division Computer Science and permission. This course must be taken in consecutive semesters with CSC 443. An original project approved by the Computer Sciences Department which applies the concepts and theory acquired within the CS or CIS majors. At least two areas of the Computer Sciences field must be applied within the project. A written report and poster board presentation of the results are required at the completion of the project. *Writing Intensive.* (S)
- 48V (1-6) Internship**—Prerequisite: permission. This course will provide an opportunity for students to receive credit and obtain valuable experience while working for a company directly associated with computer science. (May be repeated for a maximum of 6 credit hours)
- 49V (1-6) Special Problems in Computer Science**—Prerequisite: permission. Will provide an opportunity for an advanced student to receive credit and obtain valuable experience while designing systems requested by the Computer Science department.

# Mathematics-Physics

*Bachelor of Arts, Bachelor of Science*

The major in Mathematics will enable students to: 1) obtain a background in mathematics (including Analysis, Algebra and Differential Equations) sufficient for graduate work; 2) organize and analyze information, solve problems readily and construct logical arguments; 3) do mathematics, using modern technology when appropriate; 4) appreciate the utility of mathematics.

All prerequisite courses require a grade of C or better.

## Major in Mathematics

**Core courses required of all Mathematics majors:** 30 hours

MAT 135 Discrete Mathematics and Trigonometry (F/S)	5
MAT 175 Calculus I (S)	5
MAT 205 Calculus II (F)	5
MAT 213 Calculus III (S)	3
MAT 333 Linear Algebra (F)	3
MAT 403 Advanced Calculus I (F)	3
MAT 433 Modern Algebra WI (S)	3
MAT 453 Great Ideas in Mathematics WI (F)	3
Additional Requirements: Complete the departmental proficiency exam	

## General Mathematics Emphasis

**Required major courses:** 39 hours

MAT core courses	30
MAT additional courses (300-400 level) excluding 423 and limiting hours under 49V and/or 401 to a total of 3 credit hours	9

**Required collateral courses:** 3 hours

CSC courses excluding 113, 213	3
OR MAT 353 Numerical Analysis* (S-E)	

**Recommended additional courses:**

PHY 225 General Physics I (F)
PHY 235 General Physics II (S)

## Double Major

### Mathematics Education Emphasis/Secondary Education

**Required major courses:** 44 hours

MAT core courses	30
MAT 202 Introduction to the History of Mathematics (S-O)	2
MAT 323 Modern Geometry (F-O)	3
MAT 343 Probability and Statistics (F-E)	3
MAT 423 Methods of Teaching Math in the Secondary School (S-E)	3
MAT additional courses (300-400 level) limiting hours under 49V and/or 401 to a total of 3 credit hours	3

**Required collateral courses:** 3 hours

CSC courses excluding 113, 213	3
OR MAT 353 Numerical Analysis* (S-E)	

Mathematics majors with a Math Education emphasis must also major in Secondary Education (see page 62).

\* MAT 353 Numerical Analysis is the required course for all mathematics majors who are double-majoring or minoring in Computer Science.

## Minor in Mathematics

**Required minor courses:** 27 hours

MAT 135 Discrete Mathematics and Trigonometry (F/S) . . . . .	5
MAT 175 Calculus I (S) . . . . .	5
MAT 205 Calculus II (F) . . . . .	5
MAT 213 Calculus III (S) . . . . .	3
MAT 333 Linear Algebra (F) . . . . .	3
MAT additional courses (300-400 level) excluding 423 and limiting hours under 49V and/or 401 to a total of 3 credit hours . . . . .	6

*MPT refers to the Mathematics Placement Test. This test consists of 55 multiple choice questions over arithmetic and algebra. Sample questions may be obtained from the Mathematics-Physics department or from the Admissions office.*

### COURSES IN MATHEMATICS (MAT)

- 104 Mathematics for Elementary and Middle School Teachers**—Prerequisite: Admission in the Teacher Ed. program or permission. This course prepares prospective teachers of elementary and middle school mathematics. An understanding of the basic operations in mathematics and their grounding in sets is developed. Topics include sets, numeration, measurement, geometry, logic, probability and problem solving. Mathematical learning experiences using manipulatives are the focus of the laboratory portion of the course. Three hours lecture, one two-hour laboratory per week. (F/S)
- 113 Intermediate Algebra** Topics include real and complex numbers, factoring, solving linear and non-linear equations and inequalities in one variable, and applications of equations. Many course topics will be illustrated with calculators and/or computers. **Does not satisfy General Education requirements. May not be taken concurrently with or after completion of the equivalent of MAT 133 (or the equivalent of any higher numbered MAT course) with a C or better.** (F/S)
- 123 Mathematical Inquiry with Applications** Topics may include logic, sets, probability, statistics, functions, finance, and geometry. (F/S)
- 133 College Algebra**—Prerequisite: MAT 113 or Math ACT 21 or greater or MPT 25 or greater. Topics include graphing functions and relations, conic sections, exponential and logarithmic functions, systems of equations, and matrices. (F/S)
- 135 Discrete Mathematics and Trigonometry**—Prerequisite: MAT 133 or Math ACT 25 or greater or MPT 35 or greater. Topics covered will include sets, functions, elementary propositional and predicate logic, Boolean algebra, elementary graph theory, matrices, proof techniques (including induction and contradiction), combinatorics, probability, theory of random numbers and an introduction to trigonometric functions and their applications. (F/S)
- 142 Trigonometry**—Prerequisite: MAT 113 or Math ACT 21 or greater or MPT 25 or greater. Topics include trigonometric functions, identities, equations, vectors, and inverse functions. (F)
- 175 Calculus I**—Prerequisite: MAT 133 and MAT 142 or MAT 135 or permission. Introductory topics to include Analytic Geometry, limits, definition of derivatives, derivatives and differential formulas, applications of derivatives, definition of integrals, the Fundamental Theorem of Calculus, inte-



gration formulas and Riemann sums. Four hours lecture, one two-hour laboratory per week. (S)

**202 Introduction to the History of Mathematics**—Prerequisite: MAT 175 or permission. Designed to give an appreciation of the historical development of mathematics. The course includes a survey of various concepts and their developments from antiquity to present, with emphasis on the people involved in the growth of mathematics. (S-odd)

**205 Calculus II**—Prerequisite: MAT 175 or permission. Topics include applications of integrals, exponential and logarithmic functions, formal integration of exponential, logarithmic, trigonometric, hyperbolic and inverse functions. Other topics include vectors and analytic geometry. Four hours lecture, one two-hour laboratory per week. (F)

**213 Calculus III**—Prerequisite: MAT 205 or permission. Infinite series, tests for convergence and divergence, differential calculus of functions of several variables, multiple integration and improper integrals. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 Number Theory**—Prerequisite: MAT 135 or permission. An introduction to the theory of numbers. A variety of topics dealing with the properties of integers will be covered. These include division and factorization properties of integers, prime numbers and perfect numbers, number representations, linear diophantine equations, linear and quadratic congruences, quadratic reciprocity and others.

**313 Differential Equations**—Prerequisite: MAT 205. An introductory course in the methods of solving ordinary differential equations. Emphasis on the techniques for solving linear differential equations with applications to geometric, physical science and engineering problems. (S-odd)

**323 Modern Geometry**—Prerequisite: MAT 135 or permission. A study of some modern aspects of mathematics, including logical foundations of geometries and an introduction to non-Euclidean geometries. Recommended for prospective secondary teachers of mathematics. (F-odd)

**333 Linear Algebra**—Prerequisite: MAT 205 or permission. Topics include vector spaces, systems of linear equations, determinants, matrices and linear transformations. (F)

**343 Probability and Statistics**—Prerequisite: MAT 213. Topics include basic probability theory, introduction to mathematical statistics, random variables, expectations, means, variances, discrete and continuous distributions. (F-even)

**353 Numerical Analysis**—Prerequisite: MAT 205 and CSC 133 or permission. Topics include finite difference formulas, polynomial approximations and interpolation, numerical differentiation and integration, solutions of differential equations. The emphasis is on numerical techniques used in conjunction with digital computers. Work on the computer will be included. (S-even)

**363 Complex Variables**—Prerequisite: MAT 135 and MAT 213 or permission. The course will introduce the subject of complex variables. In particular, we will study the properties of complex numbers; analytic and elementary functions; complex integration including definite, contour, and line integrals; series; residues and poles.

- 401 Mathematics Seminar**—Prerequisite: permission. Seminars and discussions of mathematical topics of current interest to the staff and students. Students will generally be expected to present one or more seminars. May be taken as many as three times.
- 403 Advanced Calculus I**—Prerequisite: MAT 135 and MAT 213 or permission. Topics covered include an advanced treatment of the theory of continuous functions in  $n$ -dimensional space; line, path, surface integrals and their applications; conditional, absolute, and uniform convergence of series, and the representation of functions by power and trigonometric series. (F)
- 413 Advanced Calculus II**—Prerequisite: MAT 403. A continuation of MAT 403. Topics covered vary but frequently include differentiation, Riemann-Stieltjes Integral, sequences of functions, series of functions, special types of series and functions of several variables.
- 423 Methods of Teaching Mathematics in the Secondary School** Mathematics teaching and learning in grades 7 through 12. Topics include objectives, teaching materials, use of technology in mathematics teaching and learning, curriculum organization and principles of presenting mathematical content to secondary students. Does not count toward a major in mathematics. (S—even)
- 433 Modern Algebra**—Prerequisite: MAT 135 and MAT 213 or permission. Intended for majors and minors. An introduction to abstract algebra. Topics include sets, mappings, equivalence relations, operations and groups. *Writing Intensive*. (S)
- 443 General Topology**—Prerequisite: MAT 403 or permission. Topics include functions, Metric Spaces, Normed Spaces, Compactness, Completeness, Connectedness and Separation Axioms.
- 453 Great Ideas in Mathematics**—Prerequisite and/or Corequisite: MAT 403 and MAT 433 or permission. This course will attempt to tie together the many concepts already discussed in previous classes as well as to provide a medium in which a student is encouraged to assimilate a variety of complex mathematical ideas into a cohesive and thoughtful presentation. An additional course aspect is the administering of an exam typifying the subjects common to a degree in mathematics at College of the Ozarks. *Writing Intensive*. (F)
- 49V (1-6) Special Problems**—Prerequisite: permission. An opportunity to do directed research under the supervision of a program faculty member.

#### COURSES IN PHYSICS (PHY)

- 104 Fundamentals of Physical Science** An introductory course in the physical sciences designed primarily for non-science majors. This course covers important topics in physics and astronomy. Three hours lecture and one two-hour lab per week. (F/S)
- 114 Astronomy** A course intended for students with little or no scientific background, covering the solar system, distances and motions of stars, the light from stars, stellar evolution, star clusters, galaxies and cosmology. Sky observation with the college's 8" reflector is included. It is recommended that PHY 104 and MAT 113 be taken prior to Astronomy. (F)
- 124 Introduction to Geology** A comprehensive study of physical and historical geology with an emphasis on geological phenomena occurring in North

America. Some emphasis is placed on the geology of the Ozark Region. Three hours of lecture and one two-hour lab period per week. (S)

**204 Physics for the Life Sciences**—Prerequisite: MAT 133 and MAT 142 or MAT 135 or permission. A course intended for Biology majors, Medical Technology and Pre-Nursing students and other interested students. This course will cover the basic concepts of physics (mechanics, heat, light, sound, electricity, atomic and nuclear physics) and their applications to the life sciences. (S-odd)

**225 General Physics I**—Prerequisite: High school physics or PHY 104 and MAT 175. Covers the principles of mechanics. For engineering and science majors. Three lecture periods and one two-hour experimental laboratory and one two-hour computational laboratory each week. (F)

**235 General Physics II**—Prerequisite: PHY 225. Covers the principles of magnetism, electricity, and light. Three lecture periods, one two-hour experimental laboratory one two-hour computational laboratory each week. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**303 Mechanics I-Statics**—Prerequisite: PHY 225. Topics include vectors, force systems, centroids, beams, moment of inertia, principle of virtual work, etc. (F-even)

**313 Mechanics II-Dynamics**—Prerequisite: PHY 303. Topics include motion of a particle, mass and acceleration, work and energy, impulse and momentum and motion of a rigid body.

**49V (1-6) Special Problems**—Prerequisite: permission. An opportunity is given to do independent or semi-independent research with the approval and direction of a member of the program.



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Division of

**Performing and  
Professional Arts**

*The Alice Stout Edwards School of Performing Arts*

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*Bruce Gerlach, Chairman*

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# Art

## *Bachelor of Arts, Bachelor of Science*

The Art major provides students with a choice of a Studio Art emphasis in ceramics, graphic design, painting, computer art, or fibers or an Art Education emphasis. The objectives are as follows: 1) gain a basic understanding of two- and three-dimensional design; 2) explore media, techniques, and ideas in several art areas; 3) develop an understanding of the mediums, techniques and ideas of artists in one area; 4) gain general understanding of art of western and non-western cultures.

Admission to the major program—Art faculty review upon the completion of twelve semester hours in Art.

Scholarship for Majors—Majors must maintain a 2.5 GPA in all art courses. An exhibit, senior paper, and portfolio are required during the senior year. Fifteen art (ART), art history (ARH), and/or art education (AED) credit hours must be upper division. Participation in four art department workshops and six lectures.

Transfer students: A minimum of 24 semester hours in art must be taken at the college. The discipline recognizes courses taken at other accredited institutions, but courses transferred do not necessarily satisfy the specific artistic requirements of the major.

### Major in Art

**Core courses required of all Art Majors:** 13 hours

ART 113 (GE course) Two-Dimensional Design (F/S) . . . . .	3
ART 123 Drawing I (F/S) . . . . .	3
ART 133 Three-Dimensional Design (S) . . . . .	3
ART 223 Drawing II (F) . . . . .	3
ART 401 Portfolio (F/S) . . . . .	1

### Studio Art Emphasis

**Required major courses:** 31 hours

ART core courses . . . . .	13
ART additional courses . . . . .	18
Three courses in an area of emphasis	
Three elective studio courses	

**Required collateral courses:** 12 hours

ARH 273 Art History I <b>WI</b> (F) . . . . .	3
ARH 283 Art History II <b>WI</b> (S) . . . . .	3
Non-western art history elective . . . . .	3
Art history elective . . . . .	3

## Double Major

### Art Education Emphasis/Secondary Education

**Required major courses:** 31 hours

ART core courses . . . . .	13
ART 243 Painting I (S) . . . . .	3
ART 273 Clay I (F) . . . . .	3
ART 313 Printmaking (F-E) . . . . .	3
AED 353 Art Education Methods I (F/S) . . . . .	3
AED 453 Art Education Methods II (F) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
ART 353 Fiber Design and Constructions (S-E)	
ART 383 Loom Weaving (S-O)	

**Required collateral courses:** 12 hours

ARH 273 Art History I <b>WI</b> (F) . . . . .	3
ARH 283 Art History II <b>WI</b> (S) . . . . .	3
Non-western art history elective . . . . .	3
Art history elective . . . . .	3

Art majors with an Art Education emphasis must also major in Secondary Education (see page 62.)

### Minor in Studio Art

**Required minor courses:** 21 hours

ART 113 Two-Dimensional Design (F/S) . . . . .	3
ART 123 Drawing I (F/S) . . . . .	3
ART 133 Three-Dimensional Design (S) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
ARH 273 Art History I <b>WI</b> (F)	
ARH 283 Art History II <b>WI</b> (S)	

Additional studio art and/or art history courses  
(min. 6 hrs. 300-400 level) . . . . . 9

### Minor in Art History

**Required minor courses:** 18-21 hours

ARH 273 Art History I <b>WI</b> (F) . . . . .	3
ARH 283 Art History II <b>WI</b> (S) . . . . .	3
Non-western art history elective . . . . .	3
Art history electives . . . . .	6
ART 49V (1-3) Special Problems . . . . .	3-6

### COURSES IN STUDIO (ART)

- 113 Two-Dimensional Design** Fundamentals of two-dimensional design. Basic problems exploring form, space and organization. Experience with a variety of media and subject matter. Lecture/Studio. (F/S)
- 123 Drawing I** Fundamentals of drawing. Drawing from still life, nature and the figure. Problems in freehand perspective drawing skills. Emphasis on sensitivity of seeing and interpretation. Lecture/Studio. (F/S)
- 133 Three-Dimensional Design** Fundamentals of three-dimensional design. Basic problems exploring form, space and organization. Experience with a variety of media and subject matter. Lecture/Studio. (S)
- 223 Drawing II**—Prerequisite: ART 113, ART 123. Intermediate drawing, emphasizing visual sensitivity and expression in a variety of drawing media and subject matter. Studio. (F)

- 243 Painting I**—Prerequisite: ART 113, ART 123. Instruction in painting techniques and exploration of composition and color in expressing form and space. Studio. (S)
- 263 Computer Art I**—Prerequisite: ART 113. Introduction to electronic painting and digital imaging. The focus of this course is to view and use the computer as an art medium. Studio. (F)
- 273 Clay I**—Prerequisite: ART 113 or ART 133. Introduction to handmade and wheel-thrown pottery. Instruction in technical and artistic fundamentals of pottery making. Studio. (F)
- 293 Graphic Design I**—Prerequisite: ART 113, ART 123. Introduction to graphic design techniques. Studio. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 30V (1-3) Seminar** Readings and in-depth discussion of current problems, theories, and criticisms in the visual arts. Consent of the instructor required. May be repeated for credit. Lecture/Discussion.
- 313 Printmaking**—Prerequisite: ART 113, ART 123. Instruction in printmaking, with emphasis on individual expression in the relief and intaglio processes. Studio. (F-even)
- 323 Glass**—Prerequisite: ART 113 or ART 123. Introduction to stained glass to include design, techniques, history of glass art, and business concerns of the glass artist. (S-even)
- 333 Sculpture**—Prerequisite: ART 113, ART 133. Emphasis on problem solving and individual expression through a variety of sculpture processes and medias. Studio. (F-odd)
- 343 Painting II**—Prerequisite: ART 243 and permission. A course in painting in which individual qualities are emphasized. Studio. (F)
- 353 Fiber Design and Constructions**—Prerequisite: ART 113 or ART 133. The study and creation of printed, dyed, and constructed fabric design, and the historical role of fabric decoration. Studio. (S-even)
- 363 Computer Art II**—Prerequisite: ART 123 and ART 263. Advanced work in using the computer as an art medium. The focus of the course will be on digital imaging, 3-D rendering, time-based art, interactive multimedia, exploring the idea of using the Internet as an art medium, and producing a digital portfolio. Studio. (S)
- 373 Clay II**—Prerequisite: ART 273 and permission. Instruction in advanced forming techniques, glaze application and firing techniques. Studio. (S)
- 383 Loom Weaving**—Prerequisite: ART 113 or ART 133. Study of pattern weaves and weaver controlled weaves, yarns, historical weaving, and types of looms. Studio. (S-odd)
- 393 Graphic Design II**—Prerequisite: ART 293 and permission. Commercial art techniques for consumer advertising and illustration. Problems in a variety of communication media. Emphasis on creative concept. Studio. (F)
- 401 Portfolio**—Prerequisite: permission. Preparation of the professional art portfolio, resumé and related materials for a career in art. Completion of major requirements of the senior paper and senior exhibit. Lecture/Discussion. (F/S)
- 403 Advanced Studio**—Prerequisite: 6 hours in one area and permission. Individual problems and development of expressive modes. For students

who wish to undertake advanced practice in a studio area. May be repeated for credit. Studio. (F/S)

**48V (1-4) Internship**—Prerequisite: Permission. This course is designed for practical and supervised professional art experience. May be taken twice.

**49V (1-3) Special Problems**—Prerequisite: permission. For advanced study and research beyond available courses. Problems chosen by the student and developed through conferences and approved study under the direction of the instructor. By arrangement. May be repeated for credit.

#### COURSES IN ART EDUCATION (AED)

**353 Art Education Methods I** A methods course for elementary education and art education majors. The course covers artistic growth and development, methods and organization for the teaching of art, and exploration of media and ideas for elementary and middle school students. Lecture/Studio. (F/S)

**453 Art Education Methods II**—Prerequisite: AED 353 and permission. The course includes art education theories, current topics in art education, and methods of teaching art in the secondary school. Lecture/Observation. (F-odd)

#### COURSES IN ART HISTORY (ARH)

**273 Art History I** A survey of Western art from the Prehistoric times to the late Gothic style. Lecture/Discussion. *Writing Intensive*. (F)

**283 Art History II** A survey of Western art from the Renaissance to the present. Lecture/Discussion. *Writing Intensive*. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**373 Pre-Columbian and Tribal Art** Art of the Pre-Columbian and tribal cultures including African, Oceanic and American Indian. Lecture/Discussion. (S-even)

**383 Modern Art**—Prerequisite: ARH 283. An examination of European and American art from the late nineteenth century to the present. Lecture/Discussion. *Writing Intensive*. (F-even)

**453 Eastern Art** A survey of the painting, sculpture and architecture of Asia. Emphasis in religious and cultural developments. May include a focus on a particular culture for part of the semester. Lecture/Discussion. (S-odd)



# Mass Communications

*Bachelor of Arts, Bachelor of Science*

A major in Mass Communications offers four different emphases: journalism/print media, journalism/broadcast media, electronic media production and public relations. Graduates should have: 1) working knowledge of the history, structure, and economics of American media; 2) writing and/or production skills sufficient to gain an entry level position in the industry and/or for graduate work; 3) orientation toward ethical decision making in media professions.

## Major in Mass Communications

**Core courses required of all Mass Communications majors:** 9 hours

MCC 103 Foundations of Mass Media (F/S) . . . . .	3
MCC 203 Writing for Media (F/S) . . . . .	3
MCC 403 Communications Law and Ethics (S) . . . . .	3

## Journalism/Print Media Emphasis

(minor or 18-21 hours in a concentrated area required)

**Required major courses:** 36 hours

MCC core courses . . . . .	9
MJR 213 Introduction to Journalism (F) . . . . .	3
MJR 303 Editorial and Critical Writing (S-E) . . . . .	3
MJR 313 Reporting and Newswriting I (F-E) . . . . .	3
MJR 343 Feature Writing <b>WI</b> (F) . . . . .	3
MJR 413 Reporting and Newswriting II (S-O) . . . . .	3
MJR 433 Editing for Print (S-O) . . . . .	3
MJR 443 Senior Seminar (F/S) . . . . .	3
TWO OF THE FOLLOWING . . . . .	6
MJR 323 Public Relations (S)	
MJR 403 Public Relations Writing (S-O)	
MPH 113 Introduction to Photography (F/S)	
MPH 223 Photojournalism	

## Journalism/Broadcast Media Emphasis

(Speech Communication minor required)

**Required major courses:** 36-38 hours

MCC core courses . . . . .	9
MJR 213 Introduction to Journalism (F) . . . . .	3
MJR 313 Reporting and Newswriting I (F-E) . . . . .	3
MJR 413 Reporting and Newswriting II (S-O) . . . . .	3
MPR 213 Basic Video Production (S) . . . . .	3
MPR 243 Basic Radio Production (S-O) . . . . .	3
MPR 313 Intermediate Video Production (F) . . . . .	3
MPR 48V Internship (in Broadcast Journalism) (F/S) . . . . .	3-5
Additional upper-division hours in Mass Communications . . . . .	6

**Required collateral courses:** 6 hours

DRM 163 Vocal Training for the Stage (F) . . . . .	3
PHI 213 Logic and Language (S) . . . . .	3

## Electronic Media Production Emphasis

(minor or 18-21 hours in a concentrated area required)

### Required major courses: 37 hours

MCC core courses . . . . .	9
MCC 343 Media in Society (F) . . . . .	3
MPR 263 Scriptwriting I <b>WI</b> (F-O) . . . . .	3
MPR 373 Scriptwriting II <b>WI</b> (F-E) . . . . .	3
MPR 383 Interactive Multimedia Production (F-O) . . . . .	3
Media Production Practicum Units (MPR 211, MPR 311) (F/S) . . . . .	4
FOUR OF THE FOLLOWING . . . . .	12
MPR 213 Basic Video Production (S)	
MPR 243 Basic Radio Production (S-O)	
MPR 253 Introduction to Sound Recording (F)	
MPR 283 Live Sound Reinforcement (F-E)	
MPR 313 Intermediate Video Production (F)	
MPR 343 Advanced Radio Production (S-E)	
MPR 353 Advanced Sound Recording (S)	
MPR 413 Advanced Video Production (S)	

## Public Relations Emphasis

(minor or 18-21 hours in a concentrated area required)

### Required major courses: 24 hours

MCC core courses . . . . .	9
MJR 213 Introduction to Journalism (F) . . . . .	3
MJR 323 Public Relations (S) . . . . .	3
MJR 343 Feature Writing <b>WI</b> (F) . . . . .	3
MJR 443 Senior Seminar (F/S) . . . . .	3
MPR 263 Scriptwriting I <b>WI</b> (F-O) . . . . .	3

### Required collateral courses: 12 hours

SPC 203 Interpersonal Communications (F/S) . . . . .	3
SPC 313 Business and Professional Speaking (F) . . . . .	3
MKT 223 Marketing (F/S) . . . . .	3
MKT 363 Advertising (S) . . . . .	3

### Recommended additional courses:

MPR 213 Basic Video Production (S)	
ECN 203 Principles of Economics I (F/S)	
ECN 213 Principles of Economics II (F/S)	
MJR 403 Public Relations Writing (S-O)	

A student majoring in one emphasis of Mass Communications may not minor in Mass Communications.

## Minor in Journalism/Print Media

### Required minor courses: 21 hours

MCC 103 Foundations of Mass Media (F/S) . . . . .	3
MCC 203 Writing for Media (F/S) . . . . .	3
MCC 403 Communications Law and Ethics (S) . . . . .	3
MJR additional courses . . . . .	12

## Minor in Media Production

**Required minor courses:** 21 hours

MCC 103 Foundations of Mass Media (F/S) . . . . .	3
MCC 203 Writing for Media (F/S) . . . . .	3
MCC 403 Communications Law and Ethics (S) . . . . .	3
MPR additional courses . . . . .	12

### COURSES IN MASS COMMUNICATIONS (MCC)

**103 Foundations of Mass Media** A survey of the mass media industry, its evolution and associated issues in western society, particularly in the United States, including ownership, producers, distributors, regulators, audiences and technology. Basic processes of mass communications will be examined. The student also will analyze self-use of the mass media. (F/S)

**203 Writing for Media** An overview of basic styles and structures used in writing for various media. The first part of the course focuses on grammar and composition fundamental to media writing. (F/S)

**Prerequisite for all 300-400 level courses:** 45 hours or permission.

**343 Media in Society**—Prerequisite: 55 hours. Examination of how we question, evaluate, create and/or produce, interpret and respond to the media we consume. The course includes a study of the major theories and research as well as the exploration of symbolic and persuasive communication. (F)



- 403 Communications Law and Ethics**—Prerequisite: MCC 103 and 55 hours. A chronological study of the U.S. courts' interpretations of the First and Fourteenth Amendments and related legal issues such as libel and the right to privacy, especially as it pertains to mass communications. (S)

#### COURSES IN JOURNALISM/PRINT MEDIA (MJR)

- 211 Publications Practicum I** Students will work on the student newspaper or yearbook, writing news and features, proofreading, editing, helping with layout or performing other duties as assigned. (May be repeated three times.) (F/S)
- 213 Introduction to Journalism**—Prerequisite: ENG 103, MCC 103. A survey of modern journalistic theory and practice. Basic techniques in news gathering and writing. (F)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 303 Editorial and Critical Writing** Forms and functions of contemporary editorial and critical writing, including reviewing. Special emphasis will be placed on critical thinking in relation to the evaluative and opinion processes. (S-even)
- 311 Publications Practicum II**—Prerequisite: 55 hours. Practice in design, layout, editing and writing for the experienced student journalist. (May be repeated three times.) (F/S)
- 313 Reporting and Newswriting I**—Prerequisite: MJR 213 or permission. Theory and practice in reporting and news writing. Students will cover community (college), city, county and state news and will write, rewrite and edit, sometimes under deadline pressure. (F-even)
- 323 Public Relations** A study of the public relations field in today's society and duties a practitioner may be called on to perform. Students will receive a foundation in the skills necessary to perform those duties. (S)
- 343 Feature Writing**—Prerequisite: MJR 213 or permission. Analysis of feature and longer story structures; study of advanced interviewing techniques; how to find the feature behind the news. Students will work on developing style. *Writing Intensive*. (F)
- 403 Public Relations Writing** Function of professional, trade, business and other specialized publications. Practice in writing, editing, designing and laying out of brochures, newsletters and small magazines. Each student will create two publications. (S-odd)
- 413 Reporting and Newswriting II**—Prerequisite: MJR 213 or permission. Coverage of more difficult beats and stories; some investigative, team and series reporting; specialty reporting such as sports, lifestyle and consumer news. (S-odd)
- 433 Editing for Print**—Prerequisite: MJR 313. Theory and practice of editing copy for print media, including study of headlines, typography, design and layout; photo cropping and layout and cutline writing. (S-odd)
- 443 Senior Seminar**—Prerequisite: senior standing. A capstone course for majors in both Journalism/Print Media and Public Relations. Each student will produce a significant work that will synthesize knowledge s/he has gained throughout the major course of study. The student is to submit a written rationale for the project. The project will be formalized through a contract outlining requirements and expectations. The project may take

the form of a substantial research paper or a professional project. In addition, for evaluation and assessment, each student will present a portfolio of work from the academic major. (F/S)

**48V (3-5) Internship** May be repeated twice. Maximum of six hours may be applied to the 36-hour upper-division requirement. (F/S)

**49V (1-3) Special Problems**—Prerequisite: permission. May be repeated three times. Will deal with areas of need or interest to students. (F/S)

#### COURSES IN PHOTOGRAPHY (MPH)

**113 Introduction to Photography** Introduction to basic black and white photography, including basic camera and darkroom techniques and underlying theory. Students supply their own cameras. A \$25 fee for supplies is charged (F/S)

**223 Photojournalism**—Prerequisite: MCC 103. Special emphasis on reporting ideas through photography and writing. Students will produce appropriate photographs for publication, photo essays and combined photographic and written compositions.

#### COURSES IN MEDIA PRODUCTION (MPR)

**211 Media Production Practicum I** Students gain practical experience with equipment and techniques in video, audio recording, radio productions or interactive media production. The facilities of Fenix Productions and KCOZ radio will be utilized. (Pass/Fail only). May be repeated three times. (F/S)

**213 Basic Video Production** An introduction to the techniques and practices used in professional video recording with emphasis on electronic field production (EFP). Students will create video projects using cameras, editors and computers. (S)

**243 Basic Radio Production** An introduction to basic production and announcing skills for the purpose of producing radio programs. Also, an overview of station control room techniques and duties and the history and business of radio broadcast. (S-odd)

**253 Introduction to Sound Recording** An introduction to audio recording techniques and practices for professional and personal application. Students will work with modular digital multi-track, DAT, minidisk and computer-based hard drive recording equipment.(F)

**263 Scriptwriting I** Emphasis on commercial, promotional and campaign copywriting for both radio and television applications. Needs analysis, creativity process and regulatory and ethical standards will be examined. May also be of interest to students in marketing and advertising. *Writing Intensive.* (F-odd)

**283 Live Sound Reinforcement** Study of techniques and skills applicable to live sound reinforcement and sound reinforcement systems. Students will work with various sound systems, microphones, processors, sub-systems and component parts. (F-even)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**311 Media Production Practicum II**—Prerequisite: 55 hours or permission. Students gain practical experience in creating and directing video, audio recording, radio productions or interactive multimedia productions. The

- facilities of Fenix Productions and KCOZ radio will be utilized. (Pass/Fail only). May be repeated three times. (F/S)
- 313 Intermediate Video Production**—Prerequisite: MPR 213. A continuation of 213 Basic Video Production. Additional emphasis will be on advanced lighting and audio techniques. Introduction to the studio environment.(F)
- 343 Advanced Radio Production**—Prerequisite: MPR 243, MPR 253. A continuation of 243 Basic Radio Production. Advanced techniques of production for radio. Additional emphasis on station program management. (S-even)
- 353 Advanced Sound Recording**—Prerequisite: MPR 253. A workshop in studio recording, mixing and special effects. Students will work with multi-track stereo recording equipment. (S)
- 373 Scriptwriting II**—Prerequisite or Concurrent: ENG 303 Emphasis on dramatic copywriting for both radio and television applications. Conflict and the dramatic curve will be applied. Script projects may be produced by appropriate production classes. May also be of interest to students in English and Theater. *Writing Intensive*. (F-even)
- 383 Interactive Multimedia Production**—Prerequisite: permission. Study and application of techniques involved in producing an interactive multimedia project on computer. Students will work with a client to develop a functional project that may combine video, still photography, graphics, animation, text, music and other audio applications. (F-odd)
- 413 Advanced Video Production**—Prerequisite: MPR 313. A capstone course for students in video production. The student will synthesize knowledge and skill gained throughout the course of study to produce a video project and accompanying documentation of professional quality. Studio environments will also be examined in greater detail. (S)
- 47V (1-3) Directed Readings**—A program of directed study for students majoring in mass communications. (F/S)
- 48V (3-5) Internship**—Internships are available for qualified students who wish to pursue off-campus learning experiences. May be repeated twice. Maximum of six hours may be applied to 36-hour upper-division requirement. (F/S)
- 493 Special Problems**—Prerequisite: permission. May be repeated three times. (F/S)

# Music

*Bachelor of Arts, Bachelor of Science*

The music major provides students with a choice of five emphases and one minor. The objectives of the music major are to: 1) provide students with an understanding of the historical eras in the development of Western music and the ability to recognize major musical styles, composers and representative works; 2) develop a comprehension of and ability to use specialized terminology and concepts of music theory and composition with examination of styles of composition from the Baroque era to the present; 3) provide students the opportunity to develop musical performance skills through applied lessons, ensemble participation and performance in recitals, concerts and musicals; 4) help students develop a personal repertoire of performance music and a working knowledge of music literature, composers and styles, culminating in the development of a portfolio.

## Major in Music

**Core courses required of all Music majors:** 15 hours

MUS 204 Music Theory I (F) .....	4
MUS 214 Music Theory II (S) .....	4
MUS 304 Music Theory III (F) .....	4
MUS 313 Music History I WI (F) .....	3

Music Practicum 4-6 units (dependent upon major emphasis)

One unit of Music Practicum equals 3 credit hours consisting of:

- 1 credit hour-Applied Music
- 1 credit hour-Piano/Keyboard
- 1 credit hour-Performance Ensemble
- 0 credit hour-MUS 100/300 Performance/Portfolio Practicum

All majors must pass the piano proficiency exam prior to student teaching or the last semester.

**Applied Music Practicum Requirements:** All music majors are required to take a minimum of two semesters of upper division applied music practicum hours on their major instrument. To be granted permission for upper division status, students must successfully pass all portions of the Sophomore proficiency and obtain permission of the applied instructor.

**Sophomore Proficiency:** The Sophomore Proficiency will be given to all music majors at mid-term in the spring semester immediately following MUS 304 Music Theory III. The proficiency will include various components from Music Theory, Piano and Applied Music Practicum. (See the Music Student Handbook for specific requirements)

## General Emphasis

**Required major courses:** 39 hours

Music Core Courses .....	15
MUS 323 Music History II WI (S) .....	3
MUS 393 Music Theory IV (S) .....	3
Six units of Music Practicum, including 1 major recital .....	18

**Required collateral course:**

1 course in German or French .....	3-4
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## Double Major Choral Music Education Emphasis/Secondary Education

**Required major courses:** 46 hours

Music core courses . . . . .	15
MUS 323 Music History II WI (S) . . . . .	3
MUS 333 Elementary Vocal and Instrumental Methods (for K-12 certification) (F) . . . . .	3
MUS 343 Principles of Conducting (F) . . . . .	3
MUS 354 Advanced Conducting Inst/Choral (S-E) . . . . .	4
Five units of Music Practicum . . . . .	15
MUS 443 Secondary Vocal and Instrumental Methods (S) . . . . .	3

Choral Music Education majors must double major in Secondary Education (see page 62):

Choral Music Education majors who want instrumental endorsement are required by the state accrediting board to take the following: 10 hours

MUS 373 Instrumental Methods–Brass/Percussion (F-E) . . . . .	3
MUS 383 Instrumental Methods–Woodwinds/Strings (S-E) . . . . .	3
Two hours of an applied major instrument (piano, guitar, brass, woodwinds, strings, percussion) . . . . .	2
Two hours of an instrumental ensemble (Pep/Concert/Jazz bands, Handbells) . . . . .	2

## Double Major Instrumental Music Education Emphasis/Secondary Education

**Required major courses:** 49 hours

Music core courses . . . . .	15
Four units of Music Practicum . . . . .	12
MUS 323 Music History II WI (S) . . . . .	3
MUS 333 Elementary Vocal and Instrumental Methods (for K-12 certification) (F) . . . . .	3
MUS 343 Principles of Conducting (F) . . . . .	3
MUS 354 Advanced Conducting Instrumental/Choral (S-E) . . . . .	4
MUS 373 Instrumental Methods—Brass and Percussion (F-E) . . . . .	3
MUS 383 Instrumental Methods—Strings and Woodwinds (S-E) . . . . .	3
MUS 443 Secondary Vocal and Instrumental Methods (S-E) . . . . .	3

Instrumental Music Education majors must double major in Secondary Education (see page 62):

Instrumental Music Education majors who want choral endorsement are required by the state accrediting board to take the following: 6 hours

Two hours of choral ensemble (Chapel Choir, Chorale) . . . . .	2
Four hours of applied voice (can include one or two semesters of class voice) . . . . .	4



## Commercial Music Emphasis

**Required major courses:** 41 hours

Music core courses . . . . .	15
MUS 323 Music History II WI (S) . . . . .	3
MUS 413 Music Business (S-E) . . . . .	3
Four units of Music Practicum . . . . .	12
Eight Credits of AMU 272 or AMU 472 Applied MIDI . . . . .	8

**Required collateral course:** 3 hours

MPR 253 Intro to Sound Recording (S) . . . . .	3
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**Recommended additional courses**

MPR 353 Advanced Sound Recording (S)	
MUS 48V (1-4) Internship	

**Minor Required:** 21 hours

A student with a Commercial Music Emphasis must minor in one of the following two areas: Business Administration (see page 83)

Media Production (see page 158)

## Music Ministry Emphasis

**Required major courses:** 40 hours

MUS core courses . . . . .	15
Four units of Music Practicum . . . . .	12
Requirement: at least 2 semesters of AMU Voice and 4 semesters of Chapel Choir	

MUS 263 Church Music Ministry WI (F-O) . . . . .	3
MUS 343 Principles of Conducting (F) . . . . .	3
MUS 354 Advanced Conducting Instrumental/Vocal (S-E) . . . . .	4
MUS 463 Church Music Materials (F-E) . . . . .	3

**Required collateral courses:** 6 hours

REL 333 History of the Christian Church (F-O) . . . . .	3
REL 363 Christian Worship (S-E) . . . . .	3

**Recommended electives**

MUS 323 Music History II (S)	
MUS 393 Music Theory IV (S)	
MUS 48V (1-4) Internship	
DRM 163 Vocal Training for Stage	

### Minor in Music

**Required minor courses:** 23 hours

MUS 204 Music Theory I (F) . . . . .	4
MUS 214 Music Theory II (S) . . . . .	4
Four units of Music Practicum . . . . .	12
ONE OF THE FOLLOWING COURSES . . . . .	3
MUS 313 Music History I WI (F)	
MUS 323 Music History II WI (S)	

The Piano Proficiency exam is not required for minors.

### COURSES IN MUSIC (MUS)

**100/300 Performance/Portfolio Practicum**—Prerequisite: 30 hours. Students are required to attend a determined number of recitals and/or accumulate a determined number of points per semester. Students must compile a portfolio of required materials as specified in the Music Student Handbook, which will be turned in to the professor on the first day of final exam week. (F/S)

- 102 Foundations of Musicianship** This course will pursue the basics of music theory including clefs and basic pitch notation, scales, key signatures, intervals, triads, rhythm and a basic introduction to music literature and history.
- 204 Music Theory I** An introductory course integrated to teach general musicianship through the fundamentals of music theory, diatonic harmony, sight singing and ear training. (F)
- 214 Music Theory II** A continuation of the materials presented in Theory I. Further development of skills acquisition in the areas of sight singing and ear training with more emphasis placed on composition of original materials. (S)
- 252 Elementary Music Methods** For non-music majors. A study of fundamentals, basic terminology, methods and materials for teaching music in the elementary school. Includes current music literature, rote songs, reading readiness and rhythm programs. (F/S)
- 263 Church Music Ministry** Designed to give the student an understanding of the relationship of music to the entire church program including worship and education. Administration of the complete music program for the church, children, youth, and adult choirs and instrumental music is explored. The course may include visits to area churches, guest lectures from area music ministers in full-time positions and evaluation/critique of several area church music programs. *Writing Intensive*. (F-odd)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 304 Music Theory III**—Prerequisite: MUS 204, MUS 214. A continuation of music theory of the 19th and 20th centuries. Special emphasis given to composition/arranging for vocal and instrumental groups by composition assignments. (F)
- 313 Music History I**—Prerequisite: MUS 204, MUS 214. Introduces students to the developments of western art music. It examines music from the ancient world and early Christian Church through the late Baroque and the music of J.S. Bach and Handel. *Writing Intensive*. (F)
- 323 Music History II**—Prerequisite: MUS 313. This course is a survey of western art music from the time of Haydn, Mozart and Beethoven through the Romantic era of the 19th century and includes serial, electronic and experimental music of the 20th century. It will include important forms such as symphony, chamber music, keyboard, opera, solo song, and choral music. *Writing Intensive*. (S)
- 333 Elementary Vocal and Instrumental Methods** Problems, methods, administration and the materials involved in the teaching of music in the elementary schools. (For Music Education majors.) (F)
- 343 Principles of Conducting**—Prerequisite: MUS 304. A laboratory course to teach the fundamentals of conducting, baton techniques, score reading and practice in choral and instrumental conducting. Students must also pass a practicum skills exam (sight reading, scales, rhythms, intervals, etc. (F)
- 354 Advanced Conducting Inst/Voc**—Prerequisite: 343 Advanced conducting will explore topics in instrumental and choral conducting with emphases on appropriate literature and laboratory conducting experience. Students will follow one or both tracks of concentration. Participation in an instru-

mental and/or choral ensemble is required as part of the laboratory experience. (S-even)

- 373 Instrumental Methods—Brass and Percussion** A laboratory course designed to teach the pedagogy and literature of the brass and percussion families of instruments by practical application and illustration. (F-even)
- 383 Instrumental Methods—Strings and Woodwinds** A laboratory course designed to teach the pedagogy and literature of the string and woodwind families of instruments by practical application and illustration. (S-even)
- 393 Music Theory IV**—Prerequisite: 304. An advanced theory/composition course with emphasis in the study of musical forms and theoretical analysis of those forms. (S)
- 413 Music Business** A review of the music business from the new performer's point of view. Information that people need to know about personal managers, attorneys, agents, contract negotiations, performance unions, royalty and copyright basics, audition procedures and tour and performance merchandising. This course is designed to cover basic performance business and legal issues. (S-even)
- 443 Secondary Vocal and Instrumental Methods** A curriculum study of problems, methods, administration and materials involved in teaching music in the junior high and senior high school. (For Music Education majors.) (S)
- 463 Church Music Materials**—Prerequisite MUS 263. An introductory study of hymnology of major denominations. Also, an exploration of materials of various styles for choirs, soloists and instrumentalists in current use in a variety of denominations. (F-even)
- 48V (1-4) Internship**—Prerequisite: permission. Supervised field experience in music.
- 49V (1-3) Special Problems**—Prerequisite: permission. Special attention given to study, research, composition, or creative project related to individual student's particular interest.

#### COURSES IN APPLIED MUSIC (AMU)

Instruction is available to all students in piano, organ, voice, strings, brass, woodwinds, guitar and percussion and may be repeated for credit. Beginning students are encouraged to enroll in class instruction (piano, voice and/or guitar). Auditions and/or permission is required for students who request applied lessons. Students who enroll for applied lessons must register for 100 level unless otherwise specified by the instructor. Students who wish to enroll for 300/400 level lessons must have prior approval of a faculty jury.

#### APPLIED MUSIC COURSE NUMBERS:

Voice AMU 101, 202, 301, 402  
Piano AMU 111, 212, 311, 412  
Woodwind AMU 121, 222, 321, 422  
Guitar AMU 131, 232, 331, 432  
Percussion AMU 141, 242, 341, 442  
Strings AMU 151, 252, 351, 452  
Brass AMU 161, 262, 361, 462  
Organ AMU 281, 282, 481, 482  
MIDI AMU 272, 472

- 171 Class Piano** Laboratory course in basic piano skills for beginners using the KAWAI Electronic Piano Lab. (F/S)
- 181 Class Voice** Fundamentals of correct voice production with emphasis on breath control, enunciation and diction, poise, posture and stage presence through singing of basic solo repertoire. May be repeated for credit. (F/S)
- 191 Class Guitar** Fundamentals of guitar techniques offered in a group. Beginning and intermediate repertoire. May be repeated for credit. (F/S)
- 271 Piano Proficiency** For music majors preparing for the piano proficiency exam. May be repeated for credit. (F/S)
- 401 Recital** Recital on major instrument (or instruments) or voice. Graded by faculty members of the music department in attendance at the music recital.

### COURSES IN ENSEMBLES (EMU)

Ensembles are open to all qualified students in the college and may be repeated for credit. Freshmen and Sophomores enroll in the 100 level courses. Juniors and Seniors enroll in 300 level courses. EMU credits may be used to satisfy G.E. requirements.

- 101, 301 Concert Band** The Concert Band is an auditioned ensemble for students who have a desire to study and perform standard concert band literature. The ensemble performs on and off campus. (F/S)
- 111, 311 Chapel Choir** Non-auditioned mixed choir. Performs sacred music for the chapel service each Sunday throughout the fall and spring semesters. Emphasizes music as a ministry. (F/S)
- 121, 321 Chorale** The Chorale is an auditioned choral ensemble of mixed voices for students who have a desire to study and perform classical, sacred and secular repertoire from the Renaissance to the 20th century. The ensemble performs on and off campus, tours to area schools and churches and travels abroad. (F/S)
- 131, 331 Handbell Choir** The Handbell Choir is an ensemble which teaches the techniques of bell ringing. Some experience in reading music is expected. Students may enroll by permission only. (F/S)
- 141, 341 Chamber Ensemble, Instrumental and/or Vocal** Small groups studying and performing music of various historical periods with emphasis on performing styles and practices.
- 161, 361 Jazz Band** The Jazz Band is an auditioned ensemble with limited instrumentation. It is for students who have a desire to study a wide variety of music originally composed for traditional big band instrumentation. Performances are on and off campus. (F/S)
- 171, 371 Pep Band** Performs at basketball games. Pass/Fail credit. (F/S)
- 18V, 38V (1-2) Musical Theatre Workshop**—Prerequisite: audition. Preparation and public performance of opera and musical comedy. (S)

# Theatre

*Bachelor of Arts, Bachelor of Science*

The Theatre major offers three emphases, General Theater, Performance Theatre and Drama Ministry, as well as a General Theatre minor. Students who complete the degree requirements can expect to achieve the objectives of the program which are: 1) to acquire a foundation of knowledge in performance and technical theatre which will enable graduates to pursue a postgraduate education or seek professional employment in the entertainment industry; 2) to develop their individual creative performance and technical skills through course work and departmental productions; 3) to illustrate proficiency in several training areas of the theatre which are: stage movement, vocal training, acting, singing, dancing, stagecraft, set design, lighting design, costume design, stage makeup, directing, playwriting, theatre history, music theatre history and script analysis; 4) to experience a variety of creative processes; 5) to employ critical thinking skills in assessing artistic achievement.

Students must maintain a minimum 2.0 cumulative grade point average in order to participate in departmental productions.

All theatre majors are encouraged to be employed in the theatre a minimum of two semesters.

## Major in Theatre

### Core courses required of all Theatre majors: 24 hours

DRM 113 Introduction to Theatre Technology (F) . . . . .	3
DRM 163 Vocal Training for the Stage (F) . . . . .	3
DRM 213 Stagecraft and Construction (S) . . . . .	3
DRM 223 Dramatic Structure and Analysis WI (F-O) . . . . .	3
DRM 313 Costuming and Makeup (F-O) . . . . .	3
DRM 333 History of Western Theatre WI (F-E) . . . . .	3
DRM 373 Acting I (F) . . . . .	3
DRM 443 Directing I (F) . . . . .	3

## General Emphasis

### Required major courses: 36 hours

DRM core courses . . . . .	24
ONE OF THE FOLLOWING COURSES . . . . .	3
DRM 173 Movement Training for the Stage (S)	
DRM 193 Music Theatre Dance I (F)	
DRM 343 Lighting Design (S) . . . . .	3
DRM 353 Scene Design (S) . . . . .	3
ONE OF THE FOLLOWING COURSES . . . . .	3
DRM 413 Music Theatre Dance II (S)	
DRM 463 Acting II (S)	

### Required collateral courses: 12 hours

ART 113 Two-Dimensional Design (F/S) . . . . .	3
MPR 283 Live Sound Reinforcement (F-E) . . . . .	3
ENB 403 Shakespeare's Tragedies (F-E) . . . . .	3
ENB 423 Shakespeare's Comedies and Histories (F-O) . . . . .	3

## Performance Emphasis

**Required major courses:** 36 hours

DRM core courses . . . . .	24
DRM 193 Music Theatre Dance I (F) . . . . .	3
DRM 293 Music Theatre Dance II (S) . . . . .	3
DRM 363 Music Theatre History (S-O) . . . . .	3
DRM 413 Music Theatre Dance III . . . . .	3

**Required collateral courses:** 15 hours

MUS 413 Music Business (S-E). . . . .	3
Four units of Music Practicum (one unit satisfies G.E. option) . . . . .	12
One unit of Music Practicum equals 3 credit hours composed of:	
· 1 credit hour–Applied Music	
· 1 credit hour–Piano/Keyboard	
· 1 credit hour–Performance Ensemble	

## Drama Ministry Emphasis

**Required Major Courses:** 30 hours

DRM 113 Introduction to Theatre Technology (F) . . . . .	3
DRM 163 Vocal Training for the Stage (F) . . . . .	3
DRM 213 Stagecraft and Construction (S) . . . . .	3
DRM 223 Dramatic Structure and Analysis (F-O) . . . . .	3
DRM 313 Costuming and Make-up (F-O) . . . . .	3
DRM 323 Playwriting WI (S-E). . . . .	3
DRM 373 Acting I (F). . . . .	3
DRM 443 Directing I (F). . . . .	3
One unit of DRM 47V (1-3) Drama Ministry Practicum . . . . .	3
One unit equals 3 credit hours of DRM 47V (1-3)	
ONE OF THE FOLLOWING COURSES . . . . .	3
DRM 343 Lighting Design (S)	
DRM 353 Scene Design	
DRM 453 Directing II (S)	

## Minor in Philosophy and Religion

**Required Minor courses:** 21 hours

PHI 203 Introduction to Philosophical Thought (F/S) . . . . .	3
REL 253 New Testament (S) . . . . .	3
REL 273 Old Testament (F) . . . . .	3
REL 333 History of the Christian Church (F-O) . . . . .	3
REL 343 Biblical Theology and Ethics (F/S) . . . . .	3
REL 363 Christian Worship (S-E). . . . .	3
ONE OF THE FOLLOWING COURSES . . . . .	3
REL 203 The Teaching of Jesus (S-O)	
REL 303 The Prophets (S-O)	

**Required Collateral Courses:** 6 hours

MUS 263 Church Ministry (F-O) . . . . .	3
MPR 283 Live Sound Reinforcement (F-E). . . . .	3

**Recommended Electives**

AMU 181 Class Voice Development (F/S) . . . . .	1
EMU 111 Chapel Choir (F/S) . . . . .	1

## Minor in Theatre

**Required minor courses:** 19 hours

Any combination of theatre courses, 9 of which must be upper division courses.

### COURSES IN THEATRE (DRM)

- 101 Freshman Theatre Practicum** A laboratory apprenticeship in the techniques of theatre production which includes crew work and acting in minor roles. This course may be repeated once. (F/S)
- 113 Introduction to Theatre Technology** This course introduces the student to the working relationships of theatrical designers and the basic principles of costume design, lighting design, scene design and organizational schemes for theatrical production. (F)
- 133 IDS Exploration of the Arts** An introductory course in the description, analysis, interpretation, and judgement of the arts. (F/S)
- 163 Vocal Training for the Stage** This is a course in vocal production for the stage which emphasizes corrective vocal production, articulation and pronunciation of the English language appropriate for the stage. (F)
- 173 Movement Training for the Stage** This course is a study in basic actor training for the purpose of discovering the logical sequence of physical actions appropriate for character development. The training will focus on movement as a means of tuning the actor's instrument. (S)
- 193 Music Theatre Dance I** This course introduces the basic fundamentals of ballet, jazz, and tap emphasizing the proper execution of dance techniques and styles. Students are required to provide their own dance shoes and attire. (F)
- 20V (1-3) Sophomore Theatre Practicum**—Prerequisite: permission. This course is a variable hour laboratory course in techniques of theatrical production. This course will require the student's participation in play production work. (F/S)
- 213 Stagecraft and Construction** The field of study for this course includes reading and interpreting theatrical scene designs for basic stage units of scenery. In addition, this course will include scene construction, rigging and shifting of stage scenery. (S)
- 223 Dramatic Structure and Analysis** This course is the study of dramatic literature emphasizing play structure. The course is designed to help theatre practitioners (actors, directors, designers, technicians, and playwrights) read analytically in order to initiate and make informed decisions regarding elements of production. The course will include historical perspectives of dramatic structure from noteworthy periods and styles. *Writing Intensive.* (F-odd)
- 293 Music Theatre Dance II**—Prerequisite: DRM 193 or permission. This course is designed for the student who has studied and successfully accomplished a beginning level of dance technique. This course moves beyond the basic understanding of dance to expanded technical development and encourages artistic growth of the performer. Students are required to provide their own dance shoes and attire. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 30V (1-3) Junior Theatre Practicum**—Prerequisite: permission. A variable hour laboratory course designed as an extension of DRM 101 and DRM 20V (1-3), this course will concentrate on advanced stagecraft techniques, acting in major roles, heading production crews and management supervisory work. (F/S)
- 313 Costuming and Makeup**—Prerequisite: DRM 113 or permission. The field of study for this course two fold. First, it will focus on costume design, the history of fashion and basic rendering techniques for costume design. Second, this course provides students with fundamentals of the art and techniques of applying theatrical makeup to the body. Makeup kits are required for this course. (F-odd)
- 323 Playwriting**—Prerequisite: DRM 223 or permission. A study in the art of writing for the stage. This course will investigate dramatic structures, writing dialogue, character developments, ideas for scripts and a final project, which in the case of exceptional merit arrangements will be made for public performances of a finished script. *Writing Intensive*. (S-even)
- 333 History of Western Theatre** The field of study for this course rests with significant developments in theatre which have had lasting ramifications on the way in which theatre is perceived and made. Beginning with the origins of recorded western drama, this course will survey major eras of history leading to important trends of contemporary theatre. *Writing Intensive*. (F-even)
- 343 Lighting Design**—Prerequisite: DRM 113 or permission. This course introduces to the student lighting design with an emphasis upon practical application. The field of study for this course will include electrical wiring, characteristics of lighting instruments, principles of color in light and technical lighting crew work. (S)
- 353 Scene Design**—Prerequisite: DRM 113 or DRM 213 or permission. The field of study involved in this course emphasizes script analysis, the history of architectural period styles, drawings used in theatrical design and model building. (S)
- 363 Music Theatre History** This course is a survey of the history of music theatre in America, tracing the development of the operetta through the "book" musical to contemporary production of concept musicals. The libretti and the musical scores will be emphasized from the works of Cohan and Kern to Webber and Sondheim. (S-odd)
- 373 Acting I**—Prerequisite: DRM 163 or DRM 173 or permission. A beginning course in character development and projection of alternative characters through physical, vocal and mental disciplines. Emphasis is on solo and duet acting. (F)
- 40V (1-3) Senior Theatre Practicum**—Prerequisite: permission. A variable hour course designed as an extension of the lower division practicum, this course will emphasize direction and management. Selected students will be permitted to work as assistant directors, theatre business managers or in other managerial and directorial work associated with the theatre. (F/S)
- 411 Seminar in Theatre Career Planning** This course is designed to assist the student with graduate school and/or career planning. The student will engage in an actual graduate school search or job placement. A study of cover letters resumés, recommendations and interviewing techniques will be included.



- 413 Music Theatre Dance III**—Prerequisite: DRM 293 or permission. This course is an intensive study of dance in which the student will use a technical foundation embellished with proper style to execute more intricate and complex dance movements. Student choreography will be emphasized as well as more sophisticated levels of performance.
- 423 Theatre Production Thesis** This course is the culmination of all theatre courses for senior students. The course will require the student to participate in a production as a director, designer and/or actor for the purpose of assessing artistic achievement.
- 433 Theatre Management** This laboratory course in theatre management emphasizes business, promotion, box office, house, stage and shop management. Laboratory experience will be provided in all management areas and crews for theatre productions.
- 443 Directing I** The students in this course will experience the process of developing directorial vision through play analysis and interpretation. By applying their directorial vision to basic directing principles presented, studied and practiced during class time, students will participate in class projects by directing scenes and short-act plays. (F)
- 453 Directing II: Producing and Directing a Play**—Prerequisite: DRM 443 or permission. Selecting and preparing a script for production, each student must direct and be involved in all other production and management aspects of a publicly presented play. (S)
- 463 Acting II**—Prerequisite: DRM 163 or DRM 173 or permission. This advanced course provides analysis of alternative acting theories as well as further training in solo, duet and ensemble role development. At least one performance in a play or an evening of scenes is required. (S)
- 47V (1-3) Drama Ministry Practicum** Working with pastors, ministers or a Christian organization, students will participate in the presentation of Christian drama in a worship setting. Students will be responsible for the script, actors, costumes, props, lights and rehearsals. An accumulation of three credit hours is required for the Drama Ministry emphasis. (F/S)
- 48V (1-6) Internship** Prerequisite: Permission. This course is designed for practical and supervised theatre experience in an off-campus entertainment organization. In order to be eligible for this course the student must be selected for placement in the professional entertainment industry either in technical stage work, performance or management.
- 49V (1-3) Special Problems**—Prerequisite: permission. This course provides special attention given to study, research and practice in one area of theatre selected by the student and approved by the instructor. Conferences between the student and instructor will take place as needed to insure continuity in the course. However, the emphasis will remain on independent study. A paper or performance project is required. This course may be taken for a total of no more than eight credit hours.

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Division of

**Technical and  
Applied Sciences**

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*Dan Swearengen, Chairman*

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Damon Vincent

# Agriculture

*Bachelor of Arts, Bachelor of Science*

*The D. Howard Doane Chair of Agriculture was established in 1976 as a result of an endowment from Dr. and Mrs. Doane.*

The purpose of the Agriculture major is to prepare students to fill an expanding demand for persons who are basically trained in the liberal arts as well as practical and scientific aspects of agriculture.

The specific objectives are as follows: 1) demonstrate ability to speak and write clearly and knowledgeably in the field of agriculture; 2) demonstrate ability to recognize problems and propose solutions in animal, plant and soil management systems; 3) demonstrate knowledge of agriculture production and processing technology.

## Major in Agriculture

### Required core courses for all Agriculture majors: 19 hours

AGR 103 Crop Science (F) . . . . .	3
AGR 113 Agriculture Economics (S) . . . . .	3
AGR 114 Animal Science (F) . . . . .	4
AGR 213 Soil Science (S) . . . . .	3
AGR 223 General Agriculture Marketing WI (S) . . . . .	3
AGR 383 General Farm Management (F) . . . . .	3

### Required collateral core courses of all Agriculture majors: 14 hours

ENG 333 Technical Writing WI** (F/S) . . . . .	3
One additional Speech course** . . . . .	3
ONE OF THE FOLLOWING . . . . .	4
CHE 104 Principles of Chemistry WI (F/S)	
CHE 114 General Chemistry I WI (F)	
ONE OF THE FOLLOWING . . . . .	4
BIO 104 Introduction to Biology or BIO 134 Environmental Science	
BIO 114 General Zoology (F)	
BIO 124 General Botany* (S)	

(\*Required for Horticulture and Agronomy Emphases)

(\*\*ENG 333 and one additional speech course are not required for Agriculture Education majors)

## Agribusiness Emphasis

### Required major courses: 28 hours

AGR core courses . . . . .	19
AGR 423 Financing the Farm Business (F-E) . . . . .	3
AGR 433 Rural Real Estate Appraisal (F-O) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
AGR 363 Agriculture Risk Management (F-E)	
AGR 373 Agriculture Prices (F-O)	

### Required collateral courses: 20 hours

Collateral core courses . . . . .	14
ACT 203 Elementary Accounting I (F/S) . . . . .	3
BUS 313 Business Law I (F/S) . . . . .	3

## Animal Science Emphasis

### Required major courses: 36 hours

AGR core courses . . . . .	19
AGR 283 Animal Health (S) . . . . .	3
AGR 303 Animal Nutrition (S) . . . . .	3
AGR 313 Animal Breeding (F) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
AGR 343 Dairy Production (F-O)	
AGR 393 Livestock Production and Management (S-E)	
ONE OF THE FOLLOWING . . . . .	3
AGR 203 Dairy Cattle Selection (S-E)	
AGR 273 Selection and Evaluation of Livestock (S-O)	
ONE OF THE FOLLOWING . . . . .	2
AGR 302 Techniques of Purebred Business (F-E)	
AGR 312 Meats (F-O)	

### Required collateral courses: 14 hours

Collateral core courses . . . . .	14
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## Poultry Science Emphasis

### Required major courses: 40 hours

AGR core courses . . . . .	19
AGR 283 Animal Health (S) . . . . .	3
AGR 303 Animal Nutrition (S) . . . . .	3
AGR 323 Poultry Production (F-E) . . . . .	3
AGR 453 Diseases of Poultry (S-O) . . . . .	3
AGR 463 Poultry Nutrition (F-E) . . . . .	3
AGR 48V Six-hour internship in poultry industry . . . . .	6

### Required collateral courses: 14 hours

Collateral core courses . . . . .	14
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## Horticulture Emphasis

### Required major courses: 37 hours

AGR core courses . . . . .	19
AGH 133 Introduction to Horticulture (F) . . . . .	3
AGH 213 Horticultural Plant Materials (F) . . . . .	3
AGH 453 Plant Propagation and Tissue Culture (F) . . . . .	3
THREE OF THE FOLLOWING . . . . .	9
AGH 143 Landscape Horticulture (S)	
AGH 203 Horticultural Pest Management (S-O)	
AGH 303 Turfgrass Management (S-E)	
AGH 323 Fruit and Vegetable Crop Production (S-E)	
AGH 433 Greenhouse and Nursery Production (S-O)	
AGH 443 Landscape Design (F)	

### Required collateral courses: 14 hours

Collateral core courses . . . . .	14
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## **Agronomy Emphasis**

**Required major courses:** 28 hours

AGR core courses . . . . .	19
AGR 333 Crop Production (S-E) . . . . .	3
AGR 403 Soil Management (S-O) . . . . .	3
AGR 413 Forage Crop Management (F-E) . . . . .	3

**Required collateral courses:** 18 hours

Collateral core courses . . . . .	14
CHE 204 Elementary Organic Chemistry (F-O) . . . . .	4

## **Agriculture Technology Emphasis**

**Required major courses:** 37 hours

AGR core courses . . . . .	19
AGT 153 Introductory Welding (F) . . . . .	3
AGT 333 Electricity (F-E) . . . . .	3
AGT 343 Construction Technology (S-O) . . . . .	3
AGR 353 Farm Machinery (F-O) . . . . .	3
TGC 113 Drafting I (F/S) . . . . .	3
TMP 323 Machine Tool Processes I (F) . . . . .	3

**Required collateral courses:** 14 hours

Collateral core courses . . . . .	14
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## **Double Major**

### **Agriculture Education Emphasis/Secondary Education**

**Required major courses:** 45 hours

AGR core courses . . . . .	19
AGR 353 Farm Machinery (F-O) . . . . .	3
AGH 133 Introduction to Horticulture (F) . . . . .	3
AGH 153 Introduction to Forestry (S) . . . . .	3
AGT 153 Introductory Welding (F) . . . . .	3
AGT 343 Construction Technology (S-O) . . . . .	3
AGE 433 Organization and Management of Agriculture/Technology Education (S-O) . . . . .	3
AGE 443 Methods of Teaching Agriculture Education . . . . .	3
AGE 453 Agriculture Education Program Construction . . . . .	3
Additional Agriculture courses in area of concentration . . . . .	2

Agriculture majors with an Education emphasis must also major in Secondary Education (see page 62). Agriculture Education majors must earn a C grade or higher in all agricultural classes.

## **Minor in General Agriculture**

A student majoring in one emphasis of Agriculture may not minor in General Agriculture.

**Required minor courses:** 19 hours

AGR 103 Crop Science (F) . . . . .	3
AGR 113 Agriculture Economics (S) . . . . .	3
AGR 114 Animal Science (F) . . . . .	4
AGR 213 Soil Science (S) . . . . .	3
AGR 383 General Farm Management (F) . . . . .	3

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ONE OF THE FOLLOWING . . . . .	3
AGR 323 Poultry Production (F-E)	
AGR 343 Dairy Production (F-O)	
AGR 393 Livestock Production and Management (S-E)	

### Minor in Animal Science

A student majoring in Agriculture with an emphasis in Animal Science or Poultry Science may not minor in Animal Science.

**Required minor courses:** 21 hours

AGR 114 Animal Science (F) . . . . .	4
AGR 283 Animal Health (S) . . . . .	3
AGR 303 Animal Nutrition (S) . . . . .	3
AGR 313 Animal Breeding (F) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
AGR 323 Poultry Production (F-E)	
AGR 343 Dairy Production (F-O)	
AGR 393 Livestock Production and Management (S-E)	
ONE OF THE FOLLOWING . . . . .	3
AGR 203 Dairy Cattle Selection (S-E)	
AGR 273 Selection and Evaluation of Livestock (S-O)	
ONE OF THE FOLLOWING . . . . .	2
AGR 302 Techniques of Purebred Business (F-E)	
AGR 312 Meats (F-O)	

*Agriculture majors minoring in Animal Science must take one additional Animal Science course.*

### Minor in Agribusiness

A student majoring in one emphasis of Agriculture may not minor in Agribusiness.

**Required minor courses:** 18 hours

AGR 113 Agriculture Economics (S) . . . . .	3
AGR 223 General Agriculture Marketing WI (S) . . . . .	3
AGR 383 General Farm Management (F) . . . . .	3
AGR 423 Financing the Farm Business (F-E) . . . . .	3
AGR 433 Rural Real Estate Appraisal (F-O) . . . . .	3
ONE OF THE FOLLOWING . . . . .	3
AGR 363 Agriculture Risk Management (F-E)	
AGR 373 Agriculture Prices (F-O)	

### Minor in Horticulture

**Required minor courses:** 21 hours

AGR 213 Soil Science (S) . . . . .	3
AGH 133 Introduction to Horticulture (F) . . . . .	3
AGH 213 Horticultural Plant Materials (F) . . . . .	3
AGH 453 Plant Propagation and Tissue Culture (F) . . . . .	3
THREE OF THE FOLLOWING . . . . .	9
AGH 143 Landscape Horticulture (S)	
AGH 203 Horticultural Pest Management (S-O)	
AGH 303 Turfgrass Management (S-E)	
AGH 323 Fruit and Vegetable Crop Production (S-E)	
AGH 433 Greenhouse and Nursery Production (S-O)	
AGH 443 Landscape Design (F)	

## COURSES IN HORTICULTURE (AGH)

- 133 Introduction to Horticulture** Introduction to the principles, practices, materials and technology in the field of horticulture. Topics include the effect of the environment on plant culture, greenhouse and nursery management and production of ornamental, vegetable and fruit crops. (F)
- 143 Landscape Horticulture** Theory and practice of landscaping small properties. Principles of design, soil preparation, selection of plant materials as well as installation, maintenance and cultural practices will be covered. (S)
- 153 Introduction to Forestry** Introduction to the theories and practices of forestry. Measurement techniques, basic tree identification, forest reproduction and stand establishment, timber, wildlife and resource management, thinning and harvesting and protection will be covered. (S)
- 203 Horticultural Pest Management**—Prerequisite: AGH 133. This course focuses on the biology and classification of pest organisms, crop tolerance and resistance to pests, population thresholds, and integrated management strategies to minimize crop damage. (S-odd)
- 213 Horticultural Plant Materials**—Prerequisite: AGH 133. Basic plant structure and identification of a wide range of horticultural plant materials. Involves identification, adaptation, evaluation and landscape management of trees, shrubs, ground covers, annuals, perennials, vines and fruit and vegetable crops. (F)
- Prerequisite for all 300-400 level courses: 45 hours or permission.**
- 303 Turfgrass Management**—Prerequisite: AGH 133. The course will focus on the characteristics of turfgrass species and utilizing environmental, cultural and other techniques to optimize turfgrass growth for aesthetic, recreational and other uses. (S-even)
- 323 Fruit and Vegetable Crop Production**—Prerequisite: AGH 133. Management and production of fruit and vegetable crops. Topics covered are site selection and management, planning and establishment, management of the crop, harvesting practices, markets and pest management. (S-even)
- 433 Greenhouse and Nursery Production**—Prerequisite: AGH 133. Theory and practice of greenhouse and nursery plant production. Planning and operation of a commercial greenhouse or nursery including production practices for the major floriculture crops, irrigation, fertilization, growing media, pest control and business decisions. (S-odd)
- 443 Landscape Design**—Prerequisite: AGH 213 Theory and practice of planting design. Topics covered include basic graphics; the design process; design, cultural and functional characteristics of plants; plant design qualities and composition. (F)
- 453 Plant Propagation and Tissue Culture**—Prerequisite: AGH 133. Theory and practice of plant propagation. Covered topics include the propagation environment, media, propagation by rooting, division and grafting and the practice of sterile tissue culture. (F)

## COURSES IN AGRICULTURE (AGR)

- 103 Crop Science** Ecology of crop plants, principles of production, management and seed identification. (F)
- 113 Agriculture Economics** Introduction to certain fundamental principles of agricultural economics. Topics include the money supply, business types, competition, world trade, economic indicators and supply and demand. (S)
- 114 Animal Science** Topics include the anatomy and physiology of farm animals, physiology of milk secretion, principles of nutrition, plant and animal composition, animal disease and human health and many other areas of animal science. (F)
- 203 Dairy Cattle Selection** Dairy breeds, comparative judging and selection. (S-even)
- 213 Soil Science**—Prerequisite: CHE 104. Soils, their classification, organic matter, microorganisms, and chemistry. (S)
- 223 General Agriculture Marketing**—Prerequisite: 113. An analysis of farm products marketing systems from the producer to the consumer. *Writing Intensive*. (S)
- 263 Equine Science**—Prerequisite: AGR 114 or Permission. This course is designed to acquaint students with the most current principles involved in selection, health and nutritional management, exercise physiology, reproduction, genetics, riding techniques, training, and business management of horses. (S)
- 273 Selection and Evaluation of Livestock** Comparative judging and evaluation of various classes of farm animals. (S-odd)
- 283 Animal Health**—Prerequisite: AGR 114. Diseases that affect livestock, their diagnosis and prevention. (S)
- Prerequisite for all 300-400 level courses: 45 hours or permission.**
- 302 Techniques of Purebred Business**—Prerequisite: AGR 114. Fundamentals of purebred business including advertising, showing, promotion and testing of purebred animals. (F-even)
- 303 Animal Nutrition**—Prerequisite: AGR 114 and CHE 104. Fundamentals of animal nutrition, application to livestock production. (S)
- 312 Meats**—Prerequisite: 114. Survey of livestock, meat industry, live animal-carcass comparisons, processing techniques, meat inspection and regulations. (F-odd)
- 313 Animal Breeding**—Prerequisite: AGR 114 and BIO 104 or BIO 114. Application of genetic principles to the improvement of domestic animals. Considers tools available to breeders. Physiology of reproduction. (F)
- 322 Livestock Industry Tour**—Prerequisite: AGR 114. Tour a number of livestock operations during spring break and study how the operations are financed, various production practices they use, how they are merchandised, and how they plan to survive. (S-odd)
- 323 Poultry Production**—Prerequisite: AGR 114. Study of management, feeding, health, labor saving equipment and practices and financing with special emphasis on broiler production. (F-even)
- 332 Livestock Merchandising**—Prerequisite: AGR 114. Study the various ways livestock are merchandised with emphasis on auctions. A livestock auction will be held near the end of the semester. (F-odd)



- 333 Crop Production**—Prerequisite: AGR 103. A study of the major crops of the United States, including their production, processing and uses. (S-even)
- 342 Intercollegiate Judging Team Activity**—Prerequisite: permission. Participation in organized intercollegiate judging contests.
- 343 Dairy Production**—Prerequisite: AGR 114. Dairy industry problems, herd improvement, feeding, herd health, labor saving equipment and practices, quality product management, organization of dairy enterprise and business and economic aspects. (F-odd)
- 353 Farm Machinery Safety**, preventive maintenance, operation and management of farm machinery and equipment.(F-odd)
- 363 Agriculture Risk Management**—Prerequisite: AGR 113. The study of insurance and contract production for risk protection in agribusiness. (F-even)
- 373 Agriculture Prices**—Prerequisite: AGR 223. The study of the futures market including the exchange, speculators, hedging, charting, market reports and options. (F-odd)
- 383 General Farm Management**—Prerequisite: AGR 113. Economic and management principles applied to planning and operating a farm business with the primary focus being the major financial records. (F)
- 393 Livestock Production and Management**—Prerequisite: AGR 114. Includes breeding, feeding and management of commercial and purebred cattle. (S-even)
- 402 Artificial Breeding**—Prerequisite: AGR 114 and AGR 313. Techniques used in artificial breeding of farm animals. Procedures of embryo transfer. (S-odd)
- 403 Soil Management**—Prerequisite: AGR 213. Principles of soil management, physical improvement and fertility. Maintaining fertility and the principles of irrigation. (S-odd)
- 413 Forage Crop Management**—Prerequisite AGR 103 or Permission. A study of the major crops grown as forages, their identification, production, and utilization. (F-even)
- 423 Financing the Farm Business**—Prerequisite: AGR 113. It is also advantageous to have completed 383. Financial agricultural topics including: loan types, analysis, costs, investments, planning, key ratios and operation methods of credit institutions serving agriculture. (F-even)
- 433 Rural Real Estate Appraisal**—Prerequisite: AGR 383. Rural appraisal topics including legal description, buying and selling property, businesses associated with appraisal usage and methodologies used to determine value. (F-odd)
- 453 Diseases of Poultry**—Prerequisite: AGR 283 and AGR 323. Diseases that affect poultry, their diagnosis and prevention. (S-odd)
- 463 Poultry Nutrition**—Prerequisite: AGR 303 and AGR 323. Nutrition as applied to the formulation of practical chicken and turkey rations. (F-even)
- 48V (1-6) Internship**—Prerequisite: junior or senior standing, completion of at least 20 hours of Agriculture courses and permission. Practical experience in an approved position in an agribusiness industry. **WI**

**49V (1-6) Special Problems**—Prerequisite: permission. A special problem will be assigned to each student by the agriculture staff which will involve actual work in the field of farm and herd management. A paper involving library research will be required concerning some phase of farm management. WI

#### **COURSES IN AGRICULTURE EDUCATION (AGE)**

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**433 Organization and Management of Agriculture/Technology Education**—Prerequisite: Admission to Teacher Education program. Principles of organizing and managing Agriculture/Technology facilities and programs: laboratory planning, arrangement of equipment, inventories, requisitions, records, specifications, sources of equipment and supplies, student personnel, etc. (S-odd)

**443 Methods of Teaching Agriculture Education**—Prerequisite: Admission to Teacher Education Program. This course is designed to acquaint the students interested in the field of Agriculture Education with the work style and many facets of this particular profession.

**453 Agriculture Education Program Construction**—Prerequisite: Admission to Teacher Education Program. This course is designed to prepare students majoring in Agriculture Education at the secondary level with the various techniques for developing effective Supervised Occupation/Agriculture Experience Programs, planning and conduction of Adult/Young Farmer Programs and supervising student organizations all of which complement and enhance the teacher's overall program.

#### **COURSES IN AGRICULTURE TECHNOLOGY (AGT)**

**153 Introductory Welding** A basic course in the theory and practice of oxy-acetylene welding, arc welding and oxy-acetylene cutting. The course includes the study of arc welding equipment, oxy-acetylene equipment, electrodes, welding symbols and welding procedures. (F)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**333 Electricity** An introduction to the basic concepts and laws of electricity and magnetism. Emphasis is placed on applications in motors, generators, appliances, house and industrial wiring, and control circuits for industrial machinery. (F-even)

**343 Construction Technology**—Prerequisite: TMP 103. The investigation of construction processes, including farm, home, and industrial application. Selecting and preparing building sites, procuring building materials, planning and building structures. Actual work on building sites is possible. (S-odd)

# Aviation Science

*Bachelor of Arts, Bachelor of Science*

The Aviation Science program subscribes to the following objectives: 1) students will be prepared to become Aviation Maintenance Technicians, emphasizing the solution of practical problems, along with sound theoretical application; 2) students will be qualified for certification by the Federal Aviation Administration as Aviation Maintenance Technicians with Airframe and Powerplant ratings;

The Aviation Science degree program has a maximum of 24 positions available each year beginning with the fall semester. Students wishing to enter the program should contact the Aviation Science Department the fall semester of their freshman year.

## Major in Aviation Science

**Required major courses:** 60 hours

ATG 105 General Maintenance Technician I (F)	5
ATG 205 General Maintenance Technician II (F)	5
ATP 205 Powerplant Electrical Systems (S)	5
ATP 215 Powerplant Maintenance I (S)	5
ATP 305 Powerplant Fluid Systems (F)	5
ATP 315 Powerplant Maintenance II (F)	5
ATP 405 Powerplant Systems (S)	5
ATA 205 Aircraft Systems I (S)	5
ATA 305 Aircraft Fluid Systems <b>WI</b> (F)	5
ATA 315 Aircraft Systems II <b>WI</b> (S)	5
ATA 325 Aircraft Structures I (S)	5
ATA 405 Aircraft Structures II (F)	5

**Required collateral courses:** 10-11 hours

TMP 153 Introductory Welding (F)	3
MAT 123 Math Inquiry (or higher) (F/S)	3-4
PHY 104 Fundamentals of Physical Science (F/S)	4

The mathematics and physics requirements must be satisfied before or during the first semester of the major.

**Recommended additional courses:**

AVS 115 Theory of Flight
ACT 203 Elementary Accounting I
BUS 313 Business Law I
BUS 343 Human Resource Management
ECN 203 Principles of Economics I

## Minor in Aviation Science, Flight

**Required minor courses:** 20 hours

AVS 115 Theory of Flight (F/S)	5
AVS 223 Instrument Flight (F/S)	3
AVS 233 Instrument Flight Training (F/S)	3
AVS 343 Commercial Flight (F)	3
AVS 353 Commercial Flight Training (F/S)	3
AVS 403 Flight Instructor (S)	3

## COURSES IN AVIATION TECHNOLOGY-GENERAL (ATG)

- 105 General Maintenance Technician I** The student will understand the principles of weighing aircraft, computing the center of gravity by various techniques and situations using materials provided. The student will acquire sufficient knowledge to demonstrate their ability to identify hardware, perform non-destructive inspections, using dye-penetrant, magnetic particle inspections, EDDY current and ultrasound, including heat treatment of metals and the various processes involved in testing of materials. They will also demonstrate their ability to perform corrosion control techniques. The student will understand and use industry and governmental publications, forms and records. They will accurately interpret and find reference material and pertinent FAA regulations. (F)
- 205 General Maintenance Technician II** The student is required to demonstrate their ability to read and interpret aircraft drawings and draw sketches of repairs and alterations. They will identify various electrical symbols, understand their function in an electrical circuit and establish test procedures. They will also demonstrate their ability to inspect, service and ground operate an aircraft. (F)

## COURSES IN AVIATION TECHNOLOGY-POWERPLANT (ATP)

- 205 Powerplant Electrical Systems**—Prerequisite: MAT 123, and PHY 104, and ATG 205. The student is required to demonstrate their ability to understand, inspect, diagnose malfunctions, repair and return to service various aircraft engine electrical systems. Magneto and ignition systems for reciprocating and turbine engines are studied, along with powerplant fire protection systems. (S)
- 215 Powerplant Maintenance I**—Prerequisite: MAT 123, and PHY 104, and ATG 205. The student will be able to understand basic designs, construction and principles of operation of aircraft reciprocating powerplants as well as induction and exhaust systems. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 305 Powerplant Fluid Systems**—Prerequisite: ATP 215. The student will demonstrate competency in identifying carburetor and fuel induction systems and components and the operating principles and theories of each. The student will also understand the principles of lubrication and engine cooling systems. (F)
- 315 Powerplant Maintenance II**—Prerequisite: ATP 215. The student will be able to understand the basic design, construction and principles of operations of Turbine Engines. They will demonstrate their ability to check, service, operate and field maintain aircraft engines. The student will understand the fundamental operating principles of various powerplant instrument systems. (F)
- 405 Powerplant Systems**—Prerequisite: ATP 315. The student will study and demonstrate their competency in identifying components of propellers, understand the operations and functions, troubleshoot, adjust and maintain according to required standard. The student will accomplish a 100-hour or annual inspection of a powerplant installation and record the conditions disclosed as a result of the inspection. Also the students will demonstrate their ability to troubleshoot through engine instrumentation and analyzing systems, operating spectrum charts, thermodynamics and various formulas and graphs. (S)

## COURSES IN AVIATION TECHNOLOGY-AIRFRAME (ATA)

**205 Aircraft Systems I**—Prerequisite: ATP 315. The student will understand the fundamental operating principles of various aircraft atmospheric control systems, perform troubleshooting, inspection and replacement of system components within the scope of current FAA policies. They will understand the fundamental operating principles of Rotary-wing Aircraft. They are required to demonstrate their ability to understand, inspect, diagnose malfunctions, repair and return to service various aircraft ice and rain control systems. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

**305 Aircraft Fluid Systems**—Prerequisite: ATA 205. The student develops the ability to define and understand hydraulic and pneumatic principles and components, interpret written materials and schematics and solve problems involving the physics of hydraulic advantages and transmission of forces. *Writing Intensive.* (F)

**315 Aircraft Systems II**—Prerequisite: ATA 305. The student is required to demonstrate their ability to understand, inspect, diagnose malfunctions, repair and return to service various aircraft electrical systems. The student will understand the fundamental operating principles of various aircraft instruments, navigation equipment and aircraft fire protection systems. *Writing Intensive.* (S)

**325 Aircraft Structures I**—Prerequisite: ATA 305. The student will demonstrate the capability of identifying various structural components, types of materials used in their construction; also he/she must determine the classification of repairs and acceptable repair techniques and required inspection. They will demonstrate their ability to use equipment, materials, techniques and processes used in the repair and return to service of various aircraft structures and components. They will troubleshoot, inspect, check, service and repair various systems used on aircraft. (S)

**405 Aircraft Structures II**—Prerequisite: ATA 205. The student will demonstrate their abilities in sheet metal, riveting and precision metal bending to create and repair aluminum assemblies. The student will also demonstrate the proper use and repair of composite materials. (F)

## COURSES IN AVIATION SCIENCE (AVS)

**115 Theory of Flight** Prerequisite: Permission. This course presents the theory of flight, basic weather interpretations, primary navigation, Federal Aviation Regulations, air traffic control and air safety. This course also provides familiarization, demonstration, and practice of maneuvers, cross-country and all types of flying to prepare a student for a Private Pilot Certificate. (F/S)

**223 Instrument Flight**—Prerequisite: Permission, and Private Pilot Certificate. This course will enable the student to understand complex weather, advanced navigation, and air traffic control procedures, to prepare the student for the FAA requirements for the Instrument Rating. (F/S)

**223 Instrument Flight Training**—Prerequisite: Private Pilot Certificate, AVS 223 and 100 flight hours or permission. This course provides familiarization, demonstration and the opportunity to practice instrument flying techniques and procedures to prepare the student for an Instrument Airplane Rating. (F/S)



- 343 Commercial Flight**—Prerequisite: Instrument Rating. This course presents advanced material in the theory of flight, weather information, navigation, air safety, Federal Aviation Regulations pertaining to “fly for hire” and air traffic control procedures. The course prepares the student for the Commercial Pilot Certificate. (F)
- 353 Commercial Flight Training**—Prerequisite: Instrument Rating, and AVS 343 and 220 flight hours or permission. This course provides familiarization, demonstration, the opportunity to practice complex maneuvers, advanced cross country training and all types of flying to prepare the student for the Commercial Pilot Certificate. (F/S)
- 403 Flight Instructor**—Prerequisite: Permission, and Commercial Pilot Certificate with Instrument Rating. The student will understand the fundamentals of teaching student pilots, gaining the necessary knowledge to analyze the various maneuvers necessary to teach flying and cover the Federal Aviation Regulation requirements for the FAA Certified Flight Instructor, Airplane Certificate. (S)
- 402 Flight Instructor Training**—Prerequisite: AVS 403 or permission. This course provides familiarization, demonstration and the opportunity to practice and analyze various maneuvers necessary to teach students to fly. This course will prepare the student for certification for the FAA Certified Flight Instructor, Airplane Certificate. (F/S)
- 47V (1-3) Directed Readings** A program of directed study for students with a major or minor in aviation science. (F/S)
- 48V (3-5) Internship** Internships are available for qualified students who wish to pursue off-campus learning experiences. May be repeated twice. Maximum of six hours may be applied to 36-hour upper-division requirement. (F/S)
- 493 Special Problems**—Prerequisite: permission. May be repeated three times. (F/S)

# Graphic Arts

*Bachelor of Arts, Bachelor of Science*

The Graphic Arts program offers a major or minor to prepare those students who choose some phase of the graphic arts industry as their career. The objectives are: 1) to provide students with a knowledge of the evolution of printing and related areas and its effects on our society; 2) to familiarize students with all major printing methods and advanced studies in the management and technology of offset lithography; 3) to develop students' awareness of the current health and safety standards set by federal and state agencies.

## Major in Graphic Arts

**Required major courses:** 36 hours

GRA 103 Introduction to Graphic Arts (F/S) .....	3
GRA 243 Electronic Publishing (F) .....	3
GRA 263 Digital Image Capture (S) .....	3
GRA 323 Electronic Prepress (F) .....	3
GRA 343 Offset Press (S) .....	3
ONE OF THE FOLLOWING .....	3
GRA 403 Production Management <b>WI</b> (F-O)	
GRA 413 Printing Plant Supervision <b>WI</b> (F-E)	
GRA 453 Process Color Separation (S) .....	3
GRA 463 Printing Estimating .....	3
GRA additional courses: .....	12

**Required Collateral Course:** 3 hours

ENG 333 Technical Writing <b>WI</b> (F/S) .....	3
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## Minor in Graphic Arts

**Required Minor Courses:** 21 hours

GRA 103 Introduction to Graphic Arts (F/S) . . . . .	3
GRA 243 Electronic Publishing (F) . . . . .	3
GRA 263 Digital Image Capture (S). . . . .	3
GRA 323 Electronic Prepress (F) . . . . .	3
GRA 343 Offset Press (S) . . . . .	3
GRA additional courses. . . . .	6

### COURSES IN GRAPHIC ARTS (GRA)

- 103 Introduction to Graphic Arts** The study and application of the fundamental printing processes: letterpress, flexography, gravure, offset and screen printing. Also includes design, graphic software, paper, ink, bindery operations, history and safety. Students are required to complete, all aspects from design through packaging, an offset printing project and a screen printing project. (F/S)
- 123 Proofreading** The study and application of the fundamentals of proofreading using the standard proofreading marks and styles. Includes libel and copyright laws and how they apply to the printing industry. Also includes copyfitting, OCR scanning, text file conversion, and electronic spellcheck. (S-odd)
- 213 Typography** The processes of designing an image for publication; basic design elements with an emphasis on type, fundamentals of type usage and font management on the computer. Also includes typeface design, font editing, font conversion, and typographic illustration such as logo-type and masthead design. Students will be exposed to various graphic and utility software applications.
- 243 Electronic Publishing** Electronic page layout using desktop publishing software. Emphasizes the layout and preparation of single and multiple page documents as well as single and multiple color documents. Also includes importing text and graphic files, collecting files for document output, and comprehensive output. (F)
- 253 Computer Graphics** Vector image generation and preparation of vector files for use with layout applications. Includes using appropriate graphic software for creating and editing vector images, converting raster images to vector images for editing and preparing vector files for use in publications. Emphasizes print publications, but also includes electronic publications.
- 263 Digital Image Capture**—Prerequisites: GRA 103 or GRA 243 or GRA 253. Application of methods, equipment, and software used to prepare digital images for print media and electronic media publications. Emphasizes raster image editing and creation, file format conversion, scanning, digital camera input, and digital comprehensive output. (S)
- 313 Digital Media**—Prerequisite: GRA 263 or GRA 333. Application of image design for digital reproduction including interactive CD-ROM, multimedia presentation and web page. Also includes an introduction to animation. (F)
- 323 Electronic Prepress**—Prerequisites: GRA 103, GRA 243 and GRA 263. Application of equipment, materials and procedures used in the process of converting prepared images to printing plates. Includes preflighting, trapping, imposition, imagesetter, film, film processing, image assembly,



- proofing, and platemaking. Emphasizes computer to film and computer to plate procedures. (F)
- 343 Offset Press**—Prerequisite: GRA 103 and permission or GRA 323. Operation and maintenance of the offset press emphasizing the solving of problems related to quality issues, substrates and inks. Study also includes use and care of various offset plates, bindery and finishing. (S)
- 403 Production Management**—Prerequisites: GRA 343 and permission. Functions of management as it relates to the production of printing. Application of techniques used in planning production, scheduling, estimating, inventory, purchasing and plant layout. Actual production situations are utilized in classroom experiences. *Writing Intensive*. (F-odd)
- 413 Printing Plant Supervision**—Prerequisites: GRA 343 and permission. Issues concerning employee supervision and application to graphic arts personnel. Job descriptions, employee policy development, training, safety, legal and environmental issues related to the printing industry are also emphasized. *Writing Intensive*. (F-even)
- 443 Selected Advanced Studies in Graphic Arts**—Prerequisites: 12 hours of GRA credit and permission. Directed group study of topics selected for advanced graphic arts students. May be repeated if the topic is different. (S-even)
- 453 Process Color Separation**—Prerequisites: GRA 343 and either GRA 333 or GRA 323. Process color reproduction; includes color theory, color and density measurement, color and tonal correction, image editing and retouching, color management, proofing and color reproduction. (S)
- 463 Printing Estimating**—Prerequisites: GRA 343 and permission. Study of estimating procedures used in figuring the costs of offset printing. Figuring hourly costs and production standards will be a part of the course. Actual production records for estimating various costs are utilized.
- 48V (1-6) Internship**—Prerequisite: 18 hours of GRA credit and permission. An opportunity for students to receive credit and obtain experience while employed with an approved graphic arts firm. No more than 3 hours may count toward a major or minor.
- 49V (1-3) Special Problems**—Prerequisite: permission. Individual work to permit the students to explore or research a problem of special interest in the printing industry. Findings are developed into written form as a requirement.

# Military Science

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The College of the Ozarks Military Science Program is designed to provide students with basic leadership principles. Students including Military Science courses in their curriculum are preparing themselves not only for a civilian career, but also create an opportunity to serve as leaders in part-time or full-time military careers with the Army. The leadership skills, self-discipline, and sense of responsibility developed will enhance any career field. ROTC is divided into two elective programs, Basic and Advanced.

**Basic Program:** Students who enroll in Basic Program courses incur no military service obligation but receive leadership, management and confidence-building instruction that will be of great value in any career field. The primary objective of the Basic Program is to provide college students with an understanding of the United States Army and Army ROTC. Students who complete three Basic Program courses and meet Department of the Army criteria qualify for Advanced Program enrollment. All non-U.S. citizens must have permission before enrolling in any Military Science course.

**Advanced Program:** Advanced Program courses are restricted to students meeting departmental criteria and who will, upon graduation, accept a commission as an Army officer with a military service obligation. The primary objective of the Advanced Program is to prepare qualified college students for military service as Second Lieutenants in the United States Army, the Army National Guard or the Army Reserve. Students meeting departmental criteria become eligible for Advanced Program courses by:

1. successfully completing three basic courses (MIL 121, 131, 202, 212)
2. having prior military service, either active or reserve component.
3. successfully completing Basic Summer Camp (MIL 235).

Students accepted as cadets in the Advanced Program receive a monthly stipend of up to \$400 (tax free) for 10 months of both their Junior and Senior year. Additionally they become eligible for the College's Patriotic Scholarship. They also attend a five-week summer camp (MIL 325), normally between their Junior and Senior year. While attending, cadets receive a salary equal to one-half a lieutenant's base pay, and have meals and housing provided by the Army. All Advanced Program students and ROTC Scholarship students must participate in a regularly scheduled physical fitness program. Upon completion of the Advanced Program courses, summer camp and a bachelor's degree, students are commissioned as Second Lieutenants in the U.S. Army. Students may elect to complete their military service either full-time in the U.S. Army or part-time in the Army National Guard or Army Reserve.

**Simultaneous Membership Program (SMP):** The Simultaneous Membership Program allows contracted Army ROTC Advanced Program cadets to be members of the Army National Guard or the Army Reserve, and ROTC cadets at the same time. Under the SMP, cadets hold the grade of sergeant (E-5) in their guard or reserve unit and serve as officer trainees under the watchful eye of a commissioned officer in the unit. As an E-5, they receive approximately \$184 per month for attending drills. Additionally, as a contracted ROTC cadet, they receive \$300-400 per month tax-free subsistence allowance. Students completing basic and advanced individual training are also eligible for the Army GI Bill which pays \$263 per month while enrolled as a full-time college student. A



contracted Advanced Program SMP cadet can receive up to \$847 per month while attending college (in addition to Patriotic Scholarship benefits).

**U.S. Army ROTC Scholarships:** Two-year and three-year ROTC Scholarships are awarded each year to full-time college students on a best-qualified basis; students need not be enrolled in Military Science classes to compete. These scholarships provide full tuition, pay lab fees, educational fees and book costs, plus a stipend for 10 months of each scholarship funded school year. Students who receive an Army ROTC Scholarship are not eligible for entry into the Simultaneous Membership Program but do incur a military service obligation upon graduation. Students can also apply for the Guaranteed Reserve Forces Duty Scholarship which assures part-time service upon commissioning.

**College of the Ozarks Patriotic Scholarships:** Patriotic Scholarships are provided to students who attend and satisfactorily complete the Leader's Training Course and/or the Nations Advanced Leadership Course. This \$1,500 partial room and board scholarship will be divided between the fall and spring semesters (\$400 in the fall and \$1,100 in the spring), assuming satisfactory academic, work, and citizenship standards have been maintained. Contracted and ROTC Scholarship resident students will receive a full room and board Patriotic Scholarship. Qualifying non-resident students will receive compensation for books, cafeteria meals, and transportation. Selected students who consecutively complete the four basic military science courses (MIL 121, 131, 202, and 212) during their freshman and sophomore years, will also be eligible for the Patriotic Scholarship.

**Leader's Training Course:** Students who have never taken a Military Science class, nor had any previous military training can still qualify for entry into the Advanced Program by attending the Leader's Training Course during the summer. Students who elect to attend/receive compensation for travel and meals, with pay equal to one-half a lieutenant's base pay for the five weeks. While at

camp, students can compete for 2-year Army ROTC Scholarships. These scholarships are awarded based on college academic record, and leadership potential. And as a special incentive, graduates are also eligible for the Patriotic Scholarship, and receive 5 credit hours (See MIL 235).

**Veterans:** Veterans with an honorable discharge from any branch of the Armed Forces, active or reserve, may be eligible for enrollment in the Advanced Program to complete the ROTC program in just two years. Veterans who elect this option do not lose any of their GI Bill entitlements and still receive the monthly stipend and Patriotic Scholarship. Veterans not receiving an ROTC Scholarship may participate in the Simultaneous Membership Program.

**Uniforms and Texts:** Textbooks are supplied for all ROTC courses. Uniforms and accessories are provided when required.

**Minor in Military Science**

- Required minor courses:** 21 hours
  - MIL 304 Military Leadership and Operations (F) . . . . . 4
  - MIL 314 Military Skill Building (S) . . . . . 4
  - MIL 325 Advanced Military Science Summer Camp (Summer credit) . . 5
  - MIL 404 Military Qualification Skills for the Advanced Cadet (F) . . . . 4
  - MIL 414 Transition from Cadet to Lieutenant (S) . . . . . 4
- Required collateral courses:** 6 hours
  - CSC 113 Fundamentals of Computer Science. . . . . 3
  - One course in Military History (HSA 323 Civil War, MIL 333 American Military History or an approved class). . . . . 3
- General Education course specified by the minor:**
  - ONE OF THE FOLLOWING . . . . . 3-4
    - MAT 114 Intermediate Algebra
    - MAT 133 College Algebra

**COURSES IN BASIC MILITARY SCIENCE (MIL)**

- 101 Citizenship and Healthy Lifestyles I** A course addressing freshman needs for developing skills and attitudes for survival and success in college. This course will address and promote patriotic growth, citizenship, development, leadership skills and intelligent decisions concerning healthy lifestyles. **Army ROTC scholarship students enrolled in this course must be simultaneously enrolled in MIL 121 (Introduction to Military Science).** (F)
- 111 Citizenship and Healthy Lifestyles II** A course addressing freshman needs for developing skills and attitudes for survival and success in college. This course will address and promote patriotic growth, citizenship, development, leadership skills and intelligent decisions concerning healthy lifestyles. **Army ROTC scholarship students enrolled in this course must be simultaneously enrolled in MIL 131 (Introduction to Basic Military Skills).** (S)
- 121 Introduction to Military Science** History, organization, and mission of the U.S. Army and the Reserve Officers' Training Corps (ROTC), understanding the role of the U.S. Army in today's world, and first aid. (F)
- 131 Introduction to Basic Military Skills** Military radio and telephone communications, military map reading skills, land navigation, first aid, and military leadership. (S)

- 141 Physical Training** The course is designed around a military environment and a “Total Body Fitness” concept, emphasizing the development of an individual fitness program, and the role of exercise and fitness in one’s life. The class includes swimming, running, circuit training for strength and/or endurance, organized sports, and a variety of other enjoyable physical activities. May be repeated for a total of 4 hours. (F/S)
- 202 Basic Survival Skills and Techniques**—Prerequisite: MIL 121 or MIL 131 and less than 50 semester hours or permission. Introduction to techniques of survival in various situations and climates, rappelling and marksmanship. (F)
- 212 Military Fundamentals Practicum**—Prerequisite: permission. The application of the principles of war; leadership theory and practice; introduction to military operations and basic tactics; instruction in marksmanship, rappelling, land navigation and communication. (S)
- 235 Basic Military Science Summer Camp “Leader’s Training Course”**—Prerequisite: permission. A five-week course conducted at Fort Knox, Kentucky. The training is rugged and intensive with emphasis placed on leadership application, practical work and physical conditioning. Training will be conducted six days a week out-of-doors and requires active student participation. Enrolled students receive compensation for travel, lodging and food, plus a salary. Upon completion, students will also be eligible for the College of the Ozarks’ Patriotic Scholarship. (Summer)

#### COURSES IN ADVANCED MILITARY SCIENCE (MIL)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 304 Military Leadership and Operations**—Prerequisite: permission. Introduction to small unit tactics; principles of military leadership to include theory, responsibilities, techniques and practice. One field trip, scheduled fitness participation, and two-hour weekly labs are required. (F)
- 314 Military Skill Building**—Prerequisite: permission. Small unit tactics; applied military leadership (builds on knowledge gained in 304) emphasizing the junior leader’s duties and responsibilities. Two field trips, scheduled fitness participation, and two-hour weekly labs are required. (S)
- 325 Advanced Military Science Summer Camp “National Advanced Leadership Course”**—Prerequisite: permission. A five-week course conducted at Fort Lewis, Washington. The instruction, training, and evaluation emphasize professional development issues required to become an Army Officer. The primary focus is on evaluating the student’s leadership potential through this mentally and physically demanding camp. The training and evaluation are conducted seven days a week for five weeks and require active student participation. Students are placed in leadership positions that require them to lead up to 120 fellow students for extended periods of time. Enrolled students receive compensation for travel, lodging and food, plus a salary. Upon completion, students will be eligible for the College of the Ozarks’ Patriotic Scholarship. (Summer)
- 333 American Military History**—Prerequisite: junior standing and permission. Focuses on the evolution of the art of warfare in Western society from the fourteenth century to yesterday. Emphasis on specific historical events and eras. Certain fundamental concepts and military terms will be utilized as reflected in American Military History. Historical cause/effect relation-

ships will be used to critique historical events and support historical generalizations. (S)

**343 Topics in Military Science**—Prerequisite: permission. A course addressing a specialized area or topic of Military Science in which additional research and attention can be devoted as needs are identified. May be repeated if the topic changes. (F/S)

**404 Military Qualification Skills for the Advanced Cadet**—Prerequisite: MIL 325 and permission. Ethics and professionalism of the military officer; Army command and staff functions; oral presentation techniques and practice; military leadership at junior officer level; world change and military obligations. One field trip, scheduled fitness participation and two-hour weekly labs are required. (F)

**414 Transition from Cadet to Lieutenant**—Prerequisite: MIL 325 and permission. Military justice system; Army supply and logistics procedures and responsibilities; officer management system; obligations and responsibilities of a military officer; and military leadership at the junior officer level. Two field trips, scheduled fitness participation and two-hour weekly labs are required. (S)

**49V (1-3) Special Problems**—Prerequisite: permission. Planned readings and research on subjects in or related to Military Science. May be repeated for a total of 3 hours.

# Technology

*Bachelor of Arts, Bachelor of Science*

The Technology major will enable students to: 1) develop an understanding of industrial technology—its processes, materials, equipment and products; 2) apply tools, materials, machines, processes and technical concepts safely and efficiently; 3) develop knowledge and understanding of our technological society.

## Major in Technology

**Core Courses required of all Technology majors: 21 hours**

TGC 113 Drafting I (F/S) . . . . .	3
TGC 123 Drafting II (S) . . . . .	3
TEP 333 Electricity (F-E) . . . . .	3
TEP 343 Electricity/Electronics (S-O) . . . . .	3
TMP 153 Introductory Welding (F) . . . . .	3
TMP 323 Machine Tool Processes I (F) . . . . .	3
TMP 363 Industrial Plastics WI (F-O) . . . . .	3

## Industrial Technology Emphasis

**Required major courses: 36 hours**

Technology Core Courses . . . . .	21
TED 486 Internship or Technology electives . . . . .	6
Additional courses in area of concentration . . . . .	9

**Required collateral courses: 12 hours**

BUS 213 Principles of Management (F/S) . . . . .	3
BUS 343 Human Resource Management (S) . . . . .	3
ACT 203 Elementary Accounting I (F/S) . . . . .	3
ENG 333 Technical Writing WI (F/S) . . . . .	3

## Double Major

### Technology Education Emphasis/Secondary Education

**Required major courses: 36 hours**

Technology Core Courses . . . . .	21
TGC 413 Architectural Drafting (S-E) . . . . .	3
TEP 203 Energy and Power Technology (F-E) . . . . .	3
TMP 103 Introduction to Wood Technology (F) . . . . .	3
TED 433 Organization and Management of Technology Education (S-O) . . . . .	3
TED 443 Methods of Teaching Technology Education (F-O) . . . . .	3

Technology majors with a Technology Education emphasis must also major in Secondary Education (see page 62).

## Minor in Industrial Technology

**Required minor courses: 21 hours**

TEP 333 Electricity (F-E) . . . . .	3
TGC 113 Drafting I (F/S) . . . . .	3
TMP 103 Introduction to Wood Technology (F) . . . . .	3
TMP 323 Machine Tool Process I (F) . . . . .	3
Additional courses in Technology . . . . .	9

### COURSES IN GRAPHIC COMMUNICATIONS (TGC)

- 113 Drafting I** A fundamental course in the skills and techniques of drawing including the use and care of drawing equipment, freehand lettering, geometrical construction, sketching, multiview projections, dimensioning, sectional views, and Computer-Aided Design. (F/S)
- 123 Drafting II**—Prerequisite: TGC 113. A continuation of Drafting I including auxiliary views, revolutions, axonometric projection, oblique projection, perspectives, intersections, developments, the reproduction of drawings, and Computer-Aided Design. (S)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 313 Machine Drafting**—Prerequisite: TGC 123. Detail and assembly drawing of machines and machine parts using orthographic projection and pictorial representations. Includes the study of threads, fasteners, springs, cams, gears, design, tolerancing, and Computer-Aided Design. (F-odd)
- 413 Architectural Drafting**—Prerequisite: TGC 113. The study of methods of construction, principles of residential planning, building materials, and the techniques of architectural drawing. A set of plans are drawn for a residence utilizing Computer-Aided Drafting and Design. (S-even)

### COURSES IN ENERGY AND POWER (TEP)

- 203 Energy and Power Technology** A study of basic and alternative energy resources including the impact of energy on technology and conservation of energy. The energy conversion systems utilized to convert various energy sources into mechanical power. (F-even)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 333 Electricity** An introduction to the basic concepts and laws of electricity and magnetism. Emphasis is placed on applications in motors, generators, appliances, house and industrial wiring, and control circuits for industrial machinery. (F-even)
- 343 Electricity/Electronics**—Prerequisite: TEP 333. A study of series, parallel, and series-parallel circuits; components, batteries, generators, motors, and motor controls. (S-odd)

### COURSES IN MATERIALS AND PROCESSES (TMP)

- 103 Introduction to Wood Technology** Fundamentals of wood science; selection and use of wood and related materials; introduction to industrial design; construction, and finishing of wood products; use of basic industrial woodworking machines. (F)
- 153 Introductory Welding** A basic course in the theory and practice of oxy-acetylene welding, arc welding, and oxy-acetylene cutting. The course includes the study of arc welding equipment, oxy-acetylene equipment, electrodes, welding symbols, and welding procedures. (F)
- 203 Manufacturing Technology**—Prerequisite: TMP 103. Industrial application of woodworking principles. Designing and planning for mass production. Introduction to Computer Numerically Controlled (CNC) woodworking machinery. (S)
- 213 Manufacturing and Metals** A study of manufacturing systems with laboratory experiences in the manufacturing of a metal product. A study of the



equipment, materials, and processes of the metalworking industries. The application of robotics in manufacturing.

- 223 Woodturning**—Prerequisite: TMP 103. Spindle and faceplate turning, chucking operations, and procedures involved in elementary and advanced woodturning. Industrial processes and procedures. Experiences in designing, turning, and finishing of lathe-made articles. (F-even)
- 243 Finishing**—Prerequisite: TMP 103. A study of finishing materials and processes. The treatment of metallic and non-metallic surfaces including organic and inorganic finishes, electroplating, and refinishing procedures. (F-odd)

**Prerequisite for all 300-400 level courses: 45 hours or permission.**

- 323 Machine Tool Processes I**—Prerequisite: TGC 113. An introductory course in the theory, set up, operation, and care of machine tools. Basic experiences on the engine lathe, milling machine, drill press, grinders, and metal-cutting band saw. The use of computer numerical control in machining operations. (F)
- 333 Welding Processes**—Prerequisite: TMP 153. A study of the theory and procedures of Gas Tungsten Arc Welding, Gas Metal Arc Welding, and advanced Shielded Metal Arc Welding. The utilization of the robot in welding applications. (S-odd)
- 343 Construction Technology**—Prerequisite: permission. The investigation of construction processes, including farm, home, and industrial applications. Selecting and preparing building sites, procuring building materials, planning, and building structures. Actual work on building sites is possible. (S-odd)
- 353 TIG and MIG Welding**—Prerequisite: TMP 333. A study of the theory, procedures, and techniques of the Tungsten Inert Gas and Metallic Inert Gas arc welding processes. (S-odd)
- 363 Industrial Plastics** Characteristics of thermoplastic and thermosetting materials. Industrial processing of plastics and use of conventional molding, forming, and fabrication equipment. *Writing Intensive*. (F-odd)
- 373 Advanced Wood Technology**—Prerequisite: TMP 103. The study of wood modification, including lamination, bending, and treatment; investigation of wood properties that relate to wood modification; technology of wood machining; testing of wood adhesives, fasteners, and finishes. (S-odd)
- 383 Cabinetmaking**—Prerequisite: TMP 203. Methods of fabricating and installing custom cabinets and furniture for home and commercial applications. The study of the skills and processes of industrial cabinetmaking. (S-even)
- 403 Mass Production Technology**—Prerequisite: TMP 203. Advanced principles of designing, constructing and finishing mass produced articles of wood. Emphasis on jig and fixture design, motion and time study, and CNC applications. (S-even)
- 423 Machine Tool Processes II**—Prerequisite: TMP 323. The operation and application of general purpose machine tools including the engine lathe, milling machines, drill press, and grinders. The use of Computer Numerical Control in machining operation. (S-even)

## COURSES IN TECHNOLOGY EDUCATION (TED)

- 201 Principles of Technology Education** Historical and philosophical foundations of Technology Education. The objectives, purposes, and functions of Technology Education in general education. Planning, organizing, and administering a student organization in Technology Education. An introduction to student teaching in Technology Education including preparations and expectations.
- 213 Technology and Society** A study of the nature of technology, the development of tools and technical systems, the relationship between society and its technical means, social problems and political issues associated with technology, the relationship between technology and the evolution of society, and the implications of technology on the future.
- Prerequisite for all 300-400 level courses: 45 hours or 203.**
- 303 Machine and Tool Maintenance**—Prerequisite: TMP 203. Practical investigation of manual, electrical, and air tools. Selection, operation, maintenance, and repair of industrial tools and machines. Basic motor, wiring, parts, and service information.
- 313 Industrial Safety** Principles of safety management and accident prevention: safety features of machinery, layout of facility, accident statistics and costs, reporting of accidents, appraising safety performance, the industrial environment, liability, recognizing industrial hazards, emergency procedures, and recommending safeguards.
- 433 Organization and Management of Technology Education**—Prerequisite: admission to Teacher Education program. Principles of organizing and managing Technology Education facilities and programs: laboratory planning, arrangement of equipment, inventories, requisitions, records, specifications, sources of equipment and supplies, student personnel, etc. (S-odd)
- 443 Methods of Teaching Technology Education**—Prerequisite: admission to Teacher Education program. A comprehensive study of the delivery systems used in teaching in the technical areas. Planning for an instructional program, selection of content, development of instructional materials, and evaluation. (F-odd)
- 48V (1-6) Internship**—Prerequisite: senior standing and permission. Internship is a minimum of six weeks of full-time employment in the student's area of specialization. The student is responsible for arranging for an interview and obtaining employment with an approved industrial firm prior to registering. After employment, a work program is outlined by the employer and the college coordinator.
- 49V (1-3) Special Problems**—Prerequisite: junior standing, permission and 2.6 GPA previous term with 3.0 GPA in department. A course involving technical or professional problems, growing from particular needs, which may require additional depth or breadth of study. Outline of study must be approved prior to enrolling. May be repeated for a total of six hours.

# A DRUG-FREE COLLEGE

## INTRODUCTION

The College has adopted and implemented a program to prevent the illegal use of drugs and the abuse of alcohol by students and employees. There are provisions in the student handbook and employee and faculty handbooks which indicate the College's stand on drugs and alcohol. Possession or use of alcohol or illegal drugs may be cause for dismissal or termination from the College.

## Missouri's "Abuse and Lose" Law

In 1987, "Abuse and Lose" became a law in Missouri. The following are major provisions of "Abuse and Lose":

1. Persons under age 21 shall have their driver's licenses revoked for one year if found guilty of any of the following:
  - Any alcohol-related traffic offenses (such as driving while intoxicated or driving with excessive blood-alcohol content);
  - Possession or use of a controlled substance (illegal drug);
  - Alteration, modification, or misrepresentation of a driver's license;
  - A second-offense possession or use of alcohol by a person under age 18.
2. Persons over age 21 shall have their driver's license revoked for one year if they are found guilty of any state, county, or municipal law involving of possession or use of controlled substance while operating a motor vehicle.
3. Persons must attend an alcohol or drug-related education program (ADEP) prior to reinstatement of their driver's license.
4. Refusal to submit to a police officer's request for a chemical (such as a breath test) to determine intoxication is admissible as evidence in court proceedings involving an alcohol-related traffic offense. Such refusal may also result in license revocation for one year.

## Health Risks with Drugs and Alcohol

Illegal drugs and alcohol most definitely play a part in health problems. These problems include, but are not limited to a loss of consequential understanding. This promotes poor application to academics as shown by poor study habits, lack of concentration, and loss of self esteem.

Illegal drugs and alcohol use also can result in serious health problems such as some types of cancer, liver damage, heart problems, ulcers, and brain damage.

# COMPUTER RESOURCE USE POLICY

## I. GENERAL POLICY

Computing resources are available to all members of the campus community for the purpose of supporting the educational mission of the College. Use of these resources are to be considered a privilege which must not be abused, and any use considered to be inappropriate, unethical, or immoral may result in revocation of privileges and further disciplinary measures. All statements of policy in this document also apply to the use of the Internet, Intranet, and other remote sites that may be accessed through computing resources.

## II. CAMPUS RESOURCES

Computer Resources at the College of the Ozarks are maintained for users by the Computer Center, at several facilities: Lyons Memorial Library, The Center for Writing and Thinking, Good College Center, the Computer Center, and various academic department labs and dormitory facilities, as well as other facilities which may develop. Each facility establishes and maintains a computer use policy according to its own purposes. Each facility is responsible for providing users appropriate information regarding computer uses, including constraints, guidelines, instruction, and statements of ethics pertinent to that department's aims and purposes.

## III. USERS

Computer resources exist primarily to be used by students and employees of the College. Use by others such as local schools or special groups will be subject to prior approval by the College. Users are expected to abide by all legislation, ethical practices, and established etiquette regarding the use of computer resources, including the campus network and the Intranet.

## IV. EMAIL

Use of E-mail is primarily for educational and college business purposes. No one may solicit, promote or advertise any organization, product or service through use of E-mail.

Users of College E-mail must understand that there is no guarantee of personal privacy in any material created, received or sent from the E-mail system. E-mail can be read or intercepted by others including inadvertent disclosure, accidental transmission to third parties or purposeful retransmission to another employee's internal mailing list.

Users may not use E-mail to infringe the copyright or other intellectual property rights of third parties, to distribute defamatory, fraudulent or harassing messages or otherwise engage in any illegal or wrongful conduct.

## V. INTERNET

The College will monitor and filter content which is inconsistent with the values, standards and mission of the College.

Downloading from the Internet must be done with caution and kept under control because of potential viruses and space limitations. Restrictions will be placed on audio and video streaming files that use excessive bandwidth.

## **VI. USES**

1. Computer resources at College of the Ozarks are provided to support academic programs or activities and other uses that support the mission of the College. Uses that are considered unethical, illegal,\* or inconsistent with the values, standards, and mission of the College, or that attempt to damage computing resources or any person are prohibited and shall be considered a violation of this policy.
2. Each user of computer resources is responsible for the storage of personal files created on College network computer. Network storage disks will be routinely cleared of files. Under no circumstances will College of the Ozarks be held responsible for any files stored on or deleted from its storage disks.

### **A. APPROPRIATE USES**

- faculty research, student research, and other scholarly activity
- support for class assignments
- instructional uses in courses
- administrative support

### **B. INAPPROPRIATE USES**

- any use that is contrary to the mission of the College
- any use for personal or financial gain that is clearly unrelated to the mission of the College
- cheating or information theft of any kind for the purposes of plagiarism and/or unauthorized copying, sending, receiving of copyrighted software; accepting or using software that has been illegally obtained; any fraudulent or illegal use
- sending annoying, harassing, or obscene messages through e-mail
- attempting to examine another user's files or E-mail or use another person's E-mail account without that user's express permission
- attempting to modify or in any way interfere with the normal operation of computers, computer networks, data communications equipment or lines, and/or any related systems files or components
- playing games while connected to the Internet
- violating the confidentiality of the college or another person by electronic means

## VII. COMPLIANCE

Minor violations of the provisions of this policy may result in temporary denial of access to computing resources. In cases of major infractions, the violator will be referred to the Dean of Students, the Dean of the College, or other appropriate administrative officers for disciplinary review.



*\* Federal law penalizes infringements upon copyrights, intellectual property rights, and privacy rights of individuals. The Revised Statutes of the State of Missouri (569.093 - 569.099) establishes penalties for tampering with or otherwise abusing intellectual property, computer equipment, or computer users. Violators can be sentenced to from one to five years in jail and fined \$1,000 to \$5,000 in fines.*

*This policy is subject to review and revision by College of the Ozarks at any time.*

## COLLEGE OF THE OZARKS BOARD OF TRUSTEES

- Robert R. Anderson. . . . . Shawnee Mission, Kansas  
*Retired Brokerage Consultant*
- Don E. Baker. . . . . Branson, Missouri  
*Retired Executive, State Farm Insurance*
- Harry H. Basore. . . . . Leawood, Kansas  
*Retired Executive, Wiedenmann and Sons, Inc.*
- Sharon P. Bradley. . . . . Rogers, Arkansas  
*Retired Educator, Arkansas Public Schools*
- Robert L. Buenger . . . . . St. Peters, Missouri  
*Retired Executive, Mercantile Bank*
- The Honorable L. Doyle Childers . . . . . Reeds Spring, Missouri  
*Missouri State Senator, District 29*  
*Vice Chairman of the Board, College of the Ozarks*
- Gary R. Cowherd . . . . . Bentonville, Arkansas  
*Regional Personnel Manager, Wal-Mart Stores, Inc.*
- General Terrence R. Dake. . . . . Southlake, Texas  
*Senior Vice President U.S. Government Business, Bell Helicopter- Textron*
- John Q. Hammons . . . . . Springfield, Missouri  
*Chairman of the Board, John Q. Hammons Industries*
- Lynn C. Hoover. . . . . Leawood, Kansas  
*Attorney*
- James P. Keeter . . . . . Atlanta, Georgia  
*Chairman of the Board and CEO, Royal Oak Enterprises, Inc.*
- E. Stanley Kroenke . . . . . Columbia, Missouri  
*President, The Kroenke Group*
- Shawn M. McKenzie . . . . . Austin, Texas  
*President, Texas Southwestern Bell Telephone Company*
- Robert W. Plaster . . . . . Lebanon, Missouri  
*Chairman of the Board, Evergreen Investments, LLC*
- Stephen R. Plaster. . . . . Lebanon, Missouri  
*Managing Partner, Evergreen Investments, LLC*
- Mary McCleary Posner . . . . . Columbia, Missouri  
*President, Posner McCleary, Inc.*
- J. Kenneth Raley . . . . . Johannesburg, South Africa  
*Executive Director, Network Operations, Southwestern Bell*
- E. Gene Rooney . . . . . Jefferson City, Missouri  
*Retired Senior Pastor, Jefferson City First United Methodist Church*
- William D. Todd. . . . . Point Lookout, Missouri  
*Retired Administrator, College of the Ozarks*
- Larry W. Walther . . . . . Little Rock, Arkansas  
*Retired Vice President Corporate Services and Chairman of the  
SBC Foundation, SBC Communications, Inc. San Antonio, Texas*  
*Chairman of the Board, College of the Ozarks*

## ADMINISTRATIVE OFFICERS

Jerry C. Davis, Ph.D., LL.D. . . . .	President
Howell W. Keeter, Ed.D. . . . .	Vice President
Larry L. Cockrum, Ph.D. . . . .	Dean of Administration
Marilyn L. Graves, Ed.D. . . . .	Dean of the College
Mayburn L. Davidson, Ed.D. . . . .	Dean of Work
M. Glen Cameron, Ed.D. . . . .	Dean of Campus and International Services
Charles F. Hughes, M.S. . . . .	Business Manager
Chris A. Larsen, Ed.D. (ABD). . . . .	Dean of Students
Rodney A. Arnold, Ed.D. (ABD). . . . .	Dean of Development
Marci L. Linson, M.S. . . . .	Dean of Admissions
Charles G. Zehnder, M.A. . . . .	Dean of Campus Ministries
Camille F. Howell, Ph.D. . . . .	Director of Public Relations
Kyla R. McCarty, B.S. . . . .	Director of Financial Aid
Frances L. Forman, J.D. . . . .	Registrar and Director of Institutional Research
Daniel K. Chinn, M. Div. . . . .	Campus Chaplain
Nancy S. Anderson, M.L.S. . . . .	Library Director
Ronald L. Martin, M.S. . . . .	Director of Career Development
Helen M. Youngblood, B.S. . . . .	Director of Alumni Affairs

## PRESIDENTS

A. Y. Beatie . . . . .	1906
George Gordon Robertson . . . . .	1907
W. I. Utterback . . . . .	1907
F. O. Hellier. . . . .	1910
George K. Knepper . . . . .	1911
William L. Porter. . . . .	1913
John E. Crockett . . . . .	1915
George L. Washburn. . . . .	1916
Thomas M. Barbee . . . . .	1920
R. M. Good . . . . .	1921
M. Graham Clark . . . . .	1952
James I. Spainhower. . . . .	1981
Howell W. Keeter, Acting . . . . .	1982
Stephen G. Jennings. . . . .	1983
William D. Todd, Interim . . . . .	1987
Jerry C. Davis . . . . .	1988



## FACULTY and ACADEMIC ADMINISTRATION\*

- Allman, Anne M., Professor of Art (1981)  
B.S., Florida State University, 1977  
M.S., Florida State University, 1979  
Ph.D., Florida State University, 1981
- Anderson, Nancy Sue, Associate Professor of Library Science (1967)  
and Library Director  
B.A., Southwest Missouri State University, 1964  
M.L.S., University of Illinois, 1966
- Babcox, Leslie K., Assistant Professor of English (1996)  
B.A., Carroll College, 1976  
M.Ed., National-Louis University, 1982  
M.A., Lehigh University, 1991  
Ph.D., Lehigh University, 1996
- Bearden, David L., Associate Professor of Accounting (1976)  
B.S., Southwest Missouri State University, 1972  
M.B.A., Southwest Missouri State University, 1976  
CPA, 1978, CMA, 1984; CIA, 1988
- Bell, James, Assistant Professor of English (1999)  
B.S., Lamar University, 1986  
M.A., Texas Womans University, 1993  
Ph.D., Texas Tech University, 2000
- Bird, Luise L., Assistant Professor of Business  
B.A., East Texas University, 1977  
M.B.A., Southwest Missouri State University
- Bolger, Eric W., Associate Professor of Philosophy-Religion (1992)  
and Chairman Humanities Division  
B.A., University of California, 1982  
M.Div., Trinity Evangelical Divinity School, 1988  
Ph. D., Trinity Evangelical Divinity School, 1992
- Bradley, Mary Elizabeth, Associate Professor of Music (1969)  
B.A., Colorado College, 1961  
M.M., Indiana University, 1964
- Buchan, James L., Instructor of Computer Science  
B.B.A., Wichita State University, 1979  
M.S., Southwest Missouri State University, 2001
- Burchett, Jayme S., Professor of Art (1973)  
B.S., Southwest Missouri State University, 1965  
M.A., Texas Woman's University, 1976  
M.F.A., North Texas State University, 1979
- Cameron, M. Glen, Professor of Education (1969)  
and Dean of Campus Services\*  
B.S., Southwest Missouri State University, 1959  
M.S., Kansas State College of Pittsburg, 1963  
Ed.D., University of Arkansas, 1969
- Cockrum, Larry L., Dean of Administration\*  
and Assistant Professor of Physical Education (1992)  
B.A., The School of the Ozarks, 1973  
M.A., Southwest Missouri State University, 1977  
Ph.D., Crescent City Christian College, 1991

- Cummings, Richard W., Assistant Professor of Art  
 B.A., Milligan College, 1996  
 M.A.F.A., University of Leeds, 1999
- Dalton, C. David, Associate Professor of History (1988)  
 B.A., Western Kentucky University, 1980  
 M.A., Western Kentucky University, 1982  
 Ph.D., University of Kentucky, 1991
- Davidson, Mayburn, Dean of Work Program\* (1973)  
 and Assistant Professor of Education  
 B.S., Southwest Missouri State University, 1964  
 M.S.E., University of Arkansas, 1969  
 Ed.D., University of Arkansas, 1974
- Davis, Angie E., Assistant Professor of Business  
 B.S., College of the Ozarks, 1994  
 M.B.A., University of Arkansas, 1995
- Davis, Jerry C., President (1988)\* and Professor of Biology  
 B.S., Mars Hill College, 1965  
 M.S., University of Tennessee, 1967  
 Ph.D., Ohio State University, 1970
- Davis, Jonathon P., Assistant Professor of Biology  
 B.S. College of the Ozarks, 1994  
 M.S., University of Arkansas, 1997  
 Ph.D., University of Arkansas, 2001(ABD)
- De Jong, Marvin L., Professor of Mathematics-Physics (1967)  
 A.B., Hope College, 1960  
 M.S., Clarkson College of Technology, 1961  
 Ph.D., Rensselaer Polytechnic Institute, 1965
- Divine, Lloyd Eldon, Professor of Technology (1975)  
 A.A., Northeastern Oklahoma A & M College, 1958  
 B.S., Oklahoma State University, 1960  
 M.S., Oklahoma State University, 1965  
 Ed.D., University of Arkansas, 1974
- Dixon, Albert T., Associate Professor of Mathematics (1987)  
 B.A., University of Missouri, Columbia, 1979  
 M.S., University of Missouri, Columbia, 1981  
 Ph.D., University of Missouri, Columbia, 1987
- Easdon, Jerry, Professor of Chemistry (1986)  
 B.S., Bethany Nazarene College, 1979  
 M.S., San Diego State University, 1981  
 Ph.D., University of Iowa, 1987
- Foltz, Charles L., Associate Professor of Education  
 B.S.E., Southwest Missouri State University, 1969  
 M.S., Southwest Missouri State University, 1973  
 Sp.Ed, Southwest Missouri State University, 1985  
 Ed.D., University of Arkansas, 1993
- Forman, Frances L., Registrar and Director of Institutional Research (2000)\*  
 B.A., Pennsylvania State University, 1971  
 J.D., University of Denver, 1976

- Fugitt, Jamie K., Associate Professor of Mathematics (1992)  
 Director of Institutional Assessment  
 Chairman Mathematical and Natural Sciences Division  
 B.S., The School of the Ozarks, 1983  
 M.S., University of Missouri, Kansas City, 1989
- Furman, Courtney A., M. Graham Clark Chair of Christian Nurture  
 and Professor of Philosophy-Religion, (1979)  
 B.A., Hamilton College, 1953  
 M.Div., Trinity Evangelical Divinity School, 1960  
 Th.M., Princeton Theological Seminary, 1963  
 D.Min., Covenant Theological Seminary, 1988
- Garey, Duane G., Associate Professor of Administration of Justice (1994)  
 A.A., Fresno City College, 1975  
 B.A., University of San Francisco, 1977  
 M.P.A., University of San Francisco, 1984
- Garrison, Kenneth E., Assistant Professor of Chemistry  
 B.A., Drury University, 1996  
 Ph.D., University of Missouri-Columbia  
 National Cancer Institute Post Doctoral Fellowship, University of Kansas,  
 2000
- Geisler, Teresa A., Associate Professor of Family & Consumer Sciences (1980)  
 B.S., Texas Wesleyan College, 1973  
 M.Ed., Texas Christian University, 1978
- Gerlach, Bruce A., Associate Professor of Music (1993)  
 Chairman Performing and Professional Arts Division  
 B.S., The King's College, 1978  
 M.M., West Chester University, 1985  
 D.M.A., The Southern Baptist Theological Seminary, 1992
- Graham, Mary Elyse, Associate Professor of Foreign Languages (1977)  
 B.A., Wisconsin State University at River Falls, 1967  
 M.A., University of Iowa, 1972  
 Ed.S., University of Iowa, 1972
- Graves, Marilyn, Professor of Health and Physical Education, (1970)  
 and Dean of the College  
 B.S., Arkansas Tech. University, 1962  
 M.Ed., University of Arkansas, 1970  
 Ed.D., University of Arkansas, 1980
- Green, Capt. Gerald H., Assistant Professor of Military Science  
 B.S., Southwest Missouri State University, 1995  
 M.A., Webster University, 2001
- Grim, Richard C, Professor of Graphic Arts  
 A.S., Trade Technical College, Los Angeles Trade Technical College, 1967  
 B.S., Arkansas State University, 1973  
 M.S.Ed., Arkansas State University, 1974  
 Ed.D., University of Tennessee, 1986
- Haile, Craig L., Assistant Professor of Mathematics (1997)  
 B.S., Southwest Baptist University, 1992  
 M.S., University of Missouri, 1994  
 Ph.D., University of Missouri, 1997

- Haile, Sheryl E., Assistant Professor of Psychology  
 B.A., Eastern Illinois University, 1991  
 M.Ed., University of Missouri-Columbia, 1994
- Head, Hayden, Associate Professor of English (1999)  
 B.S., Central Missouri State University, 1981  
 M.A., University of Dallas, 1994  
 Ph.D., University of Dallas, 1998
- Herchenroeder, Lt. Col Gary, Assistant Professor of Military Science (1996)  
 and Director of College Based ROTC  
 B.S., Southwest Missouri State University, 1985  
 M.A., Webster University, 2001
- Hiebsch, Gary, Associate Professor of Speech Communication (1995)  
 Chairman Human and Social Sciences Division  
 B.A., William Jewell College, 1987  
 M.A., Central Missouri State University, 1989  
 Ph.D., Indiana University, 1995
- Hoeck, Donald E., Assistant Professor of Physical Education  
 and Volleyball Coach (1998)  
 B.S., Warner Pacific College, 1981  
 M.S., George Williams College, 1985  
 Ph.D. (ABD), Oregon State University
- Hooser, Colvin P. Assistant Professor of Mass Communication  
 B.A., University of Arkansas, 1991  
 M.M., University of Arkansas, 1993
- Horrell, William, Assistant Professor of Humanities (1998)  
 B.A., University of Illinois, Chicago, 1971  
 M.A., University of Illinois, Chicago, 1976  
 Ph.D., University of Arkansas, 1999
- Howell, Camille, Director of Public Relations (1984)\* and Assistant Professor of Art  
 B.A., University of Mississippi, 1975  
 M.A., Vanderbilt University, 1978  
 Ph.D. University of Mississippi, 1983
- Howell, Michael W., Professor of History (1984)  
 B.A., Vanderbilt University, 1967  
 M.A., University of North Carolina, 1973  
 Ph.D., University of North Carolina, 1982
- Hubbard, Mark A., Associate Professor of Agriculture (1994)  
 B.S., North Carolina State University, 1985  
 M.S., Clemson University, 1991  
 Ph.D., Michigan State University, 1995
- Huddleston, Barbara, Assistant Professor of Mass Communications (1988)  
 B.A., Rockhurst College, 1971  
 M.A., Southwest Missouri State University, 1986  
 Ed.D., University of Arkansas, 1998
- Hughes, Charles F., Business Manager (1989)\*  
 and Assistant Professor of Business  
 B.S., University of Tennessee, 1974  
 M.S., University of Tennessee, 1975

- Isitt, Larry Richard, Assistant Professor of English (1997)  
 B.A., Eastern Washington University, 1968  
 B.A., Eastern Washington University, 1975  
 M.A., Eastern Washington University, 1985  
 Ph.D., University of Southern Mississippi, 1996
- Jesse, Lynda Kay, Associate Professor of Music (1979)  
 B.A., The School of the Ozarks, 1975  
 M.M., Northeast Louisiana University, 1977
- Johnson, Roy D., Professor of Agriculture (1972)  
 B.S., Southwest Missouri State University, 1966  
 M.S., University of Missouri, Columbia, 1970  
 Ph.D., University of Missouri, Columbia, 1972
- Johnston, Jeffery C., Professor of Art (1981)  
 B.F.A., University of Cincinnati, 1975  
 M.F.A., Portland State University, 1979
- Jones, Mark, Assistant Professor of English (2000)  
 B.A., Covenant College, 1988  
 M.A., Washington University, 1989  
 Ph.D. (ABD), St. Louis University
- Jones, Michael O., Associate Professor of Psychology (1994)  
 B.A., McKendree College, 1968  
 M.Div., Bangor Theological Seminary, 1972  
 M.S., Southern Illinois University, 1973  
 D.Min., San Francisco Theological Seminary, 1983  
 Ph.D., United States International University, 1994
- Keeter, Howell, Vice President\* and Professor of Education (1970)  
 B.S., University of Central Arkansas, 1959  
 M.S., University of Arkansas, 1961  
 Ed.D., University of Arkansas, 1967
- Keeter, William, Assistant Professor of Physical Education, (1996)  
 Chairman Education and Health Division  
 B.S., The School of the Ozarks, 1978  
 M.E., University of Arkansas, 1980
- Keith, Herbert Ross, Associate Professor of Agriculture (1970)  
 B.S.A., University of Arkansas, 1967  
 M.S., University of Arkansas, 1970
- Keller, Debra, Assistant Professor of Family and Consumer Sciences  
 and Assistant Director of Child Development (1993)  
 B.S.E., Pittsburg State University, 1974  
 M.S.E., Pittsburg State University, 1991
- Keeshaw, Stephen John, Professor of History (1972)  
 B.A., University of Puget Sound, 1968  
 M.A., University of Colorado, 1969  
 Ph.D., University of Colorado, 1971
- Lambeth, Lincoln Clarke, Assistant Professor of Spanish (1999)  
 B.A., Indiana University, 1985  
 M.A., Indiana University, 1989  
 Ph.D., University of Florida, 2000

- Leftridge, Kay, Assistant Professor of Education (1991)  
 B.S., Southwest Missouri State University, 1969  
 M.E., Drury College, 1976  
 Sp.Ed. Southwest Missouri State, 2000
- Lovelady, Mark S., Associate Professor of Aviation Science (1991)  
 B.S., The School of the Ozarks, 1982  
 M.S., University of Arkansas, 1989
- McGaha, Patrick N., Assistant Professor of Physical Education  
 B.A., Harding University, 1991  
 M.Ed., Harding University, 1995  
 Ph.D., Florida State University, 2000
- McMahon, Dana, Associate Professor of Education (1992)  
 and Director of Teacher Education  
 B.S., Murray State University, 1968  
 M.S.E., Arkansas State University, 1973  
 Ed.D., University of Arkansas, 1995
- McMahon, Donald P., Associate Professor of Psychology (1975-83, 1991)  
 B.S., Murray State University, 1968  
 M.S.E., Arkansas State University, 1973  
 Ed.D., University of Arkansas, 1977  
 M.S., United States Army War College, 2002
- Miller, Stephen A., Professor of Biology (1978)  
 B.S., Manchester College, 1972  
 M.S., Western Michigan University, 1974  
 Ph.D., University of Wisconsin, Madison, 1978
- Niboh, Martin, Assistant Professor of Physics and Mathematics (1999)  
 B.S., University of Yaounde, 1987  
 M.A., Kent State University, 1994  
 Ph.D., Kent State University, 1997
- Oetting, Bryan C., Assistant Professor of Agriculture  
 B.S., University of Arkansas, 1986  
 M.S., University of Arkansas, 1988  
 Ph.D., New Mexico State University, 1992
- Parent, Mark, Assistant Professor of Aviation Science (1998)  
 B.S., College of the Ozarks, 1993  
 M.S., Central Missouri State University, 1999
- Petty, Steven, Assistant Professor of Business (1998)  
 B.S., Missouri Western State College, 1986  
 M.A., Central Missouri State University, 1988  
 Ph.D., Oklahoma State University, 2001
- Quiko, Eduard, Professor of Political Science (1970)  
 B.A., Bethel College, 1965  
 M.S., Fort Hays State University, 1967  
 Ph.D., Southern Illinois University, 1970
- Rapinchuk, Mark E., Assistant Professor of Philosophy/Religion (1997)  
 B.A., Bethel College, 1980  
 M.Div., Bethel Theological Seminary, 1992  
 Ph.D., Trinity Evangelical Divinity School, 1996

- Rettig, Jeff H., Associate Professor of Biology (1991)  
 B.S., Arkansas State University, 1977  
 M.S., Arkansas State University, 1979  
 Ph.D., University of Georgia, Athens, 1988
- Riley, Kevin, Associate Professor of Business (1993)  
 B.S., John Brown University, 1979  
 M.B.A., University of Arkansas, 1981
- Russell, Donn, Associate Professor of Agriculture (2000)  
 B.S., Iowa State University, 1975  
 M.S., Iowa State University, 1984  
 Ph.D., Iowa State University, 1999
- Schmidt, Linda, Assistant Professor of Library Science (1996)  
 and Public Services Librarian  
 B.A., The School of the Ozarks, 1984  
 M.A., University of Missouri Columbia, 1996
- Shackette, Jerry, Assistant Professor of Hotel/Restaurant Management (1997)  
 B.A., Eastern Washington University, 1972  
 Certification: Professional Technical Education Hotel/Hospitality, 1995  
 M.Ed., Western Washington University, 1998
- Sherrill, Linda, Associate Professor of Education  
 B.S., Greenville College, 1972  
 M.A., Southeast Missouri State University, 1983  
 Ed.S., Southeast Missouri State University, 1995  
 Ed.D., Saint Louis University, 2000
- Simmons, Gwen, Assistant Professor of Library Science (1991)  
 and Library Media Specialist  
 B.A., The School of the Ozarks, 1989  
 M.A., University of Missouri-Columbia, 1990
- Smith, Andrew T., Assistant Professor of Aviation Science (1996)  
 B.S., College of the Ozarks, 1990  
 M.S., Central Missouri State University, 1998
- Smith, Thomas R., Associate Professor of Agriculture (1977)  
 B.S., University of Arkansas, 1970  
 M.S., University of Arkansas, 1976
- Staugaard, Andrew C., Associate Professor of Computer Sciences (1985)  
 B.S., Central Missouri State University, 1969  
 M.S., University of Missouri at Kansas City, 1974
- Swearingen, Daniel Joseph, Associate Professor of Agriculture (1977)  
 and Chair of Technical and Applied Sciences Division  
 A.A., Highland Community College, 1975  
 B.S., Illinois State University, 1976  
 M.S., University of Wisconsin, Platteville, 1977
- Vincent, Damon I., Professor of Technology (1972)  
 B.S., Clemson University, 1963  
 M.A., Western Kentucky University, 1971  
 Ph.D., University of Missouri, Columbia, 1988
- Waller, Allan J., Assistant Professor of Physical Education (1977)  
 and Athletics Director, Men's Basketball Coach  
 B.S., St. Mary of the Plains College, 1970  
 M.S., University of Missouri, Kansas City, 1975

- Watts, Kathy, Assistant Professor of Foreign Language (1995)  
 B.S.E., Ouachita Baptist University, 1971  
 M.S.E., Ouachita Baptist University, 1974
- Watts, Patsy Ann, Associate Professor of English (1992)  
 B.A., The School of the Ozarks, 1983  
 M.A., University of Arkansas, 1988  
 Ph.D., University of Arkansas, 1994
- Williams, Michael L., Assistant Professor of Graphic Arts (1997)  
 B.A., The School of the Ozarks, 1981  
 M.S.E., University of Central Arkansas, 1996
- Wilson, George L., Assistant Professor of Physical Education (1997)  
 and Women's Basketball Coach  
 A.A., Southwest Baptist Junior College, 1961  
 B.A., Drury College, 1963  
 M.S., Pittsburg State University, 1968
- Wilson, John E., Associate Professor of English  
 B.A., University of Orego, 1985  
 Ed.M., Oregon State University, 1999  
 M.A., University of Oregon, 1987  
 Ph.D., University of Oregon, 1994
- Wyly, Ronald D., Associate Professor of Library Science  
 and Reference Librarian (1990)  
 B.S.E., Northeast Missouri State University, 1979  
 M.A., Northeast Missouri State University, 1985  
 M.L.S., Syracuse University, 1989
- Young, Karl F., Professor of Sociology (1997)  
 B.A., University of Tulsa, 1961  
 M.A., University of Tulsa, 1966  
 M.Div., Dubuque Theological Seminary, 1980  
 Ph.D., University of Missouri, 1976
- Young, Lisa, Assistant Professor of Theatre (2001)  
 B.P.A., Oklahoma City University, 1990  
 M.A., Soutwest Missouri State University, 2000
- Young, Mark, Professor of Theatre (1983)  
 B.F.A., University of Evansville, 1977  
 M.F.A., University of Georgia, 1980



## ADJUNCT INSTRUCTORS

Elise Bishop	B.A., M.A. . . . .	English
Ann Bluedorn	B.S. . . . .	Sociology
W.K. Boyce	A.A., B.A., M.A. . . . .	Psychology
Jerald Darnall	B.S., M.A., M.F.A. . . . .	Theater
Robert Docherty	B.A. . . . .	Religion
Marilyn Droke	B.M., M.S. . . . .	Music
Margaret Erickson	B.S.N. . . . .	Music Coach/Accompanist
Rick Findley	B.S., M.S. . . . .	Math
Cheryl Fortenberry	B.S., M.S. . . . .	Sociology
Jeff Fugitt	B.A., M.Div. . . . .	Religion
Paul Gianoli	B.A., M.A., Ph.D. . . . .	English
Nancy Green	B.S. . . . .	Physical Education
Matt Grindstaff	B.S., M.A. . . . .	Mass Communication
William Harness	B.S., M.S., D.D.S. . . . .	Biology
Joanna Hubbard	B.S. . . . .	Agriculture
Beth Huddleston	B.S. . . . .	Family & Consumer Science
Sarah Klinefelter	M.A. . . . .	Exploration of the Arts
Steve Mefford	B.A., M.S. . . . .	Administration of Justice
Cynthia Parker	B.S., M.S. . . . .	Family & Consumer Science
Randy Parker	B.A., M.B.A. . . . .	Accounting
Claire Richardson	B.M., M.M. . . . .	Music
Lilian Rivera	B.A. . . . .	Foreign Language
Kenneth Rose	B.A., M.B.S., Ph.D. . . . .	English
Harry Russel	B.S. Ed., M.A., Ph.D. . . . .	Speech
Nick Sharp	A.A. . . . .	Physical Education
Robert Stricklin	A.A., A.C.F. . . . .	Family & Consumer Science
Jeanette Surratt	B.S. . . . .	Computer Science
Gary Turbak	B.S., M.S. . . . .	Physical Education
Richard White	B.S., S.C. (A.S.C.P.) . . . . .	Biology
Julie Wolfe	B.S. . . . .	English As Second Language
Mitch Yung	B.S.A., M.F.A. . . . .	Art

## EMERITI ADMINISTRATION

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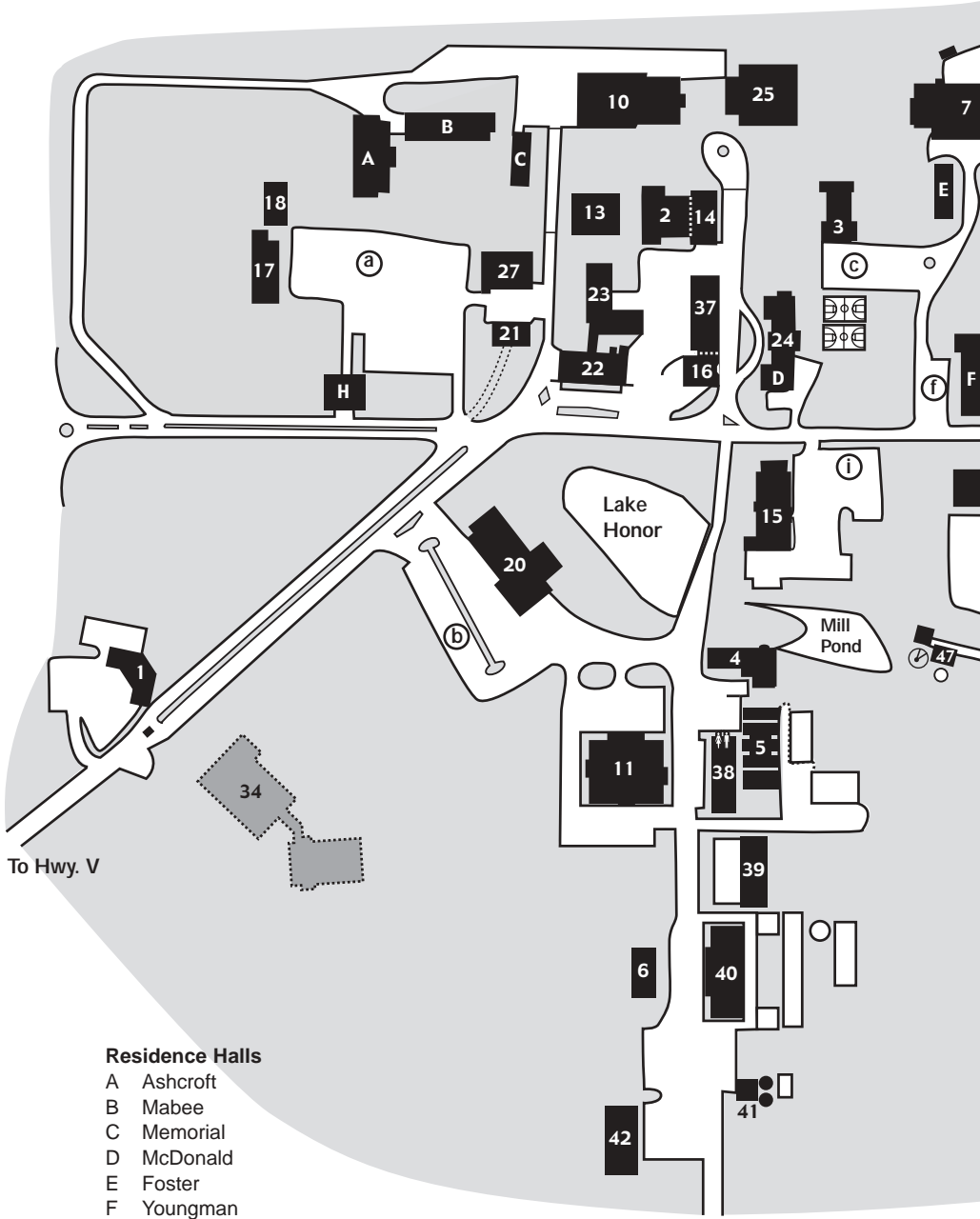
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Jones, Sherry, Assistant. Registrar  
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Ketcher, Sam, Controller  
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 Ogden, Scott, Laundry Manager  
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 Pettit, Patricia, Computer Center  
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 Phillips, Marvin, Machine Shop  
 Ponder, Gary, Museum  
 Ponder, Josh, Electronics, Power Plant  
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 Sanders, Virginia, Fruitcake/Jelly  
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 Smith, Michael, Construction  
 Smith, Sheri, Stained Glass/Candles  
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 Sooter, Ronnie, Machine Shop  
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 Swearingen, Mary, Campus Hospital  
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 Waller, Martha,  
     Child Development Director  
 Wallis, Renee,  
     Foster Dorm Supervisor  
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 Wiebe, Kevin, Construction  
 Williamson, Angela, Admissions  
 Wilson, Robert E., Power Plant  
 Wilson, Robert S., College Press  
 Withee, Sherry, Bookstore Manager  
 Wood, Les, Airport Mechanic  
 Wright, Linda, Steno Pool Supervisor

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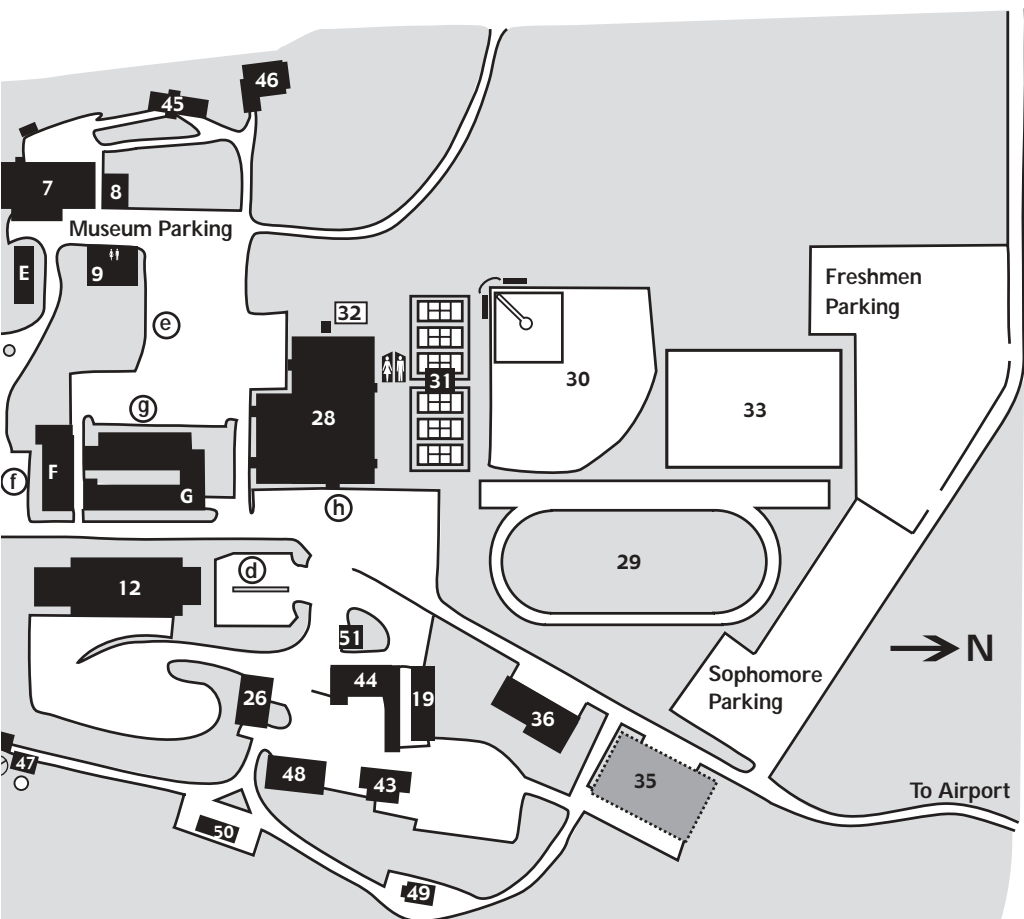
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**Residence Halls**

- A Ashcroft
- B Mabee
- C Memorial
- D McDonald
- E Foster
- F Youngman
- G Kelce
- H Firehouse



- |                                |                                       |                               |
|--------------------------------|---------------------------------------|-------------------------------|
| 1 Friendship House             | 16 Jamison Mass Media Building        | 32 Volleyball Court           |
| 2 Fruitcake and Jelly Kitchen  | 17 Family & Consumer Science Building | 33 Intramural Field           |
| 3 Chapel                       | 18 Weir Home                          | 34 The Keeter Center          |
| 4 Edwards Mill                 | 19 Technology Center                  | 35 Construction Building      |
| 5 Greenhouses                  | 20 College Center/Cummings Auditorium | 36 Daycare Center             |
| 6 Tractor Museum               | 21 Post Office                        | 37 Power Plant                |
| 7 Ralph Foster Museum          | 22 Administration Building            | 38 Horticulture Building      |
| 8 Star Schoolhouse             | 23 Berger Business Building           | 39 Bull Barns                 |
| 9 Doc Good Park and Pavilion   | 24 McDonald Clinic                    | 40 Dairy                      |
| 10 Jones Learning Center       | 25 Library                            | 41 Feed Mill                  |
| 11 Youngman Agriculture Center | 26 Laundry                            | 42 Sale Barn                  |
| 12 Plaster Business Building   | 27 College Press                      | 43 Transportation             |
| 13 Jordan Music Building       | 28 Keeter Gymnasium                   | 44 Warehouse                  |
| 14 Music Rehearsal Hall        | 29 Track                              | 45 Guest House                |
| 15 Pfeiffer Science Building   | 30 Baseball Field                     | 46 President's Residence      |
|                                | 31 Tennis Courts                      | 47 Water Treatment Plant      |
|                                |                                       | 48 Sheet Metal & Machine Shop |
|                                |                                       | 49 Processing Plant           |
|                                |                                       | 50 Storage Building           |
|                                |                                       | 51 Paint Shop                 |



# 2002

<p><b>JANUARY</b></p> <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			<p><b>FEBRUARY</b></p> <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			<p><b>MARCH</b></p> <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							<p><b>APRIL</b></p> <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
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