

# WESTMINSTER COLLEGE

## CATALOG 2008-2009

Westminster College is accredited by the  
North Central Association of Colleges and Schools.  
Letters of accreditation will be made available upon request  
in the Office of Academic Affairs.

Westminster College publishes this Catalog as a service to students and interested parties.  
The course offerings, regulations, and fees appearing in this catalog are announcements and should  
not be construed as contractual obligations. The College reserves the right to make changes  
in this Catalog without notice. Courses listed in this Catalog may not be offered annually.

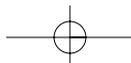


WESTMINSTER  
COLLEGE

501 Westminster Avenue  
Fulton, MO 65251

(573) 642-3361

[www.westminster-mo.edu](http://www.westminster-mo.edu)



# TABLE OF CONTENTS

To search for a specific word or phrase press Control+Shift+F and enter the word or phrase in the search box to the right

<b>Westminster at a Glance</b>	<b>2</b>	English Major and Minor	51
Campus Map	3	Entrepreneurial Studies Minor	53
<b>The History of Westminster College</b>	<b>4</b>	Environmental Science Major	53
<b>Mission, Goals, and Vision</b>	<b>6</b>	Environmental Studies Major	53
<b>Student Life</b>	<b>8</b>	European Studies Minor	54
<b>Admissions</b>	<b>11</b>	Fine Arts Program	54
<b>Tuition and Fees</b>	<b>13</b>	French Major and Minor	55
<b>Financial Aid</b>	<b>16</b>	Health Professions Program	55
Grants and Loans	16	History Major and Minor	56
Scholarships	17	European History Minor	56
<b>Academic Programs</b>	<b>22</b>	United States History Minor	56
Academic Support Services	22	International Business Major and Minor	56
The Learning Opportunities Center	22	International Studies Major	57
International Study and Off-Campus	23	Leadership Studies Minor	59
Internship Program	24	Leadership Certification Program	59
Major Programs of Study	24	Learning Disabilities Program	61
Minor Programs of Study	25	Management Information Systems Major	61
Special Academic Programs	26	Mathematical Sciences Major and Minor	62
Reeves Memorial Library	27	Music Program	62
<b>Academic Policy and Procedure</b>	<b>29</b>	Philosophy Major and Minor	63
<b>FERPA</b>	<b>35</b>	Physical Education Major	
<b>Honors and Awards</b>	<b>37</b>	and Coaching Minor	63
<b>Degree Requirements</b>	<b>38</b>	Physics Major and Minor	64
<b>Majors and Minors</b>	<b>41</b>	Political Science Major and Minor	65
Accounting Major	41	Pre-Engineering Minor	66
Allied Health (Biology) Minor	42	Pre-Law Minor	66
American Studies Minor	42	Psychology Major and Minor	66
Asian Studies Minor	42	Religious Studies Major and Minor	67
Biochemistry Major	43	Self Designed Major and Minor	68
Biology Major and Minor	44	Sociology and Anthropology	
Business Administration Major and Minor	44	Major and Minor	68
Chemistry Major and Minor	46	Spanish Major and Minor	68
Classics Minor		Speech Communication Program	69
(Without Language Component)	46	Women's and Gender Studies Minor	69
Classics Minor		Reserve Officers Training Corps (ROTC)	70
(With Latin Component)	46	<b>Course Descriptions</b>	<b>71</b>
Computer Science Major	47	<b>Administration and Staff</b>	<b>101</b>
Economics Major and Minor	48	<b>Faculty</b>	<b>103</b>
Education	48	<b>Board of Trustees</b>	<b>106</b>
		<b>Alumni Council</b>	<b>107</b>
		<b>Calendar</b>	<b>108</b>
		<b>Alma Mater</b>	<b>113</b>

# WESTMINSTER AT A GLANCE

Westminster College, a selective, independent, four-year co-educational residential college, was established in 1851, with a liberal arts and sciences foundation that still stands today. Westminster's general education program is grounded in a commitment to liberal learning in the arts and sciences and providing its students with opportunities to explore the aesthetic, cultural, ethical, historical, scientific and social contexts, in which they will live, work and learn in the 21st century. In addition to providing the broad view needed for perspective in today's world, Westminster College provides the specialized training necessary for career success as well as preparation for advanced graduate and professional studies.

Westminster offers a wide variety of majors, minors and pre-professional programs of study. In addition to these programs, students may design a personalized program of study through the self-designed major. The College's Office of International & Off-Campus Programs assists students seeking overseas study opportunities or pursuing exchange opportunities with sister institutions. The College maintains affiliations with a variety of institutions and programs which allow for students to choose from nearly 150 approved foreign and domestic programs in 40 countries.

Westminster's faculty hold degrees from some of the finest institutions of higher learning. Roughly 70% percent of the College's full-time faculty hold a doctorate or an equivalent terminal degree; several have received Fulbright grants; others are engaged in advanced research and scholarly study. These dedicated teacher-scholars combine a commitment to the principles of liberal education with expertise in their disciplinary specialties and a devotion to the intellectual growth of their students. The College encourages close personal interactions between faculty and students, providing one of the vital cornerstones of excellence in teaching and learning. Student/faculty ratios of 14:1 ensure that students receive personal attention.

Small by design, the College enrollment was 972 students in fall 2007. Over 65% percent of these students came from Missouri. In addition, 28 states and 65 foreign countries are represented in the student body. International students make up 13 percent of the student body placing Westminster as one of the top- 5 baccalaureate liberal arts colleges in the country and #1 in the state of Missouri. The Westminster students are as illustrious as the faculty, with an average entering ACT of 25.4 and an average high school grade point average of 3.31. Approximately 45 percent of the students belong to one of the eight fraternities and sororities that keep the Westminster College social scene active.

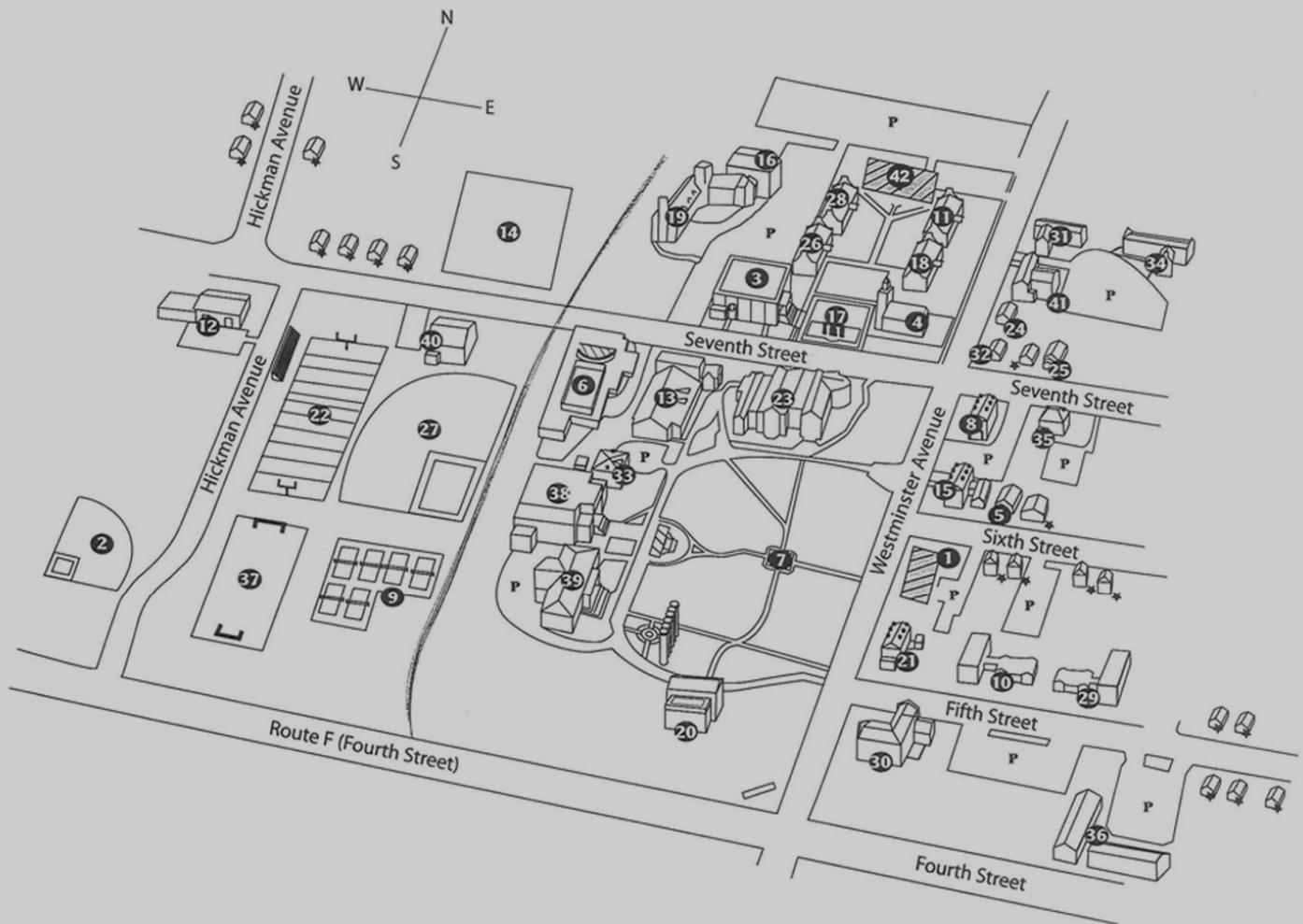
Annual lectures at Westminster College include the John Findley Green Lectures, a distinguished series on economics, social and international affairs; the endowed IBM Lecture Series, which brings to the campus

leaders or professors in the area of business and finance; and the Crosby Kemper Lectures, in which authorities on British history and Sir Winston Churchill come to speak at the Churchill Memorial.

Westminster College is accredited by the North Central Association of Colleges and Schools. It competes at the NCAA Division III level in varsity athletics and is a member of the St. Louis Intercollegiate Athletic Conference. Men's varsity sports include baseball, basketball, football, golf, soccer and tennis; women's varsity sports include basketball, golf, soccer, softball, tennis and volleyball. More than 20 intramural sports are offered for men, women and coed teams.

Westminster College offers a wide range of academic and need-based financial support. About 98 percent of the College's students receive aid in the form of scholarships, grants, loans, or work-study opportunities.

Westminster College is located in Fulton, Missouri. Fulton is a pleasant community of 12,000 people, located just off Interstate 70, 100 miles west of St. Louis, 150 miles east of Kansas City and 70 miles north of the Lake of the Ozarks. The Missouri School for the Deaf and William Woods University are also located in Fulton. The University of Missouri-Columbia, Stephens College and Columbia College are 25 miles west of Fulton in Columbia. Jefferson City, the state capital and home of Lincoln University, is 20 miles to the south. The campus grounds encompass 86 acres, the heart of which is a lovely, tree-shaded area enhanced by the stately Greek revival architecture of the surrounding campus buildings. Find additional information on Westminster news, press releases, special events, alumni connections, library resources, parent information, calendars, maps and community information online at [www.westminster-mo.edu](http://www.westminster-mo.edu). Be sure to bookmark the page!



## The Campus of Westminster College

- |   |   |                                      |
|---|---|--------------------------------------|
| 1. Beta Theta Pi Fraternity   | 16. Kent and Judith Mueller Student Center                        | 30. Sigma Chi Fraternity             |
| 2. Blue Jay Field (Softball)  | 17. Latshaw Plaza/Breakthrough<br>(Berlin Wall Sculpture)         | 31. Sweazey Hall                     |
| 3. Champ Auditorium   | 18. Marquess Hall   | 32. Tuttle House                     |
| 4. Church of St. Mary The Virgin,<br>Aldermanbury/Churchill Memorial and<br>Library | 19. Mueller Leadership Hall                                       | 33. Washington West House            |
| 5. CIVICUS House  | 20. Newnham Hall  | 34. Weigle Hall                      |
| 6. Coulter Science Center   | 21. Phi Delta Theta Fraternity                                    | 35. Westminster Development Center   |
| 7. Davidson Leadership Plaza  | 22. Priest Field (Football)                                       | 36. Westminster Apartments           |
| 8. Delta Tau Delta Fraternity   | 23. Reeves Library and Hazel Wing                                 | 37. Westminster Field (Soccer)       |
| 9. Elder Tennis Courts  | 24. Remley Women's Center/<br>Independent House                   | 38. Westminster Gymnasium            |
| 10. Emerson Hall  | 25. Residential and Greek Life/<br>Center for Teaching Excellence | 39. Westminster Hall                 |
| 11. Gage Hall   | 26. Rice Hall   | 40. Wetterau Center for Field Sports |
| 12. General Services (Plant Operations)   | 27. Saucier Field (Baseball)                                      | 41. Wetterau Hall                    |
| 13. Hunter Activity Center  | 28. Scott Hall  | 42. New Freshman Residence Hall      |
| 14. Intramural/Practice Field   | 29. Sigma Alpha Epsilon Fraternity                                |                                      |
| 15. Kappa Alpha Order Fraternity  |   | P = Parking                          |

# THE HISTORY OF WESTMINSTER

On September 29, 1849, Missouri Presbyterians met in a small country church near the village of Auxvasse in Callaway County. At this time, Missouri was still a pioneer state and large areas of land were unsettled; transportation was by river or stage line; the new state stood at the very edge of the frontier. These problems, however, did not concern one Kentucky man attending the meeting and that was pastor of the nearby Fulton Church, Rev. William W. Robertson. Robertson was concerned about the area's high rate of illiteracy, its lack of educational opportunities and the enormous problems these facts posed to the task of spreading the church's work. What Robertson needed were young men prepared for the ministry and other Christian professions through educational training at a church-sponsored college. Robertson's concern resulted in the establishment of Fulton College on February 18, 1851.

It is difficult now to appreciate the courage and faith necessary in such an undertaking. Funding was limited and the state was slow to develop a system of higher education. In fact, the Presbyterian Synod of Missouri reported at its annual meeting in 1845 a cash balance of two and one-half cents. Undaunted by these obstacles, pioneers like Robertson combined their energy and assets to found Fulton College.

The College's first professor, William Van Doren from New Jersey, was employed at an annual salary of \$800 and on the first Monday in October 1851, some fifty young men attended the first classes. In 1853, the Synod of Missouri adopted Fulton College and gave it the Presbyterian name "Westminster." On July 4 of 1853, the cornerstone of the first college building, old Westminster Hall, was laid. Although the original hall was destroyed by fire in 1909, the columns from the portico of that stately structure were preserved. They still stand today as a reminder of the College's glorious past and as an inspiration for the future.

After nearly a decade spent establishing a tradition of academic excellence, the College was faced with the turbulence of the Civil War and the conflict of existing in a town with Southern sympathies occupied by Union troops. Westminster not only survived, it managed to graduate classes uninterrupted through the war years—something no other Missouri college or university outside St. Louis was able to do. Bitter post-Civil War antagonisms split the Missouri Presbyterian Church, creating major financial difficulties for Westminster. The College was able to continue largely because of an unusually capable and dedicated faculty. Professors such as John Harvey Scott and John Jay Rice became renowned for their scholarship, devotion to the school and belief in education. These early professors set high standards for college faculty that have characterized Westminster ever since.

At the close of the civil strife, Missouri and the Presbyterian Church were divided into North and South. Westminster became an institution of the

Southern Presbyterian Church and for many years, because of impoverished post-war conditions, received little more than local patronage or help. Finally, in 1891, the course of events was altered by a bequest of approximately \$125,000 from the estate of Mr. William Sausser of Hannibal, Missouri. At the time, this was the largest single bequest ever made to an educational institution in Missouri. It rewarded the sacrifices of those who had struggled to insure the continuation of the college and allowed Westminster to move forward with new vigor and enthusiasm.

In 1901, after 40 years, the Synod of Missouri of the Northern Presbyterian Church and the Synod of Missouri of the Southern Presbyterian Church reunited in support of Westminster. This union was maintained until 1969, when Westminster College and the Presbyterian Church agreed to sever legal ties. In 1984, Westminster College and the Synod of Mid-America of the Presbyterian Church (U.S.A.) approved a covenant, which recognizes that the College and the church will remain independent entities but affirm a historic and continuing relationship of support. Despite a tragic fire, two world wars, a crippling national depression and other adversities, Westminster College has prevailed as a high-quality leader in liberal arts education.

One structure on the Westminster campus that serves as a symbol of the College is the campus chapel, the Church of St. Mary, the Virgin, Aldermanbury. Originally erected in 17th century England in the shadows of a quite different Westminster, the church was designed by Sir Christopher Wren in 1670 and was located in London at the corner of Aldermanbury and Love Lane. During the 1940 German blitz, the church received a direct hit from an incendiary bomb. The interior was totally gutted by the blast, but the exterior walls remained standing. Those 700 tons of Portland limestone were carefully dismantled in the mid-1960s and shipped across the Atlantic to Fulton, where the building was painstakingly rebuilt and restored to its original condition.

Today, the church, museum and library stand as a memorial to Sir Winston Churchill, commemorating the man and his historic visit to Westminster College in 1946. Churchill came to Westminster at the invitation of the College and then U. S. President Harry S. Truman to deliver one of his most significant speeches, "The Sinews of Peace," now commonly known as "The Iron Curtain Address." In this historic speech Churchill uttered the following famous and portentous words: "From Stettin in the Baltic to Trieste in the Adriatic, an iron curtain has descended across the continent..."

Sir Winston Churchill's speech was one of the John Findley Green Lectures. Established in 1936 as a memorial to John Findley Green, the supporting fund for the lectures stipulates, "that the speaker shall be a person of international reputation whose topic shall be within the aim of

those lectures and who shall present it with regard for Christian tolerance and practical benevolence.” The roster of Green lecturers which have taken place at Westminster College includes theologian Reinhold Niebuhr, former President Harry S. Truman, Nobel laureate physicist Sir George Paget Thomson, Vice President Hubert H. Humphrey, author and scientist C. P. Snow, Senator J. William Fulbright, FBI Director Clarence Kelly, former President Gerald R. Ford, former Prime Minister of Great Britain Edward Heath, the Honorable Clare Booth Luce, Secretary of Defense Caspar Weinberger, President George Bush, philosopher Paul Ricoeur, former President of the Soviet Union Mikhail Gorbachev, former U.S. Ambassador to Russia, Robert S. Strauss, former British prime minister Margaret Thatcher and Lech Walesa, Nobel Laureate and former President of Poland.

Historically a men’s college, Westminster admitted its first coeducational class in the fall of 1979. Many Westminster alumni have achieved eminence in their fields, particularly in business administration and the professions of medicine, dentistry, law and the ministry. Four Westminster students have been awarded the highly prestigious Rhodes scholarships for study at Oxford University in England and a 1997 alumna was awarded the prestigious Truman Scholarship for graduate study.

A list of Westminster alumni includes John R. Opel, former chairman of the executive committee of IBM Corporation; Dr. Hoyt Gardner, former president of the American Medical Association; Dr. Thomas Starzl, the first physician to transplant a human liver; Dr. Wallace Coulter, inventor of the Coulter Counter blood separator; Alfred C. Sikes, former chairman, Federal Communications Commission; George F. Gunn, Jr., judge of the U.S. District Court; Edward D. Robertson, Jr., justice of the Missouri Supreme Court; Ted C. Wetterau, former chairman, Wetterau, Inc.; B. A. Bridgewater, Jr., former chairman, The Brown Group, Bruce Smith, CEO of oil reigning giant, TESORO, and G. David Gearhear, recently selected as the Chancellor of the University of Arkansas.

In addition to accolades won by alumni and faculty, Westminster College has been recognized in *The Washington Post* as one of the Top 20 “Hidden Gems” among U.S. colleges and universities. Most recently, Westminster College was ranked the fourth best value private college in the nation according to *The Princeton Review’s 2007 America’s Best Value Colleges*.

# MISSION, GOALS, AND VISION

## ***The Columns Concept***

*At Westminster College, we excel at developing young men and women to be leaders in a global community. This concise statement of our institutional identity, which we refer to as the Columns Concept, captures the transformation that takes place for students at Westminster College between the Columns—from freshman convocation to senior commencement. It is a deep, internal, and collective understanding of what we do best. The Columns Concept expresses succinctly what we stand for, our enduring sense of mission, vision, goals, and values, and it gives focus and direction to everything we do at Westminster College.*

*With this as our guidepost, the following mission, vision, and academic goals are set forth for Westminster College:*

### **Mission**

It shall be the mission of Westminster College to educate and inspire all its students through a distinctive liberal arts curriculum and a dynamic developmental experience; to challenge them to be critically aware, life-long learners and leaders of character, committed to the values of integrity, fairness, respect and responsibility; and to prepare them for lives of success, significance and service.

### **Vision for the Institution**

Westminster College will retain and enhance its reputation as a premier liberal arts college. We will continue to grow and thrive. Distinguished by the accomplishments of our graduates and our association with world leaders, the College will serve as an intellectual and cultural resource for our students, the local community, the region, and the nation.

### **Vision for Institutional Programs**

Westminster College will offer a high quality, innovative, liberal arts curriculum that is fully integrated with a holistic student development program, so that graduates will develop the intellectual, ethical, professional, and social foundation for leadership and service in a global community. Academic and student life programs will be meaningful and engaging, providing appropriate challenge and support so that all students reach their full potential.

### **Vision for the Faculty and Staff**

Westminster will be known as a campus that cares. Our faculty and staff will be dedicated to the success of our students and committed to student welfare and growth in all developmental domains. Faculty will be first class educators and scholars, who blend outstanding academic credentials with excellence in teaching and a focus on the welfare of our students. Classes will be small, dynamic, and student centered and will emphasize human interaction, intellectual growth, and character development. Through

their excellence, dedication, involvement with the students, and their own personal example, the faculty and staff will play a crucial part in providing the atmosphere for growth and development only possible in a small, private college.

### **Vision for the Campus**

The Westminster College campus will provide excellent facilities to support our high quality educational and personal development experience. Student living areas and academic buildings will be clean, well maintained, and connected to technology.

The campus grounds, athletic fields, and fraternity housing areas will reflect our pride in and love for the college as well as the excellence of our programs. The Churchill Memorial will be an integral part of the campus scene and will symbolize the leadership and selfless service of Churchill himself. The campus culture will bring to reality the vision of free and open thought and speech that nurtures educational excellence.

### **Vision for the Student Body**

Westminster College will be a selective, traditional, residential liberal arts college that attracts and retains high quality students primarily from the mid-west, but also from throughout the nation and overseas. The full time enrollments will grow to 1000 students by 2011. Students will be challenged to grow intellectually, ethically, professionally, socially, and spiritually. The combined effects of the academic and student life programs in a caring campus environment will inspire students to appreciate and internalize the values of integrity, fairness, respect for others and their property, and responsibility. Mentored by a committed faculty and involved alumnae and alumni, graduates will be prepared, motivated, and inspired to live lives of leadership, service, and professional fulfillment in a global community.

### **Vision for the Alumnae/Alumni**

Westminster graduates will lead successful and fulfilling lives. Having achieved some measure of their success because of their Westminster experience, they will give back to future generations through personal involvement and financial support. They will be actively involved in alumnae/alumni activities, maintaining fellowship with fellow graduates and sustaining their connection to the College. Further, they will support Westminster through mentorship of students, involvement with College activities, service on committees and boards, and recruitment activities in their local communities.

### **Educational Goals**

The enduring goal of a liberal arts education is the formation of well-rounded individuals whose breadth and depth of knowledge and diverse approaches to understanding prepare them for professional careers and a lifetime of learning and service. In this spirit, Westminster College provides programs that allow students to develop proficient and creative thinking in a field of study while also acquiring the following knowledge, skills and perspectives:

- **Critical Thinking:** development of sound analytical and synthetic reasoning skills and the ability to employ them in problem solving;
- **Communication:** ability to write, speak, read, and listen effectively;
- **Mathematical Skills:** ability to use and understand statistical and other quantitative techniques to interpret data;
- **Historical Perspective:** awareness of our human heritage and of the power of historical methods for revealing patterns and meanings in our national and international life;
- **Social Institutions:** knowledge of the major institutions of society such as work, family, voluntary associations, and government;
- **Science:** understanding the nature of scientific inquiry as well as the role of science in the modern world;
- **Technology:** ability to employ computer and other technologies in writing and in the manipulation of data, and understanding the nature and limits of technology;
- **Cultures:** awareness and appreciation of diverse cultures, languages, philosophies, religions, and methods of understanding them;
- **Values:** awareness of the role of values in decision making, of the search for meaning and identity, and of the ethical issues of society;
- **Aesthetic Sensitivity:** appreciation and understanding of literature and the fine arts; and
- **Global Interdependence:** awareness of the increasing complexity and interconnectedness of our world and the implications for our economic, political, social, and cultural systems.

# STUDENT LIFE

A Westminster education is much more than the completion of a series of courses. While learning about physics, sociology, and history is critically important, so is learning how to lead, work with others, and apply your classroom knowledge to your profession. These lessons are often learned outside of formal classes, in student organizations, campus activities, service projects, and outside internships.

Westminster's Student Life staff and programs are devoted to your success and learning. The key is that if you need help, want a certain experience, or have a question – ASK! That's why we're here.

Following are brief explanations of some of our programs. Much more detail is available on the web site and in the Student Handbook, available at:

[www.westminster-mo.edu/studentlife/Documents/handbook.pdf](http://www.westminster-mo.edu/studentlife/Documents/handbook.pdf).

## Residential & Greek Life

The residence halls and fraternity houses are where Westminster students make their first new friends, get engaged as members of the College community, and learn about living and working with others. Residence halls have upper-class students, known as Resident Advisors (RAs), who are there to help students when they have concerns or problems. Staff is also available to help in the Office of Residential and Greek Life at 327 W. 7th Street.

### Residency Requirement

A significant part of a student's education at Westminster College takes place in the living groups. Consequently, Westminster College requires all admitted degree-seeking students with Freshman, Sophomore, or Junior academic standing at the beginning of the academic year to live in one of the college residence halls, fraternity houses, college-owned residential houses, or college apartments. Fraternity members may be subject to additional residency requirements at the discretion of the chapter, which Westminster College supports.

Any student who wishes to be granted an exception to this policy must submit a written request for that exception to the Office of Residential and Greek Life. If an exception is granted, the exception is granted for no longer than that academic year; therefore, students must submit a request for an exception on an annual basis in those cases where the student wishes to renew the exception. Contact the Office of Residential and Greek Life for more information on how to request an exception. Research on Westminster students show that it is especially important that new freshmen reside on campus. For this reason, exceptions to the residency requirement will be very rare for new freshmen. Otherwise, exceptions to this policy may be requested by students who:

1. Are living at home with their parents;
2. Are 21 years or older as of the first day of classes of the semester;
3. Are married.
4. Would like to live off-campus for some other verifiable reason.

All students residing in a residence hall must participate in a college meal plan.

### Fraternities & Sororities

Six national men's social fraternities have chapters at Westminster

College.

The six men's fraternities, the year the local chapter was founded and their addresses are as follows:

- Beta Theta Pi (1867), 502 Westminster Avenue
- Delta Tau Delta (1939), 604 Westminster Avenue
- Kappa Alpha Order (1890), 602 Westminster Avenue
- Phi Delta Theta (1880), 500 Westminster Avenue
- Sigma Alpha Epsilon (1949), 315 West Fifth Street
- Sigma Chi (1949), Fifth Street and Westminster Avenue

During 1981-82, two national women's fraternities, Kappa Alpha Theta and Kappa Kappa Gamma, established chapters at Westminster College. The women's fraternities have lounges and chapter rooms in the residence halls, but the members live in various residence halls.

## Counseling and Health Services

Westminster College is committed to the promotion of healthy lifestyles and a wellness model that includes six dimensions: social, emotional, physical, vocational, mental, and spiritual. Education and prevention-oriented programs are available on campus to encourage students to make good decisions regarding nutrition, exercise, smoking, alcohol and drug use, sexual behavior and other lifestyle issues. Counseling and Health Services includes three different programmatic areas: Counseling Services, the Student Health Clinic, and the Wellness Program.

### Counseling Center

The counseling staff works with individuals and groups who request help with a wide variety of problems, including relationship and family problems, stress and anxiety, substance abuse, eating disorders, educational and career alternatives, communication skills, GLBT issues, depression, and spiritual concerns. Consultative services are available to student groups concerned with issues that arise from the college environment. Also, staff members are available for consultation with any of the College personnel who deal with student concerns. Congruent with the Counseling and Health Services' philosophy and professional ethics, counseling relationships are voluntary and confidential.

### Student Health Clinic

The Student Health Clinic is staffed by a nurse practitioner each school day and its services are provided for all full-time students. The Clinic offers students unlimited clinic visits for acute and minor illnesses, minor injuries, sports physicals, allergy injections, well-woman and man exams, and the management of chronic illnesses. It also provides some in-office laboratory services. Should outside laboratory services be necessary, the student will be charged a reduced at-cost fee. Likewise, should a student need care beyond the scope of the on-site clinic (e.g., x-rays and pharmaceuticals), the student will be responsible for these charges.

When referring students to other health care services, the clinic staff will make every effort to send students to a service covered by their health plan. Parents are encouraged to review insurance issues with their students before they arrive on campus and to give a copy of the insurance card to the student to be carried at all times. Students should also be given a list of health care providers in the mid-Missouri area that accept their insurance coverage.

Emergencies are handled at the Callaway Community Hospital where a physician is always on duty.

## Wellness Program

Helping students make informed, responsible lifestyle decisions is the primary aim of our Wellness Program, including the issues of nutrition, exercise/fitness, sexual health, stress management, healthy relationships, and substance abuse. These programs take the form of workshops, information tables, promotional campaigns, formal presentations, and individual consultations. Peer health educators coordinate many of these programs, including Wellness Week, Alcohol Awareness Week, The Great American Smoke-Out, Stress-Down Week, and Safe Spring Break Week. The Wellness Program also coordinates fitness programs throughout the year, including aerobics, Tai Chi, yoga, 50 days of fitness, and self-defense.

BASICS is a special wellness program that squarely faces the issues of alcohol and other drug use; it includes prevention/ education activities, assessment and evaluation of substance abuse, and referral to specialized services. One major health education effort is Healthy Graffiti, a weekly health information bulletin that is placed in all campus restrooms.

## Student Health Forms and Required Immunizations

All new full-time students entering Westminster College must have documented proof of measles, mumps and rubella immunity, a tetanus/diphtheria booster within the past 10 years, and a questionnaire screening for tuberculosis. This documentation is required prior to class attendance. Documentation of immunity may be accomplished by a) written proof of vaccination or b) proof of immunity by titer (a blood test). Note: Exemptions from these requirements may be accepted by the institution for medical or religious reasons. These exemptions will be granted only after written evidence is submitted to the Dean of Student Life or his/her designated staff member. If a measles, mumps or rubella outbreak occurs, all students who do not have the appropriate immunity documented through the college may be required to leave campus. Westminster College does not require the hepatitis B, the meningococcal vaccine or the HPV vaccine; however, we strongly encourage students to receive these vaccinations.

9 A student taking medication should indicate on the Student Health Form the drug and the reason for the medication. All medication in the student's possession must be clearly labeled with the name of the drug, dosage and number of pills, as well as the name of the doctor prescribing the drug.

The Student Health Clinic treats information contained on the Student Health Form as confidential and it is the first item placed in the student's health chart. These charts are kept in locked cabinets and are not to be opened by student workers. The Health Form is required and must be completed before enrollment.

Any significant change in a student's health should be brought to the attention of the Director of Counseling and Health Services or the Dean of Student Life.

## Required Health Insurance for US Citizens

Effective with the start of the 2007-2008 academic year, Westminster College joined a growing number of the nation's institutions of higher education in requiring health insurance as a condition of enrollment for all full-time students. Students who are US citizens and have health insurance coverage through parents or elsewhere will not be required to buy the college-sponsored plan. However, the students must opt out each semester that they will not need coverage by completing the online form at <http://www/westminster-mo.edu/optout> before the deadline established each semester. Please note: Students will automatically be billed for the insurance premium unless they opt out.

## **Career Services**

The Office of Career Services offers students a wide range of programs that are designed to prepare students for satisfying lives after graduating from Westminster, whether it is in a career of their choice or gaining

acceptance into graduate or professional school.

Professional career counseling, one-on-one resume assistance, a resource library, career-related workshops, job searching assistance, and a centralized internship program are some of the career-related services available to all students. Every year workshops are presented on Job Searching, Resume Writing, Interviewing, Networking, and the Application Process to Graduate School, among others. Additionally, the office also hosts a Professional Etiquette Dinner in the fall and includes business and community leaders as Table Hosts.

In early spring the annual Career Expo is held - an event that typically attracts around 60 employers and graduate programs. Throughout the year additional employers and graduate programs will recruit on campus; and local, regional, and national employment opportunities are publicized through an on-line job posting system. Services are provided by qualified professionals to all levels of students, freshmen through seniors, with the majority of services offered free of charge. A Career Service Fee of \$70 is charged to all seniors to help cover the costs of registration with the campus on-line job listing service, on-campus interviews, special events, career-related assessments, mailing of credential files, and access to an extensive graduate school resource library.

## Internship Program

Students are strongly encouraged to take advantage of experiential learning opportunities offered through the Westminster Internship Program. Internships are designed to extend student learning beyond the traditional classroom setting into professional work environments. Internships allow students to earn academic credit while undertaking planned, professionally supervised work experiences related to their academic programs and career interests. The Internship Program provides a rewarding avenue for both students and sponsoring organizations.

An internship is a carefully monitored work experience, in which an individual has intentional learning goals and reflects actively on what she or he is learning throughout the experience. The intern is the chief architect of his or her learning experience and must initiate their own learning contract, keep a learning journal, participate in regular discussions with the faculty sponsor and complete a final project. Internships may be arranged with a wide variety of organizations and institutions, including corporations and businesses, health care facilities, social service agencies, environmental organizations, historical societies, recreational programs, museums, political organizations, and government agencies.

## **The Emerson Center for Leadership & Service**

The Emerson Center for Leadership & Service is committed to providing developmental opportunities, programs, and services that will lead students to become "leaders of character who are committed to the values of integrity, fairness, respect, and responsibility and prepared to live a life of success, significance, and service." The four primary components of the Center for Leadership & Service include:

### Leadership Studies and Leader Development

Students may elect to participate in an academic program leading to a Leadership Minor or participate in the Leadership Certification program. Through a combination of course work and experiential learning opportunities, students will learn leadership theory and apply it in "real-world" situations. Leadership training is also available to individuals and campus organizations.

### Community Action and Service-Learning

The Center also spearheads a variety of service-learning and community service opportunities. Service is incorporated into academic courses throughout the College. Students may also participate in project-based

service opportunities or join service organizations. CIVICUS is one such program. CIVICUS identifies community needs and then seeks out members of the Westminster campus to help meet those community needs. CIVICUS also develops social justice programs so that students can have a deeper understanding of the human needs of our communities.

#### Student Activities

Also a part of the Center is Student Activities. The office is charged with advising student organizations, developing individual leaders, and providing fun and engaging activities for the entire campus. Westminster currently offers over 90 student clubs and organizations. Every student should have the experience of participating in these groups.

#### Cultural Diversity

Learning to value the differences between people is an important lesson to learn during college. The Cultural Diversity program is charged with providing opportunities for all students to learn about the broader world around them.

#### **Spiritual Life**

The spiritual life program at Westminster College offers opportunities for ecumenical worship, service, spiritual growth, and fellowship. The program sponsors regular activities such as weekly worship services, Bible and topical studies, service projects, and retreats. Local and international service opportunities are offered including the annual Alternative Spring Break Trip. The program also sponsors social events and Religion in Life programs which consider the intersection between contemporary life and religious faith. The College Chaplain and a student Christian Leadership Council coordinate the spiritual life program. The chaplain is regularly available for confidential pastoral counseling.

#### **Athletic Department**

Westminster College is a member of the National Collegiate Athletic Association (Division III) and the St. Louis Intercollegiate Athletic Conference. Westminster fields teams for men in baseball, basketball, football, golf, soccer, and tennis. Women compete in basketball, cross country/track and field, golf, soccer, softball, tennis, and volleyball.

#### Intramurals

Also a part of the Athletic Department, the intramural program provides exercise, recreation, and the practice of good sportsmanship in an atmosphere of healthy, spirited competition. This program sponsors both men's and women's intramural sports programs throughout the fall and spring semesters at Westminster. This program also offers the annual Jingle Bell Bash held during finals weekend of the fall semester.

#### **Academic Resource Center**

The Academic Resource Center, housed in Reeves Library, provides a wide range of academic services for students, including a Writing Center, a Math Lab, an Accounting lab, and tutoring in many courses. The Center is open each week in the afternoons and evenings.

#### **Student Publications**

Students may earn salaries for their contributions to these publications, as well as, gain practical experience in journalism.

*The Columns* campus newspaper is published several times each semester with funding from the Student Government Association.

*Janus* is published under the supervision of the English Department. *Janus* is published and available for distribution before the end of spring semester.

*The Alati* is an independent student publication partially funded by the Student Government Association and is published three times per

semester.

#### **Student Conduct**

Students enrolling in Westminster College are expected and required to conduct themselves in a manner consistent with the College's function and mission as an educational institution. By registering as a Westminster student, one assumes an obligation to live according to the values of integrity, fairness, respect, and responsibility and to comply with all generally accepted standards of conduct. Conduct which contravenes such standards includes violations of the rules, regulations and restrictions contained in the Westminster College Catalog, the Student Life Handbook, the Student Government Association Constitution, the Honor Code, and all other rules, regulations and restrictions of the College, whether written or oral, as well as violations of the laws of the city, state, or nation. Students play an active role in the enforcement of college rules and regulations by their participation on the Social Judiciary Board and the Honor Commission. More specific information is contained in the Student Life Handbook, which is located on the Westminster website at <http://www.westminster-mo.edu/studentlife/Documents/handbook.pdf>.

#### **Honor Code**

Every student at Westminster College is bound by the Westminster College Academic Honor Code. Both faculty and students are subject to the provisions of the Honor Commission Constitution. The students of Westminster College believe that a major purpose of higher education is to develop habits of honesty and independence of thought. They also recognize that the integrity of the degrees granted by Westminster College depend in large measure upon each and every student's sense of personal honor. The Academic Honor Commission was established to promote habits of academic honesty and to uphold the Academic Honor Code embodied in this Constitution. To these ends the Honor Commission shall endeavor to educate the student body, secure the cooperation of the faculty, and, when necessary, conduct hearings for those persons charged with acts of academic dishonesty.

The Westminster Honor Code is as follows: No Westminster student shall commit any act of academic dishonesty in order to advance her or his own academic performance or to impede or advance the academic progress of others.

Every Westminster student is bound to abide by the Westminster Honor Code. Any student, faculty or staff member who has reason to believe that an act of academic dishonesty has been committed is obligated to report the act. Acts of dishonesty that are not academically related are addressed through the college disciplinary system.

# ADMISSIONS

Westminster College seeks to enroll men and women who are prepared to succeed in the College's programs of study. In order to determine an applicant's readiness for success at Westminster, the College needs an accurate appraisal of the student's academic achievement and ability. In addition to providing high school records and test scores, applicants are encouraged to arrange on-campus interviews with the Enrollment Services staff.

Admission to Westminster is selective. Most freshmen rank within the upper 50 percent of their high school classes and have above average scores on either the American College Test (ACT) or the Scholastic Aptitude Test (SAT). International applicants whose native language is not English, must pass the TOEFL examination with at least a 550 on the written, at least a 213 on the electronic version or at least a 79 on the iBT computer-based version, to be considered for regular admission. Students with a strong academic record who score below these standards on the TOEFL may be considered for conditional or special admission.

Westminster College does not discriminate on the basis of race, sex, color, religion, national and ethnic origin, or physical handicap in the administration of its educational policies, admissions policies, scholarship and loan programs and athletic and other school-administered programs.

## **Freshman Admission**

A student seeking admission directly from a secondary school should submit the following items:

1. An application for admission
2. An official secondary school transcript showing all courses and grades through at least the junior year (sixth semester)
3. A recommendation from a guidance counselor or teacher
4. Scores from either the ACT or the SAT.
5. A personal essay or writing sample

The decision to accept or reject an applicant is normally made within two weeks after the College has received all of the items listed above.

We strongly recommend that students who intend to apply to Westminster take a college preparatory curriculum consisting of the following units: English (four, including senior composition), mathematics (three, through Algebra II), laboratory science (two), social science (two), foreign language (two), plus at least two additional units in academic subjects. Electives should at least in part be academic courses. Students anticipating entry to the premedical or pre dental program should have three units of laboratory science and at least one unit of advanced mathematics.

## **Transfer Admission**

Students wishing to transfer to Westminster may do so provided they are in good academic standing at another accredited college or university. Students who are academically ineligible to return to an institution are usually not eligible for admission to Westminster. A student seeking admission as a transfer student should submit the following items:

1. An application for admission
2. An official secondary school transcript, unless transferring two full semesters or more of college credit
3. Scores from either the ACT or the SAT (if available)
4. An official transcript from each post-secondary institution attended

5. A personal essay or writing sample

Westminster will accept a maximum of 61 semester hours from accredited junior colleges. There is no upper limit to the number of hours that can be transferred from another senior institution, but the transfer student will have to complete at least four semesters as a full-time Westminster student, including the two semesters immediately prior to graduation. Each course on a transfer student's transcript is evaluated as to whether it can be accepted for transfer credit. Usually most of a student's academic credits will transfer; however, no course with a grade below "C" will transfer.

## **Readmission**

If a student interrupts his or her official attendance or withdraws from the College before the census date, he or she thereby ceases to be a Westminster student. In order to re-enroll, a student must re-apply and be accepted for readmission. Applications for readmission should be addressed to the Office of Enrollment Services. Final decisions regarding readmission cannot be made until the Admissions Committee has received transcripts of all college course work attempted since the student last attended Westminster and other information the committee may specifically request that the student provide.

## **Admission to the Learning Disabilities Program**

To apply to the Learning Disabilities Program, a student should contact the Office of Enrollment Services. There is a supplement to the application for admission to this program, and it is critical that prospective students apply early in their senior year of high school because enrollment in the program is limited.

## **Tuition Deposit**

A freshman or transfer student must remit a \$200 tuition deposit to register for classes and campus housing. The \$200 tuition deposit is applied against the first semester's charges, and is not refundable after May 1.

## **Campus Visits**

The College recommends that any student considering Westminster visit the campus for an individual interview and tour. It is important to telephone or write ahead so arrangements can be made prior to arrival. The College also sponsors various visit programs for prospective students. These are either one or two day programs, which enable students to experience academic and student life first hand. Programs are offered in the fall and spring. The Office of Enrollment Services is open 8 a.m. until 5 p.m. Monday through Friday and from 9 a.m. until noon on select Saturdays from September through May. Students should call for an appointment at (573) 592-5251 or (800) 475-3361, or write to the Office of Enrollment Services, Westminster College, 501 Westminster Avenue, Fulton, Missouri 65251.

## **Dual Enrollment**

As a service to the residents of Callaway County, the College sponsors dual enrollment with selected county high schools. Through dual enrollment, high school seniors have the opportunity to complete college level courses on the Westminster campus. Admission into this program is restricted to high school honor students. Enrollment is limited to one course per semester on a space available basis. Those interested in dual enrollment should make arrangements with the appropriate secondary school officials and, in consultation with them, identify a course for study. They then make an appointment with the Associate Academic Dean in Westminster

Hall. Tuition for the dual enrollment program is \$25 per credit hour. Information about dual enrollment is available from the Office of Academic Affairs.

### **Credit by Examination**

No more than thirty hours of credit by examination may be counted toward the minimum number of hours required for graduation. No credit will be given for any examination for which there is not a corresponding course in the catalog.

*College Level Examination Program (CLEP) Subject Examinations* are accepted for credit if they are passed at the "B" level or higher. Students are not allowed credit for a Subject Examination if they have taken an equivalent or more advanced college course in the subject area. No credit is given for CLEP General Examinations.

*College Board - Entrance Examination Advanced Placement (AP) Examinations* passed at the "B" level (4) or higher are accepted for credit automatically. Advanced Placement Examinations passed at the "C" level (3) are subject to review by the appropriate Westminster department.

*College Level Examination – International Baccalaureate (IB)* Subject to departmental approval, advanced placement or credit will be granted for scores of "5" or higher on the International Baccalaureate (IB) lower level or upper level examinations (please contact the Registrar's Office for departmental guidelines).

Regardless of the recommendations of the College Board or other body, no more than three hours of credit is granted for any one AP, CLEP, or IB Subject Examination, unless granting additional hours of credit is endorsed by the appropriate Westminster department. Credit for AP, CLEP, or IB examinations will not ordinarily be granted unless the Registrar receives an official report from the College Entrance Examination Board or other appropriate group before the end of a student's first semester as a full-time Westminster student.

On the recommendation of the appropriate academic department and with the concurrence of the Vice President and Dean of Faculty a student may earn credit in any course in the department currently listed in the College catalog by passing an examination selected or prepared by the department.

Some students may qualify for advanced placement in a foreign language. Students who have completed three years of study of a single foreign language in high school should take a foreign language placement examination. On the basis of their performance, they may be allowed to continue their study of the language at a level higher than the first course. They will receive full or partial credit, depending on the level at which they are placed, for the course(s) preceding the one in which they first enroll at Westminster only if they pass the course in which they first enrolled with the grade of C or better. If, however, such a student wishes to seek advanced placement, he or she may do so by taking a locally administered placement test at his or her own expense.

Upon entering Westminster, students who transfer college-level foreign language credit for courses taken during high school must take a foreign language placement examination before being allowed to enroll in Westminster courses in that foreign language. Their performance will determine whether they may enter the Westminster foreign language program at the level that the transfer credit would indicate.

For charges for advanced placement and credit by examination, see the list of special fees.

### **Credit for Military Service**

Veterans who have completed more than one year of active duty and have

an honorable discharge will be granted, upon request, three hours of credit in military science, two hours in physical education (health and hygiene) and one hour of physical education activity credit.

### **U.S. Army Concurrent Admissions Program (ConAP)**

The Concurrent Admissions Program allows new soldiers to apply for admission at a ConAP college or university of their choice concurrent with their enlistment in the Army or Army Reserve. If they meet admission criteria, the soldier is granted admission on a full or provisional basis. Provisional admission means that students may be required to take certain developmental courses or undergo other academic preparation as determined by the college and may be limited in the number of courses initially undertaken. Enrollment is deferred until completion of initial enlistment for active military service or, in case of Army Reserve, until completion of initial active duty for training. Students are subject to the College's admission and degree requirements, as published in the catalog, at the time of enrollment in classes.

Enrollment of students who, subsequent to this agreement, attempt college coursework elsewhere is subject to academic performance standards stated in the catalog. Enrollment of students receiving other than an honorable discharge is subject to institutional review. This agreement is in effect for two years following completion of the soldier's initial term of active military service.

# TUITION AND FEES

## Required Deposits:

### Tuition Deposit

This deposit confirms your enrollment at Westminster College as a freshman or transfer student and is applied against the tuition charge for the first semester..... \$200.00

### Room and Key Deposit

This deposit is charged at the beginning of each academic year for students living in campus housing. The deposit is credited to the student account at the end of the fiscal year if the student has checked out with the Resident Advisor and no damage, repairs, or key replacements are necessary. Refund of the deposit may be requested if no other outstanding debts are owed to Westminster College..... \$200.00

## Tuition and Fees Per Semester

<b>New full-time student</b> fall 2003 or later.....	\$8,325.00
<b>Summer Session</b> per credit hour, 2009.....	\$350.00
<b>Summer Internship</b> per credit hour.....	\$250.00
<b>Per credit charge for excess of 19 credit hours per semester</b> .....	\$750.00
<b>Per credit hour for part-time students registered for fewer than 12 hrs.</b> .....	\$750.00

## Tuition and Fees for Academic Year (max. of 19 credit hours per semester)

<b>New full-time students</b> enrolled fall 2003 or later.....	\$16,650.00
<b>Student Activity Fee</b> .....	\$318.00
<b>Health Clinic Fee</b> .....	\$160.00
<b>Technology Fee</b> .....	\$140.00
<b>Housing Charges Room</b> (double occupancy).....	\$3,500.00
<b>Dining Services</b> (19 meals per week).....	\$3,220.00

*There is an additional charge of \$890.00 per year for single room occupancy. Apartment style rooms will be available at an increased rate. Fifteen meals per week and \$75 per semester in the JCI cost \$3,040.00, and ten meals per week cost \$2,900.00 per academic year. Semester charges are one-half amount shown above for an academic year. In order to estimate the total cost of a year at Westminster College, required deposits, special fees, and personal expenses must be added to the charges listed above.*

## Special Fees (non refundable)

<b>Application Fee</b> (for fall semester 2008).....	\$0.00
<b>Auditing Charge</b> (per credit hour).....	\$25.00
<b>Career Services Fee for Seniors</b>	
Charged to all seniors to help cover the costs of registration with the campus on-line job listing service, on-campus interviews, special events, career-related assessments, mailing of credential files, and access to graduate school information.....	
	\$70.00
<b>Communication Skills Workshop</b>	
On a space-available basis, spring semester.....	
	\$150.00
<b>Credit by Examination</b>	
Per examination for credit granted on the basis of examinations administered by Westminster College.....	
	\$25.00
<b>Graduation Fees</b>	
Charged to all seniors during the spring semester for caps, gowns, diploma folders, dinners and other graduation and ceremonial costs.....	
	\$125.00

**Learning Disabilities Program Fee**

For each of the first two semesters the student is in the program..... \$2,200.00
For each semester thereafter..... \$1,200.00

Mailing Credential files, Myers Briggs and Strong Interest assessment tests..... Varies

**Motor Vehicle Registration and Parking Fee**

Required of all students who have not filed the appropriate waiver form by the end of the 3rd week of EACH Semester..... \$50.00

**Official Transcript**

To be paid before transcript is issued..... \$5.00

**Reduced Services**

Any semester during which the sole service provided is supervising non-timed tests..... \$325.00

**Reading and Study Skills Program Fee**

Fall semester of the freshman year (two hour course)..... \$750.00

**Special Course Fee**

For materials, travel and accommodations, admission charges, labs, music, Education, etc., as specified in course announcements..... Varies

Student Teaching (per credit hour)..... \$30.00

**Transcription of CLEP or AP Credit**

A flat fee for all such credit reported to the Registrar before the end of the first semester as a full-time Westminster student..... \$25.00

**Payment Policy**

Payments for each semester are due on or before the first day of classes. A student may not attend classes until all charges and fees are paid. Academic expenses may be paid on a monthly basis instead of by the semester by making arrangements with Tuition Management Systems. This interest free option is available for an annual enrollment fee of \$108.00. Additional information can be obtained by calling Tuition Management Systems at (800) 722-4867. In the event of unmet financial obligations, the College will assess a finance charge on any remaining balance. The College will not issue placement credentials, transcripts or diplomas until all financial obligations are met. In addition, graduating seniors will not be allowed to participate in graduation ceremonies until all financial obligations are met.

For example, if a student withdraws on the first day of week 5, the refund calculation will assume that 5 weeks have been completed and 10 remain incomplete. Tuition will be refunded according to the following schedule:

- Withdrawal on the first day of class - 100% refund of institutional charges
• Withdrawal after the first day of class through week 2 - 90% refund of institutional charges
• Withdrawal during weeks 3-4 - 50% refund of institutional charges
• Withdrawal during weeks 5-6 - 25% refund of institutional charges
• Withdrawal after week 6 - No refund will be made

- 2. Tuition refund for students who receive Federal Title IV assistance will be calculated using the refund policy required by the Higher Education Amendments of 1998. A refund will be calculated for students who have completed less than or equal to 60% of the semester. The percentage is calculated by comparing the official date of withdrawal with the total number of days in the semester. The total number of days in a semester includes every calendar day of the semester starting with the first day of the semester through the last day of finals, not including breaks from class exceeding more than 5 days (including weekends). For example, if the student withdraws on day 33 of a semester, which has a total of 110 days, the student has completed 30% of the semester and is eligible for a 70% refund.

**Withdrawals and Refunds**

All requests for withdrawal from Westminster College must be initiated by the student and made through the Dean of Student Life. The official date of withdrawal will be the date the student notifies the institution of the withdrawal by written statement. Failure to attend class does not constitute an official withdrawal. If a student receiving Federal Title IV assistance fails to attend class, the college may be required by Federal regulation to perform an unofficial withdrawal. In this case, the midpoint of the semester, or the last date of attendance that can be documented will be the withdrawal date. When the withdrawal forms are completed, the financial accounts of the student will be settled based upon the following policies:

- 1. Tuition refund for students who do not receive Federal Title IV assistance will be calculated using the Westminster College institutional refund policy. Each semester will be considered 15 weeks in length, with each week being the 5 days during which classes or final examinations are scheduled. For withdrawal purposes, even one day of attendance will constitute a week.

All institutional and federal aid is offered on the assumption that the student will be enrolled as a full-time student for the entire academic

year. When a student withdraws from classes, the institutional and federal award will be recalculated based on one of the above policies. Federal refund and repayment amounts will be distributed according to the specific order of priority prescribed in the law and Federal regulations. These policies are subject to change without notice in the event there are changes in the Federal Refund Policy. Westminster College will always follow current Federal regulations when dealing with withdrawals and refunds of Federal Title IV assistance. Withdrawal from or failure to attend classes may trigger a mandatory refund of federal financial aid, resulting in a balance due on the student account.

The refund for students withdrawing due to military activation, who do receive Federal Title IV assistance, will be calculated using the refund policy required by the Higher Education Amendments of 1998. A refund will be calculated for students whose withdrawal date is less than or equal to 60% of the semester, based on the percentage of the semester that the student has completed.

- If the Federal refund calculation results in an outstanding balance on the student's account, the outstanding balance will be waived.
- If the Federal refund calculation results in a credit on the student's account, the credit will be released to the student, unless the student signs a waiver authorizing to leave the credit on their student billing account for future charges.
- No refund will be calculated for students who complete more than 60% of the semester; however, Westminster College will credit the student's account the following semester in the amount of their personal payments and loans.

A withdrawal date will be determined for students who take incomplete grades and are not able to complete the remaining courses before the sixth week of the next semester based on the last date of attendance during the semester they were called to active duty. For these students, the refund will be calculated based on the respective policy outlined above.

Room charges will be refunded based on the date of official withdrawal or the last date of occupancy, whichever is later. When students withdraw during a semester, they leave rooms vacant that cannot be filled, therefore, no refund of Room charges will be made after week four. Board charges will be refunded based on the end of the week that the meal plan is cancelled. Fees will not be refunded.

The preceding policy is part of the financial contract the student makes with the College. Westminster College assumes that by entering the College and registering the student accepts these terms. No other contract or promise is binding on the College unless it is in writing and signed by the President, Vice President and Dean of Faculty, or Vice President for Business and Finance. Students should check with the Office of the Registrar regarding refunds of summer session tuition. Westminster will refund any remaining credit due any student after the above withdrawal procedures have been completed. Recipients of financial aid will receive any refund due after the correct proportion of unused aid has been restored to the respective aid account. Further details regarding deferred payments, student withdrawals, and refunds are available from the Business or Financial Aid Office.

# FINANCIAL AID

## Scholarships and Financial Aid

Financial aid awards are made without regard to the race, religion, color, or national or ethnic origin of the applicant. In no case shall a student's total aid award exceed the total estimated annual cost of attending Westminster. All applicants for need-based financial aid must complete the Free Application for Federal Student Aid (FAFSA) to determine aid eligibility for federal and state support and to be considered for institutional aid. The Director of Financial Aid is the only person authorized to make offers of financial aid on behalf of the College.

The financial aid award letter will fully state the terms and conditions of the award. Read your letter carefully! Many of the terms and conditions pertaining to your award are not mentioned in this catalog. Unless specifically noted in the financial aid award letter, all awards are made on the assumption that the recipient will be on campus and enrolled as a full-time student for the entire academic year. Should this change, the institutional award will be pro-rated. When appropriate, financial aid credit will be applied to the recipient's account at the rate of one-half the awarded amount per semester.

The Director of Financial Aid determines whether a student satisfies the stated conditions for eligibility for financial aid. However, mitigating circumstances are taken into consideration when eligibility is determined. Students may appeal the Director's decisions regarding their eligibility for financial aid to a committee composed of the Dean of Students, the Vice President and Dean of Faculty, Dean of Enrollment Services, the Director of Academic Advising, and a representative from the Office of Business Affairs. Such appeals should be made in writing to the Director of Financial Aid.

## Types of Financial Aid Available

Financial aid may be classified into four categories: grants, loans, employment and scholarships. The remainder of this section deals with each individual category. A student's total award for a given year may include several types of aid. Westminster College encourages students to explore all avenues of assistance. In some cases, Federal Title IV financial assistance is available to qualified student applicants whose enrollment period includes a program of study abroad that is approved for credit by Westminster.

The first step in applying for (or renewing) any of the grants described below, Federal College Work-Study, or a Federal Perkins Loan is the submission of the Free Application for Federal Student Aid. Priority for Supplemental Educational Opportunity Grant (SEOG) and Perkins Loan funds are given to students who are accepted for admission and whose financial aid application results have been received by the Office of Enrollment Services on or before February 15th.

Priority for all college-based grants and scholarships, as well as other federal student aid programs, is given to students who are accepted for admission and whose financial aid application results are received on or before March 31st.

## GRANTS

### Federal Pell Grant

Eligibility for a Federal Pell Grant is determined on the basis of financial need. Eligible students may receive approximately \$400 to

\$4,731 per year, depending on need and program funding.

### Federal Supplemental Educational Opportunity Grant (FSEOG)

These grants are federally funded and are administered by the College. Grants are awarded to students demonstrating exceptional financial need. Priority is given to students who have been accepted for admission and whose financial aid application results have been received by February 15th.

### Access Missouri Award

Missouri residents who file the FAFSA by April 1 with an EFC (Expected Family Contribution) of \$12,000 or less will be considered for an Access Missouri Award ranging from \$2,000 to \$4,600. Students must be enrolled full-time to receive this award. This program is administered by the Missouri Department of Higher Education and is subject to budget appropriations. Students must maintain a cumulative grade point average of at least 2.50/4.00 to be considered for renewal.

### Westminster Grant

These grants may be awarded to freshmen and upper class students who demonstrate financial need. Grants are awarded for one academic year. Renewal is contingent upon current funding levels and the student's annual submission of the Free Application for Federal Student Aid (FAFSA), demonstrated financial need, maintaining satisfactory progress toward a degree, and remaining in attendance for the full period for which the grant is allowed. A prospective student's application for financial aid will not be considered until the applicant has been admitted to the College.

### Westminster Out-of-State Grant

Students who are not residents of Missouri can be considered for this institutionally funded need-based grant by demonstrating financial aid based on the FAFSA results. These grants are awarded for one academic year based on funding appropriations, and can be renewed if the student files the FAFSA, demonstrates financial need, and maintains satisfactory academic progress.

### Breakthrough Award

To be considered for this non-need, non-merit, institutionally funded award, students must file the FAFSA. These grants are awarded for one academic year based on funding appropriations, and can be renewed if the student files the FAFSA, demonstrates financial need, and maintains satisfactory academic progress.

### Westminster Grant/Loan

The Westminster Grant/Loan program is designed to help the student who needs extra assistance to attend Westminster College. The award is considered a Westminster grant if the student maintains status as a full-time student. If the student ceases to be enrolled as a full-time student, the grant immediately becomes a loan with an interest rate equal to that of the current Federal Perkins Loan. A promissory note is signed before crediting the award to the student's account. If a student graduates from Westminster College, the award remains a Westminster grant and need not be repaid. This offer is usually made when an upper-class student has not achieved the required cumulative grade point average to renew an academic award.

## LOANS

### Federal Perkins Loan

The Perkins Loan program is authorized by the Higher Education Act as amended in 1972 and 1976 and re-authorized by the subsequent Educational Amendments. The act provides for the creation of loan funds from the federal government, matched in part by the College, from which students may borrow on reasonable terms for the purpose of completing post-secondary education. Eligible students must be enrolled full-time, in need of the loan and maintain satisfactory progress throughout the course of study.

Students may not borrow more than \$4,000 in one year or exceed a total of \$20,000 during their entire undergraduate collegiate career. The borrower must sign a promissory note for this loan, evidencing an obligation and agreeing to the interest and repayment terms established by law, Perkins Loan Data Sheet, Perkins Loan Recipient Information Sheet and complete on-line Entrance Loan Counseling. The law establishes certain basic considerations covering student loans; repayment of the loan, at a minimum of \$40 per month, must begin nine months after the borrower ceases to be a half-time student and be completed within ten years thereafter. No interest on the student loan may accrue prior to the beginning of the repayment schedule and interest thereafter is to be paid at the rate of 5 percent per year. The borrower's obligation to repay this loan is to be canceled in the event of death or permanent and total disability of the borrower. There are also cancellation and deferment provisions for teaching in low-income areas and military or related services. Detailed information is provided to students at the time of signing the promissory note or may be obtained from the Business Office. These loans require an Exit Interview prior to graduation. Failure to do so will result in your diploma and/or transcript being withheld.

### Federal Subsidized Stafford Loan

Loans of up to \$3,500 per year for freshmen, \$4,500 for sophomores and \$5,500 for juniors and seniors are available to students who file the FAFSA and demonstrate financial need. The loans are made by private lenders (banks, credit unions, etc.) and guaranteed by a government agency. Interest does not accrue until six months after the student ceases to be enrolled at least half-time. The fixed interest rate for new borrowers is 6.00 %. Monthly repayments of at least \$50 begin six months after the borrower ceases to be a half-time student and may extend over a 10-year period. An origination fee of 1.00 percent and a Federal Default Fee of 1.00 percent may be deducted by the lender from the loan proceeds prior to disbursement. Further information is available from the Office of Financial Aid or your local lender.

### Federal Unsubsidized Stafford Loan

Students, who are determined to be ineligible for the maximum subsidized amount of the Federal Stafford Loan, may borrow under the Federal Unsubsidized Stafford Loan Program. The combination of Federal Stafford Loan and Federal Unsubsidized Stafford Loan may not exceed the annual and aggregate limits for loans under the Federal Stafford Loan program. The interest rate of the Federal Unsubsidized Stafford Loan is the same as the Federal Stafford Loan; the interest, however, begins at the time of disbursement. An origination fee of 1.00 percent and a Federal Default Fee of 1.00 percent may be deducted by the lender from the proceeds prior to disbursement. Further information is available from the Office of Financial Aid or your local lender.

### Federal PLUS Loan

Parents of dependent students may borrow funds under the Federal PLUS Loan program, provided they do not have an adverse credit history. PLUS loans are made by private lenders. The cost of attendance at the institution where you are enrolled and the amount of

financial assistance awarded to each student determine the maximum amount that may be borrowed. The fixed interest rate for new borrowers is 8.50%. An origination fee of 3 percent is deducted and a Federal Default Fee of 1 percent may be deducted from the loan proceeds prior to disbursement. Further information is available from the Office of Financial Aid or your local lender.

### Short Term Emergency Loan

The College has a short-term emergency loan fund to assist students in meeting immediate educational expenses. Amounts vary and usually will not exceed \$100. Details regarding procedures, interest rates and repayment terms are available from the Office of the Dean of Student Life.

### Other Loan/Payment Options

Parents (or others) who prefer to pay for a student's academic expenses on a monthly basis, versus by semester, may make arrangements with Tuition Management Systems. Additional information can be obtained by calling Tuition Management Systems at (800) 722-4867 or on-line at [www.afford.com](http://www.afford.com).

## EMPLOYMENT

Westminster offers a limited number of part-time jobs to students needing financial assistance through the Federal Work-Study Program (FWSP) and College Employment. The Federal Government and Westminster College jointly fund the FWSP. College Employment is funded entirely by Westminster. It is the student's responsibility to secure a position. The Office of Financial Aid will assist with this process upon request. Employment opportunities are limited and available on a first come, first serve basis to those students who demonstrate financial need, according to the FAFSA.

## SCHOLARSHIPS

### Outside/Private Scholarships

Scholarship aid that has been secured from sources outside Westminster College must be reported to the Office of Financial Aid. Receipt of an outside award may result in a revision of the financial award offered by Westminster. Receipt of a full-tuition scholarship from a source outside of Westminster College will exclude a student from receiving the monetary value of a Westminster College scholarship because institutional scholarship are tuition specific. Students will receive recognition of a Westminster award and should an outside scholarship be forfeited, the College would review its offer subject to the stipulation of the program.

### The Presbyterian Church (U.S.A.) Scholarships

The Presbyterian Church (U.S.A.) annually awards approximately 85 scholarships ranging in value from \$100 to \$1,400 according to need. The scholarships are awarded to eligible first-time freshmen on the basis of national competition. The scholarships are renewable and funded by the Presbyterian Church (U.S.A.) and/or Westminster College. Inquiries should be addressed to the Office of Enrollment Services, or to: National Presbyterian College Scholarships, 475 Riverside Drive, Room 430, New York, New York 10115. Applicants must be communicant members of the Presbyterian Church (U.S.A.) and applications must be submitted by December 1st.

### Army Reserve Officer Training (ROTC) Scholarships

Army ROTC scholarships are available on a competitive basis for two, three and four years of study. Qualified students may compete for ROTC scholarships on both a local and regional basis and applicants need not be currently enrolled in ROTC classes. The value of the

scholarships is announced annually. To be competitive for Army ROTC scholarship support, applicants should present an ACT score of 19 or greater and a grade point average of 2.5 or greater.

Recipients of the ROTC four-year scholarship who reside in college housing may also qualify for the Davidson Scholarship, which pays for the cost of the room. Recipients of the ROTC three-year Advanced Designee Scholarship will receive the equivalent of tuition charges in financial assistance for the freshman year at Westminster. Complete details are available from the Army ROTC Enrollment Office, 221 Crowder Hall, Columbia, MO 65211 (573) 882-2657, 221 Crowder Hall, Columbia, MO 65211

### **Air Force Reserve Officer Training Corps (AFROTC) Scholarships**

The Air Force Reserve Officer training Corps (AFROTC) provides you the opportunity to become a United States Air Force officer while completing your college degree. The program combines traditional undergraduate education with military instruction and will prepare you to tackle the leadership challenges awaiting the Air Force in the 21st century. Each semester you will enroll in an AFROTC class in conjunction with a two-hour Leadership Lab in which your classroom learning will be put to the test. You may also earn a minor in Aerospace Studies by completing 12 semester hours taught by Aerospace Studies instructors and 3 additional semester hours of course work approved by the Department of Aerospace Studies in the academic area of history, political science, sociology, military science disciplines, or peace studies.

High School Seniors: Air force ROTC offers an excellent scholarship program for highly qualified students. Many of these scholarships pay full tuition. All of the scholarships include an annual textbook allowance and a tax-free monthly stipend of \$250-400 each month during the academic year. The high school scholarship application period runs from May of your junior year until Dec 1 of your senior year. Competition is based on the whole-person concept. Please visit [www.afrotc.com](http://www.afrotc.com) for the most current scholarship information.

In-College Students: You can join AFROTC your freshman or sophomore year and compete for one of the many scholarships offers that we reserve specifically for college students. In-College scholarship tuition dollar amounts vary. However, all scholarship recipients receive an annual textbook allowance and a tax-free monthly stipend of \$250-400 per month during the academic school year. Visit [www.afrotc.com](http://www.afrotc.com) for the most current In-College scholarship information.

To enroll in AFROTC your freshman/sophomore year you must be:

- A full time student at a college that offers Air Force ROTC as a host school or cross-town school
- At least 14 years old (17 for scholarship recipients)
- In good physical condition
- Of good moral character

Starting salary of approximately \$45k, increasing to over \$64K in four years (salary varies depending on location and dependent status)

- 30 days vacation with pay each year
- Free medical and dental care
- Up to 100% of postgraduate tuition paid
- World wide travel opportunities

After graduation from college and successfully completing all air Force ROTC requirements, you receive a commission as a second lieutenant with an obligation of four years of service in the active duty Air Force. Pilots incur a ten-year commitment from the date you graduate from

pilot training. A few additional career fields require a six-year commitment.

### **Alumni/Sibling Awards**

Alumni/Sibling awards of \$1,000 per year are available to new students who are the brothers, sisters, sons, daughters, grandsons or granddaughters of Westminster alumni. These scholarships are renewable as long as the recipient maintains satisfactory academic progress. In the case of siblings entering the same year, each student will receive a \$500 award.

### **Westminster Scholarships**

The scholarship program at Westminster College was established to recognize and encourage scholastic achievement. The program is administered by the Office of Enrollment Services. For consideration of a Westminster scholarship, students must apply for admission and be granted admission.

Many scholarship awards are made without regard to financial need. All applicants are strongly encouraged to apply for all types of assistance, for which they may be entitled. If an applicant submits a financial aid application and shows financial need in addition to scholastic merit, the scholarship award becomes part of the total financial aid package.

Throughout the history of the College, many alumni and friends have provided scholarship funds for the sole purpose of assisting students. We are forever grateful to the family and friends whose combined gifts and scholarship enables the College to award its merit-based Westminster scholarships. Criteria for the following awards may be obtained from the Office of Financial Aid.

The Alumni Council Annual Scholarship  
The Thomas H. and Judy Hicks Endowed Scholarship  
The James B. High Endowed Scholarship  
The Coach Dick Ault Scholar Athlete Endowed Scholarship  
The Dr. Paul S. Hoe Memorial Endowed Pre-Dental Scholarship  
The Claiborne L. Barber Endowed Scholarship  
The Robert G. and Ruth H. Hoerber Endowed Scholarship  
The William T. and Christopher W. Barnes Endowed Scholarship  
The James P.V. Howell Endowed Scholarship  
The Barrow Family Endowed Scholarship  
The John R. Johnson Endowed Scholarship  
The Barthel Endowed Scholarship  
The Christopher S. and Joyce T. Jones Memorial Scholarship  
The John B. Kelly Endowed Scholarship  
The Kavanaugh Family Endowed Scholarship  
The Bates Family Endowed Scholarship  
The Clarence C. Lang Memorial Endowed Scholarship  
The Ovid Bell Press Annual Scholarship  
The Ross Livermore Memorial Endowed Scholarship  
The Richard H. and Winifred Bennett Memorial Scholarship  
The Beta Theta Pi 125th Celebration Fund Endowed Scholarship  
The William W. Bleifuss Memorial Endowed Scholarship  
The J. Layton and Isabelle Mauze Family Scholarship  
The Bloom Family Endowed Scholarship  
The P. Nicholas McDaniel Endowed Scholarship  
The Fulton Colleges Fund Annual Scholarships  
The Dr. Karl V. McKinstry Memorial Endowed Scholarship  
The Fulton Board of Associates Annual Scholarship  
The Walter A. Boyd, Jr. Endowed Scholarship Award  
The Connie Jean Meyer Endowed Scholarship  
The Missouri Colleges Annual Scholarship

The Bridgewater Endowed Scholarship  
 The Samuel E. Neel Memorial Scholarship Fund  
 The Hugh M. Briggs Endowed Scholarship  
 The Brookby Family Endowed Scholarship  
 The Mr. and Mrs. T. J. Neukomm Endowed Scholarship  
 The Panettiere Family Endowed Scholarship  
 The Robert Michael Brown Endowed Scholarship  
 The Chase A. Brumm Memorial Endowed Scholarship  
 The Peter Alan Childs Endowed Scholarship  
 The Jarrett Kellogg Parker Endowed Scholarship  
 The Joe B. Clarke, Jr. Endowed Scholarship  
 The C. H. and Martha Parkins Endowed Scholarship  
 The Cranshaw Annual Scholarship  
 The Dr. William Parrish Endowed Scholarship  
 The Brevator J. and Mary Richards Creech Endowed Scholarship  
 The Crump/Detweiler/Baker Endowed Scholarship  
 The William E. Pearce Endowed Scholarship  
 The John Rood Cunningham Endowed Scholarship  
 The Paul M. and Mildred E. Peterson Endowed Scholarship  
 The Leif C. Dahl Memorial Endowed Scholarship  
 The Vernon W. and Marion K. Piper Endowed Scholarship  
 The Westminster Dames Endowed Scholarship  
 The Sally W. Reynolds Endowed Scholarship  
 The Dr. Ralph Rinne Endowed Scholarship  
 The W. Philip and Mildred M. Ross Lewis County and Knox County Missouri Scholarship  
 The Harry Lee Ryburn, Jr. Memorial Endowed Scholarship  
 The Edith and Harry Darby Foundation Endowed Scholarship  
 The Harry N. Schweppe, Jr. Memorial Endowed Scholarship  
 The James L. and Marion C. Darling Memorial Endowed Scholarship  
 The Shields Family Endowed Scholarship  
 The Robert L. D. and Lois B. Davidson Endowed Scholarship  
 The John E. Simon Endowed Scholarship  
 The Cameron and Jesse Day Biology Prize Endowed Scholarship  
 The F. Brooke Sloss Memorial Endowed Scholarship  
 The John A. Dorsch Endowed Scholarship  
 The Drescher Annual Scholarship  
 Lieutenant Raymond E. Smallwood Memorial Endowed Scholarship  
 The Southwestern Bell Telephone Company Endowment Scholarship  
 The A. Randle Elliott Memorial Endowed Scholarship  
 The Sweazy Family Endowed Scholarship  
 The Robert L. Epperson-Phi Kappa Psi Endowed Scholarship  
 The Lloyd Taylor Family Scholarship  
 The L. Norman Thornton Memorial Endowed Scholarship  
 The Stephen L. B. Frailey Memorial Endowed Scholarship  
 The William H. and Susanne Tyler Endowed Internship Scholarship  
 The Robert Porter Galloway Memorial Endowed Scholarship  
 The Barclay Van Dyke Endowed Scholarship  
 The Hoyt D. Gardner Scholarship in Premedical Ed.  
 The Gupton A. and Grace S. Vogt Endowed Scholarship  
 The Frank N. and Louise Gordon Endowed Scholarship  
 The Linda Doolin Ward Endowed Scholarship  
 The Frank W. Waye Family Endowed Scholarship  
 The Jane Maughs Grant Memorial Endowed Scholarship  
 The Dr. and Mrs. Marion A. Webb Endowed Scholarship  
 The Allen D. and Jane B. Harper Endowed Scholarship  
 The Frank B. Whitbeck Endowed Scholarship  
 The Ramey Wilson Harper Memorial Endowed & Annual Scholarship  
 The Winney Family Endowed Scholarship

The H. Clinton White Memorial Endowed Scholarship  
 The Samuel Rodney Hastings Endowed Scholarship  
 The W. C. Whitlow Outstanding Sr. Phi Delta Theta Scholarship  
 The Wallace L. Head Annual Scholarship  
 The Harry Woodward Memorial Endowed Scholarship  
 The William Randolph Hearst Endowed Scholarship  
 The Eliphalet Nott Wright Annual Scholarship  
 The E. C. "Slick" Henderson, Jr. Endowed Scholarship  
 The Philip H. Young Memorial Scholarship  
 The Marvin O. and Sue C. Young Endowed Scholarship  
 The Volz Pre-Med Endowed Scholarship  
 The McFarland Family Scholarship  
 The Nierenberg Family Scholarship  
 The Dr. Peter and Jane Yu International Student Endowed Scholarship  
 The Class of 1956 Endowed Scholarship  
 The Ernest Hazel III Endowed Scholarship

#### **Additional Donor Designated Scholarships**

The Judge E. B. Adams Memorial Scholarship  
 The George W. Foster Scholarship  
 The Chester and Helena Alexander Award  
 The Helen C. Foster Scholarship  
 The John James Alexander Scholarship  
 The James N. Foster Scholarship  
 The James W. Allison Scholarship  
 The Maude and Hal Frisby Scholarship Endowment  
 The Nancy M. Anderson Memorial Scholarship  
 The Rev. Thomas Gallaher, D. D., Memorial Scholarship  
 The Anna K. and John J. Andrews Mathematics Scholarship  
 The Garth Scholarship  
 The George Aull Memorial Scholarship  
 The William E. Garvin Memorial Scholarship  
 The Raimor L. Baltzell Memorial Scholarship  
 The Clifford Willard Gaylord Foundation Scholarship  
 The Barbee Scholarship  
 The Mr. And Mrs. William L. Gillmore Educational Fund  
 The Barnette Scholarship  
 The Phoebe Gittings Educational Fund  
 The George W. Bartley/George A. Campbell Scholarship Endowment  
 The Lucy A. and J. G. Goodwin Memorial Scholarship  
 The Alan C. Beck Memorial Scholarship  
 The E. C. Gordon Memorial Scholarship  
 The General M. F. Bell Scholarship  
 The B. G. Grant Scholarship  
 The Mrs. J. W. Blackburn Scholarship  
 The James D. Grigsby Scholarship  
 The C. F. and Blanche Bloker Scholarship  
 The Grove Presbyterian Church, Fairfax, Missouri  
 The Reese Bowen Boyce Scholarship Endowment  
 The A. C. Harriman Scholarship  
 The Orlando Bradley Memorial Scholarship  
 The Frances Rebecca Harrison Scholarship  
 The Edward David Brand Memorial Scholarship  
 The Sue N. Hatcher Scholarship  
 The W. J. and Virginia Briggie Scholarship  
 The David Hickem Memorial Scholarship  
 The Ella E. Brown Memorial Scholarship  
 The Leone Humphery Scholarship Endowment  
 The G. H. Brown Scholarship  
 The W. A. Hurt Scholarship  
 The Philip Bury Scholarship  
 The Jaccard Scholarship  
 The C. Trigg Campbell Scholarship

The Franklin R. Jackes Memorial Scholarship  
 The Given Campbell Memorial Scholarship  
 The James M. Johnson Scholarship  
 The James Angus Carr Scholarship  
 The Andrew J. Jordan Scholarship  
 The J. P. Cayce Scholarship  
 The Charles Wayne Julier Memorial Scholarship  
 The Claggett Memorial Scholarship  
 The George W. Kemp Scholarship Prize  
 The William H. Clark Scholarship Endowment  
 The Charles Krueger Scholarship  
 The Samuel Clelland Memorial Scholarship  
 The Littrell-Thomas Scholarship of the Walkup  
 The John H. Converse Scholarship  
 The J. R. Leinweber Scholarship  
 The Catherine Baker Coons Scholarship  
 The Robert B. Lowary Memorial Scholarship  
 The Samuel John Coultas Memorial Scholarship  
 The H. K. MacCarthy Scholarship  
 The Elizabeth Swan Craig Memorial Scholarship  
 The Judge George B. and Charles R. MacFarlane Scholarship  
 The R. B. Craig Memorial Scholarship  
 The D. E. McArthur Scholarship  
 The J. A. B. and Cordelia McElroy Memorial Scholarship  
 The Culver Scholarship  
 The William Jefferson Marshall Memorial Scholarship  
 The John M. Dalton Educational Foundation Scholarship  
 The Edmund F. and Irene B. Miller Scholarship Endowment  
 The Harry E. Darr Scholarship  
 The Eva Scott Miller Scholarship  
 The Forrest De Bernardi Memorial Scholarship  
 The John N. Miller Scholarship  
 The Claude L. Duff Scholarship  
 The Ned O. Miller Leadership Scholarship  
 The Mrs. Oliver Eitzen Scholarship  
 The Mary J. Milster Scholarship  
 The Rev. John Preston Foreman Memorial Scholarship  
 The Modern Litho-Print Co. Scholarship Endowment  
 The J. G. Finley Scholarship  
 The Amanda A. Morgan Memorial Scholarship  
 The Anna Forster Ford Scholarship  
 The Nancy Murphy Memorial Scholarship  
 The L. C. Nelson Trust Fund  
 The Ada L. Smith Scholarship  
 The Owen Scholarship Endowment  
 The Joseph A. and Catherine M. Smith Scholarship  
 The Annie R. Page Scholarship  
 The Frank Woolford Sneed Memorial Scholarship  
 The William and Susan Parker Memorial Scholarship  
 The Gladys Somers Memorial Scholarship  
 The Pasley Scholarship  
 The South Dardenne Presbyterian Church Scholarship  
 The William S. Potts Scholarship  
 The Andrew Sproules Memorial Scholarship  
 The Reader's Digest Foundation Scholarship  
 The James E. Street Memorial Scholarship  
 The Mrs. Sarah Reid Scholarship  
 The David Sutherland Scholarship  
 The Frederick Randolph Rosser Scholarship  
 The Eliza T. Taylor Scholarship  
 The St. Charles First Presbyterian Church Scholarship  
 The Jessamine Wallace Scholarship  
 The Schreiber Memorial Scholarship  
 The Judge and Mrs. W.H. Wallace Scholarship  
 The John Liggett Scott Memorial Scholarship  
 The Charles Wiggins Scholarship

The John B. Shepherd Scholarship  
 The George H. Williams Endowment Fund  
 The Emily Foster Smiley Scholarship  
 The Young Scholarship

In addition to Westminster merit-based scholarships, the College also awards academic scholarships. These scholarships, initially designed as freshmen-based awards, are renewable for each of the three academic years immediately following the year of the initial award, as long as the scholarship recipient maintains the required cumulative grade point average specified for his or her scholarship. No scholarship will be renewed for an amount greater than the original award. Scholarship renewals are determined annually following the spring semester.

#### **Churchill, Trustee's, and President's Scholarships**

Students who have at least a 26 ACT or 1800 SAT and at least a 3.25 high school grade point average will receive an invitation to participate in the scholarship interview competition to be considered for the Churchill, Trustee's and President's Scholarships ranging from \$7,500 to full tuition. The interview competitions will be held in February and March, and recipients will be notified after the second competition has been completed. In order for a scholarship to be renewed in "part" or in "full", recipients must achieve a cumulative grade point average of 2.50 or higher. A cumulative grade point average of 3.30 or higher is required for full renewal of a Churchill Scholarship. Full renewal of a President's, or Trustee's Scholarship requires a 3.00 cumulative grade point average. A student with a cumulative grade point average of at least 2.50 but below the minimum required grade point average for full renewal would receive a revised scholarship at a percentage of the original. In the event that a scholarship recipient subsequently receives financial aid from another source, the total aid package will be re-evaluated.

#### **Dean's Scholarship**

To be considered for a Dean's Scholarship ranging from \$4,000 - \$7,000, students must have at least a 23 ACT or 1590 SAT and at least a 3.00 high school grade point average. Awards will be made on a competitive basis, taking into consideration standardized test scores, high school grade point average, class rank and participation in extra-curricular activities. The Dean's Scholarship requires a 2.50 cumulative grade point average for renewal. No partial renewal will be made of a Dean's Scholarship. In the event that a scholarship recipient subsequently receives financial aid from another source, the total aid package will be re-evaluated.

#### **Transfer Scholarship**

Transfer students who have a college cumulative grade point average of at least 3.00 can be considered for a Transfer Scholarship ranging from \$5,000 to \$7,000. Full renewal of a Transfer Scholarship requires a 3.00 cumulative grade point average. A student with a cumulative grade point average of at least 2.50 but below the minimum required grade point average for full renewal would receive a revised scholarship at a percentage of the original.

#### **Maintaining Financial Aid Eligibility**

Students must make Satisfactory Academic Progress towards earning a degree as stipulated in the chart below to receive financial aid at Westminster College from all Federal, State and institutional programs.

#### **SAP Evaluation**

1. SAP is calculated annually after the spring semester following the student's first term of enrollment as a regular degree-seeking student.
2. Quantitative (hours attempted and earned) and qualitative (cumulative GPA) SAP progress is measured.

3. Changes in major may alter your SAP status, which is based upon the current degree level pursued; therefore, if you change majors, you may be permitted to go beyond the 183 attempted hours.
4. Students meeting the standards listed above when calculated will be in SAP Good Standing.
5. SAP Probation will be required for students who do not meet the requirements shown above. Students on SAP Probation will have to meet the standards outlined in their SAP Probation letter to avoid SAP Suspension. Students are eligible for financial aid while they are on SAP Probation. (See Appeals).
6. Rules are applied uniformly to all students for all periods of enrollment whether or not aid has been received previously.
7. Students who are on academic dismissal will be on SAP Suspension. (See Appeals).
8. Eligibility is reestablished after the student improves their academic record to meet the minimum standards or an appeal due to unusual and/or mitigating circumstances is approved.
9. Students are held responsible for knowing SAP eligibility criteria and their status at the end of each academic year. Please contact the Office of Financial Aid if questions arise.

### **Grades**

1. All courses taken at Westminster College and those courses transferred to Westminster College are counted as hours attempted regardless of grade assigned. This includes courses which end as incompletes, failed, dropped, repetitions or withdrawn after the 3rd week of class each semester.
2. Only courses for which final grades issued are recognized by the Westminster College Registrar's Office as acceptable for progressing toward degree completion will be counted as earned.
3. Courses shown as failed, incomplete, withdrawn, dropped or concluded with no grade submitted count as hours attempted and not earned. Additional courses with non-passing results are counted similarly.
4. All courses designated as repeated for grade improvement count as hours attempted, but only count once if passed as hours.
5. Courses attempted repetitively for credit count as both hours attempted and if passed as hours earned.
6. Audit and Non-credit classes are ineligible for financial aid and do not count in SAP calculations.
7. The official institutional GPA determined by the Westminster College Registrar's Office is used for all qualitative measures.

### **Additional Earned Credits**

1. Credit hours earned by testing or other non-standard means are counted in the SAP calculations as both hours attempted and earned. This includes hours earned from Credit by Exam, CLEP and CEEB Tests, AP and IB Courses, and Foreign Language Placement.
2. All credit hours applicable to the current degree pursuit attempted through study abroad programs, off-campus programs, and through Consortium Agreements with other institutional count in both attempted and earned calculations.

### **Transfer Students**

1. Transfer students with no grade history at Westminster College will enter on SAP Good Standing.
2. Complete academic transcripts for work attempted at other institutions are expected to be submitted to the Office of Enrollment Services before the beginning of their first semester at Westminster College. A standard SAP calculation including this work and Westminster College hours will be run

by the next scheduled increment.

3. Students failing SAP will be placed on SAP Probation. Students on SAP Probation will have to meet the standards outlined in their SAP Probation letter to avoid SAP Suspension. (See Appeals)

### **Re-admit Students**

1. Former Westminster College students who were not enrolled at Westminster College for the most recent semester will re-enter at the SAP status earned at the end of their last Westminster College enrollment.

### **Appeals and Reinstatement**

1. SAP Suspension may be appealed if unusual and/or mitigating circumstances affected academic progress. Such circumstances may include a severe illness or injury to the student or an immediate family member, the death of a student's relative, student activation into military service or other circumstance as deemed appropriate for consideration by the SAP Appeals Committee.
2. To appeal the student must submit a letter to the Office of Financial Aid no later than 15 business days before the beginning of the semester for which reinstatement is desired. This should explain in detail why they failed to meet the minimum academic standards, what unusual and/or mitigating circumstances caused the failure and how their situation has improved.
3. The SAP Appeals Committee decision result will be sent to the student by mail or electronic means.
4. Appeal approvals will give the conditions and timeframe for maintaining aid eligibility.
5. SAP Appeals Committee decisions cannot be appealed to another source.
6. Students who raise their cumulative standards to equal or exceed the minimum requirements should contact the Director of Financial Aid to see if they may be reinstated to SAP Good Standing from that point forward.
7. The SAP Appeals Committee members are the Dean of Student Life, Associate Dean of Faculty, Registrar and the Director of Financial Aid.

# ACADEMIC PROGRAMS

## Academic Support Services

Westminster College offers a wide array of academic support services to assist students in developing those skills they will need in the classroom and in their professional and personal lives after College.

### Academic Resource Center

Westminster College has established an Academic Resource Center (ARC) to provide assistance in the development of writing, math and study skills through individualized tutoring programs and workshops. Directed by the Associate Dean of Faculty, the Academic Resource Center features a writing lab, math lab and accounting lab; full-time faculty supervise with support from carefully selected and trained upper-class students. Additionally, the ARC provides tutors for courses in Tier II that are available on a regular schedule throughout the semester. Open afternoons and evenings, the ARC is centrally located in Reeves Library.

### Communication Skills Workshop

A one credit hour course offered in the spring semester to students enrolled in the Reading and Study Skills Program during the previous fall semester and to students placed on probation after fall semester. The Communication Skills workshop is a continuation of the material covered in CLS 090 and includes access to special advising and tutorial support.

## The Learning Opportunities Center

The Learning Opportunities Center offers academic support to students through a variety of programs. The staff of the center offers assistance through special courses such as Supplemental Statistics and Science Strategies. In addition to these courses, the staff coordinates the Learning Disabilities Program, the Reading and Study Skills Program, and the Peer Tutoring Program.

### Learning Disabilities Program

Students diagnosed with learning disabilities, attention deficit disorder, and/or autism may apply for admission to Westminster College through the Learning Disabilities Program (LDP). The application process requires completion of an expanded application, which requires documentation of the disability, relevant testing data and additional references. Staff in the LOC reviews applications and invite selected students to on-campus interviews and evaluation.

Students enrolled in the LDP take one or two courses in the first semester. One course focuses on developing writing, reading, and study skills to prepare freshmen enrolled in the Learning Disabilities Program for the college curriculum. A linked course, American Government and Politics, provides an immediate context for developing these skills. The other course encourages and supports freshmen enrolled in the Learning Disabilities Program in managing their personal, academic and social

responsibilities. Students enrolled in the LDP also meet regularly with assigned academic professional staff members, who provide individualized assistance and monitor progress.

Academic professional staff members also assist students who have individual memberships through Reading for Blind and Dyslexic (at [www.rfbd.org](http://www.rfbd.org)) in ordering books on tape as needed. Students directly communicate extended-time testing needs to faculty members who work with academic professional staff in the LDP to accommodate these needs in a timely manner. Note-taking needs are also addressed by the LDP.

### Reading and Study Skills Program

The Reading and Study Skills Program (RSSP) is designed to give special attention during the first year in college to incoming freshmen whose preparation for college is, in certain respects, was inadequate. The program consists of a special course each semester that offers students opportunities to acquire language proficiency and study strategies necessary to function in the college environment. It is designed to enhance language skills (reading, writing and listening) and study strategies in the context of another course in the general education sequence. Currently the course is linked to American History in the fall semester and Psychology as a Social Science in the spring semester.

Students are selected for the Reading and Study Skills Program on the basis of their high school records and Scholastic Aptitude Test (SAT) or American College Test (ACT) scores. Some students, determined by the Admissions Committee, will not be admitted to Westminster unless they agree to participate in the program. A few students who are not required to participate may be invited to enter the program on a space available basis.

No more than two credit hours of 090 courses may be counted toward the minimum hours required for graduation. Therefore, students who take both CLS 090 and MAT 090 will need to complete two credit hours more than the minimum required in order to graduate.

### Peer Tutoring Program

In support of the ARC, the Learning Opportunities Center coordinates Westminster College's Peer Tutoring Program which offers academic support to students enrolled in a variety of courses. Specifically, the Program targets courses found in the general education requirements. Tutors for these courses are recommended by the professors, and attend tutoring classes designed to provide them with a sound framework for fostering independent learning and understanding the learning process. The tutors also attend the classes for which they are tutoring at least once a week.

## International & Off-Campus Study

Westminster College encourages international and off-campus study by its students as well as study by international students in Fulton. Eligible students should meet the minimum grade point average requirement for the selected program, be in good academic and disciplinary standing and must have attended a minimum of one semester at Westminster College prior to departure for the program. Students may elect to study off-campus in a domestic or international program and can also participate in off-campus programs led by our faculty. Credit transfer and scholarship opportunities are available. Interested students should contact the Director of International & Off-Campus Programs for more information.

### Off-campus study programs include:

**Urban Studies Program in Chicago.** Westminster participates in the Chicago Urban Studies Program sponsored by the Associated Colleges of the Midwest. Students selected for this program earn a semester's credit (16 hours) while working, living in and studying in the city of Chicago. Urban Studies internships place students into some of Chicago's most influential governmental and non-profit organizations. The internship program provides valuable career experience and networking opportunities in over 350 sites and ranges from interests in law & criminal justice to health care and environment and many others. For more information, see [www.acm.edu/urbanstudy/index.html](http://www.acm.edu/urbanstudy/index.html) and contact the Director of International & Off-Campus Programs or Dr. Kenneth Muse, campus advisor for the Chicago Semester.

**Washington Semester Program.** Westminster participates in the Washington Semester Program offered through American University in Washington, D.C.. Sophomore, junior and senior students may choose to study and participate in internships which address a variety of programs that include among others American National Politics, Economic Policy, Foreign Policy, International Business & Trade, International Environment & Development, International Law and Organizations, Journalism, Justice, Peace & Conflict Resolution, Public Law, Contemporary Islam, Israeli Studies and Transforming Communities. Study abroad components may also be available with some programs of study. Scholarships are available. For more information, see [www.washingtonsemester.com](http://www.washingtonsemester.com) and contact the Director International & Off-Campus Programs, or Dr. Gyan Pradhan, campus advisor for the Washington Semester.

**The Semester on the United Nations.** The Semester on the United Nations is sponsored by Drew University of Madison, New Jersey. Westminster and other participating colleges may nominate a limited number of junior and senior students to study one semester in Madison and New York City. Coursework and internship focus on the United Nations while independent study options are available. POL 211 American Government is a prerequisite and POL 212 International Politics and POL 305 International Law and Organizations are recommended. Learn more at [http://www.depts.drew.edu/offcamp/UN\\_page.htm](http://www.depts.drew.edu/offcamp/UN_page.htm)

### International Student Exchange & Direct-Enrollment

**Programs.** Westminster maintains exchange programs with the Universite Catholique de l'Ouest in Angers, France; Ecole Superieure des Sciences Commerciales (ESSCA) also in Angers, or its sister institution the Ecole Superieure pour l'Innovation et l'Action vers les Metiers de l'Entreprise (ESIAME) in Cholet, France; the Kansai Gaidai University, Osaka, Japan; and the University of East Anglia in Norwich, England. These programs are bilateral exchanges, whereby a Westminster student trades places with a student in England, France or Japan for a semester or for a full year of study, depending on the program. Students at the Universite Catholique, ESSCA or ESIAME must have at least an intermediate level mastery of French. Students who wish to study at

Kansai Gaidai are not required to have prior knowledge of the Japanese language. Westminster students enrolled in all exchange programs are granted full credit for work accomplished abroad. Normally, all financial aid (with the exception of work-study) applies to these programs and additional scholarship opportunities are available, as well. Students may also choose our direct-enrollment programs with the Dublin Business School in Dublin, Ireland or the University of Winchester in Winchester, England. A variety of programs are available for one semester or one academic year with transfer credit. Special rates apply for Westminster College students.

**Study Abroad Affiliations.** Westminster College enjoys a variety of affiliations, which allow for transfer of academic credit and in most cases, some financial aid can be applied to these experiences as well. Most programs offer additional options for internships, service learning, and depending on the program, research. For further information regarding a complete list of program affiliations, together with funding opportunities listed for this section, see the Director of International & Off-Campus Programs.

**American Institute for Foreign Study (AIFS).** The Westminster affiliation with AIFS offers study abroad and internship opportunities for the year, semester, or summer in a variety of program locations including Argentina, Australia, Austria, China, Czech Republic, England, France, Hungary, India, Ireland, Italy, Russia, South Africa, and Spain. Additional information can be found at [www.aifsabroad.com](http://www.aifsabroad.com).

**Arcadia University Center for Education Abroad.** Westminster has an affiliation with Arcadia University (Pennsylvania), which offers semester, year, or summer study abroad & internship programs in many areas of the world, including Australia, England, Equatorial Guinea, China, Greece, Ireland, Italy, New Zealand, Scotland, South Africa, Spain, and Wales, among others. For additional information, see [www.arcadia.edu/cea](http://www.arcadia.edu/cea)

**AustraLearn.** Study at approximately 30 Australia or New Zealand universities through Westminster's affiliation with AustraLearn. Internships & service-learning opportunities are available. Learn more about this program at [www.australlearn.org](http://www.australlearn.org).

**Central College Abroad.** Westminster is affiliated with Central College (Iowa), which offers a variety of opportunities to study around the world. Locations for yearlong, semester, and summer programs include cities in Austria, China, England, France, Mexico, Netherlands, Spain, and Wales, to name a few. See [www.central.edu/abroad](http://www.central.edu/abroad) for the latest information.

**Cultural Experiences Abroad (CEA).** Westminster's affiliation with Cultural Experiences Abroad includes language programs in a variety of cities in Argentina, China, Costa Rica, France, Germany, Italy, Mexico, Poland, Russia and Spain among others. English language programs are also available in England, Australia, and Ireland. For complete information, see [www.gowithcea.com](http://www.gowithcea.com).

**Institute for the International Education of Students (IES).** Westminster's affiliation with the Institute for the International Education of Students offers qualified upper class students the opportunity to study in any of several IES centers found in a variety of locations around the world. IES academic centers are located throughout Asia, Australia & New Zealand, Europe, New Zealand, and South America. A variety of academic options are available, including year, semester, and summer programs; internships, field study, service learning, volunteer and cultural programs are also available. For more information, see [www.iesabroad.org](http://www.iesabroad.org).

**International Studies Abroad (ISA).** Westminster's affiliation with International Studies Abroad offers students cultural immersion experiences with study in other languages or in English for either a year, a semester, a trimester, month or summer. Destinations include Argentina, Belgium, Chile, Costa Rica, Czech Republic, Dominican Republic, England, France, Italy, Mexico, Morocco, Peru, and Spain. Volunteer opportunities with their Experiential Learning Abroad Program are also available. For more information, see [www.studiesabroad.com](http://www.studiesabroad.com).

**School for International Training (SIT).** The Westminster affiliation with SIT offers students an opportunity to engage in international internships, in-country research and service learning opportunities with interdisciplinary themes. Locations for study include countries in Africa, Asia & the Pacific, Europe & the Middle East, Latin America and the Caribbean. Learn more at [www.sit.edu/studyabroad.org](http://www.sit.edu/studyabroad.org)

**Semester-at-Sea.** Westminster is affiliated with the Institute for Shipboard Education and the University of Virginia, which offers a unique program for study abroad in a variety of countries during one semester or summer excursion. Ports of call have included cities in Russia, Korea, China, Vietnam, India, Brazil, Venezuela, South Africa, and Kenya. Students may learn more about this program, including updated itineraries at [www.semesteratsea.com](http://www.semesteratsea.com).

For further information about any of these study abroad opportunities and to inquire about a complete list of programs, contact the Director of International & Off-Campus Programs.

## Internship Program

Westminster College offers a centralized Internship Program through the Office of Career Services that encourages students to take advantage of experiential learning opportunities on and off campus. Internships allow students to earn academic credit while undertaking planned, professionally supervised work experiences related to their on-campus academic programs and career interests.

### Career Exploration Internship

An additional internship opportunity is available to students who have completed their freshman year. The Career Exploration Internship, ITS 199A, allows students to complete on-campus internship for one credit hour. The student will work at the internship for five hours per week (50 hours total during the semester) and attend career-related workshops throughout the semester. ITS 199A is offered during fall and spring semesters only.

### Departmental Internship

Departmental Internships, or ITS-399, are typically off-campus experiences which can take place any semester or during the summer. Students should pre-register for an internship (ITS 399A) before the semester begins. Students must then complete the necessary paperwork with the Internship Coordinator. The course number will be changed to reflect the area in which the student is doing the internship (BUS 399). The intern will be awarded elective credit in the department associated with the internship experience and will receive credit on a CR/F basis.

Students must have completed 60 credit hours prior to the beginning of the internship and be in good academic standing with a 2.0 or better cumulative grade point average to participate in the Westminster Internship Program. A maximum of seven credit hours of internship can be applied towards the graduation requirement. Students may enroll in up to four credit hours of internship per semester but may not complete more than one internship per semester. Students work 50 hours for each credit

they receive. Part of receiving credit is the requirement that students obtain a faculty sponsor who helps guide their learning through the experience. Internships are included in tuition costs during the fall and spring semester. Summer internships carry additional tuition costs, currently charged at \$250.00 per credit hour.

## Major and Minor Programs of Study

### Major Programs

In order to foster depth of understanding as well as the ability to conduct independent critical inquiry, all Westminster students are required to complete a major field of study. Westminster offers majors in the following subjects:

- Accounting
- Biology
- Biochemistry
  - Biological Emphasis
  - Chemical Emphasis
- Business Administration
  - Entrepreneurial Studies
  - Finance
  - Management
  - Marketing
- Chemistry
- Computer Science
  - Algorithms & Programming
  - Information Technology
- Early Childhood Education
- Economics
- Elementary Education
- English
  - Creative Writing
  - Literature
  - Journalism/Publication
- Environmental Science
- Environmental Studies
- French
- History
- International Business
- International Studies
  - International Issues
  - Regional Studies
- Management Information Systems
- Mathematical Sciences
- Middle School Education
- Philosophy
- Physical Education
- Physics
- Political Science
- Psychology
- Religious Studies
- Secondary Education
  - Biology
  - Business
  - Chemistry
  - English
  - Mathematics
  - Music

Physical Education - 9-12, K-12  
Physics  
Social Service  
Science  
Secondary Education PE K-12  
Self-Designed Major  
Sociology and Anthropology  
Spanish

Self-Designed Minor  
Sociology and Anthropology  
Spanish  
United States History  
Women and Gender Studies

A complete statement of the requirements for each of the above major programs may be found in the *Majors and Minors* section. Students are bound by the major requirements in effect at the time they submit a completed Declaration of Major Form to the Office of the Registrar. Department chairs have authority to waive or allow substitutions for departmental requirements.

Students may declare a major as early as the second semester of their freshman year. To avoid problems in scheduling required courses, students should have declared a major by pre-registration for the first semester of their junior year. A student's choice of a major is not recognized by the college until the student has submitted to the Office of the Registrar a completed Declaration of Major form, signed by both the chair of the major department and the student's former advisor. Students who choose to pursue double majors must formally declare both majors, and they should have their schedules approved each semester by advisors in both major departments.

### Minor Programs

In addition to the majors mentioned above, Westminster students may choose to enrich their studies and deepen their understanding of interest areas by pursuing a minor in one of the following areas.

Accounting  
Allied Health  
American Studies  
Asian Studies  
Biology  
Business Administration  
Chemistry  
Classics with Latin Component  
Classics without Latin Component  
Coaching  
Economics  
English  
Entrepreneurial Studies  
Environmental Science  
European History  
European Studies  
French  
History  
International Business  
Leadership Studies  
Mathematical Sciences  
Music  
Philosophy  
Physics  
Political Science  
Pre-Engineering  
Pre-Law  
Psychology  
Religious Studies

A complete statement of the requirements for each of the minor programs may be found in the *Majors and Minors* section. Students are bound by the minor requirements in effect at the time they submit a completed Declaration of Minor form to the Office of the Registrar. Coordinators of minors have authority to waive or allow substitutions for minor programs of study.

Students may declare a minor as early as the second semester of their freshman year. A student's choice of a minor is not recognized by the college until the student has submitted to the Office of the Registrar a completed Declaration of Minor, signed by both the coordinator of the minor and the student's advisor. All grades in minor courses must be C or higher to count towards the completion of the minor. A minor may not be earned in the same program as the student's major program of study. No more than three credit hours of internship or other experiential form of study will be counted toward a minor. Students may complete only one minor in a department. Otherwise there is no restriction on numbers of minors that may be completed.

### Self-Designed Major and Minor

Students with particular interests may prefer to design their own program of study in concert with a team of teacher-scholars. Westminster's Self-Designed Major/Minor allows students to design a personalized program drawing on the strengths of several disciplines and departments. For example, students have designed individualized programs of study through the Self-Designed Major leading to majors in advertising, classics, business communication, public relations and sports medicine. If the Self-Designed Major is approved, completion will satisfy the general degree requirement for a major. All other general education requirements must be fulfilled.

To complete an individualized degree program through the Self-Designed Major program, a student identifies a faculty advisor and two other faculty members, representing at least two academic divisions; this group constitutes the "committee." The student, with the aid of the committee, develops a proposal for a major under the Self-Designed Major. One of the members of the committee must be designated as the student's official advisor. The proposal will consist of a general description and justification of the alternative major and will indicate specific courses to be taken. Generally, a student will begin the work under the Self-Designed Major after the freshman year, but in no case later than the start of the second semester of the junior year.

The committee must meet with the student at least once each semester to review progress. A minimum of three semesters must be spent working under an approved plan. A similar process is required for a Self-Designed Minor. Self-Designed Major and Minor Forms are available in the Office of the Registrar.

The student must secure the approval of the Associate Dean of Faculty for the proposed course of study. All proposals and revisions must have the approval of the Associate Dean. Upon satisfactory completion of the work prescribed in a student's plan, the student will be certified as having met the graduation requirement for a major.

## Special Academic Programs

### Air Force Reserve Officers' Training Corps (AFROTC) Scholarships

The Air Force Reserve Officer training Corps (AFROTC) provides you the opportunity to become a United States Air Force officer while completing your college degree. The program combines traditional undergraduate education with military instruction and will prepare you to tackle the leadership challenges awaiting the Air Force in the 21st century. Each semester you will enroll in an AFROTC class in conjunction with a two-hour Leadership Lab in which your classroom learning will be put to the test. You may also earn a minor in Aerospace Studies by completing 12 semester hours taught by Aerospace Studies instructors and 3 additional semester hours of course work approved by the Department of Aerospace Studies in the academic area of history, political science, sociology, military science disciplines, or peace studies. For more information, contact the Air Force Reserve Officer Training Corps (AFROTC), 213 Crowder Hall Columbia, Mo 65211-4110, (573) 882-0554 or check online at [airforce.missouri.edu](http://airforce.missouri.edu) and [www.afrotc.com](http://www.afrotc.com).

**High School Seniors:** Air force ROTC offers an excellent scholarship program for highly qualified students. Many of these scholarships pay full tuition. All of the scholarships include an annual textbook allowance and a tax-free monthly stipend of \$250-400 each month during the academic year. The high school scholarship application period runs from May of your junior year until Dec 1 of your senior year. Competition is based on the whole-person concept. Please visit [www.afrotc.com](http://www.afrotc.com) for the most current scholarship information.

**In-College Students:** You can join AFROTC your freshman or sophomore year and compete for one of the many scholarships offers that we reserve specifically for college students. In-College scholarship tuition dollar amounts vary. However, all scholarship recipients receive an annual textbook allowance and a tax-free monthly stipend of \$250-400 per month during the academic school year. Visit [www.afrotc.com](http://www.afrotc.com) for the most current In-College scholarship information.

After graduation from college and successfully completing all air Force ROTC requirements, you receive a commission as a second lieutenant with an obligation of four years of service in the active duty Air Force. Pilots incur a ten-year commitment from the date you graduate from pilot training. A few additional career fields require a six-year commitment.

### Army Reserve Officer Training (ROTC) Scholarships

Army ROTC scholarships are available on a competitive basis for two, three and four years of study. Qualified students may compete for ROTC scholarships on both a local and regional basis and applicants need not be currently enrolled in ROTC classes. The value of the scholarships is announced annually. Application deadlines for the Army ROTC scholarships are as follows: Early Decision deadline is July 15 following the student's junior year. Regular Decision deadline is November of the student's senior year. There is a February 1 deadline for both three- and two-year scholarships. To be competitive for Army ROTC scholarship support, applicants should present an ACT score of 19 or greater and a grade point average of 2.5 or greater.

Recipients of the ROTC four-year scholarship who reside in college housing may also qualify for the Davidson Scholarship, which pays for the cost of the room. Recipients of the ROTC three-year Advanced Designee Scholarship will receive the equivalent of tuition charges in financial assistance for the freshman year at Westminster. Complete details are available from the Army ROTC Enrollment Office, 221 Crowder Hall, Columbia, MO 65211 (573) 882-2657, 221 Crowder Hall, Columbia, MO 65211 and online at <http://armyrotc.missouri.edu/>.

### Earthwatch

Earthwatch is a nonprofit organization that supports academic research by acting as an intermediary between scientists who need support staff for their field projects or expeditions and amateur volunteers. Each year Earthwatch places volunteers with projects in a wide range of scientific disciplines all over the world. Fields of study include animal behavior, anthropology, archaeology, astronomy, ecology, geology, history and sociology. Westminster grants credit to Earthwatch volunteers as credit (in the appropriate department) for independent study, allowing one hour of credit for each week of the Earthwatch project. Normally, projects are two to three weeks long.

As with any independent study project, only students who have earned credit in at least one regular course in the subject will be permitted to enroll in an Earthwatch-related independent study course and a qualified faculty member in the department in which credit is to be granted must be willing to act as director. The director will require such readings, conferences, papers or other work as may be appropriate and necessary to justify the credit granted and he or she will evaluate any work submitted by the student to satisfy course requirements. All Earthwatch-related independent study courses must be taken on a CR/F basis.

### Engineering Dual Degree Program

The Dual Degree Program is a program of study designed for students who wish to become professional engineers or applied scientists. Westminster College cooperates with Washington University in a Dual Degree Program leading to undergraduate degrees in liberal arts and in engineering. Participants may follow either a "3-2" or a "4-2" schedule, entering the School of Engineering and Applied Science after their junior year or senior year at Westminster College. Students following the 4-2 schedule must apply no later than one year after graduation from Westminster College.

Students meeting Washington University's admission expectations should be able to earn an engineering degree with four semesters of technical study. At the end of this time, the student will receive a Bachelor of Science degree in engineering or applied science from Washington University and a Bachelor of Arts degree from Westminster College (assuming completion of the normal requirements for a B.A. degree). Bachelor's degrees offered by the School of Engineering and Applied Science at Washington University include aerospace, biomedical, chemical, civil, computer, electrical and mechanical engineering, as well as computer science, engineering management, and systems science and engineering. Programs of study leading to an optional minor include computer science, environmental engineering, manufacturing, and robotics.

During the years at Westminster College, the student must complete the requirements for a major and meet the following course requirements in order to be considered for admission to Washington University:

- A minimum of 70-90 semester hours of transferable college credit (courses with grades of C or better).
- Mathematics: Calculus through differential equations.
- Chemistry: Two-course sequence, including laboratory. Chemical engineering majors only are required to complete a two-course sequence in organic chemistry.
- Computer Programming: One course or certified proficiency in a high-level language.
- Physics: Three-course sequence (at least two of which employ calculus), including laboratory.
- Biology (required for biomedical engineering only): A pre-approved three-course sequence in modern biology is strongly recommended.\*
- English Composition: One course, acceptable examination scores, or college certification of proficiency.

- Humanities and Social Sciences: At least 18 semester hours, including six hours of humanities, six hours of social sciences, and one course at the upper level (300 or higher).
- \* *Approval for these courses can be obtained from the Dual Degree Office.*

Students who have completed a Bachelor of Arts degree at Westminster also may participate in the program, completing the Bachelor of Science at Washington University in four semesters or fewer. The liaison for the Dual Degree Program is Dr. Glen Frerichs of the Department of Chemistry.

### **Engineering Transfer Program**

University of Missouri-Columbia

The University of Missouri-Columbia (MU) Engineering Transfer Program is designed for students who wish to become professional engineers or applied scientists. Westminster College cooperates with the University of Missouri-Columbia in a transfer program leading to the Bachelor of Science degree from the MU College of Engineering. Students interested in this program will spend 2-3 years at Westminster and then transfer to the University of Missouri-Columbia to complete their program. Bachelor's degrees offered by the University of Missouri-Columbia College of Engineering include: biological, chemical, chemical/biochemical, chemical/environmental, civil and environmental, computer, electrical, computer and electrical, computer science, industrial and manufacturing and mechanical engineering. Please contact Dr. Kent Palmer, Department of Mathematics and Physics, for additional information.

### **The Freshman Experience**

All entering freshmen participate in the College's distinctive "Freshman Experience" which features New Student Days as well as a "Westminster Seminar," which continues throughout the semester. New Student Days begin approximately four days before all classes begin and provide an opportunity for new students to meet classmates, learn the rules, expectations and traditions of the College and begin the transition to campus life. During the Westminster Seminar, students work closely with a faculty member, upper-class student mentors and a small group of new students.

Organized around student interests, the seminars are integrated by common objectives and shared readings. The seminar is designed to help students read analytically, think critically and communicate effectively. The Freshman Experience also often involves students in field trips, service projects, concerts and lectures at Westminster College and occasional meals in the home of the faculty member who serves as the seminar leader. In addition to teaching the course, each seminar leader serves as academic advisor for students in their seminar and remains in that capacity until the students declare majors.

### **Health Professions Program**

Since a substantial number of students are interested in careers in the health professions, Westminster College supports a Health Professions Program (HPP). With guidance and support from the College's Medical Professions Advisory Committee, students interested in the health professions have access to career counseling, academic advising and pre-professional experiences intended to prepare them for the additional steps needed for careers in medicine, dentistry, osteopathic medicine and veterinary medicine.

Typically, Westminster students major in a natural science in preparation for a career in the medical professions. In recent years though, a number of Westminster graduates entering professional schools include students whose majors were English and history. Medical, osteopathic and dental schools usually do not stipulate a specific undergraduate major as a prerequisite for admission but expect a solid background in science that is

obtained by taking eight hours in general biology, physics, chemistry and organic chemistry.

Professional schools typically base their admission decisions on the applicant's level of academic achievement, scores on the appropriate admission test, results of personal interviews, recommendations by the applicant's undergraduate professors or the Medical Professions Advisory Committee and extracurricular activities.

### **Leadership Certification**

Consistent with the College's Mission Statement, the Leadership Certification program recognizes selected students who have demonstrated their leadership capabilities. Students who are accepted in this program must complete leadership and service-learning academic requirements, participate in leadership workshops, demonstrate reflective and high quality participation in campus events, provide community service, and serve in a campus leadership position in an acceptable manner. A final reflective essay is required of all candidates. Certification requires that the student meet all other requirements for graduation. Additional information can be obtained from Dr. David Humphrey, Director of the Center for Leadership & Service in collaboration with the Leadership Studies Minor coordinator.

### **Legal Professions Program**

Westminster College has historically graduated a significant number of students interested in careers in law and related areas. To support the undergraduate preparation of these students, the College has created a pre-law minor as well as the Legal Professions Program (LPP) coordinated by a faculty member. Students in legal studies and related career fields are encouraged to contact the Director at their earliest opportunity to obtain academic advising and pre-professional support. The Director is assisted by the pre-law advisors who work closely with students, advising them regarding their academic programs, administering practice Law School Admission Tests (LSAT) and writing committee letters of recommendation to law schools. A special concern of the advisors and the College is that graduates who become lawyers are able to view the system of law in its historical, political and philosophical context. Students planning to attend law school are urged to join Westminster's chapter of Phi Alpha Delta, the international law fraternity, to complete the pre-law minor and to take, as juniors, Westminster's LSAT preparatory course.

### **Student Exchange System MMACU**

Westminster College is a member of the Mid-Missouri Associated Colleges and Universities (MMACU). The association's student exchange system allows Westminster students to take undergraduate courses free of additional tuition charges at Lincoln University, Stephens College, William Woods University and the University of Missouri-Columbia. The MMACU student exchange system has various restrictions and participation requires the approval of the college Registrar.

## **Reeves Memorial Library**

The mission of Reeves Memorial Library is to enhance students' ability to learn, the faculty's ability to teach and engage in scholarly activities, and Westminster's ability to function as a community of learners by offering effective services to the students, faculty, and staff of the college—using both traditional resources and new technologies. Reeves Library has an excellent collection of books, periodicals, and electronic resources that support the liberal arts curriculum. The knowledgeable and experienced staff of Reeves Library enjoys the personal assistance they offer students with their academic research needs.

The library collection exceeds 100,000 volumes, in-house, with access to over 650,000 volumes in the regional ARTHUR collection and 18 million items in the MOBIUS system, a statewide academic library consortium.

MOBIUS provides a two to three day delivery of library resources across the state. Students can place their own requests for materials through the Arthur catalog or may borrow materials not in the statewide system from out-of-state libraries through interlibrary loan. In addition to books, the collection also includes multimedia materials—informational and music CDs, videotapes, DVDs, and slides. The library subscribes to over 240 periodicals for in-house use and provides access to over 16,350 full-text journals through multiple online databases. Electronic library resources are available 24/7 at (<http://www.westminster-mo.edu/academics/resources/library/Pages/default.aspx>)

# ACADEMIC POLICY AND PROCEDURE

## **Academic Advising**

Westminster College regards academic advising by full-time faculty as an important part of the undergraduate experience. Entering freshmen are typically paired with the faculty member who leads their Westminster Seminar; this individual serves as their advisor and continues in this capacity until the student declares a major. Upon declaring a major, students are advised by a faculty member in their major department. The student and advisor consult on a periodic basis in regard to the student's academic program, schedule of courses and academic progress. The advisor is the first person a student should contact for assistance with an academic or personal problem. If necessary, the advisor will refer the student to other persons on campus.

## **Academic Warning, Probation, and Dismissal**

### ***Academic Warning:***

A student is placed on academic warning when he or she has a cumulative or semester grade point average (GPA) that falls below 2.0. As a 2.0 is required for graduation, the academic warning status is intended to give students notice that their academic success is in eventual jeopardy unless their grades improve. Students on academic warning may be offered special support services.

### ***Academic Probation:***

A student is placed on academic probation when his or her academic progress is insufficient enough to necessitate a final warning prior to dismissal. Students are put on academic probation when they fail to meet a specified minimum standard with respect to their cumulative GPA. The applicable standard varies with the number of hours the student has completed and is given in the table below.

#### **Standards for Academic Probation**

<u>Hours Completed</u>	<u>Minimum Acceptable GPA</u>
0 to 29.9	1.65
30 to 59.9	1.85
60 or more	2.00

To be removed from academic probation, a student must demonstrate that he or she is capable of meeting the graduation requirement of a 2.00 cumulative GPA. This is demonstrated by completion of a semester of at least 12 credit hours with a GPA of 2.00 or better and by raising his or her cumulative GPA to at least the minimum acceptable level. Students on academic probation will be offered special support services. When a student is placed on academic probation, continued on probation, or removed from probation, an appropriate notation is made on the student's

transcript, and the student and his or her advisor are notified.

Students on probationary status must meet with the Associate Dean of Faculty to discuss a plan for their future academic progress. Unless permission is granted during this planning, probationary students may not participate in the following:

- College athletic competition
- Fraternity or sorority recruitment, rush, or pledge ship
- Officer duties in any student organization
- Other co-curricular or extra-curricular activities that may impede their academic progress

If part of a student's plan includes restrictions on co-curricular involvement, the student may appeal to the Vice President for Academic Affairs and Dean of Faculty for further consideration.

### ***Academic Dismissal:***

Students not making satisfactory progress towards a degree are subject to academic dismissal. Students become subject to dismissal by failing to meet the probation GPA standards above for two consecutive semesters or by earning a GPA of 1.0 or less in any single semester. Extenuating circumstances will be considered before a final decision to academically dismiss a student. Positive or negative evidence of academic effort, contribution to the campus community, or other outside circumstances may be considered. Students have the right to appeal their dismissals to the Vice President for Academic Affairs and Dean of Faculty. Academic dismissal is noted on the student transcript.

Any student who has been dismissed for academic reasons and who seeks to return to Westminster College must apply for readmission. Applications for readmission are not usually accepted until at least a year after the student was dismissed, although in exceptional circumstances an application for readmission may be considered after only one semester. Students who are readmitted are readmitted on probation and are subject to immediate dismissal if their work is not satisfactory.

### ***Academic Review Board:***

The Academic Review Board is a group (Dean of Students, Associate Dean of Faculty, Director of Counseling & Health Services, and academic advisor and coach of the student in question) which convenes as necessary during a semester when it is determined that a student is no longer engaged in the academic process—not attending classes, not completing class work, etc. The Academic Review Board works with the student to develop a plan of action for completing the semester successfully. This board also has the authority to administratively withdraw the student from the college if they determine that the student cannot successfully complete the semester. Typically, grades of WF or WP (as appropriate) are recorded on the student transcript if the student is administratively withdrawn.

### ***Assessment***

Westminster College has developed an assessment program for measuring progress toward its mission and academic and co-curricular goals. The

college regularly asks for student participation in assessment activities in order to acquire information that is used to improve the college's programs and to maintain its accredited status with the Higher Learning Commission of the North Central Association.

College-wide assessments are designed to measure student progress toward the college mission and learning goals and to determine satisfaction with various college offices and services. Each academic department also has an assessment plan to measure student progress toward the learning goals delineated for each major.

Assessments of the college mission, college learning goals, major learning goals, the goals of the co-curricular program, and college services are made on a regular basis. Student participation in assessment activities is critical and invaluable in helping the college to maintain and improve its programs and services and to maintain its accredited status.

Thus, all students are expected to participate in all college-wide and department assessments. All students are responsible for participating in the assessment activities for each major they have declared.

### **Attendance**

Although there is no College-wide policy regarding absences, regular attendance is expected, and instructors are free to establish absence policies for their classes. It is the student's responsibility to arrange to complete work missed due to an absence and to ascertain what assignments, if any, were given to the class during his or her absence.

Absences incurred while representing the College in approved activities are classified as College duty absences. The Office of Academic Affairs must approve such absences at the request of the sponsor of the activity in question. No student shall be penalized for absence on approved College duty, but instructors may require that work missed because of a College duty absence be made up. A maximum of two such absences is allowed per semester, and the students are to submit requests to the Dean of Faculty at least two weeks in advance of an absence. Under exceptional circumstances, the Dean of Faculty may grant waivers to this policy on a case-by-case basis. Detailed information on the College Duty policy can be obtained from the Office of Academic Affairs and the Office of Student Life.

## **College Duty Policy**

### **A. Classification of College Duty**

#### **Level I College Duty** - College-contracted athletic events.

Automatically accepted as college duty as outlined in Part B.

#### **Level II College Duty**- class-related travel, including field trips

The Registrar (the Dean's designate) will approve these on a case-by-case basis as outlined in Part B.

#### **Level III College Duty** –

- 1) college-sponsored events, such as those attended by student organizations
- 2) activities approved by the college and listed in the student Handbook
- 3) events not sponsored by the College, such as Greek conferences and external leadership conferences

The Registrar (the Dean of Faculty's designate) will approve these on a case-by-case basis as outlined in Part B.

### **B. Approval Timetable & Process:**

In all cases (Levels I, II, and III) the participating group shall submit the following to the Registrar's Office a minimum of two (2) weeks in advance of travel. Under exceptional circumstances, the Dean may grant waivers to this policy on a case-by-case basis.

- **A list of students planning to participate.**

Coaches shall distribute to all faculty via e-mail or otherwise the names of athletes and dates of games at the start of each semester and provide changes to the roster and schedule to faculty as the semester progresses. Within two weeks before each event they shall continue to provide faculty the names of students attending and when and where the games will be played. After each event, should any student-athlete not have attended the athletic event, the coaches will notify the relevant faculty of the names of these absent students within two class days after their return to campus.

Note: On-campus events also require notification of faculty for students to miss class.

Field trips led by faculty are subject to the same approval requirements of three weeks notice to the Registrar's Office. Upon approval, the faculty member shall notify the remaining faculty of date, time and list of students attending. Within two weeks before each event he/she shall provide faculty the names of students attending and when and where the field trip will be taken. After each field trip, should any student not have attended, the faculty member will notify all faculty within two class days after return to campus. (See College Absence Policy below.)

- **A description of the conference, workshop or event.**

In the cases of Level II and III the participating group shall submit the following to the Registrar's Office a minimum of two (2) weeks in advance of travel. Submissions with less than two weeks' notice may result in rejection solely for this reason.

- **A description of the educational value and/or how the activity benefits the College**
- **How participation constitutes "representing the College," as defined in the College Catalog**

### **C. General Rules**

1. All Levels:  
Upon their return to campus, students shall follow-up with relevant faculty at the next scheduled class period or before to complete missed work.
2. Levels II and III:
  - a) No student shall be allowed more than **two (2) days** College duty per semester.
  - b) If students attending the event are not accompanied by a faculty/staff advisor, then the participating students should secure a faculty or staff sponsor for the event and provide a report substantiating the educational value. The completed report must be delivered to the sponsor within one week of return. If an acceptable report is not submitted, the absence will not count as College Duty. For campus organizations, the lack of or incomplete submission of a report may result in denial of college duty designation for future events sponsored by that organization.

WF	Withdrew Failing
WP	Withdrew Passing
W	Medical, Military or other Withdrawal
CR	Earned credit, by an examination or in a course which CR-F grading is mandatory, or "C" or higher in a course taken on an optional CR-D-F basis
TR	Transferred to Westminster with a grade of "C" or higher
IN	Incomplete
AU	Audit

- c) Students are responsible for providing at least one week's notification to the instructors of the missed classes.
- d) For Level II College duty only: In the case of field trips beyond the hours of the scheduled course time slot, which may conflict with other courses, it is the student's responsibility to seek permission from the faculty member whose class is being missed. At least one week's notice shall be given. The faculty member has no obligation to grant permission to miss class, tests or assignments that are due.

**3. Under exceptional circumstances, the Dean of Faculty may grant waivers to this policy on a case-by-case basis.**

***Auditing Courses***

Students may visit a class with the permission of the instructor. In this case no record is kept and there are no fees applied. A student may register to audit a course with the permission of the instructor. Auditors are not necessarily responsible for the completion of class work or taking examinations but should attend class on a regular basis. A course that is entered on the student's permanent record as audited earns no credit and fulfills no requirements. See the Registrar for more information.

***Change of Schedule***

Students may add courses to their schedules in the fall and spring semesters during the first week of classes (five class days). Students may drop courses from their schedules in the fall and spring semesters during the first three weeks of classes (see the academic calendar for dates). No change of schedule is effective until the Academic Advisor has approved the schedule change. Students are cautioned that they are not withdrawn from a course until the paperwork has been completed and submitted to the Registrar.

***Course Loads***

Students enrolled in 12 or more credits during a given semester are regarded as full-time students. The typical course load is five courses or 14 to 16 credit hours per semester. Registering for more than 19 credit hours per semester requires the approval of the Vice President and Dean of Faculty. Students who are approved to register for an overload will be subject to additional charges for each credit hour over 19 (see the section on Tuition and Fees for more information).

***Grade Reports***

By entering their confidential username and password, students may access their midterm and final grades through the campus computer network. A printable version of the grade report is also available to students on the Campus WEB. Westminster College does not mail grade reports. (Information regarding the Family Educational Rights and Privacy Act is included in this catalog or can be obtained online at <http://www.westminster-mo.edu/academics/index.asp>)

***Grades and Quality Point System***

A	Outstanding	4 quality points per credit hour
B	Superior, Above Average	3 quality points per credit hour
C	Satisfactory, Average	2 quality points per credit hour
D	Passing, Below Average	1 quality point per credit hour
F	Failing, No Credit	0 quality points per credit hour

Plus and minus grades are not recorded. College policy stipulates that only courses with grades of C or higher satisfy prerequisite requirements. However, each department decides what grade will satisfy its prerequisite requirements. Only courses completed with passing grades (A, B, C, D and CR) earn hours of credit.

***Credit-D-F***

In any given semester, sophomores, juniors, and seniors may elect to take one Westminster College course outside their majors on a CR-D-F (Credit-D-Failing) basis, but no student may count more than four such courses toward the minimum hours required for graduation. A course that includes an accompanying required laboratory is regarded as one course even though students must enroll for the lecture and laboratory separately.

Since courses with grades of CR do not enter into the computation of a student's grade point average, the CR-D-F option allows a student to take courses in unfamiliar subjects or in subjects the student finds difficult at a reduced risk to his or her grade point average. Students who desire to take a course on a CR-D-F basis must complete and file the appropriate form in the Office of the Registrar by the time specified in the academic calendar.

Students should consult with their advisors before electing to take a course CR-D-F. Both potential employers and graduate and professional schools may look with disfavor upon grades of CR in a student's undergraduate record. Many graduate and professional schools do not regard courses with grades of CR as satisfying their requirements for admission to various degree programs.

***Incomplete Grades***

An instructor may assign the temporary grade of IN (Incomplete) only if circumstances beyond the student's control prevent completing the work required in the course and it would be possible for the student to earn a passing grade if the work remaining were to be satisfactorily completed. Ordinarily, the student must complete the work remaining within six weeks from the beginning of classes in the semester immediately following the incomplete grade. The Vice President and Dean of Faculty is authorized to grant an extension if one is sought by both the student and the course instructor and the Dean is satisfied that circumstances merit a special accommodation. The maximum extension permitted is to the last day of final examinations; in no case is an IN allowed to remain on a student's record after grades are posted for the semester immediately following the semester the student was registered for the course.

***Refunds***

No refund will be made after the eighth week of the semester. If the student withdraws prior to this date, s/he may receive a refund based on the refund schedule in the Westminster College Catalog. Questions regarding the refund should be directed to the Business Office or Financial

Aid Office.

## Registration

Freshmen register for the first semester classes during the spring or summer preceding the beginning of their first semester. They are encouraged to participate in the on-campus registration process, which provides an opportunity for students to communicate directly with their academic advisors. If students cannot participate in the on-campus process, they may register by telephone with their advisor. Continuing students should register for following semester courses in accordance with the registration schedules established each year.

## Repeating Courses

A student may not repeat a course in which he or she has earned a grade of A, B, or C. When a course with a grade of D or F is repeated, only the grade (quality points) and credit hours for the most recent taking of the course will enter into computations of the student's grade point average and be counted toward graduation.

## Student Classification

**Regular Student:** a degree-seeking student formally admitted to Westminster College for a program of study leading to a baccalaureate degree. Regular students are classified as:

Freshman- fewer than 30 credit hours

Sophomore- at least 30 and fewer than 60 credit hours

Junior- at least 60 and fewer than 90 credit hours

Senior- 90 or more credit hours

**Full-time Student:** a student who, in any given semester, is enrolled for a minimum of 12 credit hours.

**Part-time Student:** a student who, in any given semester, is enrolled for fewer than 12 credit hours.

**Non-Degree Seeking Student:** a student who has been permitted to enroll for credit in one or more courses but who has not been accepted as a regular student.

## Summer Session

Tentative course offerings will be announced at the time of spring registration. Students who plan to participate in internships for credit or work on independent study projects during the summer months should check with the Office of the Registrar to determine whether they must enroll for the summer session to receive academic credit for their summer work.

## Transfer Credit

### **Dual Enrollment and Dual Credit Programs**

Westminster will treat credit in dual enrollment programs offered by other institutions and dual credit programs as transfer credit so long as it is presented on an official transcript from an accredited college or university with a grade of "C" or better earned. This credit will be counted toward Westminster's general degree requirements; however, departmental evaluation will be required before it may be counted toward completion of a specific degree program. Thus, students seeking to transfer credit for dual enrollment/credit to Westminster may expect that credit will be counted toward undergraduate requirements subject to the College's transfer policies and procedures; however, it is possible that not all credit will transfer toward a particular degree program. Students are encouraged to contact the appropriate department chair to determine if transfer is possible in individual cases.

### **International and Off-Campus Programs**

Students enrolled in affiliated or exchange programs in another country will receive the grade of "CR" (Credit) for all courses passed at the host institution. The titles of the courses, the grade of "CR", and the credit hours will be listed on the student's transcript. A notation will be included after the semester totals to indicate that the student was enrolled in a Westminster affiliated off-campus program along with the name and location of the institution at which the courses were completed. The grade of "CR" will not affect the student's grade point average (GPA), and only grades of "CR" will be recorded on the Westminster transcript. A notation that the student was enrolled in an affiliated off-campus program will be recorded on the Westminster College transcript for those students who do not receive credit while studying abroad on an affiliated off-campus program.

For students interested in participating in the Chicago Urban Studies Program and the Washington Semester Program, grades and credit hours will be treated as follows: all credit hours earned in the above U.S. programs will transfer directly to Westminster College. Grades earned in the courses will be figured into the student's GPA at Westminster. Students may elect to take one course Credit D-F subject to the policy stated in the college catalog.

### **International Transcript Policy**

Westminster College will consider transfer credit so long as it is presented on an official transcript from an accredited college or university with the grade of "C" or better. The transcript may be delivered in person from the student, if it is presented in a sealed envelope with the seal signed by the granting institution. Keep in mind that photocopies and unofficial copies may be used for advising purposes only. If a student submits an original International Baccalaureate (IB) diploma, the Registrar's Office will photocopy it, note that it has been copied from the original, and return the original to the students. The same policy applies to domestic as well as international students.

For international students who may be unable to produce an official transcript, advisors supported by the US Department of State may assist with this process. Education Advising / Information Centers around the world, together with additional information, can be found at [www.educationusa.state.gov](http://www.educationusa.state.gov). Students should contact the Director of International and Off Campus Programs for more information regarding international transcripts.

International students should be encouraged to bring with them to campus several individually sealed envelopes of transcripts from institutions attended in their home country. Official transcripts may be required for scholarships, internships, or other purposes and having them in their possession will avoid potential problems or delays in the future. Please note that official transcripts submitted to the Registrar's Office for transfer evaluation become property of Westminster College and will not be returned to the student.

### **Summer School and Correspondence Courses**

Students may elect to take courses for transfer credit from other accredited institutions during the summer or by correspondence with the prior approval of their advisors and the chair of the department concerned. Written approval is required and assures that the credit will be accepted for any course in which the student earns a grade of C or better.

All Westminster students who attempt course work at another college or university must request, in writing, that official copies of their transcripts be sent to the Office of the Registrar at Westminster. Credits earned elsewhere are entered on the student's record upon receipt of an official transcript, but the grades for transferred courses are not used in computing the grade point average.

## Withdrawals

In the fall and spring semesters, a student may withdraw from a course during the period which begins after the third week of classes and ends fifteen class days after midterm (see the academic calendar for dates). The instructor for the course must submit a grade for the student's work in the course to the date of withdrawal. On the basis of this grade, either a WP (Withdrew Passing) or a WF (Withdrew Failing) is recorded on the student's transcript. Neither a WP nor a WF enters into the computation of the student's grade point average. Students who do not complete the procedure for withdrawing from a course by the end of the prescribed period will receive a regular passing or failing grade at the end of the semester.

If a student withdraws from the College before the census date, he or she ceases to be a Westminster student and must apply and be accepted by admissions to re-enroll. It is not possible to withdraw from a course after the end of the withdrawal period except for military activation or medical reasons (see Medical Withdrawal Policy below). A student may withdraw for medical reasons up to two weeks before the beginning of finals week. After this point a student may be eligible to receive incomplete grades (see Incomplete Grades above). Withdrawal for medical reasons does not relieve a student of any financial obligations at the College.

### Medical Withdrawal Policy

The college understands that certain health circumstances can significantly interfere with the ability to be engaged in academic work; when this happens, a method for modifying one's course load should be available that minimizes negative consequences. The Medical Withdrawal Policy allows students to withdraw from one, a few, or all of their courses without an academic penalty, i.e., the grade of "W" will be placed on the transcript and the student's grade point average will not be affected.

### Who Qualifies?

A student must be significantly affected by a health-related problem to the degree that s/he is unable to successfully engage in academic work. The types of problems that qualify for a medical withdrawal range from those affecting one's ability to ambulate from class to class (e.g., an orthopedic injury) to the emergence of a serious illness (e.g., diabetes) to a mental health concern (e.g., depression). Having one of these challenges does not, alone, qualify for this policy since many students are able to manage these health problems and succeed in their courses; however, a medical withdrawal is appropriate when the level of challenge exceeds one's ability to continue with the present course load.

### Verification by a Health Care Provider

A health care professional must provide a statement that verifies that a significant health care problem exists. This verification letter should be sent directly to the Dean of Student Life and must include the following information: a) a medical rationale/diagnosis and date initially seen; b) the extent and timing of contact with the student (e.g., family physician, one-time visit, inpatient treatment, six-weeks of counseling); and c) a short prognosis/treatment recommendation and an estimate of future/potential missed class days due to treatment/rehabilitation, etc.

### Extent of Withdrawal

The student may request a withdrawal from all courses, some courses, or just one course. When a slight reduction in the number of courses provides enough relief for the student to succeed in the remainder of his/her courses, the student may withdraw from only a course or two; however, in many cases the health concern is so serious that a withdrawal from all courses is appropriate. A partial withdrawal, if feasible, is encouraged in order to preserve any earned credit. The decision to request a partial or full withdrawal should be made with the consultation of the academic advisor, the health care provider, and a member of the Counseling and Health Services Staff.

### Notification of Withdrawal and Medical Withdrawal Forms

These forms are available in the Office of Student Life. If you are certain that you will be withdrawing from all courses, use the Notification of Withdrawal form, which requires the signatures of your advisor, a Financial Aid Officer, a Business Office representative and the Dean of Student Life. If you are choosing to withdraw from one or more courses, but not all of your courses, you should submit a Medical Withdrawal form for each class you are leaving. This form requires the signatures of your advisor and the Dean of Student Life. These forms, along with the verification of your health care provider, should be returned to the Student Life Office. If a student is physically unable to initiate the process and gain the necessary signatures, they may designate a parent to do so.

**NOTE TO STUDENTS WITHDRAWING FROM ONE OR MORE COURSES BUT NOT ALL COURSES: Until ALL signatures have been obtained for each course from which you are choosing to withdraw and documentation has been received from a health care provider, you should continue attending the class(es). You are considered enrolled in the class until you receive official notification otherwise.**

### Factors That Positively Influence

#### Your Receiving a Medical Withdrawal

1. Early involvement with your academic advisor and/or a staff member in Counseling and Health Services.
2. Direct, clear, and timely documentation by your health care provider.
3. Indications that you were fully engaged in your academic work prior to illness.

*If you have questions regarding the medical withdrawal process, you should contact the Student Life Office or the Director of Counseling and Health Services.*

- \* Parents or guardians are involved in this process when any of the following conditions are present: a) the student is under 18 years of age; b) the student gives written permission for parents or guardian to be contacted and involved in this process; c) the student's health is endangered to the point that s/he is unable to understand the gravity of the situation or is incapable of making an informed and responsible decision regarding his/her academic and/or health care option.

### Re-Admission due to Medical Withdrawal

Regardless of the length of their absence, students receiving a medical withdrawal must complete two requirements before re-entering Westminster College. The first is to formally apply for readmission through the Admissions Office. This is a very simple procedure but required. Secondly, former students will provide evidence that those factors upon which the medical withdrawal was granted are now diminished to the point that the student can become fully engaged in his/her academic work. In order to establish this change of circumstances, the student must:

1. Provide documentation from a health care provider verifying that significant progress has been made. This documentation should also include a recommendation for ongoing care so that the condition doesn't reappear.
2. Write a letter that summarizes how the situation is improved and what s/he will be doing to prevent relapse.

These documents should be given to the Dean of Student Life well in advance (two weeks minimum) of the beginning of the semester the student wishes to attend. Students should begin the readmission process

as soon as possible once they determine they want to return and work on both requirements simultaneously.

# FERPA

## **Family Educational Rights and Privacy Act of 1974**

The Family Educational Rights and Privacy Act of 1974 (FERPA) governs the release of educational records maintained by an educational institution and access to the records in order for the student to be afforded certain rights to privacy. This law applies to all elementary, secondary, and postsecondary institutions that receive federal funds under any program administered by the U.S. Department of Education. Westminster College complies fully with the Family Educational Rights and Privacy Act of 1974 as noted in the policy information below:

**Notification:** Students are notified of their FERPA rights via the Westminster Web Site at [www.westminster-mo.edu](http://www.westminster-mo.edu) or by requesting a copy of the policy available in the Registrar's Office at Westminster College. A summary of the Family Education Rights and Privacy Act can be found at U.S. Department of Education website <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html> or copy is available in the Registrar's Office, Westminster Hall, Westminster College, Fulton, Missouri.

**Procedure to Inspect Education Records:** Students may inspect and review their education records upon request to the appropriate record custodian. Students should submit to the record custodian or appropriate staff person a written request, which identifies as precisely as possible the record or records he or she wishes to inspect.

The record custodian or appropriate staff person will make the needed arrangement for access as promptly as possible and notify the student of the time and place where the records may be inspected. Access must be given in 45 days or less from the receipt of the request. Once students have requested access to their education records, such students' records cannot be destroyed until inspection and review have been provided. When a record contains information about more than one student, the student may inspect and review only the records which relate to him or her.

**Right to Refuse Access:** Westminster College reserves the right to refuse to permit a student to inspect the following records: (1) The financial statement of the student's parents; (2) Letters and statements of recommendation for which the student has waived his or her right of access, or which were placed in file before January 1, 1975; (3) Records which are excluded from the FERPA definition of education records.

**Refusal to Provide Copies:** Westminster College reserves the right to deny transcripts or copies of records not required to be made available by the FERPA in any of the following situations: (1) The student has an unpaid financial obligation to the College; (2) There is an unresolved disciplinary action against the student.

**Record of Requests for Disclosure:** Westminster College will maintain a record of all requests for and/or disclosure of information from a student's education records. The record will indicate the date of the request, the name of the party making the request, and the legitimate interests these parties had in requesting or obtaining the information. Fees for Copies of Records: The fee for copies will be \$2.00 per page. The fee for an official transcript will be \$5.00 per transcript.

**Correction of Education Records:** After inspecting his or her educational records, a student has the right to request the amendment of such records. He or she should submit such a request in writing to the school official in charge of the records. If the request is denied, the student

has the right to a hearing as provided in Title 34 of the Code of Federal Regulations. The hearing will be conducted by the Professional Standards Committee, a committee of elected faculty members. If the committee decides against the student, the student has the right to submit a written comment on the disputed material in his or her educational record. The comment will be maintained as a permanent and integral part of his or her record and will be disclosed to any party to whom the student's educational record is disclosed. The student also has the right to file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue S.W., Washington, D.C., 20202-4608, according to the procedures described in Title 34 of the Code of Federal Regulations, Subtitle A, Parts 99.64 and 99.65.

**Location of Educational Records:** Educational records at Westminster are located as follows: (a) academic records are kept by the Dean of Faculty and the Registrar in Westminster Hall; (b) records on student life including records on student housing, organizations, and disciplinary matters are kept by the Dean of Student Life in Westminster Hall; (c) health records are kept by the Director of Counseling and Health Services in Westminster Hall (d) records on student financial affairs are kept by the Vice President for Business & Finance in Westminster Hall and by the Director of Financial Aid in the Enrollment Services/Financial Aid offices in Champ; (e) placement records are kept by the Director of Career Services in Newnham Hall; (f) internship records are kept by the internship coordinator in Newnham Hall (g) athletic records are kept by the Director of Athletics located in the Westminster Gymnasium.

**Disclosure of Education Records:** Westminster College will disclose information from a student's education records only with the written consent of the student, except:

1. To school officials who have a legitimate educational interest in the records;
2. To officials of another school, upon request, in which a student seeks or intends to enroll;
3. To certain officials of the U.S. Department of Education, the Comptroller General, and state and local educational authorities, in connection with certain state or federally supported education programs;
4. In connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid;
5. If required by a state law requiring disclosure that was adopted before November 19, 1974;
6. To organizations conducting certain studies for or on behalf of the college;
7. To accrediting organizations to carry out their functions;
8. To parents of a student who provide evidence that the parents declared the student as a dependent on their most recent Federal Income Tax form;

9. To comply with a judicial order or a lawfully issued subpoena;
10. To appropriate parties in a health or safety emergency;
11. To an alleged victim of any crime of violence or the results of any institutional disciplinary proceeding against the alleged perpetrator of that crime with respect to that crime.

may do so by presenting his objection in writing to the Registrar before the end of the first fifteen days of classes.

**Parental Access to Children's Education Records:**

Records may be released to parents under any of the following circumstances:

1. through written consent of the student
2. in compliance with a subpoena
3. by submission of evidence that the parents declare the student as a dependent on their most recent Federal Income Tax Form.

**Grade Reporting:** Westminster faculty report midterm and final grades for all enrolled students to the Registrar's Office. Westminster College does not mail grade reports. By entering their confidential I.D. and PIN number, students may access their midterm and final grades through the campus computer network. A printable version of the grade report is also available to students on the Campus WEB for hard copy access. Letters regarding academic ineligibility and academic probation will be sent to the student at their legal, home, permanent address.

**Definitions:** At Westminster the phrase "other school officials" refers to any person a) employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); b) company with whom the College has contracted, e.g. attorney, auditor, collections; c) a person serving on the Board of Trustees; or d) a student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A **school official** has a legitimate educational interest if the official is: (a) maintaining, monitoring, or evaluating the record-keeping system itself; (b) implementation, monitoring, or evaluating the academic curriculum; (c) counseling, advising, or otherwise assisting a particular student; or (d) evaluating particular students with respect to financial or academic awards, honors, or achievements.

A **student** is defined as any person who attends or has attended Westminster College. An educational record is any record (in handwriting, print, tapes, film, or other medium) maintained by Westminster College or an agent of Westminster College, which is directly related to a student.

**Directory Information:** Certain information pertaining to students is defined as "directory information," which is information that may be freely made public and that is normally published in such things as student directories, yearbooks, school announcements, etc. Westminster College may disclose any of the following items without prior written consent unless written notification is received from the student.

**Westminster directory information includes:** a student's name, address, fraternity affiliation, telephone number, E-mail address, date and place of birth, parents' names and address(es), major field of study, minor field of study, academic advisor, picture, class, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance at Westminster College, full-time or part-time enrollment status, honors, degrees and awards received, the most recent previous educational institution attended, and high school attended. A student has the right to object to the publication of this information and

# HONORS AND AWARDS

**Alpha Chi:** The scholastic honor society of Alpha Chi was formed in 1922. Alpha Chi is a national honor society with over 150 chapters in 39 states. The Missouri Delta Chapter of Alpha Chi was established at Westminster in the fall of 1975. Westminster's local honor society, Zeta Tau Delta, which had existed since May, 1929, was merged into the new national honor society of Alpha Chi. To attain membership in this society, a student must have completed at least 62 hours, 30 in residence and be in the top 5 percent of the junior class or the top 10 percent of the senior class according to grade point average rank.

**Dean's List:** The names of full-time students who complete 12 credit hours and achieve a semester grade point average of 3.60 or better are placed on the Dean's List and an appropriate notation is added to their transcript.

**Departmental Honors:** Students may earn departmental honors in French, History, Psychology, Sociology, and Spanish.

**Graduation Honors:** Honors in graduation are awarded to students who have maintained high scholastic standards. To qualify for graduation honors, students must have been in residence at least four semesters. Those who have a cumulative grade point average of at least 3.65 will receive their degrees cum laude. If the cumulative grade point average is 3.75 or higher, the distinction will be magna cum laude and if it is 3.90 or above, the distinction will be summa cum laude. Potential honors for all students **based on their cumulative grade point average AFTER THE FALL SEMESTER** are acknowledged at the commencement ceremony.

## **Special Awards**

The James H. Brooks Bible Prize.  
The Mrs. Edwin Curd Catechism Prize for memorizing the Westminster Shorter Catechism.  
The Cameron and Jesse Day Prize in Biology for a senior biology major.  
The C. Douglas Smiley Memorial Prize for proficiency in freshman chemistry.  
The E. P. Lamkin Prize in Latin.  
The McQueen/Sweazey Prize in mathematics.  
The Dobyys Prize in oratory.  
The Harmon L. Rimmel III Prize in history for the best senior thesis.  
The Wall Street Journal Award for the outstanding senior student majoring in economics and business.  
The John A. Gates Memorial Prize in Philosophy for the best essay on a philosophical topic.  
The Margaret McDonald Jaeger Psychology Award for a senior psychology major planning graduate education.

# DEGREE REQUIREMENTS

In order to receive a baccalaureate degree, students must:

(1) complete the degree requirements published in the catalog for either the academic year of the student's first regular enrollment at Westminster College or the academic year in which the student graduates, and (2) meet all financial obligations.

Students who complete graduation requirements after participating in a graduation ceremony may elect to meet the degree requirements in effect their last year in residence.

A student who fails to complete all the requirements for a Westminster degree within eight calendar years of his or her enrollment as a first-time freshman will be required to meet degree and major requirements in effect one of the four academic years immediately preceding graduation. The student selects which year within the four-year period that will affect his or her requirements, but both the major requirements and the general degree requirements must be those in effect for one and the same academic year.

38 Westminster College will waive the tuition and fees for any remaining course work necessary to complete requirements for a degree for any Westminster student who fulfills the following criteria but fails to complete the requirements for graduation after eight consecutive semesters as a full-time student. The student must enroll in and earn credit for the courses approved by his or her advisor(s), and maintain the requisite minimum grades in courses in the major subject and at least a 2.00 cumulative grade point average overall. In addition to the above criteria, to be eligible for this guarantee of graduation, the student must: (1) complete at least two of the required introductory courses in his or her major by the end of the sophomore year, (2) formally declare his or her major before the end of the sophomore year, (3) continue in the major initially declared, and (4) earn an average of 15 to 16 credit hours per semester.

Education majors are exempt from this guarantee because of the number of credit hours necessary to satisfy state teacher certification requirements. Additional information about the graduation guarantee is available from the Office of the Registrar.

Staff in the Offices of the Registrar and the Vice President and Dean of Faculty will assist students in interpreting degree requirements and in determining which requirements have or have not been met, but ultimate responsibility for being informed about and satisfying graduation requirements rests with the individual student.

Reasonable precautions are taken to insure that students' academic records are correct and complete and that faculty advisors know the various degree requirements and are kept informed about their advisees' status. Nevertheless, it is strongly recommended that students periodically review their transcripts and check their progress toward completing a degree. All students must review their academic records with the Office of

the Registrar during the spring semester of their junior year to be sure they understand correctly where they stand with respect to meeting graduation requirements.

Students who wish to participate in commencement exercises must submit an application to the Registrar's Office no later than the first week of classes in the spring semester preceding the May graduation of their choosing.

## **Requirements for the Bachelor of Arts Degree:**

- I. Earn 122 semester hours of course credit, with a minimum grade point average of 2.00 in the hours presented for graduation. No more than 2 hours of credit in 090 courses, 2 hours of credit in physical education activity courses, 7 hours of credit in 399 courses (internships), or 18 hours of credit in military science courses may be counted toward the minimum 122 credit hours required for graduation.
- II. (a) Earn credit in ENG 103, a three-hour course in composition. All students entering Westminster College must enroll in (and remain enrolled in) ENG 103 every semester until this requirement is satisfied.  
  
(b) Earn credit in two courses designated as Writing Intensive (WI) in the Schedule of Classes published each semester. The first course must be taken by the end of the sophomore year. At least one of the courses must be an upper-level course. Students transferring credit in composition must take three WI courses, with at least one upper-level course.

This writing requirement has been established in conjunction with Westminster's Writing Across the Curriculum Program, which views critical thinking and clear writing as integral to a liberal arts education and as essential to life beyond college. WI courses are not composition courses per se, but rather courses in various subject areas that pay particular attention to writing as a learning tool. While all courses at Westminster involve writing to some extent, each WI course assures that students will use writing as a means of learning the course material. During writing intensive courses students will produce written assignments at various times throughout the course and revise some portion of their work, they will study and practice writing in the discipline, and have individual conferences with the professor. These courses are specially designed to offer students the opportunity to learn about writing in the fields that interest them the most. WI courses are offered in almost every department. While courses are not designated WI in the catalog, they are noted as such in the Schedule of Classes published each semester.

III. Earn credit in one physical education activity course.

IV. Complete at least four semesters as a full-time Westminster student, including the two semesters immediately prior to graduation. If necessary to meet requirements for a degree, a student may take up to 9 credit hours of approved courses at another institution after the last two semesters in residence. Any exception to this requirement must have the approval of the Vice President and Dean of Faculty.

V. Be certified by a department as having met the department's requirements for a major. No more than 40 credit hours in any one major subject may be counted toward the 122 credit hours required for graduation.

VI. Complete one upper-level course that is housed in a division other than that of the student's major department. A student with more than one major will have fulfilled the requirement if two majors are housed in different academic divisions.

A student with an interdisciplinary major will have fulfilled the requirement if he or she has successfully completed upper-level coursework for that major from an academic division other than the one in which the major is housed. A student with an interdisciplinary self-designed major will have fulfilled the requirement if he or she has successfully completed at least one upper-level course in two different academic divisions.

VII. All students must complete the College's "New Foundations" general education program. (See detailed requirements below.) This distinctive three-tiered curriculum provides the initial learning experience for all students, regardless of intended major or career objectives. New Foundations consists of seventeen courses chosen to enhance understanding of one's self and the world. Through this curriculum students develop dispositions and capacities that promote and enable lifelong learning as well as effective participation in society.

The **New Foundations Program** reflects Westminster's commitment to liberal learning in the arts and sciences. This means that Westminster is dedicated to educating a student broadly by requiring courses that explore the scientific, historical, cultural, social, ethical, and aesthetic contexts in which we live. By study of these contexts, students sharpen intellectual capacities, enhancing their abilities to think critically, to reflect imaginatively, to compare and integrate, to discern values, and to communicate clearly and persuasively.

Further, through this study, students gain awareness of and respect for the world around us, its problems and potential; the individuals that make up that world and their cultural and personal distinctions; the nature of knowledge and learning and both their promise and limitations; and finally, ourselves, our intellectual, creative, and spiritual capabilities. Thus, the impact of general education at Westminster is to liberate, to free the student from narrow and parochial thought, and to enable the student to grow, change, and respond effectively to new and unforeseen circumstances.

**The New Foundations Program seeks to foster:**

- skills in critical thinking, communication, quantitative reasoning and the use of computer technology
- understanding of theories and methods of science
- historical perspective
- awareness of fundamental questions and values
- sensitivity to artistic expression and critical appreciation

- knowledge of human behavior and social institutions
- appreciation of cultural diversity and global interdependence

Curricular requirements focusing on these goals ensure that students develop intellectual capacities and acquire the educational breadth necessary to pursue major and minor programs of their choice. In those programs, the student will have additional experiences that enhance their abilities relative to several of these educational goals.

Though the General Education Program consists of courses from many departments, these courses share many characteristics. They introduce key concepts and terminology; persons, works, events, key issues and ideas. They teach students to think critically about texts they read, arguments they hear, and situations they observe. They use techniques that involve a significant level of participation on the part of students and that require them to take direct responsibility for their learning and they demonstrate to students how to connect knowledge gained inside the classroom to the world outside.

Courses in the Westminster General Education Program are organized into three tiers: (1) Foundational Tier; (2) Contexts Tier; and (3) Integrative Tier. The tiered structure imposes a developmental order on the course work of students that encourages maximum intellectual growth at each stage. Thus, in the foundational tier, students begin by strengthening intellectual capacities. These capacities are then utilized in the contexts tier to gain a deeper appreciation of disciplinary knowledge. With broad study of the disciplines in the second tier, students gain multiple perspectives through which they can assimilate and evaluate information. This breadth provides a basis for the third tier integrative course in which a multi-disciplinary analysis of a significant practical or theoretical issue is undertaken.

With the exception of physical education courses, all courses in the General Education Program earn at least three hours of academic credit. For the typical student, it is expected that the Foundational Tier will be completed in the freshmen year, the Contexts Tier by the close of the sophomore year, and the Integrative Tier by the end of the junior year. By completing the General Education Program on this timetable, students will have developed the intellectual capacities and breadth of knowledge needed for success in major and minor programs of study.

**Tier I: The Foundational Tier.** At the outset, students must acquire and sharpen the basic intellectual skills that provide access to the content of their education. These basic skills include critical thinking, communication, numerical literacy, and competence with technology. Critical thinking takes students beyond the monitoring of knowledge claims; it allows students to identify what is basic, to assess, and to reassemble thoughts and feelings in a more coherent manner. The development of skills in communication, particularly reading and listening, embellishes the perception of knowledge in any discipline, and the development of writing and speaking skills deepens the comprehension of disciplinary knowledge. Mastery of quantitative skills aids students in their ability to gather and use data to make empirical decisions. Acquisition of technical skills, especially those needed for using word processing, presentation, and statistical software and for accessing resources on the Internet, enables students to gather, analyze, and express ideas effectively and persuasively. Course work here provides the core of the Westminster General Education Program, as it is required of all students. Students are required to complete the following courses:

- ENG 103 Academic Writing (3 hrs): An introduction to writing at the college level, based on the "process approach"; accordingly, reading, thinking, and writing are treated as integrated skills, and revision is viewed as an integral part of the writing process. In addition, word processing and use of

electronic media are essential skills taught in the course.

- MAT 114 Elementary Statistics (3 hrs), MAT 121 Precalculus (3 hrs.), or MAT 124 Calculus I (5 hrs): An exploration of numerical data for the purpose of developing quantitative and problem solving skills, as well as expertise with worksheets and other computational software.
- WSM 101 Westminster Seminar (3 hrs): The Westminster Seminar investigates ways of knowing, showing students at the basic level how liberally-educated minds go about organizing the inquiries we conduct in various disciplines. Using active learning strategies, the course emphasizes processes, tools, and systems used in scholarly inquiry. The course promotes listening, speaking, and critical thinking skills and is delivered in small tutorial sections designed to stimulate intellectual questioning and establish frequent exchanges between students and Westminster faculty.
- FL101 (4 hrs.): An introduction to a foreign language for the purpose of gaining insight into diverse languages and cultures.

**Tier II: The Contexts Tier.** In this second tier of the General Education Program, the emphasis shifts from developing capacities to exploring the fundamental ideas, questions, and methods of inquiry that mark several academic disciplines. Course work here is intended to ensure adequate educational breadth. However, the aim is not simply the accumulation of knowledge; rather, courses also relate how particular disciplines formulate and evaluate their beliefs.

The various modes of inquiry used by the disciplines yield contexts for understanding ourselves and our world. The six contexts that comprise Tier II are identified below along with the number of courses needed to complete the context. Specific courses approved to fulfill each context requirement are listed in the Schedule of Classes each semester. No course shall satisfy more than one context. Students must complete the following requirements in the Contexts Tier:

- Scientific Inquiry Context: Two courses required; at least one course will include both a lecture and a laboratory.
- Historical Perspectives Context: Two courses required.
- Fundamental Questions and Values Context: One course required with meaningful study of values and fundamental questions of existence.
- Artistic Expression and Critical Appreciation Context: Two courses required, at least one of which must be a course in literature.
- Human Behavior and Social Institutions Context: Three courses required with courses in three disciplines.
- Cultural Diversity and Global Interdependence Context: Two courses are required to fulfill this context. First, a second course of study in a foreign language, an approved study abroad experience, or a course focusing on a culture in which the language studied is spoken. In addition, students must complete a course with a significant non-Western (e.g., African, Asian, Latin American, or indigenous) component.

**Tier III: Integrative Tier.** While the Contexts Tier allows students to explore the unique content and methodologies of various academic disciplines, there are subsequent needs to integrate disciplinary knowledge and to explore its relevance to contemporary issues and

problems. Therefore, the General Education Program requires a single course to be completed in the junior or senior year that draws together students from various disciplines for the sake of sharing their perspectives and discovering how an integrative approach can enrich understanding and facilitate solutions. Several courses will be offered annually. These courses require students to address contemporary issues and problems using a higher level of integrative and analytic skills than in previous general education courses. Further, integrative tier courses require students to share insights and conclusions about the issues at hand in research papers, essays, projects, and/or presentations.

Students must complete one integrative course (3 hours) approved by the Curriculum Committee. Students who successfully complete majors in any approved program of interdisciplinary study which is not housed in a single department will have automatically satisfied the Tier III requirement, if one of the courses successfully completed to satisfy major requirements is an approved Tier III course. A student taking an integrative course taught by a member of his or her major department may apply the course to satisfy 1) major requirements, or 2) the integrative requirement of the new Foundations General Education program, but not both.

Following is a summary list of New Foundations General Education Requirements:

- Earn the following credits in the Foundational Tier courses (students entering Westminster are expected to enroll in these courses or, in the case of MAT 114, MAT 121 or MAT 124 an appropriate prerequisite, in their first semester):
  - ENG 103 Academic Writing 3 hrs.
  - MAT 114, MAT 121, or MAT 124 Statistics, Precalculus or Calculus I 3-5 hrs.
  - WSM 101 Westminster Seminar 3 hrs.
  - FL 101, initial semester of foreign language 4 hrs.

**13-15 hrs.**

- Earn the following credits in the Context Tier courses:
  - Scientific Inquiry 7-8 hrs.
  - Historical Perspectives 6 hrs.
  - Fundamental Questions and Values 3 hrs.
  - Artistic Expression and Critical Appreciation 6 hrs.
  - Human Behavior and Social Institutions 9 hrs.
  - Cultural Diversity and Global Interdependence 6-7 hrs.

**37-39 hrs.**

- Successfully complete an Integrative Tier course 3 hrs.

Total New Foundation  
Credit Hour Requirements: **53-57 hrs.**

# MAJORS AND MINORS

## Accounting Major

Professor: G. Pradhan  
Associate Professors: B. Hoerber, T. Buckley, S. Salem  
Assistant Professor: S. Phelps, A. Sawani  
Instructor: L. Elliston

Contact: Associate Professor Sharon Salem  
Phone: (573) 592-5292 Fax: (573) 592-5191  
Email: Sharon.Salem@westminster-mo.edu

The John E. Simon Department of Accounting, Business Administration, Economics and Management Information Systems offers core course work leading to a major or a minor in accounting. Course offerings in the accounting major prepare graduates for careers in accounting by helping them to create a base upon which continued lifelong learning can be built. Graduates are well prepared for continuing on to graduate or professional school, or for careers in public, private, or governmental accounting. Basic courses are designed for non-majors as well as majors as students from many other areas will benefit from an understanding of accounting theory and practice.

The accounting major provides a thorough grounding in the fundamental concepts and theory of accounting and intensive practice in applying these concepts and theories to the preparation, analysis, and evaluation of financial statements for a variety of types of profit, not-for-profit, and government institutions. Westminster's accounting major is built upon the understanding that the technological advancement of the computer system and the global economic system, while making accounting less labor-intensive, has also made the field of accounting much more sophisticated and more complicated. Consequently, a primary goal of the major is to help students learn how to learn, to develop analytical and conceptual skills along with communication and interpersonal skills, while at the same time, to acquire a strong fundamental understanding of accounting theory and practice.

The accounting minor provides advanced accounting knowledge for students from other majors, such as Business Administration or Management Information Systems. With the new laws recently passed, it is becoming more and more important for those who want to climb the corporate ladder to have additional background in accounting. Students must either have sophomore standing or be in their third semester as full-time Westminster students to enroll in any course in accounting.

Requirements: All accounting majors must complete the 17-hour core program (ECN 211 and 212, ACC 215 and 216, and MAT 114) and achieve junior standing before registering for any 300- or 400-level courses in accounting, business administration, or economics.

### Requirements for the Major in Accounting:

ACC 215 Principles of Financial Accounting	4 hrs.
ACC 216 Principles of Managerial Accounting	4 hrs.
ACC 312, 322 Intermediate Accounting I and II	8 hrs.

ACC 307 Government and Non-Profit Accounting	3 hrs.
ACC 308 Managerial and Cost Accounting	4 hrs.
ACC 319, 419 Federal Income Tax I and II	8 hrs.
ACC 418 Advanced Accounting	4 hrs.
ACC 421 Auditing	4 hrs.
ACC 320/321 Accounting Information Systems/Lab	4 hrs.

**Total hours 43 hrs.**

### Other Required Courses:

ECN 211 Principles of Macroeconomics	3 hrs.
ECN 212 Principles of Microeconomics	3 hrs.
ECN 325 Money and Banking	3 hrs.
MAT 114 Elementary Statistics	3 hrs.
MIS 201 Introduction to Information Systems <b>or</b>	
MIS 210 Microcomputer Applications	3 hrs.
BUS 223 Business Law	3 hrs.
SPE 101 Introduction to Speech Communications <b>or</b>	
SPE 203 Interpersonal Communication	3 hrs.

**Total Hours 18 hrs.**

MAT 122 Calculus for the Social and Life Sciences is highly recommended for students planning to go to graduate school.

Majors must have at least a 2.00 grade point average in all required Accounting, Business Administration, Management Information Systems, and Economics courses needed to satisfy major requirements.

### Requirements for the Minor in Accounting

ACC 215 Principles of Financial Accounting	4 hrs.
ACC 216 Principles of Managerial Accounting	4 hrs.
ACC 312 Intermediate Accounting I	4 hrs.
ACC 322 Intermediate Accounting II	4 hrs.

**Total Hours 16 hrs.**

TWO of the following courses must be completed:

ACC 307 Gov'n't & Non-Profit Accounting	3 hrs.
ACC 308 Managerial and Cost Accounting	4 hrs.
ACC 319 Federal Income Tax I	4 hrs.
ACC 320/321 Accounting Information Systems/Lab	4 hrs.
ACC 418 Advanced Accounting	4 hrs.
ACC 419 Federal Income Tax II	4 hrs.
ACC 421 Auditing	4 hrs.

**Total Hours 7-8 hrs.**

## Allied Health Minor

Professor: M. Amspoker  
Assistant Professors: J. Mayne, A. Potterfield—Coordinator,  
G. McNett, I. Unger

Contact: Dr. April Potterfield  
Phone: (573) 592-6125 Fax: (573) 592-5206  
Email: April.Potterfield@westminster-mo.edu

The Department of Biology offers a program of study leading to the minor in allied health. The minor in allied health serves as the basis for students interested in careers in such fields as dentistry, allopathic and osteopathic medicine, veterinary medicine, and physical therapy as well as other allied health professions. However, requirements for entry into graduate professional schools generally require a year of general chemistry, a year of organic chemistry, a year of physics, and a year of calculus. Students must earn a letter grade of C or better in all biology course needed to satisfy minor requirements.

Students who plan to apply for admission to graduate school or graduate professional school (dental, medical, osteopathic, veterinary medicine, or other allied health professions) are encouraged to consult the Coordinator of the Health Professions Program regarding specific program requirements.

### Requirements for the Minor in Allied Health: 8 hrs.

BIO 110 Biological Diversity/Lab 4 hrs.  
BIO 112 Biological Processes/Lab 4 hrs.

Three of the Following Courses: 12 hrs.

BIO 202 Comparative Vertebrate Anatomy **or**  
BIO 203 Human Anatomy 4 hrs.  
BIO 301 Genetics 4 hrs.  
BIO 325 Molecular Cell Biology 4 hrs.  
BIO 330 Virology 3 hrs.  
BIO 402 Animal Physiology 4 hrs.  
BIO 403 Microbiology 4 hrs.  
BIO 404 Biochemistry 4 hrs.

**Total hours 19 - 20 hrs.**

## American Studies Minor

Professor: W. Zade

Contact: Wayne Zade  
Phone: (573) 592-5287 Fax: (573) 592-5191  
Email: Wayne.Zade@westminster-mo.edu

The American Studies minor is an interdisciplinary program of study which helps students think analytically and creatively about the U.S. while fostering reading and writing skills. The program explores the relationship of America within the Western cultural tradition, identifying points of commonality and departure.

### Requirements for the Minor in American Studies:

HIS 103 or HIS 104 3 hrs.  
ENG 238 or ENG 239 3 hrs.  
POL 211 or SCA 111 3 hrs.

**Total Hours: 9 hrs.**

Electives

Three courses from at least two of the following categories:

- Religion & History: REL 319, REL 322, HIS 332, HIS 333, HIS 335, HIS 336, HIS 348, HIS 349, HIS 350
- English & Fine Arts: ENG 315\*, ENG 325\*, ENG 330\*, ENG 335\*, ENG 340\*, ENG 345\*, ENG 350\*, ENG 355\*, MUS 303, FAR 210\*
- Political Science, Sociology & Anthropology: POL 301, POL 304, POL 311, POL 315, POL 317, POL 319, POL 362, SCA 230,\* SCA 304,\* SCA 320,\* SCA 330,\* SCA 352,\* SCA 355.\*

**Total hours 18 hrs.**

\*When focused primarily on the United States.

Students who major or minor in United States History, English, Political Science, and/or Sociology/Anthropology may enroll in this minor but they may not select elective courses from their major or minor departments. Students enrolled in the Washington Seminar and the Chicago Semester programs may apply, as appropriate, one of their off-campus courses to the electives, provided the course lies outside their major or minor.

## Asian Studies Minor

Professors: W. Guinee, R. Lael, K. Muse, G. Pradhan, C. Pridal, W. Young, W. Zade  
Assistant Professors: J. McRae - Coordinator  
Instructor: H. Landry

Contact: Dr. James McRae  
Phone: (573) 592-6229 Fax: (573) 592-5191  
Email: James.McRae@westminster-mo.edu

This minor will give the student a much broadened knowledge of the Asian continent; its long and fascinating history; its economic and political importance to the world; and the deep richness of Asian cultures. The Asian Studies Minor seeks to prepare students for the future as Asia gains a greater importance in world affairs.

### Requirements for the Minor in Asian Studies:

ASN 201 Asian Studies 3 hrs.  
either SCA 230 Specific Cultures and Civilizations **or**  
HIS 250 History of Modern East Asia \* 3 hrs.  
\* if both SCA 230 and HIS 250 are taken, one will count as an elective course (see below)

Elective Courses (three courses, two of which must be upper division):

ECN/SCA 300 Culture and Economic Development 3 hrs.  
HIS 300 East Asian History and Culture 3 hrs.  
HIS 348 History of American Foreign Relations 3 hrs.  
HIS 350 The Vietnam Wars 1945-1995 3 hrs.  
MUS 305 Jazz in Japan 3 hrs.  
PSY 405 Cross-Cultural Psychology 3 hrs.  
PHL/REL 102 World Religions 3 hrs.  
REL 330 Religions and Cultures of India 3 hrs.  
PHL 410 (with an Asian topic) 3 hrs.

**Total hours 15 hrs.**

## Biochemistry Major

Professor: M. Ampoker  
Associate Professor: G. Frerichs, B. Hansert (Chair, Chemistry)  
Assistant Professors: A. Poterfield, J. Mayne (Chair Biology), G. McNett  
Visiting Assistant Professors: M. Brinkman, R. Zumwalt

### Contacts:

#### Biological Emphasis:

Dr. Jeff Mayne  
Phone: (573) 592-5272 Fax: (573) 592-5206  
Email: Jeffrey.Mayne@westminster-mo.edu

#### Chemical Emphasis:

Dr. Bernhard (Bernie) Hansert  
Phone: (573) 592-5216 Fax: (573) 592-5206  
Email: Bernie.Hansert@westminster-mo.edu

The Departments of Biology and Chemistry offer an interdisciplinary major program of study leading to a Bachelor of Arts in Biochemistry. The major program is structured into two tracks, biological emphasis and chemical emphasis, to allow the student to pursue a more advanced study of biochemistry to fulfill their particular interests and professional goals. Both tracks require introductory biology and chemistry courses which emphasize on fundamental concepts and give students a clear insight into the underlying biological and chemical principles. The Biodiversity, Biological Processes and General Chemistry courses fulfill the general degree requirements for a course in laboratory science as well as serving as foundation courses for biochemistry students.

### Requirements for the Major in Biochemistry (Biological Emphasis):

#### Biology Required Courses:

BIO 110 Biodiversity	4 hrs.
BIO 112 Biological Processes	4 hrs.
BIO 404 Biochemistry	4 hrs.
<b>Total</b>	<b>12 hrs.</b>

#### Chemistry Required Courses:

CHM 114/115 General Chemistry I	4 hrs.
CHM 124/125 General Chemistry II	4 hrs.
CHM 314/315 Organic Chemistry I	4 hrs.
CHM 324/325 Organic Chemistry II	4 hrs.
<b>Total</b>	<b>16 hrs.</b>

#### Biology Electives:

Three of the following:

BIO 301 Genetics	4 hrs.
BIO 325 Molecular Cell Biology	4 hrs.
BIO 330 Virology	3 hrs.
BIO 398 Independent Research Projects in Biochemistry	1-4 hrs.
BIO 402 Animal Physiology	4 hrs.
BIO 403 Microbiology	4 hrs.
<b>Total</b>	<b>10-12 hrs.</b>

#### Chemistry Electives:

Two of the following:

CHM 304 Inorganic Chemistry	3 hrs.
CHM 334/335 Analytical Chemistry I	4 hrs.
CHM 344/345 Analytical Chemistry II	4 hrs.
CHM 410 Advanced Projects in Chemistry	3 hrs.
CHM 404 Physical Chemistry for the Life Sciences	3 hrs.
<b>or</b>	
CHM 424/425 Physical Chemistry I	4 hrs.
<b>Total</b>	<b>6-8 hrs.</b>

### Total Hours:

**44-48 hrs.**

The Departments strongly recommend that students majoring in Biochemistry (Biological Emphasis) take Calculus through Calculus II (MAT 124 and MAT214) and Physics I and II (PHY 201 and PHY 212). Any student who elects to take BIO 404, Biochemistry, must have successfully completed both semesters of Organic Chemistry or be currently taking CHM 324/325. No more than four hours of BIO 398, Independent Research Projects, may be counted towards the major. Students must earn a letter grade of C or better in all courses needed to satisfy major requirements.

### Biochemistry with a Chemical Emphasis.

The Chemical Emphasis track of the major focuses more strongly on the chemical, physical and mathematical applications of biochemistry. Students are required to complete fundamental core courses in biology, chemistry, mathematics and physics. In addition to the core courses students are also required to complete two biology electives and one chemistry elective.

All majors must earn a letter grade of C or better in all courses needed to satisfy the major requirements. Students majoring in biochemistry cannot obtain a second major or a minor in biology or chemistry

### Requirements for Major in Biochemistry (Chemical Emphasis):

#### Core courses:

#### Biology Required Courses:

BIO 110 Biodiversity	4 hrs.
BIO 112 Biological Processes	4 hrs.
BIO 440 Biochemistry	4 hrs.
<b>Total</b>	<b>12 hrs.</b>

#### Chemistry Required Courses:

CHM 114/115 General Chemistry I	4 hrs.
CHM 124/125 General Chemistry II	4 hrs.
CHM 314/315 Organic Chemistry I	4 hrs.
CHM 324/325 Organic Chemistry II	4 hrs.
CHM 334/335 Analytical Chemistry I	4 hrs.
CHM 404 Physical Chemistry for the Life Sciences	3 hrs.
<b>or</b>	
CHM 425/425 Physical Chemistry I	4 hrs.
<b>Total</b>	<b>23-24 hrs.</b>

#### Physics Required Courses:

PHY 201 Physics I	4 hrs.
PHY 212 Physics II	4 hrs.
<b>Total</b>	<b>8 hrs.</b>

#### Mathematics Required Courses:

MAT 124 Calculus I	5 hrs.
MAT 214 Calculus II	4 hrs.

#### Electives:

**Total 9 hrs.**

#### Biology Electives:

Two of the following:

BIO 325 Molecular Cell Biology	4 hrs.
BIO 301 Genetics	4 hrs.
BIO 330 Virology	3 hrs.
BIO 402 Animal Physiology	4 hrs.
BIO 403 Microbiology	4 hrs.
<b>Total</b>	<b>7-8 hrs.</b>

### Chemistry Electives:

One of the following:

CHM 304 Inorganic Chemistry	3 hrs.
CHM 334/335 Analytical Chemistry II	4 hrs.
CHM 410 Advanced Projects in Chemistry	3 hrs.
CHM 435/435 Physical Chemistry II	4 hrs.
<b>Total</b>	<b>3-4 hrs.</b>

### Total Hours

**62-65 hrs**

### Biology Major and Minor

Professor: M. Amspoker

Assistant Professors: J. Mayne, A. Potterfield, G. McNett, I. Unger

Contact: Dr. Jeff Mayne

Phone: (573) 592-5272 Fax: (573) 592-5206

Email: Jeff.Mayne@westminster-mo.edu

The Department of Biology offers a major program of study leading to the Bachelor of Arts in biology as well as a minor in biology. Introductory courses are designed to meet the several needs and interests of Westminster liberal arts students. The Introduction to Biological Principles, Biological Processes and Biodiversity courses fulfill the general degree requirement for a course in laboratory science as well as serving as foundation courses for students considering a major in biology. However, the Introduction to Biological Principles is intended primarily for non-majors.

Students who successfully complete the minor program in biology will have a broad introduction to the diversity of organisms and biological processes on Earth. This program is designed to give students who are interested in non-human biology the basic tools to appreciate the complexity and ecological significance of various life forms and biological processes, which are integral to the success of our species and our planet's environment. Students who are particularly interested in the biology of humans are encouraged to complete the Allied Health Minor.

### Requirements for the Major in Biology:

Level One: Introductory Courses (8 hrs)

BIO 110 Biodiversity	
BIO 112 Biological Processes	

Level Two: Intermediate Courses (8 hrs)

Two of the following:

BIO 202 Comparative Vertebrate Anatomy <b>or</b>	
BIO 203 Human Anatomy	4 hrs.
BIO 204 Animal Behavior	4 hrs.
BIO 208 Functional Plant Morphology	4 hrs.
BIO 301 Genetics	4 hrs.

Level Three: Advanced Courses (18-20 hrs)

Five courses with at least one from the "lab" assemblage and one from the "field" assemblage. At least three of the courses must have a laboratory component. Two of the courses may be selected from the Level Two selections.

"Lab"

BIO 325 Molecular Cell Biology	4 hrs.
BIO 398 Independent Research	

(with a laboratory focus)	3-4 hrs.
BIO 402 Animal Physiology	4 hrs.
BIO 403 Microbiology	4 hrs.
BIO 404 Biochemistry	4 hrs.

"Field"

BIO 205 Ecology & Field Biology	4 hrs.
BIO 308 Taxonomy and Systematics of Flowering Plants	4 hrs.
BIO 309 Phycology	4 hrs.
BIO 315 Entomology	4 hrs.
BIO 320/321 Biology in Belize (or other equivalent travel courses)	4 hrs.
BIO 398 Independent Research (with a field focus)	3-4 hrs.

"Other"

BIO 220 Evolution (non-lab)	3 hrs.
BIO 307 Biology of Social insects (non-lab)	3 hrs.
BIO 312 Invertebrate Zoology	4 hrs.
BIO 330 Virology (non-lab)	3 hrs.
BIO 398 Independent Research	3-4 hrs.

### Total Hours:

**34-36 hrs.**

The Department strongly recommends that students majoring in Biology take Chemistry courses through Organic Chemistry. Any student who elects to take BIO 404, Biochemistry, must have successfully completed both semesters of Organic Chemistry or be currently taking CHM 324/325. No more than four hours of BIO 398, Independent Research Projects, may be counted towards the major. Students must earn a letter grade of C or better in all biology courses needed to satisfy major or minor requirements.

### Requirements for Minor in Biology:

Required courses: (8 hours)

BIO 112 Biological Processes	4hrs.
BIO 110 Biodiversity	4hrs.

Elective Courses: (11-12 hours)

BIO 202 Comparative Vertebrate Anatomy <b>or</b>	
BIO 203 Human Anatomy	4 hrs.
BIO 204 Animal Behavior	4 hrs.
BIO 205 Ecology & Field Biology	4 hrs.
BIO 208 Functional Plant Morphology	4 hrs.
BIO 301 Genetics	4 hrs.
BIO 307 Biology of Social Insects (non-lab)	3 hrs.
BIO 308 Taxonomy and Systematics of Flowering Plants	4 hrs.
BIO 309 Phycology	4 hrs.
BIO 312 Invertebrate Zoology	4 hrs.
BIO 315 Entomology	4 hrs.
BIO 320 & 321 Biology In Belize	4 hrs.
BIO 325 Molecular Cell Biology	4 hrs.
BIO 330 Virology (non-lab)	3 hrs.
BIO 398 Independent Research	3-4 hrs.
BIO 402 Animal Physiology	4 hrs.
BIO 403 Microbiology	4 hrs.
BIO 404 Biochemistry	4 hrs.

### Total hours

**19-20 hrs.**

### Business Administration Major and Minor

John E. Simon Department of Accounting, Business Administration, Economics and Management Information Systems

Professor: G. Pradhan  
 Associate Professors: T. Buckley, B. Hoerber, S. Salem  
 Assistant Professor: S. Phelps, A. Sawani  
 Visiting Assistant Professor: B. Sleeth  
 Instructor: L. Elliston

MAT 124 Calculus I 3-5 hrs.  
 MIS 201-202 Introduction to Information Systems (+ lab) **or**  
 MIS 210 Spreadsheet Applications in Business **or**  
 MIS 220 People and Information 3-4 hrs.  
 SPE 101 Introduction to Speech Communications 3 hrs.

Contact: Associate Professor Terry Buckley  
 Phone: (573) 592-5207 Fax: (573) 592-5191  
 Email: Terry.Buckley@westminster-mo.edu

**Total hours 18-21 hrs.**

The Business Administration major is offered through the John E. Simon Department of Accounting, Business Administration, Economics and Management Information Systems. Course work is designed to study the nature and complexity of organized commercial and not-for-profit activities, preparing students for service to society, the organization, and self.

Majors must have at least a 2.00 grade point average in all accounting, business administration, management information systems (MIS), and economics courses needed to satisfy major requirements. If BUS 327 is taken as a required course, it may not also be counted as an elective in the Management concentration.

The major develops an appreciation for the role of business in society, the moral and ethical dimensions of business, and the impact of diverse cultures on business operations. Students will also learn to appreciate human interaction in the work environment, and the process of conceiving, planning, designing, and running a business enterprise. The major will develop an ability to analyze complex problems and make reasoned judgments, to understand and work with financial data, and to understand and use personal computers and computer systems. Finally, students will develop an ability to communicate effectively and work with others.

Business administration majors may select any accounting, business, economics, or MIS courses to fulfill the elective requirements in the major; however, a minimum of two electives must be business courses. Majors may use the elective courses to specialize in one of four areas of concentration: finance, marketing, management, or entrepreneurial studies. The first three areas of concentration each have a core course included among the courses specifically required for the major. The student completes one of these areas of concentration by taking three or more elective courses within the chosen area of concentration as listed below. The entrepreneurial studies concentration has a required course and three electives, as follows:

Business majors are well prepared for entry-level positions in a wide variety of organizations. In addition, graduate programs are available across the country for further study at the masters and doctoral levels. Students with graduate degrees find ready employment in business, education, research, and/or consulting.

**Finance Concentration**

BUS 230 Personal Finance  
 BUS 328 Managerial Finance  
 BUS 350 Investments  
 ECN 316 Public Finance  
 ECN 325 Money and Banking  
 ECN 410 International Trade & Finance

Students must either have sophomore standing or be in their third semester as full-time Westminster students to enroll in any business course.

**Management Concentration**

BUS 221 Management Practice and Organizational Behavior  
 BUS 225 Entrepreneurship  
 BUS 326 Human Resources Management  
 BUS 337 Labor Relations  
 PSY 241 Industrial/Organizational Psychology  
 SPE 203 Interpersonal Communication  
 SPE 310 Business and Professional Communication

**Requirements for the Major in Business Administration:**

All business administration majors must complete ACC 215 and 216, ECN 211 and 212, and MAT 114 and achieve junior standing before registering for any 300- or 400- level courses in accounting, business administration, or economics.

**Marketing Concentration**

BUS 330 Advertising  
 BUS 334 Consumer Behavior  
 BUS 340 International Business  
 ENG 260 Introduction to Journalism  
 SPE 203 Interpersonal Communication  
 SPE 310 Business and Professional Communication

ACC 215 Principles of Financial Accounting	4 hrs.
ACC 216 Principles of Managerial Accounting	4 hrs.
BUS 220 Fundamentals of Management	3 hrs.
BUS 250 Principles of Marketing	3 hrs.
BUS 318 Corporate Financial Management	3 hrs.
BUS 327 Operations Management <b>or</b>	
ECN 351 Managerial Economics <b>or</b>	
MIS 360 Decision Science	3 hrs.
BUS 450 Business Policy	3 hrs.
Business administration, economics, and accounting electives	12 hrs.
(at least two electives must be business courses)	

**Entrepreneurship Concentration**

**Required Course:**

BUS 225 Entrepreneurship  
 Electives (choose three):  
 BUS 223 Business Law  
 BUS 230 Personal Finance  
 BUS 399 Internship  
 MIS 201/202 Introduction to Information Systems with lab (if not taken as an "other required course" for the major)  
 SPE 310 Business and Professional Communication

**Total hours 35 hrs.**

**Other Required Courses:**

ECN 211 Principles of Macroeconomics	3 hrs.
ECN 212 Principles of Microeconomics	3 hrs.
MAT 114 Elementary Statistics	3 hrs.
MAT 122 Calculus for the Social and Life Sciences <b>or</b>	

Business majors may also take PHL 244 Business Ethics and SCA 352 Economy and Society and count them as electives in the major.

**Requirements for the Minor in Business Administration:**

ACC 215 Principles of Financial Accounting I	4 hrs.
BUS 220 Fundamentals of Management	3 hrs.
BUS 230 Personal Finance	3 hrs.
BUS 250 Principles of Marketing	3 hrs.
BUS 340 International Business	3 hrs.
BUS Electives, 300 level or above	6 hrs.

**Total hours** **22 hrs**

CHM 334, 335 Analytical Chemistry I 4 hrs.

**At Least Seven Hours Selected from the Following Courses:**

CHM 304 Inorganic Chemistry	3 hrs.
CHM 314 , 315 Organic Chemistry I	4 hrs.
CHM 324 , 325 Organic Chemistry II	4 hrs.
CHM 344 , 345 Analytical Chemistry II	4 hrs.
CHM 404 Physical Chemistry for the Life Sciences	3 hrs.
CHM 424 , 425 Physical Chemistry I	4 hrs.
CHM 434 , 435 Physical Chemistry II	4 hrs.
BIO 404 Biochemistry	4 hrs.

**Total hours** **19-20 hrs.**

Note: Only one of the courses, CHM 404 or CHM 424, may be counted towards the minimum 7 hours of other courses.

**Chemistry Major and Minor**

Associate Professors: G. Frerichs, B. Hansert (chair)

Visiting Assistant Professor: R. Zumwalt

Instructor: Max Brinkman

Contact: Dr. Bernie Hansert

Phone: (573) 592-5216 Fax: (573) 592-5206

Email: Bernie.Hansert@westminster-mo.edu

The Department of Chemistry offers a major program of study leading to a Bachelor of Arts in Chemistry as well as a minor program of study in chemistry. Introduction to Chemistry/Lab (CHM 105/106) satisfies the general education requirement for a laboratory science course. The objectives of course work and programs in this department are to give students a clear insight into the underlying principles of chemical phenomena and to introduce them to the analytical and reasoning skills that produce this insight. By emphasizing principles, courses in chemistry contribute to a student's general education and furnish a sound foundation for graduate and professional study and careers in chemistry and other scientific, technical and professional fields. Students intending to major or minor in chemistry must earn a grade of C or better in all required chemistry courses. Students planning graduate study in chemistry are strongly encouraged to take PHY 223 Physics III, MAT 215 Linear Algebra, MAT 312 Differential Equations, and CSC 111 Fundamentals of Computer Science I.

**Requirements for Major in Chemistry:**

CHM 114, 115 General Chemistry I	4 hrs.
CHM 124, 125 General Chemistry II	4 hrs.
CHM 304 Inorganic Chemistry	3 hrs.
CHM 314, 315 Organic Chemistry I	4 hrs.
CHM 324, 325 Organic Chemistry II	4 hrs.
CHM 334, 335 Analytical Chemistry I	4 hrs.
CHM 344, 345 Analytical Chemistry II	4 hrs.
CHM 424, 425 Physical Chemistry I	4 hrs.
CHM 434, 435 Physical Chemistry II	4 hrs.
One course chosen from courses above the 200 level	3 hrs.

**Total hours** **38 hrs.**

**Other Required Courses:**

Mathematics through MAT 224 Calculus III	
PHY 201 Physics I	4 hrs.
PHY 212 Physics II	4 hrs.

**Requirements for Minor in Chemistry:**

CHM 114, 115 General Chemistry I	4 hrs.
CHM 124, 125 General Chemistry II	4 hrs.

**Classics Minor (without Language component)**

Professor: R. Seelinger—Coordinator

Senior Lecturer: V. Leuci

Contact: Dr. Robert Seelinger

Phone: (573) 592-5275 Fax: (573) 592-5191

Email: Bob.Seelinger@westminster-mo.edu

Students will acquire a solid overview of the nature and dynamics of the ancient Greco/Roman world; its history, literature, culture, and continuing influence on our contemporary world.

**Requirements for the Minor in Classics (without Language component):**

CLA 227 Greek Civilization	3 hrs.
CLA 228 Roman Civilization	3 hrs.

**One of the Following Two Courses:**

ART 230 Survey of Western Art I	3 hrs.
CLA 215 Mythology	3 hrs.

**Three Courses from the List Below (two of which must be upper level):**

LAT 102 Beginning Latin II	4 hrs.
CLA 351 Latin Literature in Translation	3 hrs.
CLA 352 Greek Literature in Translation	3 hrs.
CLA 361 Ancient Greek Drama in Translation	3 hrs.
PHL 221 Ancient and Medieval Philosophy	3 hrs.
REL 316 The Teachings of Jesus	3 hrs.
REL 317 The Teachings of Paul	3 hrs.
SCA 301 History and Methods of Archaeology	3 hrs.
SCA 304 Principles of Field Archaeology	3-4 hrs.

**Total hours** **18-20 hrs.**

**Classics Minor (with Latin component)**

Professor: R. Seelinger—Coordinator

Senior Lecturer: V. Leuci

Contact: Dr. Robert Seelinger

Phone: (573) 592-5275 Fax: (573) 592-5191

Email: Bob.Seelinger@westminster-mo.edu

Students will acquire a solid overview of the nature and dynamics of the ancient Greco/Roman world; its history, literature, and culture. By

studying Latin through the 204 level, students will acquire skills that will enable them to read selections of Latin literature and to appreciate more fully the concepts and values that are embedded in the languages.

**Requirements for the Classics Minor**  
(with Latin component):

LAT 203 Intermediate Latin I	3 hrs.
LAT 204 Intermediate Latin II	3 hrs.
One of the Following Two Courses:	
CLA 227 Greek Civilization	3 hrs.
CLA 228 Roman Civilization	3 hrs.
Three Courses from the List Below (two must be upper level)	
ART 230 Survey of Western Art I	3 hrs.
CLA 215 Mythology	3 hrs.
CLA 351 Latin Literature in Translation	3 hrs.
CLA 352 Greek Literature in Translation	3 hrs.
CLA 361 Ancient Greek Drama in Translation	3 hrs.
PHL 221 Ancient and Medieval Philosophy	3 hrs.
REL 316 The Teachings of Jesus	3 hrs.
REL 317 The Teachings of Paul	3 hrs.
SCA 301 History and Methods of Archaeology	3 hrs.
SCA 304 Principles of Field Archaeology	3-4 hrs.
<b>Total hours</b>	<b>18-19 hrs.</b>

**Computer Science Major**

Department of Computer Science  
Associate Professors: E. Mirielli, L. Webster  
Instructor: M. Beneke

Contact: Dr. Edward Mirielli  
Phone: (573) 592-5220  
Email: Ed.Mirielli@westminster-mo.edu

The course offerings in Computer Science serve both Computer Science majors and students majoring in other fields. The introductory courses emphasize applications of computers for problem solving and data manipulation along with fundamental concepts of the computer science field. The advanced courses are designed to provide an understanding of both the technical aspects and practical applications of computer science. The two tracks within the major program of study in computer science well prepare a student for either immediate employment or graduate study. It is recommended that students planning graduate study in computer science take additional work in mathematics. Courses in linear algebra, matrix theory, discrete math, and probability and statistics are especially desirable. Most Computer Science courses are taught in a laboratory setting, permitting the experimentation with the practical application of theoretical concepts. Students also present their work to various audiences in written, electronic, and verbal formats. In addition to the technical focus, students majoring in either track within Computer Science are provided opportunities to practice techniques to develop skills related to becoming professionals, effective communicators, and potential information technology leaders in a wide variety of organizations. Majors must earn a grade of C or better in all CSC courses.

**Computer Science (Algorithms & Programming Track)**

A degree in Computer Science with the Algorithms and Programming track will focus on the mathematical and scientific applications of computer science, particularly algorithms and software development. Students are required to complete foundational required courses in mathematics and statistics. This track focuses on problem solving,

computer hardware knowledge, and software engineering concepts, and it provides the student with opportunity to apply these concepts to a variety of computer-based systems.

**Computer Science (Information Technology Track)**

A degree in Computer Science with the Information Technology (IT) track will prepare students to use a wide array of technologies available to solve real-world problems that might occur in any discipline. Emphasis will be placed on software engineering, systems analysis and design, database design and management, computer networking, and client/server web-based technologies. Student learning in the IT track will be achieved by applying a problem-based, project-centered approach focusing on critical thinking, technological understanding, and interpersonal communications. Students learn to balance the theory, practice, and communication of information technology concepts through active learning strategies in a laboratory setting and presentation of their work to others in a variety of public forums.

**Requirements for the Major in Computer Science – Algorithms & Programming (AP) Track**

Required Courses:	33 hrs.
CSC 104 Programming Logic and Design	
CSC 111 Fundamentals of Computer Science I	
CSC 177 Foundations of Information Technology Science	
CSC 201 Introduction to Digital Systems	
CSC 211 Fundamentals of Computer Science II	
CSC 327 Database Management Systems	
CSC 350 Systems Analysis and Design	
MAT 124 Calculus I	
MAT 214 Calculus II	
MAT 313 Mathematical Probability and Statistics	

Elective Courses:	12 hrs.
At least one elective course from the following list:	
CSC 314 Advanced Digital Systems	
CSC 316 Compilers, Interpreters, and Operating Systems	
CSC 411 Topics in Programming	

Other elective courses:	
CSC 205 Visual Basic Programming	
CSC 232 Computer Networking	
CSC 305 PC Hardware and Troubleshooting	
CSC 390 Object-Oriented Programming	
CSC 398 Independent Study in Computer Science	
CSC 399 Internship in Computer Science	
CSC 454 Computer Science Practicum	
CSC 427 Client Server and Web-based Programming	

**Total Hours: 45 hrs.**

**Requirements for the Major in Computer Science – Information Technology (IT) Track**

Required Courses:	24 hrs.
CSC 101 Introduction to Computers	
CSC 104 Programming Logic and Design	
CSC 177 Foundations of Information Technology Science	
CSC 201 Introduction to Digital Systems	
CSC 205 Visual Basic Programming	
CSC 232 Computer Networking	
CSC 327 Database Management Systems	
CSC 350 Systems Analysis and Design	
MAT 114 Elementary Statistics	
SPE 101 Introduction to Speech	

## LST 201 Leadership Theories and Practice

Elective Courses: 12 hrs.

At least one elective course from the following list:

- CSC 250 Web Page Design, Aesthetics, and Interaction
- CSC 360 Advanced Digital Communications and Networking
- CSC 460 Network Administration

Other elective courses:

- CSC 210 Microcomputer Applications
- CSC 211 Fundamentals of Computer Science II
- CSC 305 PC Hardware and Troubleshooting
- CSC 390 Object-Oriented Programming
- CSC 398 Independent Study in Computer Science
- CSC 399 Internship in Computer Science
- CSC 454 Computer Science Practicum
- CSC 427 Client Server and Web-based Programming

**Total Hours: 45 hrs.**

## Economics Major and Minor

John E. Simon Department of Accounting, Business Administration, Economics and Management Information Systems

Professor: G. Pradhan

Associate Professors: T. Buckley, B. Hoerber, S. Salem

Assistant Professors: S. Phelps, A. Sawani, R. Bhandari

Contact: Dr. Gyan Pradhan

Phone: (573) 592-5359 Fax: (573) 592-5191

Email: Gyan.Pradhan@westminster-mo.edu

Economics is one of the majors offered through the John E. Simon Department of Accounting, Business Administration, Economics and Management Information Systems. Courses in the economics major contribute to an understanding of how economic decisions affect the world and to providing a basis for making informed judgments on public policy. Basic courses are designed for non-majors as well as majors.

The major provides a thorough grounding in the basic tools of economic analysis and intensive practice in applying these tools to the analysis of significant aspects of the American economy. This foundation should be particularly useful to students preparing for graduate work in economics or those planning to enter the business world, law, or government service.

Students must either have sophomore standing or be in their third semester as full-time Westminster students to enroll in any economics course.

### Requirements for the Major in Economics:

All economics majors must complete the core program (ECN 211, 212 and MAT 114) and achieve junior standing before registering for any 300- or 400-level courses in economics.

- |   |        |
|---|--------|
| ECN 211 Principles of Macroeconomics      | 3 hrs. |
| ECN 212 Principles of Microeconomics      | 3 hrs. |
| ECN 331 Intermediate Macroeconomic Theory | 3 hrs. |
| ECN 332 Intermediate Price Theory         | 3 hrs. |
| ECN 367 Econometrics                      | 3 hrs. |
| ECN 425 Senior Seminar                    | 3 hrs. |

Economics electives (must include at least two upper-level courses) 12 hrs.

**Total hours: 30 hrs.**

Other Required Courses:

- |  |          |
|--|----------|
| MAT 114 Elementary Statistics                        | 3 hrs.   |
| MAT 122 Calculus for the Social and Life Sciences or |          |
| MAT 124 Calculus I                                   | 3-5 hrs. |
| A course in Computer Science <b>or</b>               |          |
| Management Information Systems                       | 3 hrs.   |
| ENG 270 Expository Writing <b>or</b>                 |          |
| SPE 101 Introduction to Speech Communication         | 3 hrs.   |

**Total hours: 12-14 hrs.**

Majors interested in careers in banking, finance, or management are encouraged to take at least six hours in accounting. Majors must have at least a 2.00 grade point average in all economics courses to satisfy major requirements.

### Requirements for the Minor in Economics:

The objective of an Economics minor is to provide an avenue for acquiring a basic understanding of economics that can complement the student's major course of study. The student who successfully completes a minor in economics will have a strong grasp of economic theory. This will help her/him to understand and analyze contemporary economic issues and events such as health care, social security, taxes, welfare, environmental policy, international trade, economic growth, business cycles, and the role of government policies. In addition, study of economics provides strong rational decision-making skills.

Required Courses:

- |   |        |
|---|--------|
| ECN 211 Principles of Macroeconomics      | 3 hrs. |
| ECN 212 Principles of Microeconomics      | 3 hrs. |
| ECN 331 Intermediate Macroeconomic Theory | 3 hrs. |
| ECN 332 Intermediate Price Theory         | 3 hrs. |

Elective Courses:

- |  |        |
|--|--------|
| Economic electives<br>(must include at least one upper-level course) | 6 hrs. |
|--|--------|

**Total Hours Required 18 hrs.**

## Education

Professor: D. Crouse

Associate Professors: L. Aulgur-Chair, R. Cowles, T. Miller

Assistant Professors: S. Serota

Instructor: R. Rumble-Comerford, J. Concannon

Contact: Dr. Linda Aulgur

Phone: (573) 592-6227 Fax: (573) 592-5217

Email: Linda.Aulgur@westminster-mo.edu

The Westminster College Teacher Education Program is administered by the Department of Education. The program is designed to promote the life-long learning dispositions the teaching profession demands, as well to provide the depth and breadth of academic and practical knowledge needed for successful beginning teaching. The faculty draws on research and extensive experience to make course work meaningful and strives to demonstrate attitudes and practice, which serve as examples for students' future classrooms. Students receive personal attention within a learning community that encourages them to develop critical thinking, creative

sensibility, and communication arts to share ideas and to understand others as they teach and learn in a global, technological society.

Those who wish to teach will earn a Bachelor of Arts with majors offered in Elementary (grades 1-6), Early childhood (birth-Grade 3), Middle School (grades 5-9), and Secondary (grades 9-12). Secondary content emphasis areas are: Mathematics, Social Sciences, Biology, Physics, Chemistry, English language arts, business and physical education. A K-12 certification is available in Physical Education and Vocal Music. Middle school majors must have two areas of content concentration selected from English, science, social sciences, and mathematics. Each concentration area consists of at least 21 hours. Elementary majors must have at least one area of concentration of 21 hours chosen from Mathematics, Social Sciences, Science or English.

The Teacher Education Program is designed so that majors complete a course of study approved by the State of Missouri Department of Elementary and Secondary Education which will lead to recommendation for certification in the chosen major and concentration areas. Teacher education preparation experiences include research, observation, demonstration, and participation in local school settings. Students who prepare for a teaching career must meet professional education requirements specified by the Missouri Department of Elementary and Secondary Education, as well as the program requirements of Westminster College. Teacher education majors must demonstrate competencies in reading, writing, mathematics, science, and social science.

Students must be accepted into the Teacher Education program before taking upper level professional education courses. Admission criteria are:

1. Grade of B or higher in EDU 291: Education Practicum I and a 3.0 GPA in all Education courses.
2. Cumulative GPA of 2.5 or better on a 4.0 scale
3. Grade of C or higher in ENG 103 or equivalent composition course
4. Grade of C or higher in college level math course
5. Passing score on all sections of C-BASE (College Basic Academic Skills Exam)
6. Faculty Recommendation letters
7. Acceptable background check.
8. Notarized statement of no criminal background convictions.

After entry into the program and before graduation, it is required that students pass the PRAXIS II, a nationally criterion referenced entrance exam to the profession. Completing the PRAXIS II is part of the certification application process.

Note: Students must obtain a final grade of C or higher in each professional education course and maintain a GPA of 2.5 in professional education courses. Students are not allowed to have grades below C in their content area concentrations and they must have a 2.5 in their chosen concentration to be recommended for certification. No more than two (2) grades of D in the general education courses required for certification are acceptable and students are encouraged to retake courses in which they receive grades of D.

### General Education Coursework for All Education Majors Seeking Certification

Education majors will complete requirements for the New Foundations Program, 50-57 hours, required of all majors. In addition to the basic requirements, Elementary and Middle School Education Majors are required to take GEO 101, Geography and they must take ECN 211 or 212 (Micro or Macroeconomics) as one of their Human Behavior and Social Institutions context courses. Speech 101 or 203 is highly recommended as

well.

### Early Childhood Education (Birth through Grade 3)

General Education Courses: 53-57 hrs.  
Professional Education Courses: 63 hrs.

Foundations Coursework: (16 hrs.)

EDU 101 Intro to Teaching	1 hr.
EDU 230 Child Growth and Development	3 hrs.
PSY 221 Educational Psychology	3 hrs.
EDU 231 Education of Exceptional Individuals	3 hrs.
EDU 290 Foundations of Education	3 hrs.
PSY 312 Developmental Psychology	3 hrs.

Methods: (\*32 hrs.)

EDU 203 Teaching Art, Music and Language Arts	3 hrs.
EDU 207 Health, Safety and P.E.	3 hrs.
EDU 210 Literature for Children	3 hrs.
EDU 280 Programs and Curriculum in ECE	3 hrs.
EDU 300 Integrated Curriculum in ECE	3 hrs.
EDU 300 Assessment in ECE	2 hrs.
EDU 306 Teaching Reading	3 hrs.
MAT 351 Methods of teaching Math	3 hrs.
EDU 453 Classroom Organization & Management	3 hrs.
EDU 490 Educational Seminar	3 hrs.

Clinical Experience: (18 hrs.)

EDU 291 Educational Practicum I in early childhood (preschool-kindergarten)	2 hrs.
EDU 393 Educational Practicum II in elementary grades 1-3	2 hrs.
EDU 417 Special Practicum in Infancy and Toddlers	2 hrs.
EDU 492 Student Teaching in ECE	6 hrs.
EDU 494 Student Teaching in Elementary	6 hrs.

\* Early Childhood Majors must also take MAT 231 Math for Teachers as a prerequisite to the Math methods course. Overall GPA must be 2.5.

### Elementary Education: (Grades 1-6)

General Education Courses: 53-57 hrs.  
Professional Education Courses: 64 hrs.

Foundations (13 hrs.)

EDU 101 Introduction to Teaching	1 hr.
EDU 230 Child Growth and Development	3 hrs.
PSY 221 Educational Psychology	3 hrs.
EDU 231 Education of Exceptional Individuals	3 hrs.
EDU 290 Foundations of Education	3 hrs.

Methods (35 hrs.)

EDU 207 Health, Safety and Physical Education	3 hrs.
MAT 231 Math for Elementary Teachers	3 hrs.
MAT 351 Methods of Teaching Elementary Math	3 hrs.
EDU 210 Literature for a Children and Youth	3 hrs.
EDU 203 Teaching Art, Music and Language Arts	3 hrs.
EDU 306 Teaching Elementary Reading	3 hrs.
EDU 308 Teaching Social Studies	2 hrs.
EDU 310 Teaching Science	2 hrs.
EDU 392 Reading in Content Areas	2 hrs.
EDU 441 Reading Assessment and Advancement	3 hrs.
EDU 453 Classroom Organization and Management	3 hrs.
EDU 490 Educational Seminar	2 hrs.

GEO/HIS 101 Geography 3 hrs. must be 2.5.

Clinical Experience (16 hrs.)

EDU 291 Education Practicum I 2 hrs.  
EDU 393 Education Practicum II 2 hrs.  
EDU 492 Student Teaching: Elementary 12 hrs.

Concentration Area: 21 hrs. Some of the concentration area courses are included in the general education requirements of the state and the College. Consult with an advisor to coordinate program of study. No grade lower than C is allowed and concentration area GPA must be 2.5.

Elementary Majors are required to include POL 211, American Government and Politics and one Economics course as part of their Tier II general education coursework, and also GEO 101, Geography. Middle School Majors are required to include POL 211, American Government and Politics and Geography as well.

**Early Childhood Endorsement To Elementary Certification: (Birth-Grade 3)**

Additional Coursework: 9-11 hrs.

EDU 280 Programs in Early Childhood 3 hrs.  
EDU 300 Integrated Curriculum in Early Childhood 3 hrs.  
EDU 300 Assessment in Early Childhood 2 hrs.  
EDU 417 Special Practicum in Infancy and Toddlers 1-3 hrs.

**Middle School Education: Grades 5-9**

General Education Courses: 64 hrs. (See above)  
Professional Education Courses: 59 hrs.

Foundations: (13 hrs.)

EDU 101 Introduction to Teaching 1 hr.  
EDU 233 Adolescent Growth and Development 3 hrs.  
PSY 221 Educational Psychology 3 hrs.  
EDU 231 Education of Exceptional Individuals 3 hrs.  
EDU 290 Foundations of Education 3 hrs.

Methods (36 hrs.)

EDU 210 Literature for Children and Youth 3 hrs.  
MAT 231 Math for Elementary Teachers 3 hrs.  
MAT 351 Methods of Teaching Elementary Math 3 hrs.  
EDU 306 Teaching Elementary Reading 3 hrs.  
EDU 309 Teaching of Writing in Middle and Secondary Schools 3 hrs.  
EDU 311 Middle School Theory and Practice 2 hrs.  
EDU 314 Middle School Curriculum and Methods 2 hrs.  
EDU 392 Reading in Content Areas 2 hrs.  
Methods Class for Each Content Area Endorsement 6 hrs.  
EDU 453 Classroom Organization and Management 3 hrs.  
EDU 490 Educational Seminar 2 hrs.

Clinical Experience (16 hrs.)

EDU 291 Education Practicum I 2 hrs.  
EDU 393 Education Practicum II 2 hrs.  
EDU 495 Student Teaching: Middle School 12 hrs.

Concentration Areas: Two areas of concentration of 21 hours each are to be selected from social sciences, unified science, mathematics, and English language arts. Some of the concentration area courses are included in the general education requirements of the state and the College. Consult with an advisor to coordinate program of study. No grade below a C is allowed in the areas of concentration and the GPA in each

**Secondary School Education: Grades 9 – 12**

General Education courses: 53-57 hrs.  
Professional Education Courses: (43 hrs.)  
Area of Concentration: (31-42 hrs.\*)

\*some coursework may also meet General Education requirements

Foundations (13 hrs.)

EDU 101 Introduction to Teaching 1 hr.  
EDU 233 Adolescent Growth and Development 3 hrs.  
EDU/PSY 221 Educational Psychology 3 hrs.  
EDU 231 Education of Exceptional Individuals 3 hrs.  
EDU 290 Foundations of Education 3 hrs.

Methods (14 hrs.)

EDU 392 Reading in Content Areas 2 hrs.  
EDU 425 Secondary School Teaching 3 hrs.  
EDU 431-436 Teaching Specialty Area 3 hrs.  
EDU 453 Classroom Organization and Management 3 hrs.  
EDU 490 Educational Seminar 3 hrs.

Clinical Experience (16 hrs.)

EDU 291 Education Practicum I 2 hrs.  
EDU 393 Education Practicum II 2 hrs.  
EDU 497 Student Teaching: Secondary 12 hrs.

Secondary Education specialty areas of concentration are offered in the following fields of study: English, Mathematics, Physical Education, Social Science, Business, Physics, Chemistry, Biology, Music. (See an education advisor for a more information.)

**English Certification: Grades 9-12 (39 hrs.)**

Composition and Rhetoric 12 hrs.  
Study of English Language 6 hrs.  
American Literature 6 hrs.  
English or World Literature 6 hrs.  
English Elective 3 hrs.  
EDU 210 Literature for Children and Youth 3 hrs.  
EDU 309 Teaching of Writing 3 hrs.

**Mathematics: Grades 9-12 (31 hrs.)**

Calculus and Analytical Geometry 13 hrs.  
Algebraic Structures 3 hrs.  
Geometry 3 hrs.  
Computer Science 3 hrs.  
Electives 9 hrs.

**Physical Education: Grades 9-12 (36-37 hrs.)**

PED 309 History and Philosophy of Physical Education 2 hrs.  
BIO 203 Anatomy 3 hrs.  
PED 321 Kinesiology 3 hrs.  
PED 340 Exercise Physiology 3 hrs.  
PED 405 Measurement and Evaluation 2 hrs.  
PED 204 Fitness/Wellness 2 hrs.  
Activity Courses from 4 areas, each 1 hour 5 hrs.  
PED 350 Adapted Physical Education 3 hrs.  
PSY 231 Sports Psychology 2-3 hrs.  
PED 220 Social Science in Sport 2 hrs.  
PED 215 Motor Learning 2 hrs.  
PED 104 First Aid and CPR 1 hr.

ATR 210 Prevention and Care of Injuries	2 hrs.
PED 208 Creative Movement & Rhythms	3 hrs.

ECN 211 Macroeconomics	3 hrs.
ECN 212 Microeconomics	3 hrs.
SPE 101 or 203 Speech	3 hrs.
SPE 310 Business Communications	3 hrs.
MIS 201 Intro to Information Systems	3 hrs.
BUS 223 Business Law	3 hrs.
MIS 210 Spreadsheet Applications	3 hrs.
BUS 220 Fund. Marketing	3 hrs.
BUS 230 Personal Finance	3 hrs.
BUS 240 International Bus	3 hrs.
BUS 250 Prin. Marketing	3 hrs.
Internship or Work experience	3- 6 hrs.

Note: Additional courses are required for Certification in Grades K-12 (10 hours, and split student teaching assignment, one in K-6 or 5-8, and one at secondary level)

PED 207 Health, Nutrition, and Safety	3 hrs.
PED 206 Growth & Development in Physical Education	3 hrs.
PED 300 Teaching PE in Middle Schools	3 hrs.
2 additional activity courses	2 hrs.

**Social Science: Grades 9-12 (42 hrs.) Includes Minor in History**

American History	12 hrs.
World History	9 hrs.
Political Science	6 hrs.
Economics	3 hrs.
Geography	3 hrs.
Behavioral Science	6 hrs.
Histography	3 hrs.

**Biology: Grades 9-12 ( 37-40 hours)**

BIO 110 or 112	4 hrs.
BIO 205 Ecology or Plant	4 hrs.
BIO 220 Evolution	3 hrs.
BIO 301 Genetics	4 hrs.
BIO electives to cover Anatomy, Zoology or Entomology	5-8 hrs.
GEO, CHM or PHY 101 (choose 2)	8 hrs.
ENV 105 Environmental Sci	3 hrs.
NSC 305 History of Sci	3 hrs.

**Chemistry: Grades 9-12 (38 hours) (includes minor in Chemistry)**

CHM 114-115 General Chemistry I	4 hrs.
CHM 124-125 General Chemistry II	4 hrs.
CHM 314-315 Organic Chemistry	4 hrs.
CHM electives to cover Inorganic, Analytical, Bio and Physical Chemistry	8 hrs.
PHY 201 Physics I	4 hrs.
BIO 110 or 112	4 hrs.
GEO 105 or 110	4 hrs.
ENV 101 Environmental Science	3 hrs.
NSC 305 History of Science	3 hrs.

**Physics: Grades 9-12 ( 38 hours)**

PHY 201 Physics I	4 hrs.
PHY 212 Physics II	4 hrs.
PHY 223 Physics III	3 hrs.
PHY 398 Indep.Project	1 hr.
PHY 324 Light	4 hrs.
PHY 325, 415, or 416	4 hrs.
CHM 114-115	4 hrs.
BIO and GEO elective courses	8 hrs.
ENV 101 Environmental Sci	3 hrs.
NSC 305 History of Sci	3 hrs.

**Business: Grades 9-12 (40-43 hours)**

ACC 215 Accounting I	4 hrs.
----------------------	--------

**Vocal Music: Grades K-12 (37 hours)**

MUS LB2, LB4 Ensemble choirs	6 hrs.
MUS 101, 201, or 301 Applied piano	2 hrs.
MUS 101, 201, or 301 Applied voice	4 hrs.
MUS 105 Theory I	3 hrs.
MUS 110, 210 Aural Training I, II	2 hrs.
MUS 208 Theory II	3 hrs.
MUS 220 Conducting	2 hrs.
MUS 298 Adv. Choral Arr.	4 hrs.
MUS 303 Music History & Lit I	3 hrs.
MUS 304 Music History & Lit II	3 hrs.
MUS 315 Choral literature	3 hrs.
MUS 405 Choral technique	2 hrs.

It is important to contact faculty in the Teacher Education Program for guidance in scheduling courses.

Policy regarding student teaching: Students enrolling in EDU 492 Student Teaching: Elementary, EDU 495 Student Teaching: Middle School, and EDU 497 Student Teaching: Secondary who are members of collegiate sports teams should a) plan to student teach during a semester in which their sport is not played, b) after their eligibility has expired, or c) during a semester in which they choose not to play.

**English Major and Minor**

Professors: D. Collins (Chair), C. Perry, W. Zade  
Associate Professors: T. Adams  
Assistant Professors: D. Brenegan, M. Tuthill  
Instructor: C. Pesce, C. Faircloth-Smith

Contact: Dr. David Collins  
Phone: (573) 592-5348 Fax: (573) 592-5191  
Email: Dave.Collins@westminster-mo.edu

The Department of English Language and Literature offers a major program of study leading to a Bachelor of Arts in English, as well as a minor program of study in English. Lower-level courses in the department support the college's General Education Program. By studying British, American, and world literatures, students who major or minor in English learn to read closely, to think critically, and to write clearly. All majors identify one of three areas of emphasis: literary criticism, creative writing, or journalism/publication. Students who meet the requirements are invited to complete an Honors Sequence in their area of emphasis. Students may also complete an English education major by consultation with the English and Education departments. A major in English provides a solid foundation for the business world, law school, journalism, education, or graduate study in any field.

**Requirements for the Major in English**

## I. Literary Culture Surveys

One of the following:

ENG 205 British Literature before 1800	3 hrs.
ENG 206 British Literature since 1800	3 hrs.

One of the following:

ENG 238 American Literature before the Civil War	3 hrs.
ENG 239 American Literature since the Civil War	3 hrs.

## II. Writing/Linguistics Elective

One of the following:

ENG 260 Introduction to Journalism	3 hrs.
ENG 270 Expository Writing	3 hrs.
ENG 275 Introduction to Creative Writing	3 hrs.
ENG 280 Introduction to Linguistics	3 hrs.

## III. Topics Courses

One course from each of the four following groups:

### Group 1. Authorial Identities and Literary Expression

ENG 340 Gender and Literary Expression	3 hrs.
ENG 345 Ethnic Literature	3 hrs.
ENG 350 Studies in the Author	3 hrs.

### Group 2. Literary Forms and Cultural Frames

ENG 315 Literary Modes and Genres	3 hrs.
ENG 325 Literary Movements	3 hrs.
ENG 330 Visions and Revisions	3 hrs.

### Group 3. Literary Places and Other Spaces

ENG 335 A Sense of Place	3 hrs.
ENG 355 Literature and the Other Arts	3 hrs.
ENG 360 Media Studies	3 hrs.

### Group 4. Creative Writing

ENG 372 Creative Writing - Fiction	3 hrs.
ENG 374 Creative Writing - Poetry	3 hrs.
ENG 376 Creative Writing - Nonfiction	3 hrs.

IV. Two elective courses 6 hrs.

## V. Capstone Sequence (9 hrs.)

ENG 370 Critical Practicum and 2 elective courses at the 300 level or Honors Sequence (see below)	3 hrs.  6 hrs.
--	----------------------

## Honors Sequence:

The Honors thesis sequence consists of two courses:

ENG 420 Honors Project I	3 hrs.
ENG 430 Honors Project II	3 hrs.

Students who meet the following requirements by the end of their junior year are encouraged to complete the Honors Sequence:

1. Have an overall grade point average of 3.25 or higher
2. Have an English grade point average of 3.50 or higher
3. Have completed at least 3 topics courses (300 level)
4. Have received a "B" or better in ENG 370 (Critical Practicum)

The Honors Sequence can be completed in literary criticism, creative writing, or journalism/publication. Honors projects will differ from one emphasis to another. The critical track might entail, for example, an in-depth study of an author or a literary period. While the focus of the

creative writing track is primarily on the student's own creative writing, an introductory essay/statement of aesthetics) is required. The track in journalism/publication might entail a historical study of a particular periodical, the relationships between journalism and literature in a specific historical/cultural framework, or a collection of original nonfiction works suitable for magazine publication.

**Total hours 36 hrs.**

## Requirements for Areas of Emphasis

### Literary Studies:

1. If not taking the Honors Sequence, complete three elective courses in literature at the 300-level.
2. If taking the Honors Sequence, complete one elective course in literature at the 300-level.

### Creative Writing:

1. If not taking the Honors Sequence, take three courses in creative writing.
2. If taking the Honors Sequence, complete two creative writing courses before the end of the junior year, then complete the Honors Sequence during the senior year.

### Journalism/Professional Writing:

1. If not taking the Honors Sequence, complete three of the following courses: ENG 260, ENG 270, ENG 360, ENG 376.
2. If taking the Honors Sequence, complete two of the following: ENG 260, ENG 270, ENG 360, ENG 376.

### English Education:

1. Complete ENG 205 and 206, ENG 238 and 239 (may use electives to complete all four).
2. Complete both ENG 280 and ENG 360. One upper-level elective must include the study of Shakespeare; one must be in American Literature.
3. EDU 210 Literature for Children and Youth may be substituted for one topics course.
4. In most cases, English Education students will not take the Honors Sequence.

### Language Requirement:

Majors must demonstrate a basic understanding of a second language, preferably by completing the sequence of courses 101, 102, 203 in one language. However, ENG 280 Introduction to Linguistics and/or a civilization course in the student's foreign language may be substituted for 102 and/or 203. In most cases credit earned by passing appropriate placement or proficiency examinations may be counted towards meeting the language requirement. Exception: Students who have taken three years of a foreign language in high school and who choose to substitute ENG 280 Linguistics and a culture course for the second two parts of the foreign language requirement will not be granted credit for the 101 course unless they test into a higher level course on the basis of the placement exam given by the Department of Foreign Languages.

Majors must earn a grade of "C" or better in all English courses needed to satisfy the major requirements.

## Requirements for the Minor in English

I. Literary Culture Surveys:

ONE of the following:

ENG 205	British Literature before 1800	3 hrs.
ENG 206	British Literature since 1800	3 hrs.

ONE of the following:

ENG 238	American Literature before the Civil War	3 hrs.
ENG 239	American Literature since the Civil War	3 hrs.

II. Writing/Linguistics Elective:

ONE of the following:

ENG 260	Introduction to Journalism	3 hrs.
ENG 270	Expository Writing	3 hrs.
ENG 275	Introduction to Creative Writing	3 hrs.
ENG 280	Introduction to Linguistics	3 hrs.

III. Electives:

Three courses, at least one of which is to be at the 300 level	9 hrs.
--	--------

**Total hours 18 hrs.**

## Entrepreneurial Studies Minor

Associate Professor: T. Buckley—Coordinator

Contact: Associate Professor Terry Buckley

Phone: (573) 592-5207

Fax: (573) 592-5191

Email: Terry.Buckley@westminster-mo.edu

53 The Entrepreneurial Studies minor will introduce students to business fundamentals within the context of a small firm, preparing them for immediate contribution to the firm's efforts and providing a framework for continued learning.

### Requirements for the Minor in Entrepreneurial Studies:

ACC 215 Principles of Financial Accounting	4 hrs.
BUS 220 Fundamentals of Management	3 hrs.
BUS 225 Entrepreneurship	3 hrs.
BUS 230 Personal Finance	3 hrs.
BUS 250 Principles of Marketing	3 hrs.

Elective Courses (choose two):

MIS 201 Introduction to Information Systems	3 hrs.
SPE 310 Business and Professional Communication	3 hrs.
BUS 399 Internship	3 hrs.
Any ACC, BUS, or ECN course at the 300 level or above	3 or 4 hrs.

**Total hours in Minor 22-23 hrs.**

The department recommends that Entrepreneurial Studies minors take as many of the following courses as feasible.

ACC 216 Principles of Managerial Accounting	4 hrs.
BUS 223 Business Law I	3 hrs.
SPE 203 Interpersonal Communication	3 hrs.

## Environmental Science Major and Environmental Studies Major

Professors: M. Amspoker, J. Langton, W. Young

Associate Professors: A. Goldin (Coordinator), R. Geenen

Assistant Professor: I. Unger

Contact: Dr. Alan Goldin

Phone: (573) 592-5015

Fax: (573) 592-5206

Email: Alan.Goldin@westminster-mo.edu

The Environmental Science major and the Environmental Studies major provide students with (a) an understanding of relationships between and within the natural world and constructed environment; (b) the ability to analyze and integrate knowledge from a wide range of disciplines; (c) the ability to communicate across disciplines and collaborate with colleagues to solve problems and address real-world issues; and (d) the basis for careers in environmental fields as well as graduate studies. The two majors have a similar core of courses; they differ in the amount of collateral science courses required. Majors must earn a grade of C or better in all of the core 33 hours of courses.

### Requirements for the Major in Environmental Science:

GEO 108 Introduction to Physical Geology	4 hrs.
GEO 110 Earth Systems	4 hrs.
GEO 305 Hydrogeology	3 hrs.
GEO 310 Introductory Soil Science	4 hrs.
ENV 105 Introduction to Environmental Science	3 hrs.
ENV 399 Internship	3 hrs.
ENV 405 Environmental Assessment	3 hrs.
POL 326 Environmental Politics and Policy	3 hrs.

Two of the following (6 hrs.):

PHL 246 Environmental Ethics	3 hrs.
ECN 305 Ecological Economics	3 hrs.
ENG 335 Environmental Literature	3 hrs.
REL 324 Spiritual Ecology	3 hrs.
GOG 101 Introduction to Geography	3 hrs.

**Total hours 33 hrs.**

Collateral Courses:

MAT 114 Elementary Statistics	3 hrs.
MAT 121 Pre-Calculus <b>or</b>	3 hrs.
MAT 124 Calculus I	5 hrs.
CHM 114 General Chemistry I	3 hrs.
CHM 115 General Chemistry I Lab	1 hr.
CHM 124 General Chemistry II	3 hrs.
CHM 125 General Chemistry II Lab	1 hr.
BIO 110 Biodiversity	4 hrs.
BIO 112 Biological Processes	4 hrs.
BIO 205 Ecology and Field Biology	4 hrs.

**Total Collateral Course hours 26 or 28 hrs.**

Suggested Electives – not required

Other ENV/GEO courses as offered	
GEO 330 Application of Geographic Information Systems	4 hrs.
GEO 320/321 Geology and Environment of the National Parks	4 hrs.
BIO 320 Biology of Belize	4 hrs.
PHY 105 Introduction to Physics	3 hrs.

PHY 201 Physics I	4 hrs.
AST 211 Astronomy	3 hrs.

of the National Parks 4 hrs.

**Total required hours in minor**

**17 or 18 hrs.**

**Requirements for the Major in Environmental Studies:**

GEO 108 Introduction to Physical Geology	3 hrs.
GEO 110 Earth Systems	4 hrs.
GEO 305 Hydrogeology	3 hrs.
GEO 310 Introductory Soil Science	4 hrs.
ENV 105 Introduction to Environmental Science	3 hrs.
ENV 399 Internship	3 hrs.
ENV 405 Environmental Assessment	3 hrs.
POL 326 Environmental Politics and Policy	3 hrs.

Four of the following (12 hrs.):

PHL 246 Environmental Ethics	3 hrs.
ECN 305 Ecological Economics	3 hrs.
ENG 335 Environmental Literature	3 hrs.
REL 324 Spiritual Ecology	3 hrs.
GOG 101 Introduction to Geography	3 hrs.

**Total hours 39 hrs.**

Collateral Courses:

MAT 114 Elementary Statistics	3 hrs.
MAT 121 Pre-Calculus <u>or</u>	3 hrs.
MAT 124 Calculus I	5 hrs.
CHM 114 General Chemistry I	3 hrs.
CHM 115 General Chemistry I Lab	1 hr.
CHM 124 General Chemistry II	3 hrs.
CHM 125 General Chemistry II Lab	1 hr.
BIO 124 Biodiversity	3 hrs.
BIO 125 Biodiversity Lab	1 hr.
BIO 305 Ecology and Field Biology	4 hrs.

**54 Total Collateral Course hours 22 or 24 hrs.**

Suggested Electives – not required

Other ENV/GEO courses as offered	
GEO 320/321 Geology and Environment of National Parks	4 hrs.
BIO 320 Biology of Belize	4 hrs.
PHY 105 Introduction to Physics	3 hrs.
AST 211 Astronomy	3 hrs.

Note: Since the Environmental Studies Program is viewed as a broad curriculum, it is strongly suggested that students take a Minor in a related field, such as Biology, Chemistry, Economics, or Political Science.

**Requirements for the Minor in Environmental Science:**

ENV 105 Introduction to Environmental Science	3 hrs.
GEO 110 Earth Systems <u>or</u>	
GEO 108 Introduction to Physical Geology	4 hrs.
GEO 305 Hydrogeology	3 hrs.
GEO 310 Introductory Soil Science	4 hrs.

One of the Following:

GOG 101 Introductory to Geography	3hrs.
PHL 246 Environmental Ethics	3 hrs.
ECN 305 Ecological Economics	3 hrs.
ENG 335 Environmental Literature	3 hrs.
REL 324 Spiritual Ecology	3 hrs.
POL 326 Environmental Politics and Policy	3 hrs.
GEO 320/321 Geology and Environment	

**European Studies Minor**

Professor: S. Goodfellow—Coordinator

Contact: Dr. Sam Goodfellow  
Phone: (573) 592-5271 Fax: (573) 592-5191  
Email: Sam.Goodfellow@westminster-mo.edu

The European Studies minor is an interdisciplinary area studies program that encourages students to integrate materials from a number of different disciplines. The minor emphasizes contemporary European issues, European legacies, and European cultures.

**Requirements for the Minor in European Studies:**

HIS 106 Western Civilization II	3 hrs.
POL 306 European Government and Politics	3 hrs.

Required Option:

Students must also fulfill one of the following options:

- Complete one second year language course (French, Spanish, German, or some modern European language) or
- Spend one semester in Europe in a College-approved course of study.

Electives (at least 6 hours must be upper level):

HUM 292/FRE 392 French Civilization	3 hrs.
FRE 305 Commercial French	3 hrs.
HUM 275/GER 375 Contemporary German Culture	3 hrs.
HUM 277/SPA 377 Spanish Civilization	3 hrs.
SPA 310 Special Topics in Literature	3 hrs.
SPA 351 Introduction to Spanish Literature	3 hrs.
HIS 304 Selected Themes in British History, 1714-present	3 hrs.
HIS 322 Europe in the 20th Century	3 hrs.
HIS 323 Europe Since 1945	3 hrs.
HIS 327 Nazi Germany	3 hrs.
HIS 300 Modern European Women	3 hrs.
POL 308 Post-Soviet Politics	3 hrs.
POL 306 Western European Government and Politics	3 hrs.
POL/HIS 300 Central Europe	3 hrs.
POL 212 Introduction to International Politics	3 hrs.
PHL 325 20th Century Philosophy	3 hrs.
SCA 111 Introduction to Sociology	3 hrs.
ENG 206 English Literature Since 1800	3 hrs.
ECN 410 International Trade and Finance	3 hrs.
BUS 240 International Business	3 hrs.

**Total hours 18 hrs.**

**Fine Arts Program**

Professor: R. Seelinger—Coordinator of Fine Arts  
Instructors: J. Hutchings, K. Dingman, R. Lampe

Contact: Dr. Robert Seelinger –Coordinator of Fine Arts  
Phone: (573) 592-5275 Fax: (573) 592-5217  
Email: Robert.Seelinger@westminster-mo.edu

The fine arts program offers a variety of courses in music, graphic arts, film, and photography. The Music Department has several vocal ensembles including the Westminster Chamber Singers, Bel Canto Chorale, and Sublime Harmony. These ensembles perform for Music Department Concerts in the winter and spring of each year, for campus, community and statewide events, and travel internationally. The Bel Canto Chorale and Sublime Harmony are select choirs and an audition and approval of the Director of Music is required for membership. The Westminster Concert Band/Orchestra performs a variety of concert music and is open to all instrumental students. All students interested in participating in any music ensemble should complete a music questionnaire and return to the Director of Music.

Lecture courses include music appreciation, music theory I and II, music history and literature I and II and several other options for fine arts classes. Applied music courses are also available for students to enroll for private lessons in piano, voice, guitar, or a symphonic instrument on beginner/intermediate/advanced level.

Westminster offers a music minor program and a variety of self-designed majors involving music. Students interested in a music minor or other music programs should contact the Director of Music. Students may enroll for one or two credit hours in any choral or instrumental performance media during the fall and spring semesters. Courses in choral or instrumental groups, and applied private instruction may be repeated for credit.

## French Major and Minor

Professor: J. Schaneman

Contact: Dr. Heriberto Del Porto - Chair  
Phone: (573) 592-5267 Fax: (573) 592-5191  
Email: Heriberto.DelPorto@westminster-mo.edu

The Department of Foreign Languages and Literature offers major and minor programs of study in French as well as supporting course work for Westminster College's general education program and majors in International Business and International Studies. The French program seeks to develop speaking, reading, writing and listening proficiency and an appreciation of the literatures and cultures of the Francophone world. In addition to the practical application of such skills and knowledge to professional fields such as education, business and science, it is believed that students will gain insight into their own language and culture through first hand knowledge of other peoples' means of expression and cultural heritages.

A student wishing to major in French should consult Professor Schaneman. With careful planning, it is possible to major in French without having studied it in high school.

### Requirements for the Major in French:

FRE 280 Introduction to French Literature	3 hrs.
FRE 303 Advanced Conversation	3 hrs.
FRE 306 Advanced Grammar and Composition	3 hrs.

French electives including at least one upper level course with a significant literature component. 18 hrs.

**Total hours** **27 hrs.**

The 27 hours required in the major exclude FRE 101 and 102. Fifteen of the 27 required hours must be in 300 level courses. Majors must earn a grade of C or better in all French courses needed to satisfy major requirements.

Students are encouraged to participate in an approved off-campus program in a country where French is spoken. Students who plan to become language teachers or to do graduate work in French or related fields are encouraged to complete course work through the intermediate level of a second foreign language.

In order to graduate with Honors in French, the student must fulfill these minimum requirements: (1) complete five upper-level French courses with at least a 3.5 grade average; (2) complete FRE 425 Senior Honors Thesis/Project with a grade of A; (3) have at least a 3.2 overall GPA.

### Requirements for the Minor in French

FRE 280 Introduction to French Literature	3 hrs.
FRE 303 Advanced Conversation	3 hrs.
FRE 306 Advanced Grammar and Composition	3 hrs.

Plus one of the following courses: 3 hrs.  
HUM 294 Introduction to the French-Speaking World or  
FRE 362 French –Speaking Cultures and Civilizations

Plus six hours of electives chosen from: 6 hrs.  
FRE 203 Intermediate French I  
FRE 204 Intermediate French II  
FRE 305 Commercial French  
FRE 360 Literary Moments and Movements  
FRE 361 Literature and Culture

Courses taken on an approved study abroad program may be substituted for elective hours with departmental approval.

**Total hours** **18 hrs.**

## Health Professions Program

Assistant Professor: A. Potterfield–Coordinator

Contact: Dr. April Potterfield  
Phone: (573) 592-6125 Fax: (573) 592-5206  
Email: April.Potterfield@westminster-mo.edu

Westminster College has attracted and graduated an unusual number of men and women who have continued on to successful careers in the health professions (allopathic and osteopathic medicine, dentistry, health care administration, pharmacy, physical therapy, physician assistant, optometry, public health, veterinary medicine and others). Recognizing this, the College has created the Health Professions Program coordinated by Dr. Potterfield to ensure that interested and motivated students have the information they need to prepare for graduate study and professional careers. Students interested in any of the health professions are encouraged to contact Dr. Potterfield as soon as possible to register with the program ensuring continued updating of information in this area of rapid change.

## History Major and Minors

Professors: R. Lael, S. Goodfellow--Chair  
Visiting Assistant Professor: K. Lawson  
Visiting Instructor: S. Burgess  
Fulbright-Robertson Chair: Professor N. Fleming

Contact: Dr. Sam Goodfellow  
Phone: (573) 592-5270 Fax: (573) 592-5217  
Email: Sam.Goodfellow@westminster-mo.edu

The Department of History offers a major and three minor programs of study as well as a wide range of offerings that support the College's General Education Program. Its minors are in History, U. S. History, and European History. The faculty includes an endowed professorship filled annually by the Fulbright-Robertson Visiting Professor of British History. The Department's offerings reflect the wisdom of the adage that "He who knows only his own generation remains always a child." Thus, the spirit and purpose shaping the study of history at Westminster rests on the belief that the critical study of what men and women have thought and done in the past, whether in the Old World or the New, disciplines the mind for wise action, frees it from the narrow perspective of the present, and leads to self-knowledge.

### Requirements for the Major in History

HIS 105, 106 Western Civilization	6 hrs.
HIS 103, 104 History of the United States	6 hrs.
HIS 390 Historiography	3 hrs.
HIS 422 Senior Thesis	2 hrs.
HIS 423 Senior Thesis	3 hrs.
HIS 424 Senior Thesis	1 hr.
Four courses at the 300-level with at least one course with each permanent member of the department.	12 hrs.

**Total Hours Required** **33 hrs.**

In their senior year majors must pass an oral examination based on their upper level history courses.

## History Minor

Professor: S. Goodfellow--Coordinator

Offered through the Department of History, this minor program of study introduces students to the scope and nature of historical evaluation.

### Requirements for the Minor in History

HIS 103 History of the United States to 1890 <b>or</b>	
HIS 104 History of the United States to 1890	3 hrs.
HIS 105 Western Civilization I <b>or</b>	
HIS 106 Western Civilization II <b>or</b>	
HIS 102 Survey of British History 1800 - Present	3 hrs.
HIS 390 Historiography	3 hrs.
Three upper level history courses chosen so that	
• One is in U.S. history	
• One is in history other than U.S. history	9 hrs.

**Total hours** **18 hrs.**

## European History Minor

Professor: S. Goodfellow--Coordinator

Offered through the Department of History, this minor program of study introduces students to the scope and nature of historical evaluation, focusing on the example of European history.

### Requirements for the Minor in European History:

Two of the following:

HIS 102 Survey of British History 1800 - Present	3 hrs.
HIS 105 Western Civilization I	3 hrs.
HIS 106 Western Civilization II	3 hrs.
HIS 390 Historiography	3 hrs.
Three upper level European History courses	9 hrs.

**Total hours** **18 hrs.**

## United States History Minor

Professor: S. Goodfellow--Coordinator

Offered through the Department of History, this minor program of study introduces students to the scope and nature of historical evaluation, focusing on the example of U.S. history.

### Requirements for the Minor in United States History

HIS 103 U.S. History to 1890	3 hrs.
HIS 104 U.S. History since 1890	3 hrs.
HIS 390 Historiography	3 hrs.
Three upper level U.S. history courses	9 hrs.

**Total hours** **18 hrs.**

## International Business Major and Minor

John E. Simon Department of Accounting, Business Administration, Economics and Management Information Systems

Professor: G. Pradhan

Associate Professors: T. Buckley, B. Hoerber, S. Salem  
Assistant Professor: S. Phelps, A. Sawani, R. Bhandari  
Instructor: L. Elliston

Contact: Associate Professor Terry Buckley  
Phone: (573) 592-5207 Fax: (573) 592-5191  
Email: Terry.Buckley@westminster-mo.edu

The International Business (IB) student will gain a basic understanding of the major functional areas of business and an appreciation for some of the cultural influences in society that impact business. The student will gain the basic knowledge required to be able to work competently in an international environment.

### Requirements for the Major in International Business:

Business:	
BUS 220 Fundamentals of Management	3 hrs.
BUS 250 Principles of Marketing	3 hrs.
BUS 318 Corporate Finance	3 hrs.

BUS 340 International Business **or**  
 ECN 410 International Trade and Finance 3 hrs.  
 BUS 450 Business Policy 3 hrs.

**Total Business hours 15 hrs.**

Accounting:

ACC 215 Principles of Financial Accounting 4 hrs.  
 ACC 216 Principles of Managerial Accounting 4 hrs.

**Total Accounting hours 8 hrs.**

Economics:

ECN 211 Principles of Macroeconomics 3 hrs.  
 ECN 212 Principles of Microeconomics 3 hrs.

**Total Economics hours 6 hrs.**

Foreign Language:

Second Semester of elementary language 4 hrs.  
 Two Semesters of intermediate language 6 hrs.  
 Two courses beyond intermediate level, **or**  
 An approved off campus program 0-6 hrs.

**Total Foreign Language hours 10-16 hrs.**

Elective Courses:

Two courses from the following list:

HIS 106, PHL 212, POL 212,  
 REL 102, SCA 115 6 hrs.

One upper level course in HIS, POL,  
 REL, or SCA **or**

A Tier III course with international focus  
 (must be approved by department advisor) 3 hrs.

One course from the ABEMIS department,  
 or internship 3 hrs.

**Total Elective Courses 12 hrs.**

Other Required Courses:

MAT 114 (Taken for Tier 1)  
 or MAT 122 or MAT 124 3-5 hrs.

**Total hours 54-62 hrs.**

IB majors will be encouraged to participate in a summer or semester long international study experience. Majors must maintain a 2.00 grade point average in all courses in the major.

**Requirements for the Minor in International Business:**

BUS 220 Fundamentals of Management 3 hrs.  
 BUS 250 Principles of Marketing 3 hrs.  
 BUS 318 Corporate Finance 3 hrs.  
 BUS 340 International Business 3 hrs.  
 Second semester of intermediate  
 level foreign language (204) 3 hrs.

One Course from the Following List:

ECN 334 Economic Development  
 ECN 410 International Trade and Finance  
 FRE 362 French Speaking Cultures and Civilization  
 GER 375 Contemporary German Culture  
 HIS 323 Europe Since 1945

HIS 348 History of American Foreign Relations  
 MUS 305 Jazz in Japan  
 POL 308 Post-Soviet Politics  
 PSY 405 Cross-Cultural Psychology  
 REL 330 Religions and Cultures of India  
 REL 340 Religion and Politics  
 POL 305 International Law and Organizations  
 POL 306 West Europe Gov and Politics  
 SCA 352 Economy and Society  
 SPA 377 Spanish Civilization  
 SPA 378 Latin American Civilization  
 Other 300 or 400 level course approved by minor coordinator

**Total required hours in minor 18 hrs.**

**International Studies Major**

Professors: H. DelPorto, S. Goodfellow, W. Guinee, R. Lael, K. Muse, G. Pradhan, C. Pridal, J. Schaneman, W. Young, W. Zade  
 Associate Professor: K. Hardeman  
 Assistant Professors: R. Bhandari, K. Jefferson, J. McRae  
 Instructor: H. Landry

Contact: Dr. Sam Goodfellow — Coordinator  
 Phone: (573) 592-5270 Fax: (573) 592-5191  
 Email: Sam.Goodfellow@westminster-mo.edu

Westminster College offers a major in International Studies with concentrations in either Regional Studies or International Issues. Students majoring in International Studies will develop knowledge of the contemporary world through a broadly integrated analysis of international issues or through in-depth study of one region of the world. Students in both concentrations will acquire skills in a language relevant to their program. It is strongly recommended that students majoring in International Studies spend at least one semester in an approved off-campus program.

Because of its interdisciplinary nature, the International Studies major requires careful planning. Students considering a major in International Studies should consult with the program coordinator early in their college careers.

**Requirements for the Major in International Studies:**

Core courses 9 hrs.  
 Foreign Language or ESL 12-16 hrs.  
 Concentration in Regional Studies **or**  
 International Issues 14-15 hrs.

**Total Required Hours in Major 35-40 hrs.**

In addition to the courses required for the major, students are encouraged to enroll in HIS 106 Western Civilization II, REL 102 World Religions and SCA 111 Introduction to Sociology or SCA 115 Cultural Anthropology as they complete Tier II of the General Education Program.

Core Courses:

INT 201 Introduction to International Studies 3 hrs.  
 POL 212 International Politics 3 hrs.  
 ECN 211 Principles of Macroeconomics 3 hrs.

**Total Core Course hours 9 hrs.**

Foreign Language or ESL requirement (12-16 hrs.)  
 European foreign language (French, German\*, Spanish)

Students will begin their language study at the level indicated by the results of their placement test or in subsequent consultation with a member of the language department. International Studies majors must take a minimum of two 300 level language courses in which the language studied is the primary language of instruction.

102 Elementary Language II	4 hrs.
203, 204 Intermediate Language I and II	6 hrs.
Two 300 level language, literature <u>or</u> civilization courses	6 hrs.

**Total Foreign Language hours 16 hrs.**

\*Students planning to complete this requirement in German should contact the program coordinator.

English as a Second Language (for students whose first language is not English)

ENG 204 Introduction to Literature	3 hrs.
ENG 270 Expository Writing	3 hrs.
SPE 101 Introduction to Speech Communication	3 hrs.
SPE 203 Interpersonal Communication	3 hrs.

**Total English as a Second Language hours 12 hrs.**

International students who use the ESL option to complete the major may use an upper level English or Speech course as one of the optional courses in the concentration.

Majors must maintain a 2.00 grade point average in all courses needed to satisfy major requirements.

Students with a GPA of 3.30 or higher may elect to write a senior thesis for honors recognition. "Graduated with Honors" will be noted on their transcript provided they complete the thesis with a grade of B or better. Students writing a thesis will complete INT 401 and 402 Senior Thesis I and II during their senior year and may substitute these courses for one course from the elective list in their concentration.

Students who do not elect to write a senior thesis are required to present a portfolio of their work, containing at least three papers or comparable projects submitted for courses in the major. At least two of the papers or projects must be from upper-level courses. The portfolio will not be graded but it is a requirement for graduation.

Area of Concentration	14-15 hrs.
-----------------------	------------

(Courses marked with an asterisk (\*) may count as electives in each concentration provided they have not been used in completion of a required component.)

Regional Studies Concentration (select one):

1. Asian studies-Required courses:	
ASN 201 Asian Studies	3 hrs.
SCA 230 Specific Cultures and Civilizations (Japan or India)	3 hrs.

**Total hours 6 hrs.**

Elective courses: Three courses to be chosen from the following. Two of these courses must be numbered at the 300 level or above:

- \* Upper level foreign language courses
- \* Courses from an approved off-campus study program

BUS 340 International Business  
 ECN 334 Economic Development  
 ECN 410 International Trade and Finance  
 HIS 348 History of American Foreign Relations  
 HIS 350 The Vietnam Wars 1945-1995  
 INT 212 Model United Nations Team: [Asian nation]  
 MUS 305 Jazz in Japan  
 POL 305 International Law and Organizations  
 PSY 405 International and Cross-Cultural Psychology  
 \*SCA 230 Specific Cultures and Civilizations

**Total hours 8-9 hrs.**

2. European Studies-Required courses:	
HIS 323 Europe since 1945	3 hrs.
POL 306 West European Government and Politics	3 hrs.

**Total hours 6 hrs.**

Elective courses: Three courses to be chosen from the following. Two of these courses must be numbered at the 300 level or above:

- \* Upper level foreign language courses
- \* Courses from an approved off-campus study program

BUS 340 International Business  
 ECN 310 International Trade and Finance  
 ENG 345/FRE 361 Paris Noir  
 HIS 304 Selected Themes in British History, 1714 to present  
 HIS 322 Europe in the 20th Century  
 HIS 327 Nazi Germany  
 HIS 348 History of American Foreign Relations  
 \*HUM 277/SPA 377 Spanish Civilization  
 \*FRE 362 French-speaking Cultures & Civilizations (European culture)  
 INT 212 Model United Nations Team  
 PSY 405 International & Cross-Cultural Psychology  
 POL 305 International Law and Organizations  
 POL 308 Post-Soviet Politics  
 POL 362 American Foreign Policy

**Total hours 8-9 hrs.**

3. Latin American studies-Required courses:	
HIS 267 Latin American History and Culture	3 hrs.
SPA 378 Latin American Civilization	3 hrs.

**Total hours 6 hrs.**

Elective courses: Three courses to be chosen from the following. Two of these courses must be numbered at the 300 level or above:

- \* Upper level foreign language courses
- \* Courses from an approved study course program

BIO 321 Biology in Belize  
 BUS 340 International Business  
 ECN 334 Economic Development  
 ECN 410 International Trade and Finance  
 HIS 348 History of American Foreign Relations  
 INT 212 Model United Nations Team: [Latin American nation]  
 PSY 405 International and Cross-Cultural Psychology

POL 305 International Law and Organizations  
POL 362 American Foreign Policy

LST 201 Leadership Theories and Practice 3 hrs.  
LST 399 Leadership Internship or 3 hrs.  
LST 401 Leadership Mentoring 3 hrs.

**Total hours 8-9 hrs.**

4. International Issues concentration-Required courses:  
HIS 348 History of American Foreign Relations 3 hrs.  
POL 305 International Law and Organizations 3 hrs.

**Total hours 6 hrs.**

Elective courses: Three courses to be chosen from the following, two of which must be numbered at the 300 level or above:

- \* Upper level foreign language courses
- \* Courses from an approved off-campus study program

BUS 240 International Business  
ECN 334 Economic Development  
ECN 410 International Trade and Finance  
ENG 330 Colonial and Post-Colonial Literature  
HIS 323 Europe since 1945  
\*HUM 294 Introduction to the French-speaking World  
\*HUM 278/SPA 378 Latin American Civilization  
INT 212 Model United Nations Team  
POL 308 Post-Soviet Politics  
POL 362 American Foreign Policy  
PSY 405 International and Cross-Cultural Psychology  
SCA 325 Tribal Survival  
SCA 352 Economy and Society

**Total hours 8-9 hrs.**

Students may substitute experimental courses numbered 200 or 300 for the electives listed above with permission of the Coordinator.

59

Note: If there are courses listed as part of the International Studies major that have been dropped by the department in which they have been taught, they need to be deleted from this list as well.

## Leadership Studies Minor

Associate Professor: R. Hansen  
Assistant Professor: D. Humphrey  
Instructors: N. Giesler, J. Pierard

Contact: Dr. David Humphrey  
Phone: (573) 592-6045 Fax: (573) 642-2699  
Email: David.Humphrey@westminster-mo.edu

Leadership Studies (LST) is a growing interdisciplinary field in American higher education. Drawing from a core liberal arts tradition, Leadership Studies programs, at bachelor degree and minor levels, are a defining part of liberal arts education today. Leadership Studies programs teach students about skills needed in order to lead in the global economy and complex social and political contexts that citizens of the 21st century face. The Leadership Studies minor focuses on ethics and leadership; historical, political and social perspectives on leadership; organizational and group behavior; and communication skills. Westminster's Leadership Studies minor will help students reach a better understanding of both practical and theoretical aspects of leadership.

**Requirements for the Minor in Leadership Studies (6 hours from the following list):**

Ethics and Leadership Elective Options (3 hours from the following List):  
PHL 242 Biomedical Ethics 3 hrs.  
PHL 244 Business Ethics 3 hrs.  
PHL 246 Environmental Ethics 3 hrs.  
PHL 212 Introduction to Ethics 3 hrs.

Historical, Political and Social Perspectives of Leadership (3 hours from the following list):

CLA 227 Greek Civilization 3 hrs.  
CLA 228 Roman Civilization 3 hrs.  
HIS 308 History of Latin America 3 hrs.  
HIS 322 Europe in the Twentieth Century 3 hrs.  
HIS 323 Europe Since 1945 3 hrs.  
HIS 327 Nazi Germany 3 hrs.  
HIS 333 The Civil Rights Movement 3 hrs.  
HIS 335 The Rise of Modern America 3 hrs.  
HIS 336 America Since 1945 3 hrs.  
HIS 350 The Vietnam Wars 1945-1995 3 hrs.  
POL 301 The American Presidency 3 hrs.  
POL 306 West European Government and Politics 3 hrs.  
POL 308 Post-Soviet Politics 3 hrs.  
POL 311 Political Parties, Voting and Campaign Strategies 3 hrs.  
REL 314 The Prophets 3 hrs.  
REL 316 Teachings of Jesus 3 hrs.

Organization and Group Behavior (3 hours from the following list):

BUS 220 Fundamentals of Management 3 hrs.  
BUS 221 Management Practices and Organizational Behavior 3 hrs.  
BUS 225 Small Business Management 3 hrs.  
BUS 326 Personnel Management 3 hrs.  
BUS 337 Labor Relations 3 hrs.  
POL 319 Public Administration 3 hrs.  
PSY 241 Industrial Organized Psychology 3 hrs.  
PSY 310 Social Psychology 3 hrs.

Communication Skills (3 hours from the following list):

LST 205 Mediation and Conflict Resolution 3 hrs.  
SPE 310 Professional Communication 3 hrs.  
SPE 203 Interpersonal Communications 3 hrs.

**Total Hours Required: 18 hrs.**

## Leadership Certification Program

Assistant Professor: D. Humphrey—Coordinator

Contact: Dr. David Humphrey  
Phone: (573) 592-6045 Fax: (573) 642-2699  
Email: David.Humphrey@westminster-mo.edu

Consistent with the College Mission Statement, the Leadership Certification program recognizes those students who have demonstrated exceptional leadership and service capacity through both curricular and co-curricular achievements.

Criteria for Certification

In order to receive certification for the program, the student must meet the following criteria.

- \* A minimum of 1,000 points must be earned in order to receive certification.
- \* The student must earn points from each of the categories listed below. Each category has a minimum and maximum number of points that can be earned.
- \* Points toward certification must be earned over a minimum of two years. No more than 70% of the points may be earned in any one year.
- \* The Center for Leadership & Service will track student's progress toward certification and will submit the names of those who have successfully completed the program to the Registrar's Office.
- \* Students must attend at least 3 approved workshops per year, which will be developed to address leadership topics. Students must attend a total of at least 6 workshops in order to meet this requirement.
- \* Certification requires successful completion of graduation requirements.

#### **Categories for Certification:**

Academic Credit

Minimum Points: 120

Maximum Points: 400

Required Course: LST 201, Leadership Theories and Applications Courses, which are listed in the Leadership Studies Minor program, will qualify for this category. The student must pass the course with a grade of C or above. These courses will be worth 30 points per credit hour.

The student must also take at least one course which has a service-learning emphasis or have an internship with a service-learning emphasis (in addition to LST 201).

#### **Campus Leadership Positions:**

Minimum Points: 100

Maximum Points: 400

The student must accomplish the following:

- \* Demonstrate their leadership ability by leading a campus group of students toward a desired objective.
- \* Develop goals and objectives for their term of leadership, estimated time frame for the experience, and listing of probable participants.
- \* Develop a job description and officer leadership manual for that position. If this document already exists, they may review and improve upon as appropriate.
- \* Meet with the Director of the Center for Leadership & Service (or other acceptable designee) to discuss their leadership role, the requirements of this portion of certification, and have the proposed experience approved.
- \* Do a constructive reflective essay about their leadership experience. This must be submitted to, and discussed with the Director of the Center for Leadership & Service. The essay shall address the requirements of the leadership experience. The Director may elect to solicit feedback from advisors, members of the group being led, or others to help assess the experience.

- \* Point Value will be determined based upon the leadership skills demonstrated, learned, depth of reflection, and quality of the experience. Points to be assigned by the Director. Points will range between 75 and 250 points. The amount of possible points for the leadership experience will be determined prior to beginning the experience and the total points awarded will be determined at the end of the experience.
- \* The Advisory Committee to the Center for Leadership & Service, or their designated sub-committee will assist the Director in developing the point systems, make recommendations, and periodically review the point awarding process.

#### **Leadership & Service: Campus Events and Activities**

Minimum Points: 100

Maximum Points: 400

- \* The Director of the Center for Leadership & Service will determine which events qualify for points, number of points awarded, criteria for participation, and verification of satisfactory participation. Points will range from 10 points to 25 points per event depending upon the quality or content of the experience and the level of effort required to participate in the experience.
- \* The Advisory Committee to the Center for Leadership & Service, or their designated sub-committee will assist the Director in developing the point systems, make recommendations, and periodically review the point awarding process.

#### **Servant Leadership & Community Service**

Minimum Points: 100

Maximum Points: 400

Students must perform community service hours in the Fulton or Callaway County community during the school year. Their service project must be approved by the Director who will determine work verification procedures, discuss desired outcomes, and will work with the community partner. The student must perform at least 20 hours of service during one academic year with one community partner. Students earn five points for each hour of service. Students will be required to journal their experiences and discuss that journal with the Director of the Center for Leadership & Service.

#### **Reflective Essay:**

A reflective essay addressing how the student's personal leadership skills have improved, a personal leadership assessment, and a position statement on their philosophy toward leadership and service must be completed prior to final leadership certification. An assessment committee will be formed to review the essay. The assessment committee may ask to meet with the student to discuss and defend their essay.

The essay must reflect depth of thought; clearly reflect the improvement that they have made with their leadership skills and knowledge, and their personal leadership philosophy. The essay must reflect above average writing, personal assessment, and increased leadership skills and knowledge.

## Learning Disabilities Program

Assistant Professor: K. Tompson-Wolfe, Director  
 Assistant Professors: T. Kroeker, S. Marshall-Roberts  
 Academic Support Specialist: C. Pesce

Westminster's nationally recognized Learning Disabilities Program provides comprehensive, personalized academic support services for students who have been clinically diagnosed with learning disabilities. Services provided by the Program's professional staff, include alternative examination arrangements, individual instruction in compensatory learning strategies, advocacy and academic advising. In addition, students are enrolled in either the Reading and Writing Workshop or the Time Management Workshop. Although the program serves many students through graduation, the emphasis of the program falls in the first two semesters, focusing on the development of skills required for independent success in a rigorous liberal arts curriculum.

## Management Information Systems Major

John E. Simon Department of Accounting, Business Administration, Economics, and Management Information Systems

Professor: G. Pradhan  
 Associate Professors: T. Buckley, R. Hoerber, S. Salem  
 Assistant Professors: A. Sawani, F.S. Phelps

Contact: Dr. F. Selcen Phelps  
 Phone: (573) 592-6230 Fax: (573) 592-5217  
 Email: Selcen.Phelps@westminster-mo.edu

This discipline studies organized approaches to gathering, processing, and presenting data, in order to improve systems and support decisions. As such, students go beyond gaining current Information Technology related skills, and explore strategic and social issues driving the use of IT as a business tool. The focus is on systems analysis, design, critique, communication, and human cognition/decision making.

The major is under construction, with coursework being developed to address subjects such as decision theory and decision support tools, simulation, information representation and modeling, knowledge management, e-commerce, and large-scale IS initiatives such as Enterprise Resource Planning, Customer Relationship Management, and Supply Chain Management systems. In addition, the students are required to take courses from related disciplines such as Psychology, Business, Accounting, and Information Technology.

Required:  
 MIS 201 Introduction to Information Systems  
 MIS 202 Introduction to Information Systems Lab (1 hr)  
 MIS 210 Spreadsheet Applications in Business  
 MIS 220 People and Information  
 The capstone course "Information Systems for Strategic Advantage" (under development)

**Total 13 hrs.**

Electives:  
 The students must take 4 MIS/IT/CS electives. There are three areas of concentration, depending on whether the student would be interested in a managerial focus, a more applications-oriented "technical" focus, or in a more theoretical (Decision Science, Systems Theory, or Computer Science) focus:

- Electives recommended for a managerial focus:  
 MIS 360 Decision Science

The rest of these courses are under development. See Professor Phelps for scheduling. Topics will include:  
 Knowledge Management, Simulation and System Dynamics, E-commerce

- Electives recommended for a technical focus:  
 An MIS course in E-commerce (under development)  
 CSC 104 Programming Logic and Design  
 CSC 200 Computer Networking  
 CSC 205 Visual Basic Programming  
 CSC 305 Hardware and Troubleshooting  
 CSC 411 Topics in Programming  
 CSC 427 Client/server and Web-based Information Systems
- Electives recommended for a theoretical focus:  
 MIS 360 Decision Science  
 An MIS course on Simulation and System Dynamics (under development)  
 CSC 104 Programming Logic and Design  
 MAT 122 Calculus for the Social and Life Sciences  
 CSC 111-211 Fundamentals of Computer Science I-II  
 MAT 215 Linear Algebra  
 MAT 313 Mathematical Probability and Statistics

**Total 12 hrs.**

### Relationship with other Disciplines

MIS majors need to be able to address business problems and concerns, understand how people process information and make decisions, analyze and design decision support systems, and communicate with diverse audiences including IT practitioners, end users, and managers. Therefore, the major requires coursework in a variety of disciplines.

Other required courses:

MAT 114 Elementary Statistics	3 hrs.
ACC 215 Principles of Financial Accounting	4 hrs.
BUS 220 Fundamentals of Management	3 hrs.
CSC 327 Database Management Systems	3 hrs.
CSC 350 Systems Analysis and Design	3 hrs.

2 Business electives from: 6 hrs

BUS 250 Principles of Marketing	
BUS 318 Corporate Financial Management	
BUS 326 Human Resources Management	
BUS 327 Production Management	

1 Organizational Behavior / Communication Electives from: 3 hrs

BUS221 Management Practice and Organizational Behavior	
PSY 241 Industrial / Organizational Psychology	
PSY 310 Social Psychology	
SPE 203 Interpersonal Communication	
SPE 310 Business and Professional Communication	
LST 205 Mediation and Conflict Resolution	

**Total 25 hrs.**

**Total Hours 50 hrs.**

### Requirements for the Minor in Management Information Systems:

- (A) Two of the following introductory MIS courses  
 MIS 201 & 202 Introduction to Information Systems & Lab

MIS 210 Spreadsheet Applications in Business  
 MIS 220 People and Information

- (B) Two of the following business courses  
 BUS 220 Fundamentals of Management  
 BUS 250 Principles of Marketing  
 BUS 318 Corporate Financial Management  
 BUS 326 Human Resource Management  
 BUS 327 Operations Management
- (C) Two other MIS elective courses, at the 200 level or above
- (D) One analytical course, such as  
 BUS 327 Operations Management  
 MIS 360 Decision Science  
 ECN 367 Econometrics

Grand Total: 21-22 hrs.

## Mathematical Sciences Major and Minor

Professor: M. Williams  
 Associate Professor: M. Majerus—Chair  
 Assistant Professors: A. Bowzer, C. Saunders, M. James, E. Martin  
 Visiting Instructor: A. Mendez

Contact: M. Majerus  
 Phone: (573) 592-5321 Fax: (573) 592-5206  
 Email: Mary.Majerus@westminster-mo.edu

The Department of Mathematical Sciences offers a major and a minor program of study in mathematical sciences as well as course work integral to the General Education Program and to programs in the physical sciences. Quantitative and analytic skills are essential for useful and effective lives. Through the study of mathematical sciences, students acquire and enhance their problem solving skills and learn to apply these to real world issues. Students who are planning to major in mathematics should complete MAT 124 and CSC 104 in the freshman year. All students taking math courses are required to purchase the TI-84+ calculator. Majors and minors must earn a C or better in all mathematics courses needed to satisfy major requirements.

### Requirements for the Major in Mathematical Sciences:

MAT 124 Calculus I	5 hrs.
MAT 214 Calculus II	4 hrs.
MAT 215 Linear Algebra	3 hrs.
MAT 224 Calculus III	4 hrs.
MAT 313 Mathematical Probability and Statistics	3 hrs.
MAT 331 Mathematics Seminar (should be taken junior year)	3 hrs.
MAT 422 Modern Algebra	3 hrs.
MAT 424 Advanced Calculus	3 hrs.
Mathematics electives (upper-level courses)	6 hrs.

**Total hours 34 hrs.**

#### Other Required Courses:

CSC 104 Programming Logic and Design	3 hrs.
CSC 111 Fundamentals of Computer Science I	3 hrs.

#### Plus one of the Following Courses:

PHY 212 Physics II; CSC 211 Fundamentals of Computer Science II; <b>or</b> an upper-level course in Biology, Chemistry, or Economics.	3-4 hrs.
--	----------

### Requirements for the Minor in Mathematical Sciences:

MAT 114 Elementary Statistics <b>or</b>	3 hrs.
MAT 313 Mathematical Probability and Statistics*	5 hrs.
MAT 124 Calculus I	5 hrs.
MAT 214 Calculus II	4 hrs.

#### Two Courses from the Following List:

MAT 215 Linear Algebra	3 hrs.
MAT 224 Calculus III	4 hrs.
MAT 310 History of Mathematics	3 hrs.
MAT 312 Differential Equations	3 hrs.
MAT 313 Mathematical Probability and Statistics*	3 hrs.
MAT 314 Higher Geometry	3 hrs.

**Total Required Hours in Minor 18-19 hrs.**

\*If MAT 313 is taken instead of MAT 114, it will not count as one of the two elective courses.

All Mathematics courses at Westminster College require the use of graphing calculators. The TI-84+ is preferred. Other computer software such as Minitab, Maple, and Geometer's Sketchpad are integrated into course work where appropriate.

## Music Program

Professor: R. Seelinger—Coordinator of Fine Arts  
 Instructors: J. Hutchings, R. Lampe

Contact: Dr. Robert Seelinger—Coordinator of Fine Arts  
 Phone: (573) 592-5275 Fax: (573) 592-5217  
 Email: Robert.Seelinger@westminster-mo.edu

The Music Program at Westminster is dedicated to providing opportunities for students to explore their creative performance talents. Students may participate in a variety of performance ensembles as well as individual instruction and performance. Students will build upon their skills through rehearsal and performance of a variety of music styles and genres and may participate in several performance ensembles including the Westminster Chamber Singers, "Sublime Harmony", the male vocal ensemble, "Bel Canto Chorale", the select choir, or "Forever Famous Singers", the premiere show choir. Private instruction in voice, piano, guitar, and instrumental are available and can be arranged and are open to any student wishing to expand their area of musical expertise. Each credit hour in private instruction involves a one-half hour lesson per week and is individual one-on-one time with the instructor. The department offers a music minor program of study and self-designed music majors for those who are interested in the theory and history of music as well as music performance.

For more information on the music program, visit the Fine Arts Program website.

### Requirements for the Music minor:

MUS 105 Music Theory I	3 hrs.
MUS 208 Music Theory II	3 hrs.
MUS 303 Music History and Literature I	2 hrs.
MUS 304 Music History and Literature II	2 hrs.

One of the options listed below:

1. Performance option  
8 hours of major performance ensemble taken from the following

- MUS LB1 Chamber Singers
- MUS LB2 Small Vocal Ensemble (Sublime Harmony)
- MUS LB3 Band or instrumental ensemble
- MUS LB4 Advanced Choir (Forever Famous show choir or Bel Canto Chorale)

2. Applied option:

- 6 hours private lessons (vocal, piano)
- MUS 101 Private Music Instruction – Beginner (1 hour credit-2 credit maximum)
- MUS 201 Private Music Instruction – Intermediate (1 hour credit – may be repeated)
- MUS 301 Private Music Instruction – Advanced (2 hours credit – may be repeated)

AND ONE course selected from the following:

- MUS 305 Jazz in Japan 3 hrs.
- ENG 335 A Sense of Place: American Writers on Location – New York 3 hrs.
- ENG 345 Ethnic Literature: Harlem Renaissance 3 hrs.
- ENG 355 Literature and the Other Arts: Jazz, Blues, and Poetry 3 hrs.

All Music minors must also demonstrate piano proficiency at the MUS 201 level. This requirement may be fulfilled by taking piano lessons at the MUS 101 and/or 201 levels or by passing a piano proficiency test at the MUS 201 level (0-2 hours). Students completing the minor with private piano lessons must take 4 hours of instruction beyond MUS 201.

**Total Requirement: 18-21 hrs.**

### Philosophy Major and Minor

63

Professor: W. Young  
Associate Professor: R. Geenen  
Assistant Professor: J. McRae

Contact: Dr. Richard Geenen  
Phone: (573) 592-5360 Fax: (573) 592-5191  
Email Rich.Geenen@westminster-mo.edu

The Department of Classics, Philosophy and Religious Studies offers major and minor programs in philosophy and courses that support the College's General Education Program. Philosophy inquires into every aspect of knowledge and value. It is distinguished from other disciplines more by its critical and integrative approach than by a select subject matter. The philosophy curriculum is designed to accommodate students for whom philosophy is simply their choice of a liberal arts major, students who intend to study philosophy in graduate school, and students who study philosophy to complement their work in other disciplines.

Any 200-level course may be a student's first course in philosophy. Students who plan to take both History of Ancient and Medieval Philosophy and History of Modern Philosophy should, if possible, take History of Ancient and Medieval Philosophy first.

**Requirements for the Major in Philosophy:**

- PHL 218 Introduction to Logic **or**
- PHL 224 Formal Logic 3 hrs.
- PHL 221 History of Ancient and Medieval Philosophy 3 hrs.
- PHL 222 History of Modern Philosophy 3 hrs.
- Philosophy Electives 18 hrs.

**Total hours: 27 hrs.**

Any course with a PHL prefix may be counted toward the philosophy major. In addition two courses that fit both of the following criteria may also be counted toward the philosophy major.

- 1) The course is deemed to have a strong philosophical content and/or methodology as determined by the chair of Classics, Philosophy, and Religious Studies;
- 2) The course is either REL 102, World Religions, or is an upper level course in Religion, Political Science, Environmental Studies, English, Psychology, or Sociology/Anthropology.

Majors must earn a grade of C or better in all courses used to satisfy major requirements. Philosophy majors who intend to pursue graduate study in philosophy are strongly advised to take at least two courses in a foreign language in which there is a significant body of philosophical literature. Such a major's choice of foreign language should be discussed with a member of the department.

**Requirements for the Minor in Philosophy:**

- PHL 218 Introduction to Logic **or**
- PHL 224 Formal Logic 3 hrs.
- PHL 221 History of Ancient and Medieval Philosophy 3 hrs.
- PHL 222 History of Modern Philosophy 3 hrs.
- Any 300 or higher PHL course 3 hrs.
- Philosophy Electives 6 hrs.

**Total hours 18 hrs.**

Minors must earn a grade of C or better in all courses used to satisfy the minor requirements.

### Physical Education Major and Coaching Minor

Associate Professor: T. Miller–Coordinator  
Instructors: S. Billey, J. Borengasser, E. Schwada Brown, K. Ely, T. Logue, M. Mitchell, T.J. Kohler, S. Pritchard, L. Stelzer, J. Thompson, T. Tomlin, J. Wallace, J. Welty

Contact: Dr. Therese Miller  
Phone: (573) 592-5300 Fax: (573) 592-5366  
Email: Therese.Miller@westminster-mo.edu

The Department of Physical Education offers a major in physical education (The K-12 and Secondary teacher certification requirements are listed in the Education section of the catalog), physical education (non-teaching), a minor in coaching as well as a variety of activity courses to satisfy college graduation requirements.

All Westminster College students enroll in at least one activity course (Prefix: "PED A") to meet Westminster's general education requirements. No more than two credit hours in physical education activity courses may be counted toward the minimum hours required for the baccalaureate degree. All physical education activity courses carry one hour of credit.

**Requirements for the Major in Physical Education**

- PED 230 Introduction to Prevention and Care of Injuries 2 hrs.
- PED 220 Social Science in Sport 2 hrs.

PED 309 History and Philosophy of Physical Education	2 hrs.
PED 321 Kinesiology	3 hrs.
PED 340 Exercise Physiology	3 hrs.
PED 405 Measurement and Evaluation in Physical Education	2 hrs.
PED 406 Management in Physical Education and Athletics	2 hrs.
Sport and Dance Skill Development (Activity courses)*	6 hrs.
Non-activity electives	5 hrs.

Other:

BIO 108 Introduction to Biological Principles <u>or</u>	4 hrs.
BIO 110 Biological Processes	4 hrs.
BIO 203 Human Anatomy	4 hrs.

**Total hours 35 hrs.**

\*Credits must show competence in at least four of the following areas: Team Games and Sports, Individual Games and Sports, Tumbling and Gymnastics, Rhythms and Dance, Aquatic Activities, Physical Fitness, Recreation and Leisure Activities.

Note: Some courses are offered in alternate years. It is important to consult with the Physical Education Coordinator to plan a sequential schedule.

Note: For information regarding certification to teach P.E. in grades K-12 see Education.

**Requirements for the Minor in Coaching**

PED 230 Introduction to Prevention and Care of Injuries	2 hrs.
PED 321 Kinesiology	3 hrs.
PED 340 Exercise Physiology	3 hrs.
PED 406 Management of Physical Education and Athletics	2 hrs.

Electives: Two Courses from the List Below, One Must be a Coaching Theory Course:

PED 231 Sport Psychology	3 hrs.
PED 311 Coaching Theory of Football	2 hrs.
PED 312 Coaching Theory of Soccer	2 hrs.
PED 313 Coaching Theory of Baseball	2 hrs.
PED 314 Coaching Theory of Basketball	2 hrs.
PED 317 Coaching Theory of Volleyball	2 hrs.
PED 318 Coaching Theory of Softball	2 hrs.
PED 319 Coaching Theory of Tennis	2 hrs.

Electives: One Course from the List Below:

PED 331 Sports Officiating: Football	1 hr.
PED 332 Sports Officiating: Softball	1 hr.
PED 333 Sports Officiating: Baseball	1 hr.
PED 334 Sports Officiating: Basketball	1 hr.
PED 337 Sports Officiating: Volleyball	1 hr.
PED 338 Sports Officiating: Softball	1 hr.

**Total Required Hours for Minor 15-16 hrs.**

All Coaching minors must have a grade of C or better in the classes needed to satisfy the minor requirements.

**Physics Major and Minor**

Professor: K. Palmer  
Visiting Instructor: A. Mendez

Contact: Dr. Kent Palmer  
Phone: (573) 592-5224 Fax (573) 592-5206  
Email: Kent.Palmer@westminster-mo.edu

The Department of Physics offers a major and a minor program of study in physics. Physicists seek a description of nature in terms of its most fundamental entities. They study systems ranging in size and complexity from quarks to the universe itself. The offerings of the department are planned to meet the following needs: (1) general cultural knowledge, (2) specific group requirements for majors in other departments, (3) basic subject matter for those preparing to enter various branches of engineering or other technical schools, and (4) a major in physics, for those intending to enter industry or to continue in graduate school.

**Requirements for the Major in Physics:**

PHY 201 Physics I	4 hrs.
PHY 212 Physics II	4 hrs.
PHY 223 Physics III	3 hrs.
PHY 314 Thermodynamics	4 hrs.
PHY 315 Modern Physics	4 hrs.
PHY 324 Light <u>or</u>	
PHY 325 Electronics	4 hrs.
PHY 415-416 Introduction to Theoretical Physics	8 hrs.

**Total hours 31 hrs.**

Physical Chemistry I and II (CHM 424, 425, 434, and 435) may be substituted for PHY 314 Thermodynamics and PHY 315 Modern Physics. Majors must earn a grade of C or better in all physics courses needed to satisfy major requirements.

Other:

Mathematics through MAT 312 Differential Equations	21-24 hrs.
CHM 114, 115 General Chemistry I (lecture and lab)	4 hrs.
CHM 124, 125 General Chemistry II (lecture and lab)	4 hrs.

One of the Following Three Requirements 6-8 hrs.

- Completion of a two-semester sequence of courses in French or German, or certification of reading knowledge in one of these languages by the Department of FLL
- CSC 111 Fundamentals of Computer Science I and MAT 325 Introduction to Numerical Analysis.
- Six hours of computer science including CSC 111 Fundamentals of Computer Science I.

**Total hours 36-48 hrs.**

Because of the emphasis placed on mathematics, chemistry, and computer science in the physics program, some students select an additional major or minor in one of these subjects.

### Requirements for the Minor in Physics:

PHY 201 Physics I	4 hrs.
PHY 212 Physics II	4 hrs.
PHY 223 Physics III	3 hrs.

Two Courses Selected from the Following:

AST 211 Astronomy	3 hrs.
PHY 314 Thermodynamics/CHM 424 & 425	4 hrs.
PHY 324 Light	4 hrs.
PHY 325 Electronics	4 hrs.
PHY 415 Introduction to Theoretical Physics I	4 hrs.
PHY 416 Introduction to Theoretical Physics II	4 hrs.

**Total hours** **18-19 hrs.**

### Political Science Major and Minor

Professors: K. Jefferson; J. Langton  
Visiting Professor: D. Benton  
Instructor: H. Landry

Contact: Dr. John Langton—Chair  
Phone: (573) 592-5295 Fax: (573) 592-5191  
Email: John.Langton@westminster-mo.edu

Political Science is a scientific and humanistic discipline that attempts to explain and evaluate politics and political systems in terms of fundamental empirical theories and general normative principles. Political science thus seeks not only to understand the struggles for power and influence that determine who gets what, when, and how, but also to ascertain the best or most appropriate way for human beings to live together both with in societies and the world community. Both the major and minor in political science are designed to give students a solid grounding in the four main sub-fields of the discipline: American government and politics; comparative politics; international relations; and normative political theory. The major program is further structured into three "tracks" to allow students to pursue a more advanced study of politics and government in a manner that is most conducive to their particular interests and professional goals.

### Requirements for the Major in Political Science:

All Students majoring in political science must complete the following four introductory courses. They are urged to take POL 112 and 211 before POL 205 and POL 212. All four introductory courses should be completed by the end of the sophomore year.

POL 112 Introduction to Political Science	3 hrs.
POL 205 Introduction to Political Theory	3 hrs.
POL 211 American Government and Politics	3 hrs.
POL 212 Introduction to International Relations	3 hrs.

**Total Introductory Hours** **12 hrs.**

Students may complete the major in political science by fulfilling the course requirements in one of the following tracks and certain collateral or related courses outside the discipline.

**Track 1: General Political Science Track:** 18 hrs.

Required: one upper level course in each sub-field: 12 hrs.

- American Politics: POL 300 Environmental Politics and Policy, POL 301 The American Presidency, POL 311 Political Parties, Voting, and Campaign Strategies, POL 314 American Constitutional Law and Politics, and POL 316 American Jurisprudence, POL 370 Drugs, Politics, and Public Policy
- Comparative Politics: POL 306 West European Government and Politics, POL 308 Post-Soviet Politics
- International Relations: POL 305 International Law and Organizations, POL 362 American Foreign Policy
- Political Theory: POL 302 Political Thought and Modern Society, POL 303 Marxism and the Marxist Tradition, POL 304 American Political Theory

Electives: Select any two other political science courses from any sub-fields. 6 hrs.

**Track 2: The Pre-Law Track** 21 hrs.

Required: Complete the Pre-Law Minor  
Electives: Select two other political science courses from any sub-field 6 hrs.

**Track 3: Practical Politics/Political Reporting Track** 18 hrs.

Required:  
POL 311 Political Parties, Voting, and Campaign Strategies 3 hrs.  
ENG 357 Issues in Contemporary Media Studies 3 hrs.  
POL 399 Internship in Practical Politics of Political Reporting 3 hrs.

**Total hours:** **9 hrs.**

Electives:  
1. Issues—select one: POL 300 or 370 3 hrs.  
2. American Politics—select one: POL 300; POL 301; POL 304; POL 319; POL 362 3 hrs.  
3. Comparative Politics—select one: POL 362; POL 306; POL 308 3 hrs.  
4. ITS 399 Departmental Internship 2, 3 or 4 hrs.

**Total Electives** **9 hrs.**

**Total hours** **30-39 hrs.**

Major programs must also include at least four upper-level courses, chosen from at least two of the four areas indicated above. Independent studies and various internship programs may not be counted towards meeting major requirements, except by written permission of the department chair. Majors must earn a grade of C or better in all political science courses needed to satisfy major requirements.

Students contemplating graduate school in political science are strongly encouraged to take at least two semesters of a foreign language, Introduction to Computers, and a relevant methods course such as MAT 313, PSY 270, PSY 274, HIS 390, or ECN 367.

### Requirements for the Minor in Political Science:

POL 211 American Government and Politics	3 hrs.
POL 212 Introduction to International Politics	3 hrs.
POL 205 Introduction to Political Theory	3 hrs.
POL 112 Introduction to Political Science	3 hrs.

One three-hundred level course in comparative politics	3 hrs.
One three-hundred level course from an area of political science other than comparative politics	3 hrs.
<b>Total hours</b>	<b>18 hrs.</b>

## Pre-Engineering Minor

Professor: K. Palmer—Coordinator

Contact: Dr. Kent Palmer  
 Phone: (573) 592-5224 Fax: (573) 592-5206  
 Email: Kent.Palmer@westminster-mo.edu

The Pre-Engineering minor at Westminster is designed for students who wish to combine a liberal arts education with a career in engineering or applied science. A student completing the Pre-Engineering minor will have credit for the courses necessary in the Washington University, University of Missouri-Columbia, and other engineering schools' transfer programs.

### Requirements for the Minor in Pre-Engineering:

MAT 312 Differential Equations	3 hrs.
PHY 212 Physics II	4 hrs.
CHM 124/125 General Chemistry II	4 hrs.
CSC 111 Fundamentals of Computer Science I	3 hrs.

Electives: One Course from the List Below (that does not meet a major requirement):

BIO 325 Cell & Molecular Biology	4 hrs.
BIO 404 Biochemistry	4 hrs.
CHM 324/325 Organic Chemistry II	4 hrs.
CHM 424/425 Physical Chemistry I (Thermodynamics)	4 hrs.
CSC 211 Fundamentals of Computer Science II	3 hrs.
MAT 215 Linear Algebra	3 hrs.
MAT 325 Introduction to Numerical Analysis	3 hrs.
PHY 223 Physics III	3 hrs.
PHY 324 Light	4 hrs.
PHY 325 Electronics	4 hrs.

**Total hours** **17-18 hrs.**

## Pre-Law Minor

Professor: J. Langton—Coordinator  
 Visiting Professor: D. Benton

Contact: Dr. John Langton  
 Phone: (573) 592-5295 Fax: (573) 592-5191  
 Email: John.Langton@westminster-mo.edu

As a part of the Pre-Law program, Westminster offers a Pre-Law Minor, which is designed to give students the skills and knowledge they need to be successful in law school.

### Requirements for the Minor in Pre-Law:

SPE 101 Introduction to Speech Communications or ENG 270 Expository Writing	3 hrs.
PHL 218 Introduction to Logic <b>or</b> PHL 224 Formal Logic	3 hrs.

BUS 223 Business Law	3 hrs.
POL 314 American Constitutional Law and Politics <b>or</b> HIS 349 U. S. Constitutional History	3 hrs.
POL 316 American Jurisprudence	3 hrs.

**Total hours** **15 hrs.**

Elective Courses: 6 hours selected from the following courses

ITS 399 Law-Oriented Internship	3 hrs.
POL 304 American Political Theory	3 hrs.
POL 305 International Law and Organizations	3 hrs.
SCA 330 Sociology of the Professions (Crime, Deviance, Law)	3 hrs.

**Total elective hours** **6 hrs.**

**Total hours required for Minor** **21 hrs.**

The Coordinator of the Legal Careers Advisory Committee will act as the Coordinator for the Pre-Law Minor.

Law-Oriented Internships must be approved by Westminster's Internship Director. The Coordinator of the Legal Careers Advisory Committee will usually serve as the academic advisor for law-oriented internships. The law-oriented internship will typically include work with an attorney in private practice, a public defender or prosecutor, or a judicial official.

Students minoring in Pre-Law and planning to attend law school are also urged to take one or more of the following courses: Principles of Accounting I (ACC 215), American Government and Politics (POL 211), Principles of Microeconomics (ECN 212), Introduction to Ethics (PHL 212), Introduction to Political Theory (POL 205), Expository Writing (ENG 270).

## Psychology Major and Minor

Professors: T. Jaeger, G. Forsythe, C. Pridal, D. Jones—Chair  
 Assistant Professor: A. Coats

Contact: Dr. David Jones, Chair  
 Phone: (573) 592-6118 Fax: (573) 592-5206  
 Email: David.Jones@westminster-mo.edu

Psychology is defined as the science of mental processes and behavior. The Department of Psychology offers both a major and a minor in psychology. The courses that comprise the psychology major are designed to acquaint the student with the systematic and quantitative demands of scientific thought, as well as to ensure that students will be able to comprehend human behavior from cognitive, environmental, and biological perspectives. The Department intends that a major will, upon completion of his or her program, **1)** have developed a conceptual framework that includes important psychological facts, principles and theories, **2)** understand biological factors as they mediate human thought, emotion and behavior, **3)** be able to use critical thinking to analyze human behavior recognizing behavior as the product of antecedents and consequents, **4)** have developed quantitative reasoning skills to level enabling organization and analysis of data from survey, field or laboratory research, **5)** have mastered use of computer technology in the execution and/or presentation of research findings, **6)** have developed oral presentation skills incorporating APA style elements for presentation of psychological findings, **7)** have developed writing skills incorporating APA style elements for the presentation of psychological findings, **8)** have developed cooperative learning skills by working productively in groups providing leadership for task completion, **9)** have mastered information

gathering and synthesizing skills related to a psychological topic, **10**) be able to connect knowledge from several sub fields in psychology to address a large question, and **11**) be able to appreciate the uniqueness of individuals based on learning historical, biological and cultural differences.

Beyond the pedagogical goals cited above, the curriculum is designed to provide introductory courses for the College's general education requirements, and a few collateral courses supplementing other major programs.

In order to graduate with Honors in Psychology, the student must fulfill the following requirements: (1) graduate with minimum 3.50 GPA in psychology courses; (2) be a member of Psi Chi, the national honor society in psychology; (3) complete satisfactorily a senior thesis; and (4) present at least one paper at an off-campus regional or national conference or a publication in a refereed journal.

**Requirements for the Major in Psychology:**

PSY 112 Psychology as a Natural Science	3 hrs.
PSY 113 Psychology as a Social Science	3 hrs.
PSY 270 Research Tools	3 hrs.
PSY 274 Methods in Experimental Psychology	3 hrs.
PSY 290 Biological Psychology	3 hrs.

Three of the Following:

PSY 303 Principles of Conditioning	3 hrs.
PSY 310 Social Psychology	3 hrs.
PSY 312 Developmental Psychology	3 hrs.
PSY 315 Psychology of Personality	3 hrs.
PSY 320 Memory and Cognition	3 hrs.
PSY 370 Sensation and Perception	3 hrs.
PSY 411 Abnormal Psychology	3 hrs.

Two of the Following Laboratories:

PSY 311 Social Psychology Laboratory	1 hr.
PSY 313 Developmental Laboratory	1 hr.
PSY 316 Personality Laboratory	1 hr.
PSY 321 Memory and Cognition Laboratory	1 hr.
PSY 371 Sensation and Perception Laboratory	1 hr.

A Senior Capstone:

PSY 422 Senior Seminar or both:	3 hrs.
PSY 430 Pre-Thesis and	3 hrs.
PSY 431 Senior Thesis	3 hrs.
Psychology electives	9 hrs.

**Total Hours: 38-41 hrs.**

Both PSY 112 and PSY 113 must be completed before a student will be permitted to declare a major in psychology. Majors are strongly urged to take a biology course, either BIO 105, BIO 108 or BIO 112, and MAT 114 Elementary Statistics to complete general education requirements. No more than six credit hours of PSY 398 Independent Study may be counted towards meeting major requirements and only three credit hours from 200 level electives may be counted toward the major. Majors must earn a grade of C or better in all psychology courses needed to satisfy major requirements. PSY 422 or PSY 431 must be taken while enrolled at Westminster.

**Requirements for Minor in Psychology:**

PSY 112 Psychology as a Natural Science	3 hrs.
PSY 113 Psychology as a Social Science	3 hrs.

PSY 274 Methods in Experimental Psychology	3 hrs.
--	--------

One course from the following list:

PSY 301 Human Sexual Behavior	3 hrs.
PSY 310 Social Psychology	3 hrs.
PSY 312 Developmental Psychology	3 hrs.
PSY 315 Psychology of Personality	3 hrs.
PSY 411 Abnormal Psychology	3 hrs.

One course from the following list:

PSY 290 Biological Psychology	3 hrs.
PSY 303 Principles of Conditioning	3 hrs.
PSY 320 Memory and Cognition	3 hrs.
PSY 370 Sensation and Perception	3 hrs.

One laboratory course from the following list:

PSY 311 Social Psychology Laboratory	1 hr.
PSY 313 Developmental Psychology Laboratory	1 hr.
PSY 316 Personality Laboratory	1 hr.
PSY 321 Memory and Cognition Laboratory	1 hr.
PSY 371 Sensation and Perception Laboratory	1 hr.

**Total Required Hours for Minor 16 hrs.**

**Religious Studies Major and Minor**

Associate Professor: R. Geenen  
 Professor: W. Young  
 Assistant Professor: J. McRae  
 Instructor: B. Sheppard

Contact: Dr. William Young  
 Phone: (573) 592-5202 Fax: (573) 592-5191  
 Email: Bill.Young@westminster-mo.edu

Religion is a pervasive and powerful phenomenon, expressing that which people ultimately value. In an increasingly interconnected world, it is ever more critical for educated persons to study religion in its many expressions. The Department of Classics, Philosophy, and Religious Studies offers a major and a minor program in Religious Studies. Courses in religious studies provide students with an opportunity to understand their own religious heritage and to know and appreciate other religious traditions. Religion is studied as a living part of its larger cultural setting, not merely as an isolated phenomenon. The approach to the subject matter is descriptive and historical.

**Requirements for the Major in Religious Studies:**

Any course with the prefix REL may be counted toward the 27 hours required. In addition, up to two of the following courses (total of six credit hours) may be counted toward a religious studies major:

PHL 212 Ethics	3 hrs.
PHL 221 History of Ancient and Medieval Philosophy	3 hrs.
SCA 111 Introduction to Sociology	3 hrs.
SCA 115 Cultural Anthropology	3 hrs.
Upper-level courses outside Religious Studies that focus on religion	

**Total Hours Required: 27 hrs.**

A student's major program must be approved by the department. Majors must earn a grade of C or better in all courses counted towards the minimum 27 credit hours in religious studies.

Other: A foreign language is recommended for students whose professional or graduate school plans make language study desirable.

### Requirements for Minor in Religious Studies:

REL 101 Introduction to the Bible	3 hrs.
REL 102 World Religions	3 hrs.
SCA 115 Cultural Anthropology	3 hrs.

Elective Courses: Three upper level courses:

- Two must be religious studies courses
  - One must be from another department that focuses entirely or substantially on the phenomenon of religion
- 9 hrs.

**Total Required Hours for Minor 18 hrs.**

### Self-Designed Major and Minor

Interim Associate Dean of Faculty: L. Webster

Contact: Dr. Linda Webster  
Phone: 573-592-5288 Fax: 573-592-5217  
E-Mail: Linda.Webster@westminster-mo.edu

Students with particular interests may prefer to design their own program of study in concert with a team of teacher-scholars. Westminster's Self-Designed Major/Minor allows a student to design a personalized program drawing upon the strengths of several disciplines and departments. For example, students have designed individualized programs of study through the Self-Designed Major leading to majors in advertising, classics, business communication, public relations, and sports medicine. If the Self-Designed Major is approved, completion will satisfy the general degree requirement for a major. All other degree requirements must be fulfilled.

To complete an individualized degree program through the Self-Designed Major program, a student identifies a faculty advisor and two other faculty members, representing at least two academic divisions; this group constitutes the "committee." The student, with the aid of the committee, develops a proposal for a major under the Self-Designed Major program. One of the members of the committee must be designated as the student's official advisor. The proposal should consist of a general description of and justification for the alternative major and should indicate specific courses to be taken. Generally, a student will begin the work under the Self-Designed Major after the freshman year, but in no case later than the start of the second semester of the junior year. The committee must meet with the student at least once each semester to review progress. A minimum of three semesters must be spent working under an approved plan. A similar process is required for a Self-Designed Minor. Forms are available in the Office of the Registrar.

The student must secure the approval of the Associate Dean of Faculty for the proposed course of study. All proposals and revisions must have the approval of the Associate Dean. Upon satisfactory completion of the work prescribed in a student's plan, the student will be certified as having met the graduation requirement for a major

### Sociology and Anthropology Major and Minor

Professor: K. Muse—Chair, W. Guinee

Contact: Dr. Kenneth Muse  
Phone: (573) 592-5309 Fax: (573) 592-5191  
Email: Ken.Muse@westminster-mo.edu

The Department of Sociology and Anthropology offers a major and a minor program of study in sociology and anthropology. Sociology and anthropology are perhaps unique among the social sciences for their holistic perspective, that is, for their endeavor to discern broad patterns and interrelationships among all the practices and institutions of society and culture, in all times and places. The program in anthropology and sociology is designed to accommodate students for whom sociology/anthropology is a major, students who wish to study the field to complement other studies, and students who intend to study sociology and/or anthropology at the graduate level. In the view of the department, sociology and anthropology constitute one integral field; all courses shall be taught with that assumption, and there is no separate sociology or anthropology track within the major. Students wishing to pursue graduate studies in one field or the other may wish to choose their electives with that in mind, in consultation with the members of the department. Career opportunities for majors depend in part on the student's course work emphasis within the department as well as collateral course work in other disciplines.

In order to graduate with Honors in Sociology and Anthropology, a student must graduate with a 3.5 GPA or higher in Sociology and Anthropology courses, and/or write a senior thesis that earns a grade of "B" or better. Students must earn an average of C or better in anthropology and sociology courses needed to satisfy major or minor requirements.

### Requirements for the Major in Sociology and Anthropology:

SCA 111 Introduction to Sociology	3 hrs.
SCA 115 Introduction to Cultural Anthropology	3 hrs.
SCA 351 Theories of Culture <b>or</b>	
SCA 352 Economy and Society	3 hrs.
SCA 430 Anthropology and Sociology Seminar	3 hrs.
Sociology and Anthropology Electives	18 hrs.

**Total hours 30 hrs.**

POL 303 Marxism and the Marxist Tradition and/or ENG 280 Introduction to Linguistics may be substituted for an anthropology elective.

### Requirements for Minor in Sociology and Anthropology:

SCA 111 Introduction to Sociology	3 hrs.
SCA 115 Introduction to Cultural Anthropology	3 hrs.
SCA 351 Theories of Culture <b>or</b>	
SCA 352 Economy and Society	3 hrs.

Elective Courses:

Three additional Sociology and Anthropology courses, two of which must be upper level. (SCA 302 or another course with field requirements is recommended).

9 hrs.

**Total hours 18 hrs.**

### Spanish Major and Minor

Professor: H. Del Porto - Chair  
Instructor: C. Dennison

Contact: H. Del Porto—Chair  
 Phone: (573) 592-5267 Fax: (573) 592-5191  
 Email: Heriberto.DelPorto@westminster-mo.edu

The Department of Foreign Language and Literature offers major and minor programs of study in Spanish as well as supporting course work for the College's general education program. The programs of the Department develop speaking, reading, and writing proficiency in Spanish at the beginning, intermediate, and advanced levels as well as an appreciation of the literature and cultures of the people who speak this language. In addition to the practical application of such acquired skills and knowledge to professional fields such as education, business, and science, it is believed that students will gain insight into their own language and culture through firsthand knowledge of another people's means of expression and cultural heritage.

Regular work in the development of audio-lingual skills is required of first-year students. Students may use the resources of the Multimedia Language and Learning Lab located in the Hazel Wing of Reeves Library to develop their knowledge and understanding. A student wishing to major or minor in Spanish should consult Prof. Del Porto. It is possible to major in a language without having studied it in high school.

**Requirements for the Major in Spanish:**

SPA 303 Advanced Spanish Conversation	3 hrs.
SPA 353 Introduction to Latin American Literature	3 hrs.
SPA 381 Advanced Grammar and Composition	3 hrs.
Spanish electives, including at least two courses in upper-level	
Spanish literature taken on student's home campus	18 hrs.

**Total hours 27 hrs.**

The 27 hours required of a major exclude SPA 101 and 102. Eighteen of the 27 required hours must be in upper-level courses. Majors must earn a grade of C or better in all Spanish courses needed to satisfy major requirements.

Students are encouraged to participate in an approved off-campus program in a country where Spanish is spoken.

Students who intend to become language teachers or to do graduate work in Spanish or related fields are urged to complete course work through the intermediate level in a second foreign language.

To graduate with Honors in Spanish, a student must: (1) complete five upper-level Spanish courses, four of which must be literature courses, with at least a 3.5 grade average; (2) complete SPA 425 Senior Honors Thesis/Project with a grade of A; (3) have at least a 3.2 overall GPA.

**Requirements for the Minor in Spanish:**

SPA 203 Intermediate Spanish I	3 hrs.
SPA 204 Intermediate Spanish II	3 hrs.
SPA 210 Spanish Conversation <b>or</b>	
SPA 303 Advanced Conversation	3 hrs.
SPA 381 Advanced Grammar and Composition	3 hrs.
HUM 278/SPA 378 Latin American Cultures <b>or</b>	
HUM 277/SPA 377 Spanish Culture	3 hrs.
Upper level literature course	3 hrs.

**Total hours 18 hrs.**

**Speech Communication Program**

Associate Professor: K. Hardeman—Coordinator

Contact: Professor Keith Hardeman  
 Phone: (573) 592-5203 Fax: (573) 592-5191  
 Email: Keith.Hardeman@westminster-mo.edu

The speech curriculum is designed to provide insights into the nature of communication, to enhance understanding of the development of communication processes, to enhance the understanding of communication studies as a discipline in its various capacities, and to aid students in gaining proficiency in communication skills. The course offerings allow for the development of self-designed majors and minors in a communication-related field. In addition, students majoring in other areas may select courses which enhance their personal and professional skills relative to their chosen disciplines. Please see Self-Designed major for additional information.

**Women's and Gender Studies Minor**

Assistant Professor: S. Serota—Coordinator

Contact: Dr. Sue Serota, Coordinator  
 Phone: (573) 592-5210  
 Email: Sue.Serota@westminster-mo.edu

The interdisciplinary minor in Women's and Gender Studies enables students to gain insights into the influence of gender on all forms of human endeavor. The program may be tailored to complement the student's major area of specialization, thus providing new perspectives on traditional academic disciplines and encouraging interdisciplinary comparisons.

**Required Courses:**

WGS 210 Introduction to Women's Studies	3 hrs.
WGS 410 Theory and Practice	3 hrs.
(An approved internship may satisfy this requirement.)	

**Electives:**

Four courses from the list below. One course must focus primarily on Women's Issues (W) and one course must focus primarily on Gender Issues (G). Nine hours must be selected from upper-level courses.

EDU 220 Multicultural Education (G)	2 hrs.
ENG 340 Gender and Literary Expression	3 hrs.
(G or W depending on the topic. May be repeated once when the topic changes.)	
HUM 200 Images of Women (W)	3 hrs.
WGS/HIS 356 European Women	3 hrs.
WGS/PSY 301 Human Sexual Behavior (G)	3 hrs.
WGS/PED 355 Women's Health Issues	3 hrs.
PSY 400 Close Relationships (G)	3 hrs.
SPE 203 Interpersonal Communication (G)	3 hrs.
SPE 303 Communication in Relationships (G)	3 hrs.

With approval of the minor program coordinator, students may substitute another course in which gender issues constitute a significant component.

Students who have taken Introduction to Women's Studies may complete the minor by taking one course from the electives list and participating in an approved off-campus experience of at least twelve credit hours that includes an internship.

No more than two courses in the minor may come from any single department and no more than two may be applied to another major or minor. These restrictions apply to all courses, including internships, special topics and independent study.

### **Reserve Officers' Training Corps (ROTC)**

Westminster students participating in the Army ROTC or Air Force ROTC program may take courses on the campus of the University of Missouri-Columbia. Information is available online at <http://admissions.missouri.edu/academics/moreOpportunities.php> or you may contact:

#### **ARMY**

Captain Lindsey Decker  
University of Missouri-Columbia  
221 Crowder Hall  
(573) 882-2657 or 7721  
Deckerl@missouri.edu  
Website: <http://armyrotc.missouri.edu/>

#### **U.S. AIR FORCE**

Captain Tammy D. Rounsavall  
University of Missouri-Columbia  
213 Crowder Hall  
Columbia, MO 65211-4110  
Phone: 573-882-0554  
rounsavallt@missouri.edu  
Web site: <http://airforce.missouri.edu/>

# COURSE DESCRIPTIONS

**ACC 215 Principles of Financial Accounting** (4 hrs.) This course emphasizes principles and procedures involved in the accounting process. An understanding and use of basic accounting data are stressed. The major topics covered include the basic accounting framework, financial statements, current and long-term assets and liabilities and corporate accounting. Offered every semester.

**ACC 216 Principles of Managerial Accounting** (4 hrs.) This course emphasizes principles and techniques used in the managerial accounting process. An understanding of cost behavior, cost determination and budgeting are stressed. Offered every semester. Prerequisites: ACC 215

**ACC 307 Government and Non-Profit Accounting** (3 hrs.) This course deals with financial accounting and reporting concepts, standards and procedures applicable to (1) state and local government; and (2) non-profit and governmental universities, hospitals and other non-profit organizations. Financial management and accountability considerations peculiar to government and non-profit organizations are emphasized throughout the course. Offered every other fall semester, alternating with ACC 308. Prerequisites: ACC 216

**ACC 308 Managerial and Cost Accounting** (4 hrs.) A course designed to acquaint students, whether or not they plan to continue accounting studies, with the uses of accounting for business operation and management. The content of the course emphasizes the accounting process in manufacturing organizations. Topics include cost allocation and control, cost systems, budgeting, variance analysis, break-even analysis and problems of alternative choice. Offered every other fall semester, alternating with ACC 307. Prerequisites: ACC 216

**ACC 312 Intermediate Accounting I** (4 hrs.) A study of the nature, content and interpretation of corporate financial statements. Major topics covered include the conceptual framework of financial accounting, current assets, plant assets, and intangible assets. Offered every fall semester. Prerequisites: ACC 216 or permission of instructor.

**ACC 319 Federal Income Tax** (4 hrs.) A study of federal income tax laws and their current application to individuals and partnerships, with emphasis on the individual income tax. Offered every fall semester. Prerequisites for Business majors: ACC 216 Prerequisites for Accounting majors and minors: ACC 322.

**ACC 320 Accounting Information Systems** (3 hrs.) This course explores effective and efficient accounting information systems from a user's perspective. Specific coverage is devoted to the areas where the accountant interfaces with the system analyst. This course is specifically designed for accounting and management information systems majors and minors. Offered every fall semester. Prerequisites: MIS 201 for MIS Majors; MIS 201 or 210 for ACC Majors.

**ACC 321 Accounting Information Systems Lab** (1 hr.) This course emphasizes various practical applications of Accounting Information Systems topics in a laboratory setting. Offered every fall semester. Prerequisites: MIS 201 for MIS Majors; MIS 201 or 210 for ACC Majors; previous or concurrent enrollment in ACC 320.

**ACC 322 Intermediate Accounting II** (4 hrs.) This is a continuation of Intermediate Accounting I. Major topics include current and long term liabilities (including bonds, pensions, and leases), corporate capital, with special attention to paid-in capital and retained earnings; investments, earnings per share, the statement of cash flows, and full disclosure issues. Offered every spring semester. Prerequisites: ACC 312

**ACC 418 Advanced Accounting** (4 hrs.) This course is designed to study specialized accounting problems including partnerships, consolidated financial statements, international operations and segment reporting. Offered every spring semester. Prerequisites: ACC 322 or permission of instructor.

**ACC 419 Federal Income Tax II** (4 hrs.) This tax course focuses on corporations, partnerships, trusts and estates. The course addresses C Corporations, S Corporations, Flow-through Entities and partnership capitalization issues. The course utilizes research cases based on revenue rulings to further enhance the learning process. Offered every spring semester. Prerequisites: ACC 319

**ACC 421 Auditing** (4 hrs.) This is a study of auditing standards, professional ethics, legal responsibility, various types of audits and their uses. A detailed examination of auditing procedures and techniques is made. Case studies are used in the course. Offered every spring semester. Prerequisites: ACC 322

**ART 210 Photography I** (3 hrs.) This course introduces photography as an art form and emphasizes basic photographic principles and techniques. Camera with adjustable aperture and shutter required. Materials fee required and will be assessed at the beginning of the course. Offered fall and spring semesters.

**ART 215 Graphics Arts I** (3 hrs.) This course is an introduction to the language and ideas of graphic design. Students will acquire the fundamentals of desktop publishing including layout, design, and typography. The course is designed around software including Photoshop and Illustrator. Offered fall and spring semesters.

**ART 230 Survey of Western Art I** (3 hrs.) This is a study of sculpture, painting, architecture and the minor arts from early history to the Renaissance. The main focus is placement of the art of each period within the society by which it was produced. Offered fall semester.

**ART 231 Survey of Western Art II** (3 hrs.) This is a study of sculpture, painting, architecture and the minor arts from the Renaissance to contemporary times. The main focus is placement of the art of each period within the society by which it was produced. Offered spring semester.

**ASN 201 Introduction to Asian Studies** (3 hrs.) A broad and multifaceted introduction to several regions of Asia examining such concerns as history, politics, economics, religion, culture, society, and aesthetics.

**AST 211 Astronomy** (3 hrs.) An introduction to astronomy, including a study of the solar system, stellar populations, galaxies, the structure of the universe and theories of the origin of stars, galaxies and the solar system. An occasional evening laboratory is included. Prerequisites: MAT 111 or one year of high school algebra and one year of high school geometry.

**BIO 104 Introduction to Health Care Professions** (1 hr.) This course serves as a survey of careers in the sciences particularly medical sciences and allied health science professions. Weekly discussion with practicing medical and allied health professionals. Introduction to career decisions, opportunities and development. This course is typically offered once per academic year in the spring semester.

**BIO 105 Essentials of Biology** (3 hrs.) This non-lab course designed for non-majors will introduce them to key areas in the biological sciences. It will include topics from cellular and molecular biology, ecological and evolutionary biology, and biology of the organism. Emphasis will be on general principles and concepts. Where possible, the course will make connections to current issues. Students cannot count for credit both this course and BIO 108. BIO 105 will satisfy the Scientific Inquiry (non-lab) Context in Tier II of the General Education Program. This course is typically offered once each academic year.

**BIO 107 Intro to Human Biology/Lab** (4 hrs.) Introduction to Human Biology is designed to give students an understanding of the organization, maintenance, and functions of the systems within the human body. The course will address not only structure and function of systems and, but also issues of genetics, human disease and human evolution. The laboratory will incorporate activities in cell structure, systems anatomy, genetics, human disease.

**BIO 108 Introduction to Biological Principles** (4 hrs.). This survey course for non-majors is an introduction to the major areas of study in the biological sciences. Emphasis is placed on the general functions of prokaryotic and eukaryotic cells, and various plant and animal systems. Ecological relationships between the organisms and their environment are also investigated. The laboratory elaborates on the general principles and concepts introduced in lecture. Function and interrelationships are the themes. This course is typically offered every semester during the academic year. Students cannot count for credit both this course and BIO 105. BIO 108 will satisfy the Scientific Inquiry (lab) Context in Tier II of the General Education Program.

**BIO 110 Biodiversity** (4 hrs.). This course acquaints students with the major subdivisions of the living world. Anatomical, morphological and life cycle characteristics of representatives of the various phyla and classes are introduced and phyletic and functional interrelationships are stressed wherever feasible. The laboratory is designed to reinforce the lecture portion and to demonstrate the changes in complexity of form and structure in both plants and animals as evolutionary processes have shaped organisms through geologic time. This course is typically offered once per academic year in the fall semester. BIO 110 will satisfy the Scientific Inquiry (lab) Context in Tier II of the General Education Program.

**BIO 112 Biological Processes** (4 hrs.). This course is an introduction for the beginning student to fundamental organism and cellular processes. These include the structure and function of the molecules of life, basic cellular processes, energy and metabolism, molecular and Mendelian genetics, and the physiology of organ systems. Students will conduct laboratory exercises selected to reinforce and augment these topics. The experimental method, self-design, and data analysis will be emphasized where possible. This course is typically offered once per academic year in the spring semester. BIO 112 will satisfy the Scientific Inquiry (lab) Context in Tier II of the General Education Program.

**BIO 203 Human Anatomy** (4 hrs.) Human Anatomy offers a detailed study of the structure of the organ systems comprising the human body. Laboratory includes dissection of a mammalian specimen supplemented by human models and preserved materials. Basic clinical or pathological aspects of each system are considered as student interests dictate and time permits. This course is typically offered every other academic year in the fall semester. Prerequisites: BIO 110 or BIO 112

**BIO 204 Animal Behavior** (4 hrs.) This course will introduce students to the field of animal behavior focusing on an evolutionary approach. We will examine both proximate and ultimate causes for why animals behave as they do. Topics range from how neural mechanisms control behavior to why different types of mating systems have developed. This course focuses on how scientists study these areas. Students design and conduct experiments in animal behavior as part of the learning process. This course is typically offered every other academic year in the spring semester. Prerequisites: BIO 110, BIO 112, or PSY 112

**BIO 205 Ecology and Field Biology** (4 hrs.) This course is designed to familiarize the student with the concepts and principles of ecology as a science. A wide variety of organisms and groups of organisms are studied in relation to various environmental conditions. Short local field trips are used to acquaint students with collecting, census, and ecological measurement techniques and devices. This course is typically offered every other academic year in the fall semester. Prerequisites: BIO 110 and 112, or permission of instructor.

**BIO 206 Laboratory Instruction Techniques** (1 hr.) This course is open to students who are qualified to serve as laboratory assistants in various biology courses. Students assist instructor in the laboratory and serve as mentors for students in course. This course is typically offered every semester during the academic year. Prerequisites: open by invitation to students who have earned an A or B average in BIO 108, BIO 110, or BIO 112

**BIO 208 Functional Plant Morphology** (4 hrs.) This course is designed as an integrated study of the gross morphology, internal anatomy and physiology of vascular plants. Laboratory studies emphasize the interrelationships between plant form and function. This course is typically offered every other academic year in the spring semester. Prerequisites: BIO 110 and 112

**BIO 211 Insects and Human Affairs** (3 hrs.) This course provides an introduction to insects and their interactions with humans. Human beings and insects will be compared with respect to both form and function, and students will learn to distinguish the major groups of insects. The course will examine the effects of insects on agriculture (both harmful and helpful), the impact of insects on the course of human history, and their representation in art, music, and literature. This course is typically offered every other academic year in the spring semester. BIO 211 will satisfy the Scientific Inquiry (non-lab) Context in Tier II of the General Education Program.

**BIO 216 East African Safari Orientation** (2 hrs.) and **BIO 316 East African Safari Off-Campus Trip** (2 hrs.) This course serves as an introduction to the unique flora, fauna, and cultures of Kenya. Students will learn about the varied aspects of Kenya natural history, geography, history and political climate during the Spring Semester seminar. The three-week Summer Session course will be taught in Kenya where students will visit the major cities of Kenya and explore the Rift Valley, Tsavo National Park, the Maasai Mara National Reserve, and Samburu National Reserve. Special attention will be paid to local land use, conservation issues and the effects of ecotourism on the local economy and social structure.

**BIO 220 Evolution** (3 hrs.) Evolution is the unifying theory of biology. This course will examine Darwin's theory of evolution by means of natural selection looking at the development of this theory and its modern applications. Topics will include modern challenges and modifications as well as the support for this far-reaching theory. This course is appropriate for majors and non-majors interested in this area. This course is typically offered every other academic year in the spring semester. Prerequisites: BIO 108, BIO 110, BIO 112 or BIO 211.

**BIO 301 Genetics** (4 hrs.) This course will be an introduction to and a survey of the science of genetics. Topics covered will include classical "Mendelian" genetics, population genetics, and modern molecular genetics. The laboratory will augment these approaches with traditional studies in fly genetics and current practices in molecular genetics. This course is typically offered every other academic year in the fall semester. Prerequisites: BIO 110 and 112.

**BIO 307 Biology of Social Insects** (3 hrs.) This course will focus on the biology of the social insects (bees, wasps, ants, and termites). These insects will be examined from a variety of perspectives including behavioral, ecological, physiological, and evolutionary. Topics will include the evolution of social behavior, Africanized bees, and kin recognition. Prerequisites: BIO 108, BIO 110 or BIO 112

**BIO 308 Taxonomy and Systematics of the Flowering Plants** (4 hrs.) This Summer Session course emphasizes the identification of the flowering plants. Emphasis is placed on the sight identification of plant families, the use of keys to identify plant species, and the preparation of permanent herbarium specimen. Short field trips to various habitats in the vicinity and extended trips to other parts of the state will be scheduled. This course is typically offered every other Summer Session. Prerequisites: BIO 108, BIO 110, or BIO 112

**BIO 309 Phycology** (4 hrs.) Introduction to the taxonomy, morphology and ecology of the cyanobacteria and eukaryotic algae. Although laboratory studies will emphasize the identification of freshwater taxa, representative marine species will also be studied. Prerequisites: BIO 108, BIO 110, or BIO 112

**BIO 312 Invertebrate Zoology** (4 hrs.) This course is a detailed survey of the invertebrate phyla. Areas covered include systematics, anatomy, physiology, ecology and behavior of the groups studied. In addition to becoming familiar with these organisms in the laboratory portion of the course, students conduct small independent research projects. This course is typically offered every other academic year in the fall semester. Prerequisites: BIO 110 and 112

**BIO 315 Entomology** (4 hrs.) This course focuses on the biology of insects with the following objectives: (1) to identify common insects to Order and Family; (2) to describe the basic anatomy and physiology of insects; (3) to discuss the roles of insects in ecosystems; (4) to discuss the interactions between humans and insects. This course is typically offered every other academic year in the fall semester. Prerequisites: BIO 110 and 112

**BIO 316 East African Safari Off-Campus Trip** (2 hrs.) See BIO 216 for course description.

**BIO 320 & 321: Biology in Belize** (4 hrs.) This course serves as an introduction to the natural history, geography, pre- and post-Columbian history, land-use patterns, and current political climate of Belize, Central America. Following a preparatory spring semester seminar (BIO 320), a three-week Summer Session course (BIO 321) will be taught in Belize where students will study the biota of the offshore cays, coral reefs, grassland savannas and neo-tropical jungles. Special attention will be paid to local land use and conservation issues and the effects of ecotourism on

the local economy and relevant ecosystems. This course is typically offered every fourth year during the spring semester and following summer session. Prerequisites: Completion of at least two courses in biology or permission of the instructor.

**BIO 325 Cell and Molecular Biology** (4 hrs.) This course is a study of eukaryotic cells at the molecular level. Topics include protein biosynthesis and trafficking, membrane structure and function, cellular, subcellular, and extracellular structure, and the cell cycle. The course correlates the cellular structures to their function within the cell. The laboratory is designed to complement these topics, with an emphasis on student self-design. Prerequisites: BIO 110 and 112

**BIO 330 Virology** (3 hrs.) This course will introduce students to the basic biology of viruses and then look at some contemporary issues that involve viruses. Topics covered will include the cellular and molecular mechanisms of virus reproduction including virus structure, virus-cell interactions, virus infection, oncogenes, and viral transformation of cells to cancer. We will also consider the evolution and ecology of viruses and the epidemiology of viral infections. Examples will be taken from bacterial, plant, and animal viruses, including newly emerging viruses. Contemporary topics will include the AIDS epidemic, emerging pathogens such as West Nile virus, bird flu, or Ebola virus, the renewed threat of smallpox, etc. Portions of the course will include student-led discussions of specialized topics of their choice. Prerequisites: BIO 110 and 112.

**BIO 398 Independent Research Projects** (1-4 hrs.) Students interested in independent reading or developing individual research projects may enroll in BIO 398 for variable credit. The faculty in the department strongly encourages students majoring in biology to develop and pursue at least one research project. This course is typically offered every semester during the academic year. Prerequisites: BIO 110, 112, and permission of the department chair.

**BIO 402 Animal Physiology** (4 hrs.) This course provides a comparative approach to the science of physiology, i.e., the major functional systems with an emphasis on mammals. This course is typically offered once per academic year in the spring semester. Prerequisites: BIO 110 and 112.

**BIO 403 Microbiology** (4 hrs.) This course serves as an introduction to the structure, physiology, pathogenicity and ecology of microorganisms, particularly the bacteria and viruses. Laboratory work involves effective use of the microscope, staining procedures, handling of pure cultures, analysis of bacterial physiology and identification of unknown bacteria. This course is typically offered every other academic year in the spring semester. Prerequisites: BIO 110 and 112

**BIO 404 Biochemistry** (4 hrs.) This course is an advanced survey course for students who expect to continue graduate study in biology or continue on to a professional career in a health-related field. Topics include a detailed study of the structure of biological molecules and the function of enzymes, followed by a survey of basic intermediary metabolism. The laboratory is a project-based laboratory incorporating many of the principles covered in lecture. This course is typically offered every other academic year in the spring semester. Prerequisites: CHM 314, 315, 324, and 325 (CHM 324 & 325 can be taken concurrently with BIO 404), BIO 110 and 112.

**BUS 220 Fundamentals of Management** (3 hrs.) An introduction to the basic concepts of management and organization. A review of the historical development of management practices will precede the core areas of study, which include the processes of decision making and planning in organizations, concepts of organization design, measurement and control of organizational performance, and leadership and the direction of human activity. Case studies of actual organizations are used.

**BUS 221 Management Practices and Organizational Behavior** (3 hrs.) An expansion of material presented in Fundamentals of Management, with emphasis on individual and group behavior, organization structure and design, management development and leadership, conflict in organizations, decision-making, and group dynamics, and the effect of measurement and control on human performance. Case studies of actual organizations are used. Prerequisites: BUS 220.

**BUS 223 Business Law** (3 hrs.) This course is designed to provide an understanding of rights, duties, and liabilities in business transactions. Topics covered include contracts, agency and employment, negotiable instruments, personal property, bailments, sales of goods, partnerships, corporations, real property and leases, insurance, security devices, bankruptcy, trusts, estates, and government agencies and regulations.

**BUS 230 Personal Finance** (3 hrs.) This course uses fundamental concepts of financial management to build a framework for personal financial decisions. Topics to be discussed include financial planning, sources of consumer credit, home ownership, stock and bond investment, dollar cost averaging, the random walk theory, insurance, and estate planning.

**BUS 250 Principles of Marketing** (3 hrs.) A survey of current concepts in marketing theory. Topics include the theory of exchange; product characteristics; channels of distribution; sales, promotion, and price policy; marketing research; and the "marketing concept."

**BUS 318 Corporate Financial Management** (3 hrs.) A study of the principles of financial management and of their application to the corporation. Topics include financial analysis and controls, capital theory and capital budgeting, alternative sources of short- and long-term financing, operation of financial markets, and long-run financial strategy. Prerequisites: ACC 216

**BUS 325 Entrepreneurship** (3 hrs.) This course is designed to develop an understanding of the environment within which small business concerns function. The practical application of business theory will be stressed. Topics include areas of management, advertising, marketing research, customer credit, financing, and personnel. Prerequisites: ACC 215 or permission of the instructor.

**BUS 326 Human Resource Management** (3 hrs.) A review of the human resource management function in which the practices and underlying theory of the procurement, development, and the maintenance of the individual in an organization will be examined. The basic issues of employee satisfaction and employee productivity will be analyzed throughout the course. Cases will be utilized to explore the various concepts introduced. Prerequisites: BUS 220

**BUS 327 Operations Management** (3 hrs.) The purpose of this course is to introduce the student to the production function in a business enterprise, and to acquaint him or her with the decisions that must be made by the production manager and with some of the analytical techniques available to assist in this task. Topics include facilities layout, capital expenditure analysis, inventory control, production control, and quality control. Prerequisites: MAT 122 or 124

**BUS 328 Managerial Finance** (3 hrs.) A continuation of Corporate Financial Management, this course studies principles of financial management and of their application to the corporation. Topics include cost of capital, dividend policy, valuation, capital markets, common stock financing, debt and preferred stock financing, lease financing, warrants and convertibles, option pricing models, mergers and holding companies, and reorganization and bankruptcy. Prerequisites: BUS 318

**BUS 330 Advertising** (3 hrs.) This course examines the role of advertising in marketing and in society. Topics include communication theory, deception, regulation, the advertising campaign, message tactics, and media tactics. Prerequisites: BUS 250

**BUS 334 Consumer Behavior** (3 hrs.) A detailed study of the forces, which shape the process of consumer motivation and decision-making. Topics include theoretical models of consumer choice processes and the influences of culture, lifestyle, and demographics on the consumer. Marketing strategy formulation will be stressed. Prerequisites: BUS 250

**BUS 337 Labor Relations** (3 hrs.) This course will examine the evolution of the labor movement since the mid-nineteenth century, particularly labor-management relationships. Topics covered will include: labor laws and other legal influences, union organizing, collective bargaining negotiations, administration of contracts, grievance processing, organizations' and unions' adaptation to the changing environment of the 1990's and the future. Prerequisites: BUS 220 or permission of the instructor.

**BUS 340 International Business** (3 hrs.) An examination of various factors surrounding the conduct of business internationally. Topics include the economics of trade, U.S. trade policy, finance, culture, politics, and the workings of multinational corporations. Prerequisites: BUS 250 or permission of the instructor.

**BUS 350 Investments** (3 hrs.) This course is designed to serve investors who are (or will be) actively developing and monitoring their own investment portfolios. Topics include capital markets, investment strategies, risk and return, common stock investments, fixed-income securities, options, commodities, mutual funds, tax shelters, and portfolio management. Prerequisites: ACC 215, BUS 230 or BUS 318

**BUS 450 Business Policy** (3 hrs.) A course for second-semester seniors in which principles and theories of management, marketing, accounting, finance, and economics are used to analyze comprehensive case studies. A model for company-wide strategy planning will be studied. Prerequisites: ACC 215 and 216; BUS 220, 250 and 318; ECN 211 and 212.

**CHM 105 Introduction to Chemistry** (3 hrs.) A survey course intended for non-science majors. Chemical phenomena, methodology, and theory are presented in the context of public policy issues such as air and water quality, the ozone layer, global warming, acid rain, and energy sources.

**CHM 106 Introduction to Chemistry Laboratory** (1 hr.) Laboratory experiences are provided that are relevant to the science and technology issues discussed in CHM 105. Meets three hours per week. Experimentation and data collection lead to an understanding of the scientific method and of the role that chemistry plays in addressing societal issues.

**CHM 114 General Chemistry I** (3 hrs.) A study of the fundamental principles and theories of chemistry with emphasis on stoichiometry, atomic theory, and bonding.

**CHM 115 General Chemistry I Laboratory** (1 hr.) Laboratory to accompany CHM 114. Meets three hours per week.

**CHM 124 General Chemistry II** (3 hrs.) A continuation of CHM 114 with emphasis on equilibrium, electrochemistry, kinetics, and thermodynamics.

**CHM 125 General Chemistry II Laboratory** (1 hr.) Laboratory to accompany CHM 124. Meets three hours per week.

**CHM 200 Introductory Topics** (1-4 hrs.) Special courses on various topics are offered under this listing. Past offerings include Spectrophotometric Methods and Chromatography. May be repeated for credit with change of topic.

**CHM 304 Inorganic Chemistry** (3 hrs.) A survey of inorganic chemistry at the intermediate level. Emphasis is on descriptive chemistry with discussion also of atomic and molecular structure, bonding theory, coordination chemistry, and energy changes in inorganic reactions. Prerequisites: CHM 124, 125

**CHM 314 Organic Chemistry I** (3 hrs.) A systematic study of the compounds of carbon with emphasis on the principles of synthesis, analysis, and reaction mechanisms of organic functional groups. Prerequisites: CHM 124, 125

**CHM 315 Organic Chemistry I Laboratory** (1 hr.) Laboratory to accompany CHM 314. A study of the techniques of synthesis and analysis of organic compounds. Meets three hours per week.

**CHM 324 Organic Chemistry II** (3 hrs.) A continuation of CHM 314.

**CHM 325 Organic Chemistry II Laboratory** (1 hr.) Laboratory to accompany CHM 324. Meets three hours per week.

**CHM 334 Analytical Chemistry I** (3 hrs.) A study of the principles and methods of quantitative analysis. Prerequisites: CHM 124, 125

**CHM 335 Analytical Chemistry I Laboratory** (1 hr.) Laboratory to accompany CHM 334. Gravimetric, volumetric and simple instrumental methods are studied. Meets three hours per week.

**CHM 344 Analytical Chemistry II** (2 hrs.) Introduction to instrumental methods of analysis with emphasis on the principles of measurement and instrumentation. Prerequisites: CHM 334, 335

**CHM 345 Analytical Chemistry II Laboratory** (2 hrs.) Laboratory to accompany CHM 344. Methods may include polarography, spectrophotometry, chromatography, potentiometric titrations, and amperometric and conductometric determinations. Meets six hours per week.

**CHM 404 Physical Chemistry for the Life Sciences** (3 hrs.) Introduction to physical chemistry with special emphasis on biological applications. Topics to be discussed include thermodynamics, chemical and physical equilibria, and kinetics (especially enzyme kinetics). Designed for those students who would otherwise not be exposed to physical chemistry. Prerequisites: CHM 124, 125, MAT 124

**CHM 410 Advanced Topics in Chemistry** (3 hrs.) Special courses on various topics are offered under this listing. Past offerings include Medicinal Chemistry and Chemical Kinetics. May be repeated for credit with change of topic.

**CHM 422 Advanced Inorganic Chemistry** (3 hrs.) A study of the principles and theories of inorganic chemistry, emphasizing modern approaches to the field. Prerequisites: CHM 304, 324, 325, MAT 224, and PHY 212, or permission of the instructor.

**CHM 424 Physical Chemistry I** (3 hrs.) A study of the theoretical principles of chemistry and their applications. Prerequisites: CHM 324, 325, CHM 344, 345, MAT 224, PHY 212, or permission of the instructor.

**CHM 425 Physical Chemistry I Laboratory** (1 hr.) Laboratory to accompany CHM 424. Meets three hours per week.

**CHM 434 Physical Chemistry II** (3 hrs.) A continuation of CHM 424.

**CHM 435 Physical Chemistry II Laboratory** (1 hr.) Laboratory to accompany CHM 434. Meets three hours per week.

**CLA 215 Mythology** (3 hrs.) An introduction to the nature of myth and its functions in society. The course will examine carefully myths of Greece, along with myths from a variety of other areas—typically northern Europe, India, Africa, the Near East, North and South America, and Asia.

**CLA 227 Greek Civilization** (3 hrs.) A chronological survey of ancient Greek life and thought with an emphasis on literature, the arts, political thinking, philosophy, religion, everyday life, and their influence on Western civilization. Open to students with no knowledge of the Greek language.

**CLA 228 Roman Civilization** (3 hrs.) A chronological survey of Roman life and thought with an emphasis on literature, the arts, political developments, practical philosophy, religion, everyday life, and the influences that these have had on Western civilization. Open to students with no knowledge of Latin.

**CLA 340 Pagans & Christians** (3 hrs.) The Christianization of the Greco/Roman World. The course examines the circumstances that led to the adoption of Christianity by the Greco/Roman world and the consequences of this seemingly dramatic change for both the ancient and modern world. Students will explore the ways in which pagan and Christian thought were similar and different to one another, the social and religious dynamics of conversion, the nature of religious persecution, and the political, social, and intellectual consequences of a Christianized world. Prerequisites: one of the following: LAT 101, 102, or 203; GRE 101, 102, or 203; CLA 215, 227, or 228; PHL 212 or 221; POL 112 or 205; REL 101 or 102; SCA 111 or 115

**CLA 351 Latin Literature in Translation** (3 hrs.) A survey of the major Latin writings, which have had the most influence on Western literature. The readings usually include comedies by Plautus and Terence, Lucretius' *On the Nature of Things*, select works of Cicero, the poems of Catullus, select poems and satires of Horace, Vergil's pastoral poems and the *Aeneid*, selections from Roman historians, select poems of Tibullus, Propertius and Ovid, select letters of Pliny the Younger, Petronius' *Satyricon*, select tragedies of Seneca, and Apuleius' *Golden Ass*. Prerequisites: CLA 215, CLA 227, CLA 228, or any 200-level literature course offered by the English department.

**CLA 352 Greek Literature in Translation** (3 hrs.) A survey of the major Greek writings, which have had the most influence on Western literature. Works to be read usually include the *Iliad* and *Odyssey* of Homer, the *Homeric Hymns*, selections from Greek lyric poets, the *Works and Days* of Hesiod, the *Odes* of Pindar, the historical works of Herodotus and Thucydides, selections from Plato and Aristotle and other philosophers, the poems of Theocritus, the *Argonautica* of Apollonius of Rhodes, select orations of Demosthenes and Aeschines, *Daphnis and Chloe* of Longus, select dialogues of Lucian, and select works of Plutarch. Prerequisites: CLA 215, CLA 227, CLA 228, HIS 105, HIS 106, PHI 221, or any 200-level literature course offered by the English department.

**CLA 361 Ancient Greek Drama** (3 hrs.) The course is a survey of ancient Greek drama—tragedy and comedy. Through an examination of the plays of Aeschylus, Sophocles, Euripides, Aristophanes and possibly Menander the students will become familiar with the origins, nature, and practice of ancient Greek drama and examine and reflect on the key ideas/motifs of the plays and their significance to the Greek audience and especially to the modern 21st century audience. Prerequisites: any one of

the following: CLA 215, 227 or 228; PHL 212 or 221; POL 112 or 205; SCA 111 or 115; REL 101 or 102; ENG 205 or 248.

**CLS 090 College Language and Study Strategies** (2 hrs.) This course offers students opportunities to acquire the language proficiency and study strategies necessary to function in the college environment. It is designed to offer a multitude of opportunities for concentrated study in language skills (reading, writing, listening, and speaking) as well as a vocabulary and study skills. Only open to students enrolled in the Reading and Study Skills Program.

**CSC 101 Introduction to Computers** (3 hrs.) This course is designed to present an introduction to using computers. Specifically, the student will learn to use the computers in a variety of ways, including operating systems, productivity applications, Internet, communications, ethics, and research. The student will also come to understand how computers are related to and influence our everyday lives.

**CSC 104 Programming Logic and Design** (3 hrs.) This is a first course in programming and is an introduction to the use of digital computers for programming computer applications using the C++ language. Students become acquainted with the underlying principles of computer programming methodologies. Specifically, this course examines the methods of computer program logic and design as they relate to computer programming languages. Students will gain a complete understanding of the appropriate techniques that act to clearly and completely define and specify the functional requirements of a computer program. This course promotes computer program design through a highly structured and modular approach emphasizing logical reasoning that will enhance the design of any computer program.

**CSC 111 Fundamentals of Computer Science I** (3 hrs.) This course continues to provide students with experience in properly designing, implementing, and testing more complex programs written in the C++ language using skills developed in CSC 104. The course also extends the practice of problem solving, algorithm development, and program documentation forming the foundation for other advanced study of computer science concepts. Offered in the fall of even years. Prerequisites: CSC 104

**CSC 177 Foundations of Information Technology Science** (3 hrs.) This course offers an introduction to how various information technologies can serve to meet the needs of various disciplines, particularly in the Natural and Mathematical Sciences. The focus of this course is on studying how the methods of science and technology are combined to reliably and validly collect data, transform data into information, synthesize information, and effectively convey knowledge to others.

**CSC 201 Introduction to Digital Systems** (3 hrs.) This is an introduction to microprocessor-based digital systems and covers a variety of topics, including computer organization, architecture, binary data representations and algorithms, and low-level programming concepts. Offered in the spring. Prerequisites: CSC 104

**CSC 205 Visual Basic Programming** (3 hrs.) This course introduces concepts and programming techniques for building useful interactive computerized information systems. Graphical user interface (GUI), event-driven, object-oriented programming is studied using the Microsoft Visual Basic software development environment. The Visual Basic programming language is used to solve problems focusing on suitable examples from a variety of disciplines. This course utilizes a project-centered approach focusing on teamwork, real-world examples, and in-class exercises allowing the student to immediately apply the knowledge gained. Offered in the fall. Prerequisites: CSC 104

**CSC 210 Microcomputer Applications** (3 hrs.) This course provides a hands-on approach to learning a variety of software applications useful to anyone who is interested in becoming more fluent with Information Technology. The course will concentrate on strategies and applications that will enhance personal computer operations, including operating system and file management utilities, data manipulation and graphing, multimedia and advanced application features. Offered every other spring.

**CSC 211 Fundamentals of Computer Science II** (3 hrs.) This course is a study of advanced techniques and algorithms for representing and manipulating data structures with an emphasis on software quality and analysis of algorithms and applied mathematics. Offered in the spring of odd years. Prerequisites: CSC 111.

**CSC 232 Computer Networking** (3 hrs.) This course provides an overview of the area of computer networks and data communication, including concepts and designs. It is encouraged not only for those students interested in careers in networking or computer science, but also for students who will hold positions requiring an understanding of networking technology, such as science, education, or related fields. Topics to be covered include networking models, how data signals are transmitted, networking hardware and software, LANs, WANs, intranets, Internet, future trends, and telecommunication systems. Offered every other spring.

**CSC 250 Web Page Design, Aesthetics, and Interaction** (3 hrs.) This course focuses on enabling students to compose and present a variety of information using web page technologies and subsequently entire web sites that are easily used by others to effectively find and navigate the information presented. Emphasis will include study of Human Computer Interaction (HCI) concepts including human perception and cognition, content organization, use of color, typography, multimedia, accessibility, globalization, and trust. Offered in the fall.

**CSC 305 PC Hardware and Troubleshooting** (3 hrs.) This course examines the history and evolution of the personal computer and personal computer operating systems. The course provides hands-on practice in building, maintaining, and troubleshooting computer hardware and installing and supporting personal computer operating systems. The course addresses four main areas: 1) PC Hardware 2) PC Operating Systems 3) Installation 4) Maintenance & Troubleshooting. In each section, we will review the terminology, discuss the advantages/disadvantages of different options, and gain hands-on experience with the technology. Offered every other fall. Prerequisites: CSC 177 and CSC 232

**CSC 314 Advanced Digital Systems** (3 hrs.) This course continues exploration of the architecture and design of microcomputer-based systems focusing on Boolean logic, circuits, instruction set architectures, and general computer hardware organization. Offered every other spring. Prerequisites: CSC 201 and CSC 211

**CSC 316 Compilers, Interpreters, and Operating Systems** (3 hrs.) This course is an introduction to the underlying design of most compilers spanning formal foundations to modular software development. The design and implementation of compilers extends into many other domains so the student will gain knowledge and techniques fundamental to computer application implementation techniques. Topics include lexical analysis, syntax specification, parsing, error recovery, syntax-directed translation, semantic analysis, symbol tables, and run-time storage organization. This course also provides an introduction to the basic structure and concepts of understanding and creating computer operating systems. Topics include concurrent processes, CPU and disk scheduling, memory management, deadlocks, systems evaluation, and simulation and performance measurement along with the hardware, firmware, and

software organization of computer systems. Offered every other spring. Prerequisites: CSC 201 and CSC 211

**CSC 327 Database Management Systems** (3 hrs.) This course is designed to enable the student to translate the information needs of an organization into effective conceptual and logical models easily implemented in any relational database system. This course utilizes a project-centered approach focusing on teamwork, real-world examples, and in-class exercises allowing the student to immediately apply the knowledge gained. Offered in the fall. Prerequisites: CSC 177 and CSC 201

**CSC 350 Systems Analysis and Design** (3 hrs.) The course presents an overview of information systems, the systems development life cycle, and some of the techniques used to plan and document information systems. The Analysis & Design phases of systems development are emphasized. This course utilizes a project-centered approach focusing on teamwork, real-world examples, and in-class exercises allowing the student to immediately apply the knowledge gained. Offered in the fall. Prerequisites: CSC 104, CSC 177, and CSC 201

**CSC 360 Advanced Digital Communications and Networking** (3 hrs.) This course focuses on the underlying topologies and accompanying data structures involved with advanced digital communications and networks. Emphasis is placed on the examination of both packet and circuit switched networks. Offered every other spring. Prerequisites: CSC 232 and CSC 305.

**CSC 390 Object-Oriented Programming** (3 hrs.) This course focuses on object-oriented programming, a process that encourages a style of programming that leads to modular architectures, which in turn promotes reliability and reusability, two attributes needed for small- and large- scale programming alike. The ability to write understandable software systems that solve complex problems is a key contribution of object-oriented technology. Offered every other spring. Prerequisites: CSC 211 or CSC 205, and CSC 350

**CSC 398 Independent Study** (1-4 hrs.) Independent study under the supervision of staff members on a particular topic agreed upon by both the student and instructor at the consent of department.

**CSC 399 Internship** (1-4 hrs.) Computer related experience in business or industry jointly supervised by faculty and computer professionals and consent of department.

**CSC 411 Topics in Programming** (3 hrs.) A study of various programming languages and programming topics at a level that is useful to all programmers. Topics will range from introductory to complex, and will bring the student to a level of understanding and practice that makes the use of reference books and help facilities easier along with the capability to use languages and algorithms in both high and low level applications. Offered every other spring. Prerequisites: CSC 111 or CSC 205, and CSC 350.

**CSC 427 Client/Server & Web-Based Information Systems** (3 hrs.) In this course the student will learn to design, implement, and test multiple interdependent Client/Server Information Systems using state of the art hardware and software. Specifically, the student will learn to leverage the power of Web-enabled technologies to deploy integrated easy-to-use browser based applications accessible from multiple platforms. Offered every other spring. Prerequisites: CSC 350, CSC 327, CSC 250, CSC 211 or CSC 205, and CSC 232

**CSC 454 Computer Science Practicum** (1 hr.) This course provides an experiential, service learning opportunity for upper level Computer Science students and others interested in exploring the field of computer networking maintenance and support. In this course, students will work

together to plan, design, implement, maintain, and test configurations conducive to facilitating work and learning in an educational setting. Work teams, focusing on different tasks, will be responsible for conducting and documenting required work. The focus of this course is on servicing faculty and student needs with regard to academic computing on the Westminster College campus. Prerequisites: CSC 232, Junior or Senior or Computer Science major, and consent of instructor.

**CSC 460 Network Administration** (3 hrs.) This course explores the hardware, software, personnel, and procedures needed to operate and maintain computer networks. It provides students with an opportunity to plan and implement networks and administer servers. Issues of network performance, monitoring, troubleshooting, and user support will also be included. Offered every other fall. Prerequisites: CSC 350 and 360

**ECN 211 Principles of Macroeconomics** (3 hrs.) An introductory course that examines, in an international context, the causes and consequences of economic growth, inflation and unemployment, and how government fiscal and monetary policies affect macroeconomic outcomes. Prerequisite: MAT 114

**ECN 212 Principles of Microeconomics** (3 hrs.) An introductory course to acquaint the student with consumer choice, the market system, resource allocation, and the decisions of firms in markets with varying degrees of competition with applications relating to public policy. Prerequisite: MAT 114

**ECN 310 International Trade and Finance** (3 hrs.) Studies international movements of goods and services and monetary flows. Covers international trade theory, trade policy, institutional evolution of the world economy, balance of payments and exchange rates. Prerequisite: ECN 331 or permission of the instructor

**ECN 316 Public Finance** (3 hrs.) Examines the role of government in a market system and develops the tools necessary to evaluate government policies. Explores the development and growth of the public sector of the economy, the theory and character of public revenue, expenditure, and debt; studies the use of public finance to achieve economic stability, promote economic growth, and effect other social goals; and examines federal, state, and local taxes, expenditure, and administration. Prerequisites: ECN 211 and 212

**ECN 325 Money and Banking** (3 hrs.) A study of the roles of the financial sector and of monetary policy on the economy. Explores essential features of financial markets; discusses concerns of bank managers in making investment choices; examines the roles of the Federal Reserve and banks in the money supply process; explores the importance of money in the economy; and examines the importance of exchange rate movements in international investing. Prerequisite: ECN 211

**ECN 331 Intermediate Macroeconomic Theory** (3 hrs.) This course provides a working understanding of the economy as a whole in an international context. It examines the relationship between such measures of aggregate economic activity as income, unemployment, inflation and interest rates. It develops models of economic activity and uses them to analyze the effects of changes in the economic environment, private behavior and government policy. It also evaluates the potential for government fiscal and monetary policies to affect economic activities. Prerequisite: ECN 211

**ECN 332 Intermediate Price Theory** (3 hrs.) An intensive study of the tools which economists use to analyze the allocation of human and material resources among alternative uses. Topics discussed include consumer choice; the determinants of price, output, and employment in various market situations; the effects of imperfect competition on

resource allocation and on factor incomes; and some consideration of current problems of public policy. Prerequisites: ECN 212 and MAT 122

**ECN 334 Economic Development** (3 hrs.) This course examines the concept and measurement of development, the main factors that prevent development from taking place, alternative approaches to guiding development, and how development can be made sustainable. It investigates how human resources are transformed in the process of economic development and how that transformation contributes to the development process itself. It discusses how capital is mobilized and allocated for development purposes. It also explores the importance of agriculture, primary production, and industrial development, and analyzes the macroeconomic management of a developing economy open to world markets. Prerequisites: ECN 211 and ECN 212, or permission of instructor

**ECN 351 Managerial Economics** (3 hrs.) A review of business objectives and the concepts of demand, cost, market structure, discounting, and probability. These concepts are then used to examine business decision techniques. Special emphasis is placed on the statistical derivation and interpretation of demand and cost curves, linear programming as an aid to solving complex product mix and resource usage problems, and decision making under uncertainty. Prerequisites: ECN 212, MAT 114 and MAT 122

**ECN 367 Econometrics** (3 hrs.) An intensive study of the use of multivariate linear regression techniques applied to the estimation of economic relationships. This study will include the assumptions of the statistical model, how to recognize when these assumptions have been violated by the economic model or the data, and what corrective procedures are appropriate. Also discussed will be methods for checking forecast accuracy in advance of the forecast period and simultaneous equation estimation procedures. Prerequisites: MAT 114 and either MAT 122 or MAT 124

**ECN 425 Senior Seminar** (3 hrs.) This course provides the capstone experience in economics. Students will learn how to apply knowledge gained in economics courses to further their understanding of contemporary economic issues. The course provides a review of intermediate macroeconomics, price theory and econometrics. Students will complete a senior thesis which provides an opportunity to conduct original research on an economic or interdisciplinary issue. Students will present and discuss their research results in class throughout the semester. Prerequisites: Senior standing, ECN 331, ECN 332, ECN 367, and at least two economics electives or consent of instructor.

**EDU 101 Introduction to Teaching** (1 hr.) Open to all students. This course serves as an introduction to those considering a major in any area of education. Basic terminology and theories of teaching and learning are team taught by Education Department faculty. A series of field trips to local schools provides information about K-12 school organization and characteristics of each level. Offered every fall semester. This course serves as a prerequisite to EDU 290.

**EDU 203 Teaching Art, Music and Language Arts** (3 hrs.) Students study methods of integrating art and music through language arts into the school curriculum. Students engage in language extension activities using the expressive arts of storytelling, creative writing, puppetry, art, drama, music and movement. Students develop and demonstrate learning activities and experiences and collect relevant resources. Instructional content and strategies are aligned with recommendations and guidelines from state and national organizations. Open to all. Offered in even year spring semesters.

**EDU/PED 207 Health, Physical Education and Safety in Elementary** (3 hrs.) This course is designed to study the principles of

health, physical fitness, and safety for wellness and optimal development focusing on the needs of children with an emphasis on younger students, ages 4-9. Students will prepare developmentally appropriate health activities for elementary. Offered in fall semester.

**EDU 210 Literature for Children and Youth** (3 hrs.) Students explore a variety of genre and multicultural literature for children and adolescents. Extensive reading is required to develop experience in selecting appropriate texts for classroom use. Classroom strategies are presented for using literature in curriculum design. A literature portfolio is an integral part of the course. Offered every spring semester. Prerequisites: ENG 103

**EDU 221 Education Psychology** (3 hrs.) The application of psychological principles of learning, cognition, and child and adolescent development to the educational process in elementary and secondary schools. Topics include the impact of psychological knowledge on student learning, teaching, motivation, management of the classroom, and assessment of student learning. (Cross-listed as PSY 221). Offered every spring semester.

**EDU 230 Child Growth and Development** (3 hrs.) This course explores current theory and knowledge in the field of childhood growth, cognitive and psychosocial development from ages pre-birth through pre-adolescence. Major learning theories will be interrelated with information on physical, psychosocial, cognitive and language development. The goals and methods of childhood education will be studied and important contributions from social and behavioral scientists will be analyzed and evaluated.

**EDU 231 Education of Exceptional Individuals** (3 hrs.) This course is a study of the special needs and characteristics of individuals who are classified as exceptional. Students focus on the unique characteristics associated with giftedness, sensory impairments, learning disabilities, attention disorders, mental impairments, behavioral and emotional problems, physical disabilities and chronic health problems, and other at-risk factors. Legal aspects of schooling and curricular adaptations are explored. Offered in fall semester.

**EDU 233 Adolescent Growth and Development** (3 hrs.) The intent of this course is to investigate the complex societal impacts on the growth and well being of adolescents. Relevant literature, research projects and collaborative critiques will allow students to explore the nature of both adolescence and education. Relationships among language, power, and identity across various cultures will be linked to develop the knowledge base of individuals planning to work with middle school and high school students. Offered in fall semester.

**EDU 280 Programs in Early Childhood** (3 hrs.) This course applies relationship of theory and practice in early childhood education programs, explores issues of family structures, systems and dynamics within the context of culture and examines firsthand a variety of state and federal programs available for young children. The course includes a practicum component in an approved childcare setting. Students will also examine current issues in child advocacy at the state or federal level, and develop a plan to support chosen legislation designed to help young children through an action plan. Offered every third spring semester, or summer session.

**EDU 288 Assessment in Early Childhood** (2 hrs) This course will introduce students to a variety of assessment procedures and instruments that can be used to evaluate learning and the developmental achievements of young children, particularly literacy assessments related to the No Child Left Behind legislation for all public schools. Students will have a chance to observe young children and various assessment testing first hand. The official position papers of ACEI (Association of Childhood Educators

International) and NAEYC (National Association of Educators of Young Children) will be examined also. Offered every third spring semester. Prerequisites: EDU 230, 290 or permission of instructor

**EDU 290 Foundations of Education** (3 hrs.) This course provides a framework for understanding educational issues from historical, philosophical and societal perspectives. On-site observations are an integral part of the course so that students may gain understanding of the purpose of education, forces shaping it, and the individual responsibility required in becoming a teacher. Required for all education majors. Prerequisites: EDU 101 or permission of the instructor.

**EDU 291 Education Practicum I** (2 hrs.) This initial practicum experience is designed to acquaint students with the life of one classroom as students spend thirty clock hours observing and assisting in an assigned school classroom. Students should plan to take this course concurrently with EDU 290, Foundations of Education. A reflective learning log is required to record observations, comments, questions, and insights. Prerequisites: EDU 290, usually taken concurrently.

**EDU 306 Teaching Elementary Reading** (3 hrs.) Students will learn about the nature of reading and language development in the context of the whole school curriculum for elementary and middle grades. Topics include the examination of reading as a meaning construction process, the development of appropriate instructional strategies, and the assessment and evaluation issues related to social and cultural diversity. Instructional content and strategies are aligned with state and national guidelines and standards. Offered every fall. Prerequisites: EDU 290, 291 and admission to teacher education program.

**EDU 308 Methods of Teaching Social Studies in Elementary and Middle Schools** (2 hrs.) Social studies is content focus as students explore concepts, teaching methods, materials, related literature and integrated curriculum design for elementary and middle school grades. Inquiry projects emphasize theme cycles and demonstration lessons. Curricular and instructional objectives using the standards and guidelines of state and national professional organizations are included. Offered in even year fall semesters. Prerequisites: EDU 290, 291, and admission to teacher education program.

**EDU 309 Teaching Writing** (3 hrs.) Students will experience the essentials of process writing for transactional, expressive, and poetic writing. Writing in content areas and evaluating and assessing writing are stressed. This course is required for middle school majors and secondary majors with an English language arts concentration. Offered in even year fall semesters. Prerequisites: ENG 103, at least one writing intensive course, and admission to the teacher education program.

**EDU 310 Methods of Teaching Science in Elementary and Middle Schools** (2 hrs.) Science is the content focus as students explore concepts, hands-on teaching methods, materials, inquiry projects and integrated curriculum design for elementary and middle school grades. Inquiry projects emphasize theme cycles and demonstration lessons. Curricular and instructional objectives using the standards and guidelines of state and national professional organizations are included. Offered in even year fall semesters. Prerequisites: EDU 290, 291, and admission to teacher education program.

**EDU 311 Middle School Philosophy and Organization** (2 hrs.) This course examines the philosophy of the middle school, including school and classroom design, teaching methodology and organizational structures. Teaching and learning theory and strategies for middle school students are explored along with curriculum design based on the developmental characteristics of children in grades 5-9. Prerequisites: Adolescent Growth and Developments, EDU, 290, 291, and

admission to teacher education program. Offered in odd year spring semesters or as needed. Taken concurrently with EDU 314.

**EDU 314 Middle School Curriculum and Instruction** (2 hrs.) Students will observe middle school classrooms. Activities will center upon an understanding of the young adolescent age group and the characteristics and requirements of middle school/junior high school teaching. Students will plan a short-term and long-term unit plan, including interdisciplinary lesson plans. Offered in odd year spring semesters. Taken concurrently with EDU 311.

**EDU 325 Teaching Music in Elementary** (? hrs.) This course will introduce music education majors to the music literature and instructional approaches suited to the perceptual-cognitive, physical, and affective development of children in early and middle childhood. The course will address how to structure a classroom for maximum learning, preserve children's natural motivation for experiencing and knowing music, plan lessons and long-term goals and measure, grade and report musical competencies of children to them, their parents, and administrators. National standards from National Assoc. Music Educators and MO Grade Level Expectations for Fine Arts will be integrated into lesson planning.

**EDU 330 Teaching Music in Secondary** (? hrs.) This course will introduce vocal music education majors to the choral literature and instructional approaches suited to students in grades 9-12. The course will address how to structure a classroom for maximum learning, motivate adolescents to perform and enjoy music, plan lessons, programs and long-term goals and measure, grade and report musical competencies of students to them, their parents, and administrators. National standards from National Association of Music Education and MO Grade Level Expectations for Fine Arts will be integrated into lesson and program planning.

**EDU 351 Methods of Teaching Elementary Mathematics** (3 hrs.) This course is the second part of an integrated methods and content course for elementary and middle school teachers. Topics include fractions, decimals, geometry, probability and statistics, measurement and other appropriate topics. Offered every spring semester. Prerequisites: a C or better in MAT 231.

**EDU 380 Integrated Curriculum in Early Childhood** (3 hrs) This course seeks to integrate the disciplines of language arts, math, social studies, music, art and science in preparation of curriculum content for early childhood and kindergarten classrooms. Students prepare detailed long-term lesson plans and collect resources to implement the plans. Plans developed will meet the MO Pre K and Show-Me Standards as well as the ACEI and NAEYC Standards for Early Childhood Classrooms. Prerequisites: EDU 290 or permission of the instructor.

**EDU 385 Diversity in Education** (3 hrs) This course will introduce both education and non-education majors with the role of the 21st century school in a diverse society. Students in this course will study important issues, approaches, and strategies in working with and forming connections with a population that is ethnically and culturally diverse. In addition, an emphasis of this course is to promote teaching tolerance and anti-bias in a land where discrimination and sexism still exist. To live as an informed and tolerant adult in an increasingly pluralistic America is a major focus of this course. Specific topics to be explored include: understanding ourselves and others' values and belief systems, learning the language of prejudice, and creating unity in a diverse America. Offered every fall semester. Prerequisites: EDU 290, PSY 113, SCA 111 or SCA 115, POL211 or REL 102, or permission of the instructor.

**EDU 392 Teaching Reading in Content Areas** (2 hrs.) Students in this course explore the reading-learning process involved in

comprehending text in content area reading materials. The study includes an overview of the reading process for developing readers of any age, but special attention is given to instructional strategies and study skills of upper elementary, middle school, and secondary students. Students should concurrently enroll in EDU 393. Offered in spring semester. Prerequisites: EDU 290, 291 and admission to teacher education program.

**EDU 393 Education Practicum II** (2 hrs.) This practicum is an intensely supervised pre-student teaching experience, which includes instructional experience in content areas and content area reading or other literacy instruction. Action research is conducted in the assigned classroom. A reflective learning log is required that records the details, insights and questions related to the field experience. Offered in spring semester. Prerequisites: EDU 291 and concurrent enrollment in EDU 392 and admission to the teacher education program.

**EDU 398 Independent Study** (1-3 hrs.) An individual study or research topic not covered in regular course offerings is done with the supervision of faculty. Students need permission of the instructor and the program director. It is the responsibility of the student to provide a rationale and an outline of the proposed study. Open only to education majors.

**EDU 417 Advanced Practicum** (1-6 hrs.) This practicum provides intensive teaching and learning opportunity for students who need to expand practical theory and gain more field experience in diverse classroom settings. Prerequisites: EDU 291

**EDU 425 Secondary School Teaching** (3 hrs.) Students explore the general principles, activities, schedules, and interactions of teachers and students in secondary schools. Course content includes teaching-learning process emphasizing methods of instruction and evaluation. Offered in fall semester. Prerequisites: Admission to teacher education program.

**EDU 431 Teaching English in Middle and Secondary Schools** (3 hrs.) This course is designed for those students who plan to teach English in high school settings. Along with an examination of issues, attitudes, and trends in teaching English/language arts, students develop materials and strategies for teaching and evaluating writing, speaking, listening, reading and viewing competencies. State and national standards and guidelines are used for content orientation. Offered in odd year fall semesters. Prerequisites: EDU 425, completion of appropriate English courses, and admission to the teacher education program.

**EDU 433 Teaching Mathematics in Middle and Secondary Schools** (3 hrs.) This course is offered for those who plan to teach mathematics in high schools. Students explore curriculum development and instructional methods and gain experience with multimedia materials and resources that are appropriate for classroom use. State and national standards are used as guidelines for content orientation. Prerequisites: EDU 425, completion of appropriate math courses, and admission to the teacher education program.

**EDU/PED 434 Teaching Physical Education in Secondary and Middle Schools** (3 hrs.) This is a study of teaching methods, teaching styles, and concepts appropriate for high school students. Emphasis is given to program, equipment, scheduling and other management strategies, teaching and learning styles in physical education, and curriculum design. Content orientation is based on standards recommended by state and national professional organizations. Prerequisites: EDU 425, completion of appropriate physical education courses, and admission to the teacher education program.

**EDU 435 Teaching Social Studies in Middle and Secondary Schools** (3 hrs.) The content of this course includes recommendations of state and national groups, which have approved standards for teaching

social studies. Students explore issues, trends and methods in social studies instruction for secondary school students. Students plan lessons and themes and engage in the kinds of projects, e.g., writing, research, and audio-visual, which they will present in their own classrooms in secondary schools. Offered in fall semester. Prerequisites: EDU 425, completion of appropriate social science courses, and admission to the teacher education program.

**EDU 436 Teaching Science in the Middle and Secondary Schools** (3 hrs.) Students study issues, trends, and methods in teaching science for secondary school students. Curriculum projects are based on objectives and concepts that are included in state and national standards for science teaching. Offered in even year fall semesters. Prerequisites: EDU 425, completion of appropriate science courses, and admission to teacher education program.

**EDU 441 Reading Assessment and Advancement** (3 hrs.) This is a study of multiple formal and informal assessments that includes miscue analysis. Students prepare a reader profile that includes assessment procedures, identification of reading strengths and needs, and recommendations for strategies to promote advancement toward reading proficiency. Students work with at least one reader. Offered in spring semesters. Prerequisites: EDU 306 and admission to the teacher education program.

**EDU 453 Classroom Management and Organization** (3 hrs.) This course focuses on multiple factors that affect student learning and behavior. Students study effective classroom and behavioral management techniques, dealing with specific issues and practices and developing their own plans for their own classrooms. A series of management plans are designed and brought together in a comprehensive management plan, which becomes part of the state mandated portfolio. Students deal with everything from room arrangement, rules of general conduct and classroom procedures, to teaching tolerance, dealing with bullying and violence, and grading and assessment. Prerequisites: EDU/PSY 221, EDU 291, admission to the teacher education program.

**EDU 490 Educational Seminar** (3 hrs.) This course is taken concurrently with student teaching. It serves as an orientation to student teaching and functions as a formative structure for the experience. This seminar meets regularly throughout the student teaching semester allowing students to share experiences, strengthen competencies and address topics of concern. Completion of the state mandated portfolio and completion of the application for certification process are integral to the course. Preparation for employment interviews and how to fill out teaching applications to districts are covered as well.

**EDU 492 Student Teaching: Elementary School** (6 or 12 hrs.) This course is for students seeking certification in elementary education, grades 1-6. Concurrent enrollment in EDU 490 is required. Students gradually assume full responsibility for classroom instruction during the experience. Students are required to engage in all professional activities, which their cooperating school provides. Intense supervision and feedback is provided by a cooperating classroom teacher and a college supervisor. Special fee required. Prerequisites: Admission to apprentice teaching.

**EDU 495 Student Teaching: Middle School** (12 hrs.) This course is for students seeking certification in middle school education, grades 5-9. Concurrent enrollment in EDU 490 is required. Students gradually assume full responsibility for classroom instruction during the experience. Students are required to engage in all professional activities, which their cooperating school provides. Intense supervision and feedback is provided by a cooperating classroom teacher and a college supervisor. Special fee required. Prerequisites: Admission to apprentice teaching.

**EDU 497 Student Teaching: Secondary School** (6 or 12 hrs.) This course is for students seeking certification in secondary education, grades 9-12. Concurrent enrollment in EDU 490 is required. Students gradually assume full responsibility for classroom instruction during the experience. Students are required to engage in all professional activities, which their cooperating school provides. Intense supervision and feedback is provided by a cooperating classroom teacher and a college supervisor. Special fee required. Prerequisites: Admission to apprentice teaching.

**ENG 103 Academic Writing** (3 hrs.) A composition course designed to prepare students for writing in all academic disciplines. Based on the process approach to writing, the course treats reading, thinking, and writing as integrated skills. Writing Skills covered include summary, synthesis, analysis, argumentation, and research.

**ENG 190 Literary Magazine: Janus** (1 hr.) A course involving the production of a literary magazine. This course provides students with practical experience in evaluating prose, poetry, and artwork for publication, and in the technical processes of producing a magazine, including graphic design and layout, typography, and printing methods.

**ENG 200 Introductory Projects** (1-4 hrs.) Special courses on various topics are offered under this listing until such time as a permanent number is assigned. May be repeated for credit with change of topic.

**ENG 204 Introduction to Literature** (3 hrs.) An introduction to the study of literature, including poetry, fiction, creative nonfiction and drama. Emphasis will be placed on basic terminology used in discussing literature, on the study of a variety of critical theories, and on techniques for writing about literature. Offered consistently as writing intensive or writing intensive option course.

**ENG 205 British Literature to 1800** (3 hrs.) A survey of English literature from approximately 750 A.D. through the end of the eighteenth century: the medieval period, the Renaissance, and the neo-classical age. This course looks at the intersection of literature and culture, tracing the development of each in order to understand how British literary culture changed over the years. Among the authors studied are Chaucer, Shakespeare, Donne, Milton, Swift, and Johnson.

**ENG 206 British Literature since 1800** (3 hrs.) A survey of English literature from 1799 to the present including the Romantic period, the Victorian period, Modernism, and the twentieth-century. This course looks at the intersection of literature and culture, tracing the development of each in order to understand how British literary culture changed over the years. Among the authors studied are Wordsworth, Keats, the Brownings, the Brontes, Joyce, Woolf, Yeats, Eliot, Lessing, and Larkin.

**ENG 238 American Literature to the Civil War** (3 hrs.) A survey of American literature from its beginnings among Native Americans through the middle of the nineteenth century. This course examines the emergence of literary culture over time, tracing changes in both literature and culture to determine what characteristics make American literature unique. Among the authors studied are Bradstreet, Whitman, Emerson, Thoreau, Poe, Hawthorne, Melville, Douglass, and Dickinson.

**ENG 239 American Literature since the Civil War** (3 hrs.) A survey of American literature from the middle of the nineteenth century to the present. This course examines changes in literary culture over time, tracing currents in the literature and the culture it reflects from the emergence of an industrialized society to the segmentation of twentieth-century society. Among the authors studied are Twain, James, Chopin, Frost, Eliot, Moore, Hemingway, Faulkner, Miller, Baldwin, and Plath.

**ENG 248 World Literature to 1600** (3 hrs.) A survey of masterpieces of world literature from ancient times to 1600. Readings are done in

English, but only non-English authors are included. Works studied include the pre-Biblical epic Gilgamesh from the valley of the Tigris-Euphrates, through Greek, Roman, Hindu classics, to the Middle Ages and the Renaissance; representative authors include Homer, Dante, Cervantes, and Kalidasa.

**ENG 249 World Literature since 1600** (3 hrs.) A survey of world literature since 1600. Readings are done in English, but the authors studied come from all over the world including Africa, South America, and Asia, as well as Europe. Among the authors studied are Moliere, Goethe, Tolstoy, Borges, Garcia Marquez, Kafka, and Soyinka.

**ENG 260 Introduction to Journalism** (3 hrs.) A survey of the field of journalism, with particular attention to its history, ethics, and the responsibilities of the journalist. Much of the class work is the writing of typical examples of journalism. Students enrolled in this course will participate in a practicum as writers or editors for The Columns.

**ENG 270 Expository Writing** (3 hrs.) A course in advanced composition, with emphasis on reasoning and organization, and with special attention to principles of style. Part of the course will consist of discussion of student work, as well as the study of trends of thought and the literary techniques of published essayists.

**ENG 275 Introduction to Creative Writing** (3 hrs.) An introduction to the writing of poetry, fiction, creative nonfiction, and drama, with approximately equal time spent on each genre. Students will study the forms and techniques used by successful writers as models for their own work and will read and critique the writing of other students in a workshop format.

**ENG 280 Introduction to Linguistics** (3 hrs.) A survey of the major aspects of theoretical and applied linguistics including an introduction to contemporary linguistic theory. Emphasis is placed on phonetics, phonology, semantics, and syntax, as well as language acquisition, sociolinguistics, and historical and comparative linguistics.

**ENG 315 Literary Modes and Genres** (3 hrs.) The study of literature focusing upon the distinct categories into which literary works are grouped according to formal elements – the novel, poetry, drama, autobiography, tragedy, comedy, the epic – conventions which both endure over time and are modified with every new work in the genre. Possible courses include Autobiography, Science Fiction, or The Country and City in Nineteenth Century British Poetry. Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 325 Literary Movements** (3 hrs.) The study of a coherent period or movement in literature, based on the premise that literature written within certain time spans, and occasionally in a particular place, is often related by a series of literary norms, standards, and conventions, the introduction, spread, diversification, and disappearance of which can be traced. The course will usually be taught with particular attention to the relation between literature and the associated intellectual and cultural milieu. Renaissance Literature, Romanticism, British Modernism, the Jazz Age, and the Beat Movement are examples of possible courses that may be offered under this topic. Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 330 Visions and Revisions** (3 hrs.) A reading of literature based on two premises: First, that literature is a product of culture arising from a web of historical conditions, relationships, and influences that in some measure determine literary form and content; second, that literature is at the same time an agent of culture that shapes social practices. Courses may include studies of the exchange between colonial and post-colonial fiction, the evolution of particular story lines (such as the Arthurian myth) through a variety of literary texts, and the relationship between classicism

and romanticism. Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 335 A Sense of Place** (3 hrs.) A study of the way various writers have detailed the complex and profound relationships between place – whether it be a physical or intellectual construct – the literary ethos, and construction of identity. Students will explore literary texts that invoke or evoke place as a significant literary or cultural trope. Course offerings may include *Literature of the Environment*, *American Writers in Paris*, or *Rural/Urban Literature*. Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 340 Gender and Literary Expression** (3 hrs.) A study of gender as a personal, social, and literary construction, this course examines literature in the context of contemporary social and cultural attitudes towards gender. Though poetry, fiction, or drama are usually included, this course often involves essays, journals, and letters as well. Course offerings may include *Southern Women Writers*, *Women and Madness*, or *Theories of Gender in Literature*. Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 345 Ethnic Literature** (3 hrs.) The examination of literature by individuals belonging to various ethnic groups, including those in the United States (African-American, Native American, Chicano/Chicana, Asian-American or Jewish) as well as groups from other cultures. This course considers the aesthetic, cultural, social, and/or political aspects of literature and particularly how works by ethnic writers negotiate the boundaries of literary expression, how language use and assimilation affect one another, and/or how other aspects of culture mesh with and shape the literature. Specific courses may include *African-American Literature*, *The Harlem Renaissance*, or *Langston Hughes*. Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 350 Studies in the Author** (3 hrs.) A study of a single author (e.g. Shakespeare, Melville, Joyce, Hughes, or Morrison) or two or more related authors who do not in themselves constitute a movement (Chaucer/Shakespeare, Faulkner/Hurston, Joyce/Woolf). Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 355 Literature and the Other Arts** (3 hrs.) The study of the historical, cultural, and aesthetic relationships between literature and other modes of artistic production (visual arts, music, theater, film, dance), focusing particularly on the ways in which artists in various modes influence one another. Topics include *Shakespeare on Film*, *Literature Goes to the Movies*, *the Photograph as a Literary Text* and *Jazz, Blues, and Poetry*. Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 360 Issues in Contemporary Media Studies** (3 hrs.) Topics vary by semester and include a range of theoretical issues and practical skills related to all aspects of the contemporary media. Recent offerings have included: 1) the study of the historical evolution and social impact of various media technologies (print, radio, television, internet) and their application in a variety of mass communication contexts (journalism, entertainment, advertising) and, 2) the study of magazine journalism including an introduction to the business side of magazines as well as extensive practice in editing and writing for magazines. Prerequisites: a 200-level English course with preference given to ENG 260.

**ENG 370 Critical Practicum** (3 hrs.) A seminar in the theory and practice of literary study. The course objectives are to examine key issues in literary theory, to develop an understanding of theoretical models in relation to critical practice, and to acquire research skills necessary for advanced literary study (e.g., the honors project). Prerequisites: A 200-level literature course or instructor permission.

**ENG 372 Creative Writing Prose** (3 hrs.) A workshop course in which students study the work of successful fiction writers, identify and practice the forms and techniques they employ, and use those techniques to craft their own stories. Group discussion of students' writing plays a primary role. Prerequisites: ENG 103 and one 200-level literary survey class, or permission of the instructor.

**ENG 374 Creative Writing Poetry** (3 hrs.) A workshop course in which students study the works of successful poets, identify and practice the forms and techniques they employ, and use those techniques to craft their own poems. Group discussion of students' writing plays a primary role. Prerequisites: ENG 103 and one 200-level literary survey class, or permission of the instructor.

**ENG 376 Creative Nonfiction** (3 hrs.) A workshop course in which students study the works of successful creative nonfiction writers, identify and practice the forms and techniques they employ, and use those techniques to craft their own poems. Group discussion of students' writing plays a primary role. Prerequisites: ENG 103 and one 200-level literary survey class, or permission of the instructor.

**ENG 398 Independent Study** (1-4 hrs.) Systematic readings, guided by a member of the department, on a particular author, a particular period, or a special problem. Enrollment by permission of the instructor. Prerequisites: a 200-level course in literature or permission of the instructor.

**ENG 407 Advanced Creative Writing** (3 hrs.) An advanced writing workshop for students who have completed at least one of the 300-level creative writing classes. Prerequisites: ENG 372 (for fiction writing), ENG 374 (for poetry writing), or ENG 376 (for creative nonfiction).

**ENG 420 Honors Project I** (3 hrs.) The first course in the two-semester honors sequence. Students read extensively in the area selected by the student and approved by a thesis committee consisting of two faculty members. Students meet weekly with the thesis director, complete written assignments, and make presentations to the English Department and possibly to other members of the honors seminar. Prerequisites: Successful completion of ENG 370 and departmental approval.

**ENG 430 Honors Project II** (3 hrs.) The second course in the two-semester honors sequence. Students meet weekly with the thesis director as they write their thesis. Students present an oral defense of the thesis to their committee at the end of the semester. Prerequisites: A grade of "B" or better in ENG 420.

**ENV 105 Introduction to Environmental Sciences** (3 hrs.) This course investigates global, national, regional, and local environmental issues by critically analyzing available data and examining alternative to current situations. Emphasis is placed on the use of scientific methods to investigate and solve environmental problems. Off-campus field trips are required. Class projects seek to extend the implications of the course material to the campus and local communities.

**ENV 405 Environmental Assessment** (3 hrs.) Tools, methods, and techniques employed in the study of environmental impact assessment and resource management. Research fundamentals and related environmental legislation will be studied and applied to environmental problems and resource evaluation. The major product is the development of a project requiring an EIS, researching the alternatives, gathering information, writing, and presenting the report. Junior or senior standing, both Tier II Science courses. Prerequisites: ENV 105, GEO 108 or GEO 110 and junior standing.

**FAR 215 Art of the Film** (3 hrs.) This course presents a survey of the history and development of American and foreign cinema, focusing on

direction, cinematography, and theme. Students supplement weekly viewing of films with discussions, readings, and written assignments.

**FOR 101 Forum** Students will attend presentations on campus by visiting musicians, performers, politicians, writers, businessmen and others. In class, the instructor introduces vocabulary and background necessary for understanding the presentation, and helps students think critically to arrive at personal evaluations of the information. This class is taught every semester, with 2-credit option and a 3-credit writing-intensive option.

**FRE 101 Elementary French I** (4 hrs.) Pronunciation, basic conversation, fundamentals of grammar, and easy reading. Four class meetings and one hour of laboratory per week. Offered annually in the fall semester.

**FRE 102 Elementary French II** (4 hrs.) The reading of simple prose texts, dictation, oral practice, and grammar, accompanied by exercises and elementary composition. Four class meetings and one hour of laboratory per week. Offered annually in the spring semester. Prerequisites: FRE 101

**FRE 203 Intermediate French I** (3 hrs.) A review and application of principles of basic French grammar, complemented by selected cultural readings. Offered annually in the fall semester. Prerequisites: FRE 102

**FRE 204 Intermediate French II** (3 hrs.) Reading and guided composition, intensive study of idiomatic French, and an introduction to the study of culture and literature. Offered annually in the spring semester. Prerequisites: FRE 203

**FRE 280 Introduction to French Literature** (3 hrs.) Reading and analysis of selected works of poetry, prose, and theater. Prerequisites: FRE 204

83 **FRE 303 Advanced French Conversation** (3 hrs.) Concentrated oral usage of the language in simulated life situations and discussion of literature and culture. Prerequisites: FRE 204

**FRE 305 Commercial French** (3 hrs.) The aim of this course is to acquaint students with the terminology used in business administration, law, management, accounting, finance, stock exchange, banking, transport, and insurance, and to familiarize them with commercial letters written according to the most modern rules governing French-English business correspondence. Prerequisites: FRE 204

**FRE 306 Advanced Grammar and Composition** (3 hrs.) A systematic review of all the common elements of French grammar, especially verbs and certain problem words. Oral and written exercises are designed to develop proficiency in both speaking and writing. Prerequisites: FRE 204

**FRE 360 Literary Moments and Movements** (3 hrs.) The study of a historical period of literary movement. Students will analyze representative literary texts with particular attention to the historical and intellectual contexts in which they were produced. Topics will vary and may include Classical Drama, Writing the enlightenment, Romanticism, Realism and Naturalism, or Post-Colonial Literature. If the course is cross-listed in Humanities and/or taught in English, additional work in French will be required for students receiving French credit. Prerequisites: FRE 280 or permission of the instructor.

**FRE 361 Literature and Culture** (3 hrs.) A thematic approach to literature in which students will be encouraged to reflect on the relationships between literature and culture. Topics will vary and may include Narratives of Childhood, Writing Women, Paris Noir: African-

Americans, West Africans and West Indians in the French Capital or Immigrant Writing in France. If the course is cross-listed in Humanities and/or taught in English, additional work in French will be required for students receiving French credit. Prerequisites: FRE 204

**FRE 362 French-speaking Cultures and Civilizations** (3 hrs.) An interdisciplinary study of specific cultures in the French-speaking world. Topics will vary and may include contemporary France, Paris in Literature and film, Filming French History, Le Maghreb, or French-speaking Cultures of the Caribbean. If the course is cross-listed in Humanities and/or taught in English, additional work in French will be required for students receiving French credit. Prerequisites: FRE 204

**FRE 425 Senior Honors Thesis/Project** (3 hrs.) Students majoring in French who wish to graduate with Honors in their subject area may elect to write a thesis or complete a project during their senior year. The topic and nature of the thesis or project will be determined in consultation with the instructor. The student must receive a grade of A for this work in order to graduate with Honors. Prerequisites: Three 300-level courses and permission of the instructor.

**GOG 101 Introduction to Geography** (3 hrs.) This course explores the discipline of geography from the dual perspective of the natural and social sciences. Through an examination of key concepts, tools, and methodologies of both physical and human geography, students will be encouraged to develop an understanding of the interaction of human factors such as population, culture and economic or political organization with the physical environment.

**GEO 108 Introduction to Physical Geology** (4 hrs.) Introduces the major concepts in the field of geology. Topics to be covered include rock and mineral identification, map reading, theory of plate tectonics, surface and subsurface hydrology, landform, geologic hazards, and environmental issues. Satisfies natural science lab requirement. The lab portion of the course provides "hands-on" experiences laboratory work, as well as off-campus field trips.

**GEO 110 Earth Systems** (4 hrs.) Study of the basic geographical and earth science principles and processes in the lithosphere (soils and landforms), hydrosphere (hydrologic cycle), atmosphere (weather and climate), and biosphere (biogeography). Study of the relationships between the natural environment and human habitation on the Earth. Lab and field exercises and data evaluation will give students an appreciation of the tools of study and more detailed look at the entire system of the Planet Earth in which there is human interaction.

**GEO 305 Hydrogeology** (3 hrs.) Natural water systems both on and beneath the surface will be investigated. Issues receiving particular attention will include behavior and characteristics of natural systems, human impacts on the systems (including contamination and flooding), and water quality and public health. Prerequisites: GEO 108 or 110 and MAT 111, 121 or 124 and CHM 105/106 or CHM 114/115.

**GEO 310 Introductory Soil Science** (4 hrs.) Nature, properties and distribution of soils and their relationship to the influence of vegetation, climate, landforms, and human activity. Understanding how soils form and how and why they vary horizontally across the landscape and vertically with depth. Emphasis upon North American patterns. Required field trips and labs. Prerequisites: CHM 114/115 and GEO 108 or 110

**GEO 320 Geology and Environment of the National Parks Seminar** (2 hrs.) Hands-on opportunity to learn geology field techniques, do a cooperative planning effort, and to study on-site the geology and environment of the national parks of the United States and/or Canada. Following a preparatory spring seminar (GEO 320), the one to three-week Summer Session course (GEO 321) will be taught on an off-campus field

trip in the United States and/or Canada. Some of the study will be led by federal and state personnel. The geology and environment will be studied at individual national parks, as well as regionally. May be taken more than once for credit.

**GEO 321 Geology and Environment of the National Parks Trip** (2 hrs.) May be taken more than once for credit.

**GEO 330 Application of Geographic Information Systems** (4 hrs.) Basic study of Geographic Information Systems, particularly ARCGIS software and applications to a variety of disciplines. Course will involve extensive hands-on use of ARCGIS and the development of maps and projects in several disciplines. Prerequisites: Junior standing and a Tier I math course.

**GRE 101 Ancient Greek I** (4 hrs.) The fundamentals of Greek grammar and syntax are introduced in order to acquaint the student with the linguistic tools necessary for reading Greek literature. Four class meetings per week.

**GRE 102 Ancient Greek II** (4 hrs.) A continuation of fundamental grammar and syntax, and selected readings from Greek literature. Four class meetings per week. Prerequisites: GRE 101

**GRE 203 Ancient Greek III** (3 hrs.) Selections from Greek literature and review of grammar. Prerequisites: GRE 102

**HIS 102 Survey of British History from 1800 to the Present** (3 hrs.) An introductory course covering British social, intellectual, cultural, and political history.

**HIS 103 History of the United States to 1890** (3 hrs.) A survey course covering American social, intellectual, economic and political development from pre-colonial times to 1890.

84 **HIS 104 History of the United States since 1890** (3 hrs.) A survey course covering American social, intellectual, economic and political development from 1890 to the present. A student may take this course without having had HIS 103.

**HIS 105 Western Civilization I** (3 hrs.) An introductory study of the major ideas and institutions of Western civilization as they evolved in Europe from the Middle Ages to the French Revolution.

**HIS 106 Western Civilization II** (3 hrs.) A continuation of HIS 105 covering the period from the French Revolution to the present. Students may take this course without having had HIS 105.

**HIS 250 Modern East Asia** (3 hrs.) A survey course comparing the histories of Japan, Korea, and China from the late 18th century to the present. It examines political, economic, and social relationships within the larger historical context of the development of the East Asian region. This course fulfills the "significant non-Western" requirement of the Cultural Diversity and Global Interdependence Context in Tier II. This course also fulfills an elective for the Asian Studies minor.

**HIS 267 Latin American History and Culture** (3 hrs.) A survey course examining various aspects of Latin American culture, including religion, politics, art, music, literature, and economics. Students who have successfully completed, or are enrolled in, HUM 278 may not also enroll in this course. Offered in alternate years.

**HIS 279 African Civilization** (3hrs.) A general survey of economic, political, and cultural world of sub-Saharan Africa from ancient times to the present. Offered in alternate years.

**HIS 303 Selected Themes in British History, 1485-1714** (3 hrs.) A thematic study of early modern Britain encompassing political, social, economic, and religious history. Possible themes to be explored in-depth by the Visiting Professor of British History are the Tudor dynasty, the Reformation, war and religion in the seventeenth century, the Restoration, the pre-industrial economy of Britain, overseas trade and exploration, Britain and Ireland, and education and social mobility. Prerequisites: HIS 102, 105 or permission of the instructor.

**HIS 304 Selected Themes in British History, 1714 to the Present** (3 hrs.) A thematic study of modern British history. Possible themes to be explored in-depth by the Visiting Professor of British History are the industrial revolution, war and social change, the rise and fall of the British Empire, the creation of the welfare state, Britain and Ireland, Britain and America, 1914-1945, and English regionalism/ Scottish and Welsh nationalism in the twentieth century. Prerequisites: HIS 102, 106 or permission of the instructor.

**HIS 321 Europe in the Nineteenth Century, 1815-1900** (3 hrs.) A study of continental Europe with particular emphasis on France, Germany, and Russia; their international relations; and the impact of industrialization, nationalism, liberalism, and socialism. Prerequisites: HIS 106 or permission of the instructor.

**HIS 322 Europe in the Twentieth Century, 1900-45** (3 hrs.) An intensive study of the impact of two world wars on European society, politics, economies, culture, and diplomatic relations. Prerequisites: HIS 106 or permission of the instructor.

**HIS 323 Europe since 1945** (3 hrs.) An intensive study of East-West relations, the emergence of "consumer societies," and the movement towards European economic and political integration. Prerequisites: HIS 106 or permission of the instructor.

**HIS 327 Nazi Germany** (3 hrs.) This course will focus on the political and social history of the Nazi era in order to build a clearer understanding of how it happened and what it was like to live in a totalitarian society. Prerequisites: HIS 106 or permission of the instructor.

**HIS 330 World War I** (3 hrs.) World War I was "the Great War," the war that should have ended all wars, but ushered in the turbulent 20th Century instead. This course will examine the origins, the experience, and the aftermath of World War I. The goal is to understand the impact of the war on those who lived through it, as well as the war's relevance to the last 100 years of history. Global in perspective, this course will draw on literature and film, in addition to traditional historical materials. Prerequisites: HIS 106, 104 and 102.

**HIS 332 Sectionalism, Civil War, and Reconstruction** (3 hrs.) A study of the causes of the Civil War, the war itself, and the tragic aftermath known as Reconstruction. The course utilizes several films, such as Ken Burns' "The Civil War." Offered in alternate years. Prerequisites: HIS 104 or permission of the instructor.

**HIS 334 Comparative Race and Religion** (3 hrs.) An examination of how concepts of race and ethnicity influenced issues and policies within the United States beginning with mass immigration in the late nineteenth century. Exploring the historical experiences of particular groups (such as Native Americans, African Americans, Chicanos/Chicanas, whites, and/or Asian Americans), students will consider both historical and contemporary influences of race and ethnicity related to such issues as poverty, health care, education, warfare, and reproduction. Prerequisite: HIS 103 or 104.

**HIS 336 America since 1945** (3 hrs.) A study of the social, intellectual, economic, and political history of the United States since World War II.

Offered in alternate years. Prerequisites: HIS 104 or permission of the instructor.

**HIS 346 Religion in Medieval Life** (3 hrs.) A study of how religion impacted life in medieval Europe. The course will examine early conversions, saints, monastic orders, pilgrimages, popular religion, Christianity's relationship with politics, and how Christian Europe dealt with heresy, Judaism, and Islam, including the Crusades. Prerequisite: HIS 105

**HIS 348 History of American Foreign Relations** (3 hrs.) A discussion and analysis of major interpretations and issues in American foreign relations with an emphasis on events after 1880. Adopting a comparative approach, the course will include an evaluation of U.S. diplomacy from the perspective of other nations and peoples. Prerequisites: HIS 104 and preferably one of the following: HIS 106, POL 112, 211, 212, ENV 105, ECN 211, 212, ASN 211, 212, HUM 278, REL 102.

**HIS 349 United States Constitutional History: Issues and Problems** (3 hrs.) A study of constitutional/legal debates related to economic, social, political, and historical change. Emphasizing constitutional developments since 1877, students consider such topics as federalism, abortion, the right to die, law and the military, civil rights, reverse discrimination, and criminal/victim rights. Prerequisites: HIS 103, 104, POL 112 or 211.

**HIS 350 The Vietnam Wars: Nations in Conflict, 1945-1995** (3 hrs.) A discussion and analysis of the Vietnam wars in the nineteenth and twentieth centuries, focusing on events after 1945. Prerequisites: HIS 104 and preferably one of the following: HIS 106, REL 102, ASN 201, 212, POL 211, 212.

**HIS 356 European Women** (3 hrs.) This course will examine the history of women and gender in Europe from the French Revolution to the present. Women's and gender history raises a number of issues that are relevant in today's world. Topics such as women's suffrage, women and work, and family inform us about the process of democratization over the last two centuries as well as about how men and women lived. We will examine how women have affected history and how events have affected women. In addition the course will explore the relationship between men and women over the last 200 years. Cross listed as WGS 356. Prerequisites: HIS 102, HIS 104, HIS 106, or WGS 210, or permission of the instructor.

**HIS 390 Historiography** (3 hrs.) A study of the philosophy and method of historical research, writing, and thinking. History majors and minors should enroll in this course in the Spring semester of their junior year. Prerequisites: Two 100-level history courses or permission of the instructor.

**HIS 398 Independent Study** (1-3 hrs.) Systematic reading, guided by members of the department, on particular historical periods, problems, or personalities. Enrollment by permission of the instructor.

**HIS 422 Senior Thesis** (2 hrs.) The practical application of the techniques of historical research preparatory to HIS 423. Required of all history majors in the fall semester of the senior year. Prerequisites: HIS 390

**HIS 423 Senior Thesis** (3 hrs.) The practical application of the techniques of historical research, analysis, and composition culminating in a thesis. Students will defend their theses in seminar. Required of all history majors in the spring semester of the senior year. Prerequisite HIS 422

**HIS 424 Senior Thesis** (1 hr.) Rewriting the senior thesis based on faculty and student critiques.

**HUM 277 Spanish Civilization** (3 hrs.) An introduction to Spanish civilization from its beginnings to the present. (See SPA 377.) For credit in humanities, the student will accomplish the course work in English.

**HUM 278 Latin American Civilization** (3 hrs.) An introduction to the culture and civilization of Latin America, from the colonial period to the present, with concentrated study of contemporary Latin American culture. Includes historical, social and economic aspects, as well as art and literature. (See SPA 378) For credit in humanities, the student will accomplish the course work in English.

**HUM 294 Introduction to the French-speaking World** (3 hrs.) An overview of French speaking cultures outside of Europe. Topics considered include the historical connections between France and the non-European Francophone world; the impact of colonialism on indigenous cultures, social relationships, and means of artistic expression; the interdependence of language and culture; and current issues of economic and political concern. Offered every other spring semester.

**IDV 400 Advanced Projects** (3 hrs.) Special interdivisional courses are offered under this listing. These courses may not be counted towards meeting major requirements in any major subject, but they may, at the major department's discretion, be applied to collateral requirements for a major. May be repeated for credit with change of topic.

**INT 201 Intro to International Studies** (3 hrs.) An introductory examination of the interconnected, multi-cultural, multi-national "global village" in which we live and work today, with special attention to social and cultural conflicts, problems and prospects. The course is designed to introduce and demonstrate the importance of international studies in today's world and in the lives and careers of students. Students from all majors and backgrounds are welcome.

**INT 210 Model United Nations** (2 hrs.) Offered in the fall semester only, this course presents an overview of the history, structure, and workings of the United Nations, particularly in reference to current world issues. Each student researches and debates these issues as the representative of a world nation. The course culminates in a simulation of the General Assembly.

**INT 212 Model United Nations Team [Nation]** (2 hrs.) Research, writing, and debate necessary for participating in the Westminster Model United Nations team's representation of a world nation (as noted in the course title) at the Midwest Model United Nations simulation. Because of the changing issues addressed and the varying countries represented, this course may be taken three times for credit. Offered only in the spring semester. Prerequisites: INT 210 and permission of the instructor.

**INT 214 Model United Nations: Practicum** (1 hr.) The modeling of simulation techniques for students in INT 210. Offered only in the second half of the Fall semester and open only to students who intend to rejoin the Westminster Model United Nations team in the following semester. Prerequisites: INT 212 and permission of the instructor.

**INT 401 Senior Thesis I** (3 hrs.) Completion of necessary research or practical investigations and a preliminary draft of the thesis. Required for honors student in International Studies. Prerequisites: Senior standing

**INT 402 Senior Thesis II** (3 hrs.) Completion of the final draft and the defense of the thesis begun in INT 401. Required for honors in International Studies. Prerequisites: Senior standing

**ITS 199 Career Exploration Internship** (1 hr.) This course provides students the opportunity to investigate the world of work, gain an appreciation for the relationship between classroom learning and the workplace, and develop and refine skills as they relate to a specific area of interest. Students participate in an on-campus internship five hours per week for a total of 50 hours during the semester. Students attend a monthly discussion group focusing and reflecting on the learning occurring during the internship experience. The student will receive general elective credit for the internship. Prerequisites: Sophomore standing and initial interview with the Internship Coordinator.

**ITS 399 Departmental Internship** (1, 2, 3, or 4 hrs.) This course provides students the opportunity to participate in a planned, professionally supervised work experience related to their on-campus academic program and career interests. The intern is the chief architect of his/her learning and must initiate their own learning contract, keep a learning journal, participate in regular discussions with their faculty sponsor and complete a final project. Students must complete the necessary paperwork with the Internship Coordinator in the Office of Career Services. The intern will be awarded elective credit in the department associated with the internship experience and will receive credit on a CR/F basis. Prerequisites: Junior standing and initial interview with the Internship Coordinator.

**LAT 101 Elementary Latin I** (4 hrs.) The fundamentals of Latin grammar and syntax are introduced in order to acquaint the student with the linguistic tools necessary for reading Latin literature. Four class meetings per week.

**LAT 102 Elementary Latin II** (4 hrs.) A continuation of fundamental grammar and syntax, and selected readings from Latin literature. Four class meetings per week. Prerequisites: LAT 101

**LAT 203 Intermediate Latin** (3 hrs.) Selections from Latin literature and review of grammar. Offered annually in the Fall semester. Prerequisites: LAT 102.

**LAT 204 Intermediate Latin II** (3 hrs.) The course is an introduction to Latin poetry - its mechanics, conventions and the cultural context in which Roman poets lived and wrote. Usually offered annually in the Spring semester. Prerequisites: LAT 203

**LDP 101 Writer's Workshop I** (3 hrs.) This course, open only to students enrolled in the Learning Disabilities Program, focuses on developing writing, reading, and study skills to prepare students for the college curriculum. Primary emphasis of the course is on the process approach to writing with extensive practice in the composition of essays. Students who successfully complete LDP 101 enroll in ENG 103 the following semester.

**LST 131 Theoretically Based Leadership Lab** (1 hr.) This seminar-style course will introduce students to theories of leadership as those theories relate to personal and group leadership, organizational change and other relevant leadership issues and theories. Students will apply the information presented in the course to improve their leadership skills and develop an understanding of their role in the community. Using active learning strategies, the course will emphasize listening, communication, critical thinking, and problem solving skills. Permission of the instructor may be required for enrollment. The course may be repeated with change of topic. At the instructor's option, the course may be offered with a second hour of credit with the addition of a service-learning project. The service-learning project will require a minimum of 15 hours of service.

**LST 132 Problem Based Leadership Lab** (1 hr.) This seminar-style course will introduce students to theories of leadership through the examination of campus, community, national and global issues and

problems. Students will apply the information presented in the course and problem solving techniques to improve their leadership skills, and develop strategies for addressing community challenges. Using active learning strategies, decision making models, the social change model, or change theories, the course will emphasize listening, communication, critical thinking, and problem solving skills. Permission of the instructor may be required for enrollment. The course may be repeated with change of topic. At the instructor's option, the course may be offered with a second hour of credit with the addition of a service-learning project. The service-learning project will require a minimum of 15 hours of service.

**LST 133 Service-Learning Leadership Lab** (1 or 2 hrs.) This service-learning course will introduce students to theories of leadership and the relationship between service and leadership. Through the use of a service-learning project, students will relate leadership theory to service, community needs and civic engagement. Students will apply the information presented in the course to improve their leadership skills, understand community issues, and develop strategies for addressing community challenges. Using active learning strategies, the course will emphasize listening, communication, critical thinking, and problem solving skills. Permission of the instructor may be required for enrollment. The course may be repeated with change of topic. The course will require a minimum of 15 hours of service per credit hour.

**LST 180 Tutoring Skills I** (3 hrs.) This course is designed to teach tutors about the issues typically encountered in peer tutoring. Topics range from basic information to more advanced approaches to handling specific problems and/or issues. There is a focus on ethics and communication skills in addition to topics more directly related to successful tutoring. The course utilizes an on-line component and bi-weekly seminar style meetings to enable tutors to discuss their reactions to the topics presented in the course. Also, tutors may meet with faculty lab directors in small groups to discuss tutoring in the labs (i.e. writing lab, math lab, accounting lab, tier II lab.)

**LST 201 Leadership Theories and Practice** (3 hrs) This course will serve as an introductory seminar for students interested in minoring in Leadership Studies at Westminster or studying leadership in general. The course will focus on: 1) familiarizing students with the academic literature and general theories of leadership in the social sciences and other disciplines; 2) aiding students in developing academic skills that improve their leadership abilities; 3) providing practical opportunities for students to apply their leadership skills improve their leadership skills; and 4) creating a stepping-stone for further study of leadership-related topics in other courses. The course will most likely have a mentor or mentors to help in the facilitation of dialogue and information. This course satisfies the Tier II-E requirement.

**LST 205 Mediation and Conflict Resolution** (3 hrs.) LST 205 is designed for students pursuing a minor in Leadership Studies but is open to all students. It satisfies the "Communication Skills" requirement of this minor. This course focuses on the analytical, methodological and practical tools of conflict mediation with an emphasis on conflict prevention, management, and resolution. The course provides students with an introduction to the theories of conflict, conflict resolution, and mediation. Students will then be challenged to apply these theories to real cases taken from history, current events, and community or campus conflicts. The course will also provide a laboratory for students to learn and develop their mediation and conflict resolution skills. Students may choose a service-learning alternative that allows them to integrate out of the classroom experiences with theory through campus or community placements (e.g., involvement with the Fulton Housing Authority Mediation Program).

**LST 280 Tutoring Skills II** (3 hrs.) This course expands upon and augments the material in LST 180. Material from LST 180 is reviewed in

order to foster an understanding of the important elements of difference between students as they relate to successful tutoring practice and to all aspects of interactions among people. Different approaches to learning and teaching are discussed as well as ethical practice in these areas. This course also explores the leadership role that tutors play on the Westminster campus. The course utilizes an on-line component and bi-weekly seminar style meetings to enable tutors to discuss their reactions to the topics presented in the course. Also, tutors may meet with faculty lab directors in small groups to discuss tutoring in the labs (i.e. writing lab, math lab, accounting lab, tier II lab.)

### **LST380 College Tutoring III** (3 hrs.)

**LST 399 Leadership Internship** (3 hrs) This course will allow the upper-level Leadership Studies minor to complete an internship in Leadership Studies. The student will utilize the Leadership Studies coordinator/director and LST 401 instructor (who may at times be different people) as resource persons in completing the course. The final grade for the course will be assigned by the LST minor coordinator or a designate mutually arranged by the LST minor coordinator and the student. The student will work through assignment in the internship with the minor coordinator, or the faculty member who oversees the special project, and the internship coordinator. The internship may include private and public sector opportunities, which include for-profit and not-for-profit organizations. The minor coordinator, the internship coordinator and the student will decide jointly how the internship will broadly configure to the LST minor program. Hence, the minor coordinator or his or her designate will be responsible for assigning the final grade for the internship.

**LST 401 Leadership Studies Mentoring** (3 hrs) This course will allow the upper-level Leadership Studies minor or certification student who has completed LST 201 to develop their mentoring and leadership skills while advancing their knowledge of leadership theory. In addition to the instruction provided, the student will develop their mentoring and leadership skills through one of the following instructor-approved experiences: 1) Serve as co-instructor or assistant –the-instructor to LST 201 Leadership Theories and mentor to students taking this class; 2) Serve as a Westminster Seminar Mentor; 3) Assist with the course development and serve as teaching assistant for a Leadership Lab; or 4) Serve in another leadership/mentoring role as approved by the instructor and the coordinator of the Leadership Studies program. In addition to the leadership and mentoring experiences, the student will increase their knowledge of leadership theory and develop higher level mentoring skills through research, reflective journaling, or other methods as assigned by the instructor.

**MAT 090 Intermediate Algebra** (2 hrs.) This course emphasizes the mathematical principles and operations which are necessary background for a college algebra course. Class meets three times per week. Enrollment by permission of the mathematics department. Offered every semester, one or more sections depending on demand. Prerequisites: ACT math score 18 or SAT math score 400.

**MAT 111 College Algebra** (3 hrs.) The study of linear, quadratic, exponential and logarithmic equations, inequalities, functions and graphs and their applications. Prerequisites: ACT math score between 19 and 23 or SAT math score between 410 and 530 and at least 2 years of high school algebra with at least C's. Offered every semester, one or more sections depending on demand.

**MAT 114 Elementary Statistics** (3 hrs.) A study of the organization and analysis of data including the normal, binomial, chi square and t distributions; hypothesis testing; random sampling; large and small sample theory and methods; and regression and correlation. Prerequisites: ACT math score 23 or SAT math score 540 and at least 4

years of high school math, including 2 years of algebra with at least B's. Not having prerequisite requires the student to take MAT 111 College Algebra.

**MAT 121 Pre-calculus** (3 hrs.) The study of trigonometric, exponential, logarithmic and algebraic functions and their applications. Precalculus is a course for students planning on taking either Calculus for the Social and Life Sciences or Calculus I. Prerequisites: ACT math score 22 or SAT math score 540 and at least 4 years of high school math, including 2 years of algebra with at least B's.

**MAT 122 Business Calculus** (3 hrs.) A terminal calculus course, including a brief review of algebra and the study of the derivatives and integrals of algebraic, exponential and logarithmic functions. Applications of the derivative and the definite integral are also studied. Prerequisites: ACT math score 24 or SAT math score 540 and at least 4 years of high school math, including 2 years of algebra and some pre-calculus with at least B's. Students not meeting this external prerequisite must take MAT 111 College Algebra.

**MAT 124 Calculus I** (5 hrs.) Plane analytic geometry with an introduction to calculus, including differentiation and integration of elementary functions. Prerequisites: ACT math score of 25 (27 preferred) or SAT math score of 600 (630 preferred) and at least 4 years of high school math, including a pre-calculus or trigonometry course with a grade of at least B. Not having prerequisite requires the student to take MAT 121, Pre-calculus.

NOTE: A course leading to the fulfillment of the Tier I math requirement must be taken in the first year. (MAT 090 Intermediate Algebra, MAT 111 College Algebra, MAT 114 Elementary Statistics, or MAT 124 Calculus I).

**MAT 210 Projects in Geometry** (3 hrs.) Plane and solid geometry will be under investigation in this course, as well as transformational geometry. This course is primarily designed to meet the needs for state certification for elementary and middle school teachers desiring to complete an area of concentration in mathematics. Prerequisites: Tier I mathematics requirement met with a C or better. Offered as needed.

**MAT 214 Calculus II** (4 hrs.) A continuation of MAT 124. This course includes integration of standard forms, the definite integral, applications of integration and the study of sequences and series. Prerequisites: Completion of MAT 124 with a C or better. Offered every semester.

**MAT 215 Linear Algebra** (3 hrs.) An introduction to the concepts of linear transformations and matrices, determinants, eigenvalues, linear functions and selected applications. Prerequisites: Completion of MAT 124 with a C or better. Offered in the fall semester of odd years.

**MAT 224 Calculus III** (4 hrs.) A continuation of MAT 214. This course includes solid analytic geometry, an introduction to vector analysis and differential geometry, series, partial differentiation and multiple integration. Prerequisites: Completion of MAT 214 with a C or better. Offered every semester.

**MAT 231 Mathematics for Elementary Teachers** (3 hrs.) This is the first part of a two-part integrated methods and content course for elementary teachers. This part focuses on the "why" along with the "how" of such topics as problem solving, deductive and inductive reasoning, beginning number concepts, operations with whole numbers, elementary number theory and other appropriate topics such as learning theory and assessment. Prerequisites: Completion of the Tier I mathematics requirement with a C or better. Offered every fall semester.

*Fundamentals of Computer Science I (CSC 111) is a prerequisite to enrolling in any mathematics course numbered higher than 300.*

**MAT 305 Heart of Mathematics** (3 hrs.) A semester-long discussion of the big ideas of mathematics in cultural and applications contexts. Evolution of mathematical ideas in art, the sciences, computing, literature and other disciplines. An introduction to mathematical thinking and problem-solving in many contexts. Prerequisites: MAT 214 or permission of instructor. This is a Tier III course. Offered every fall semester of odd years.

**MAT 310 History of Mathematics** (3 hrs.) This course is taught from the viewpoint that mathematics has been a major cultural force in many civilizations. The course will trace the evolution of mathematics and its impact on the human endeavor as civilizations rose and fell throughout history to modern times. Prerequisites: Completion of MAT 124 with a C or better. Offered in the spring semester of odd years.

**MAT 312 Differential Equations** (3 hrs.) A study of ordinary differential equations and one or more of the related following topics: boundary-value problems, Fourier series and the Laplace transformation. Offered every even spring semester. Prerequisites: Completion of MAT 224 with a C or better.

**MAT 313 Mathematical Probability and Statistics** (3 hrs.) This course will introduce the student to the mathematics of probability and statistics. The concepts of discrete and continuous probability distributions will be studied in detail. The material will be applied to the areas of statistical inference, including estimation and hypothesis testing. Offered every spring semester. Prerequisites: Completion of MAT 214 with a C or better or concurrent enrollment in MAT 214.

**MAT 314 Higher Geometry** (3 hrs.) A study of various geometric axiomatic systems from both the synthetic and analytic approach, including finite and non-Euclidean geometries. Offered every fall semester. Prerequisites: Completion of MAT 331 with a C or better.

**MAT 331 Mathematics Seminar** (3 hrs.) A study of the foundations of mathematics, logical deductive reasoning and proof. Emphasis on sets and number theory. This course prepares the mathematical sciences major for success in other 300- and 400-level mathematics courses. Prerequisites: Completion of MAT224 with a C or better or permission of the instructor. Offered every spring semester.

**MAT 351 Methods of Teaching Elementary Mathematics** (3 hrs.) This course is the second part of an integrated methods and content course for elementary teachers. Topics include fractions, decimals, geometry, probability and statistics, measurement and other appropriate topics. Offered every spring semester. Prerequisites: a C or better in MAT 231 or permission of the instructor.

**MAT 398 Independent Study** (1-4 hrs.) Individual study under the supervision of staff members on a particular topic agreed upon by both the student and the instructor. Enrollment by permission of the instructor.

**MAT 422 Modern Algebra** (3 hrs.) A study of sets, rings, integral domains of integers, fields, polynomial rings, factorization of integers and polynomials, real and complex fields, groups and vector spaces. Offered every fall semester. Prerequisites: Completion of MAT 331 with a C or better.

**MAT 424 Advanced Calculus** (3 hrs.) A study of multivariable calculus, including vector differential calculus (vector fields, curves, surfaces, chain rule, gradient, directional derivatives, divergence and curl); Line and surface integrals, multiple integration, divergence theorem and Stoke's theorem; applied linear algebra (vectors, determinants, matrices), used as a tool to study functions of several

variables and their applications. Prerequisites: Completion of MAT 331 and MAT 224 with a C or better. Offered every spring semester.

**MIS 201 Introduction to Information Systems** (3 hrs.) This is an information systems course that focuses on examination and discussion of information technology that creates competitive firms, manages global corporations, and provides useful products and services to customers. The course addresses ethical and social impacts of information systems as well as business re-engineering, electronic commerce, the Internet, fuzzy logic, client/server computing and intelligent agents. Students who register for this class must also register for MIS 202.

**MIS 202 Introduction to Information Systems LAB** (1 hr.) The focus of this course and topics covered vary semester to semester and emphasize practical application of topics covered in MIS 201 Introduction to Information Systems. This class is taken in conjunction with MIS 201. Prerequisites: Previous or concurrent enrollment in MIS 201.

**MIS 210 Spreadsheet Applications in Business** (3 hrs.) This course provides a working knowledge of MS-Excel that includes designing a variety of worksheets, preparing graphs, working with database query, macro writing, and menu techniques. Emphasis is on the functional rather than the technical approach to understanding, using, and managing electronic spreadsheets.

**MIS 220 People and Information** (3 hrs.) Of the five elements of information systems (hardware, software, people, information, and processes), by far the most important – especially from a Management Information Systems point of view – are people and information. Systems must be designed to meet the information needs of decision makers, and follow the physical, cognitive, and affective design standards that best support users. This class builds on recent, multidisciplinary articles and book excerpts to introduce current issues and trends in human-computer interaction. Students then apply the principles and theories in a number of small, realistic projects – such as critiquing existing applications, interfaces, or web sites, surveying user requirements for real-life IT practitioners, and building mini-web-sites, presentations, videos, or graphical communications.

**MIS/BUS 360 Decision Making** (3 hrs.) This course studies how human beings make decisions, and how those decisions can be predicted, modeled, and improved. It covers a selection of behavioral and quantitative tools and perspectives, such as utility theory, risk preferences, decision trees, influence diagrams, value of perfect and imperfect information, linear programming, sensitivity analysis, what-if and scenario analysis, multicriteria decision making, and group decision making. This course will be accepted as an elective in the MIS major, and can fulfill the analytical requirement of the Business major (as an alternative to BUS327 and ECN351).

**MIS 398 Independent Study** (1-4 hrs.) Independent study of the supervision of staff members on a particular topic agreed upon by both the student and instructor. Enrollment by permission of instructor. Offered by consent of department.

**MIS 399 Internship** (1-4 hrs.) A Management Information Systems computer related experience in business or industry jointly supervised by faculty and MIS/computer professionals. Offered by consent of department.

**MUS LB1 Chamber Singers** (2 hrs.) This is the principal large vocal ensemble where students will continue to develop their musical skills through the study and performance of a variety of choral repertoire.

**MUS LB2 Small Vocal Ensemble** (1 hr.) This is a small audition-only group where student will continue to develop their musical performance

expertise through the study and performance of advanced choral repertoire. The choice of medium for this small ensemble may be a combination of either vocal or instrumental idioms and shall be by audition only.

**MUS LB3 Westminster Concert Band/Orchestra** (2 hrs.) This is the principal instrumental ensemble where students will continue to develop their musical skills through the study and performance of concert literature.

**MUSIC LB4 Bel Canto Chorale, advanced select choir** (1 hr.) This vocal performance ensemble is a select audition-only choir where students will study and perform a variety of a cappella music composed for chamber performance.

**MUS 101 Private Music Instruction-Beginner** (1 hr.) Designed for the beginning student in voice, piano, instrumental or guitar. Students will learn the basic music reading skills, and achieve a base of musical performance and practice skills. May be repeated once. Fee required.

**MUS 105 Music Theory I** (3 hrs.) An introductory course in the fundamentals of music theory. Covers the basics of music theory from musical symbols through basic analysis of melodic and harmonic material. Secondary emphasis on composition. Offered fall semester of a two year rotation.

**MUS 110 Aural Training I** (1 hr.) Aural Training I is the first semester of an integrated two semester ear training sequence for music minor and major areas of study. This course develops critical listening skills through dictation, sight singing, conducting and aural analysis. The class will focus on singing melodies and duets, ear training, keyboard skills and rhythmic reading at beginning level, according to the proficiencies listed below. These abilities will be gained through exercises and the study of music materials offered in the class including the textbook, selected music repertoire, and the use of listening materials. Permission of instructor required.

**MUS 201 Private Music Instruction-Intermediate** (1 hr.) Private lessons for the intermediate student piano, voice, instrumental and guitar. Students will improve their skills, techniques, and performance level. Fee required.

**MUS 205 Music in the Western World** (3 hrs.) Investigation of the development of music and musical style from antiquity to the present day. Designed to build familiarity with major style trends in the history of music through an exploration of selected works and personalities; and how trends interact with and effect western culture.

**MUS 208 Music Theory II** (3 hrs.) In-depth analysis of Common Practice Period Music. Emphasis on the study of harmony will build upon skills learned in MUS 105. Prerequisites: MUS 105 or consent of instructor. Offered in spring semesters in rotation with other 300 level music courses.

**MUS 210 Aural Training II** (1 hr.) Aural Training II is the second semester of an integrated two semester ear training sequence for music minor and major areas of study. This course develops more in depth listening skills through dictation, sight singing, conducting and aural analysis. The class will focus on singing of more difficult melodies and duets, ear training, keyboard skills and rhythmic reading at the advanced level, according to the proficiencies listed below. These abilities will be gained through exercises and the study of music materials offered in the class including the textbook, selected music repertoire, and the use of listening materials. Prerequisite: MUS 110 and permission of instructor.

**MUS 220 Choral Conducting I** (2 hrs.) Choral Conducting I is the first semester of an integrated two semester conducting class sequence for the music minor and major areas of study. This course will present conducting techniques so that the student may be able to develop an understanding of the communicative methodology required to conduct any vocal ensemble. These abilities may be gained through many different activities including developing talents and abilities through rehearsal and performance experience. Prerequisite: MUS 105 and Permission of Instructor.

**MUS 230 Choral Conducting II** (2 hrs.) Choral Conducting II is the second semester of an integrated two semester conducting class sequence for the music minor and major areas of study. This course will present advanced conducting techniques so that the student may be able to develop an intricate and advanced understanding of the communicative methodology required to conduct any vocal ensemble. These abilities may be gained through many in-depth activities including developing talents and abilities through rehearsal and performance experience. Prerequisite: MUS 105, MUS 220, and permission of instructor.

**MUS 301 Private Music Instruction-Advanced** (2 hrs.) Advanced study of piano, instrumental, voice or guitar. Students will be required to play for juries as for a final grade. Separate fee required. Offered Fall and Spring semesters.

**MUS 303 Music History and Literature I** (3 hrs.) An in-depth study of the music history, choral and instrumental literature from the medieval period through the Baroque period. Offered in the fall semester in rotation with other required courses.

**MUS 304 Music History and Literature II** (3 hrs.) This course will provide an in-depth study of music history, choral and instrumental literature from the Baroque period through present. Offered in spring semesters in rotation with required courses.

**MUS 305 Jazz in Japan** (3 hrs.) This course includes a review of jazz history and techniques, an overview of modern Japanese culture, and the study of this music in Japan. Special emphasis is on the events of World War II and the years of the Allied Occupation of Japan. Other topics include the music industry in Japan and the use of jazz in film soundtracks. Prerequisites: One or more of the following: SCA 230, MUS 205, POL 201, ENG 355, BUS 240, or permission of instructor.

**MUS 315 Choral Literature** (2 hrs.) Choral Literature is a one semester course designed to study and survey choral music literature from the perspective of historically significant masterworks and the utilitarian perspective of appropriateness of particular types of ensembles. Skills will be developed through guided practice in listening and score study. Prerequisite: MUS 303 and 304 or permission of instructor.

**MUS 405 Choral Techniques** (2 hrs.) An overview of singers' vocal development including analysis of common vocal challenges, pedagogical techniques in group and single settings, evaluation of vocal and choral literature and texts of vocal interviews, and guidelines for performance at the elementary and secondary level of experience required. Prerequisite: Permission of Instructor.

**NSC 305 Survey of the History of Science** (3 hrs.) An introduction to the leading concepts and methodologies of science from the ancient Greeks through the mid-nineteenth century. Prerequisites: a course in natural science, philosophy, or history, or permission of the instructor.

**NSI 400 Advanced Projects** (3 hrs.) Special interdisciplinary courses in the humanities, natural science and mathematics, or social sciences, respectively, are offered under this listing. These courses may not be counted towards meeting major requirements in any major subject, but they may, at the major department's discretion, be applied to collateral

requirements for a major. See the Schedule of Classes for topics and Prerequisites. May be repeated for credit with change of topic.

**PED A9 Racquet Sports** (1 hr.) Students will learn the skills, rules, terms, scoring, and etiquette involved in a variety of racquet sports. Badminton, paddleball, racquetball, and table tennis included.

**PED A10 Weight Training & Body Building** (1 hr.) In this course the student will learn proper weight training techniques for a lifetime goal of health and wellness.

**PED A11 Recreational Swimming** (1 hr.) In this course the students will participate in an individualized, progressive program of swimming for fun and fitness.

**PED A12 Walking and Jogging for Fitness** (1 hr.) This activity class is designed to provide students an understanding and working knowledge of the role of walking and jogging as a fitness alternative and health aid.

**PED A13 Restrictive/Adaptive PE** (1 hr.) Students with special needs will develop and practice a physical education and activity program that is individualized to their specific needs.

**PED A15 Yoga** (1 hr.)

**PED A19 Golf Instruction** (1 hr.) Students will learn proper golf techniques, which will provide a foundation for a lifetime enjoyment of the sport.

**PED A21 Tumbling** (1 hr.) Students will learn fundamental skills, techniques, terminology, and safety for performing basic tumbling skills. Principles of training, conditioning, and spotting are included.

**PED A22 Physical Fitness** (1 hr.) Student's baseline fitness values are assessed, fitness principles are learned, and training and behavioral strategies are developed through in-class activities. Physical Education Majors will take this course concurrently with Wellness Concepts (PED 132) to meet state requirements for 2 hrs. of health related fitness and wellness. Majors cannot use this course for Activity Competency in Physical Fitness too.

**PED A23 Social Dancing** (1 hr.) Students learn fundamental skills in folk, square, and social dance necessary for demonstration purposes in teaching situations.

**PED A25 Weight Control and Conditioning** (1 hr.) Students will examine the relationship between diet, exercise, and weight control. The students will also plan and implement a program based on their individual needs.

**PED A26 Low Impact Aerobics** (1 hr.) Students will learn a variety of low-impact aerobic exercise combined with total body toning exercises. Safety and effectiveness emphasized.

**PED A35 Beginning Tennis** (1 hr.) Students learn proper tennis techniques, which will provide a foundation for lifetime of enjoyment of the sport.

**PED A36 Intermediate Tennis** (1 hr.) Students develop tennis skill and strategy used in singles and doubles tennis. Prerequisites: PED A35 or comparable skill.

**PED A37 Tennis Instruction** (1 hr.)

**PED A40 Physical Education for Athletes** (1 hr.) PE for Athletes is designed to enable student-athletes the opportunity to fulfill their physical education requirement through intercollegiate competition. Credit is only

granted to those student-athletes who are in-season and remain on the varsity roster until the end of the competitive season. Spring semester: Baseball, Softball, Basketball, Golf, Tennis, Dance Fall semester: Volleyball, Football

**PED A44 Recreational Games II Team Sports** (1 hr.) Students learn fundamental skills and techniques of basketball, field hockey, soccer, softball and volleyball. Course emphasis is on demonstration in teaching/coaching situations.

**PED A45 Recreational Games II: Individual Sports** (1 hr.) Students learn fundamental techniques and skills for individual sports with emphasis on demonstration for teaching and coaching.

**PED A53 Beginning Bowling (Fee)** (1 hr.) In this course the students will learn the rules of the game, including score keeping, the foul line, and the equipment restrictions, will learn the basic motor skills necessary to bowl, and learn the basic bowling etiquette.

**PED A54 Intermediate Bowling (Fee)** (1 hr.) Emphasis on skill progression.

**PED A55 Advanced Bowling (Fee)** (1 hr.) Students develop more advanced bowling skills.

**PED A81 Beginning Swimming** (1 hr.) Students learn floating positions, basic strokes, and breathing patterns necessary to move comfortably and safely in the water.

**PED A82 Advanced Swimming** (1 hr.) Students learn more advanced strokes and develop proficiency in those strokes. Prerequisites: PED A81 or swimming skill.

**PED A87 Aquatic Fitness** (1 hr.) Students will learn a variety of ways to exercise in the water to improve aerobic fitness, strength, and flexibility.

**PED 104 First Aid and Cardiopulmonary Resuscitation (Fee)** (1 hr.) Designed around the National American Red Cross modules, this course will provide students with the knowledge and skills necessary in an emergency. The content and activities will prepare students to recognize emergencies and make appropriate decisions regarding care. It will also provide information on the prevention of injury and illness, with a focus on personal safety.

**PED 132 Wellness Concepts** (1 hr., second block, and Spring semester) Students identify their current wellness status, acquire accurate wellness information, and develop skills to analyze health claims, and work toward personal wellness objectives. Physical Education Majors will take this course concurrently with Physical Fitness (PED A22) to meet state requirements for 2 hrs. of health related fitness and wellness.

**PED 204 Fitness and Wellness Concepts** (2 hrs.) Students' baseline fitness values are assessed, fitness principles are learned, and training and behavioral strategies are developed through in-class activities. Students identify their current wellness status, acquire wellness information, develop skills to analyze health claims, and work toward personal wellness objectives.

**PED 206 Growth and Development through Elementary Physical Education** (3 hrs.) To prepare students to teach physical education and movement activities to elementary school children. By identifying patterns of growth and development, students will be able to develop methods to successfully teach fundamental movement skill and physical education concepts through quality instruction, games, dance, health-related fitness and perceptual-motor activities. This course is

required for elementary education majors and K-9, K-12 physical education majors.

**PED 207 School Health, Physical Education and Safety in Elementary** (3 hrs.) This course is designed to study the principles of health, physical fitness, and safety for wellness and optimal development focusing on the needs of children with an emphasis on younger students, ages 4-9. Students will prepare developmentally appropriate health activities for elementary. Offered in fall semesters.

**PED 208 Creative Movement and Rhythms** (3 hrs.) An introduction to the elements of creative movement and dance. Through a variety of learning experiences, students will examine movement forms as more than just physical activity, but as a means of self-expression and a vital aspect of culture. This course will give students practice in designing movement-learning experiences for persons of all ages.

**PED 215 Principles of Motor Learning** (2 hrs.) The class will include lecture and laboratory experiences to study the principles and factors, which influence motor skill acquisition and development. With an understanding of the theoretical bases, students will learn methods and teaching approaches that improve motor skill development and retention.

**PED 220 Social Science in Sport** (2 hrs.) An analysis of the significance of physical activity in society and culture. Motivation and self-concept as applied to play, game, sport, and athletics are examined.

**PED 230 Introduction to Prevention and Care of Athletic Injuries** (2 hrs.) To provide students majoring in athletic training, physical education, and health with introductory information concerning primary injury care and management, with a special emphasis on the preventative aspects of athletic injuries. Additional information regarding legal and organizational issues will also be addressed.

**PED 231 Sports Psychology** (3 hrs.) An examination of the psychological factors influencing participants and, to a lesser extent, spectators in sport. Topics include the use of behavioristic principles to develop skills, and the effects of causal attribution, attention, anxiety, coaching strategy, and imagery on athletic performance. Additional special topics include audience effects, children in sports, and the psychological benefits of exercise. Offered one semester a year.

**PED 309 History and Philosophy of Physical Education** (2 hrs.) Designed to assist students to develop an historical perspective and viable personal philosophy of physical education.

**PED 311 Coaching Theory of Football** (2 hrs.) The analysis of football strategies and coaching techniques applied with variation. Prerequisites: knowledge and skill in the sport. Offered fall semesters of even numbered years.

**PED 312 Coaching Theory of Soccer** (2 hrs.) The analysis of soccer strategies and coaching techniques applied with variation. Prerequisites: knowledge and skill in the sport. Offered in spring semester of odd numbered years.

**PED 313 Coaching Theory of Baseball** (2 hrs.) The analysis of baseball strategies and coaching techniques applied with variation. Prerequisites: knowledge and skill in the sport. Offered in spring semester of even numbered years.

**PED 314 Coaching Theory of Basketball** (2 hrs.) The analysis of basketball strategies and coaching techniques applied with variation. Offered in fall semesters of odd numbered years. Prerequisites: knowledge and skill in the sport.

**PED 317 Coaching Theory of Volleyball** (2 hrs.) The analysis of volleyball strategies and coaching techniques applied with variation. Offered fall semesters of even numbered years. Prerequisites: knowledge and skill in the sport.

**PED 318 Coaching Theory of Softball** (2 hrs.) The analysis of softball strategies and coaching techniques applied with variation. Offered in spring semester of odd numbered years. Prerequisites: knowledge and skill in the sport.

**PED 319 Coaching Theory of Tennis** (2 hrs.) The analysis of tennis strategies and coaching techniques applied with variation. Offered in spring semester of even numbered years. Prerequisites: knowledge and skill in the sport.

**PED 321 Kinesiology** (3 hrs.) The study of human motion through the application of anatomical and physiological fundamentals, as well as basic biomechanical principles. Information will be presented in a lecture/laboratory format. Prerequisites: BIO 203

**PED 331 Sports Officiating: Football** (1 hr.) Designed for the development of expertise in officiating. Certification optional to student. Laboratory required.

**PED 332 Sports Officiating: Soccer** (1 hr.) Designed for the development of expertise in officiating. Certification optional to student. Laboratory required.

**PED 333 Sports Officiating: Baseball** (1 hr.) Designed for the development of expertise in officiating. Certification optional to student. Laboratory required.

**PED 334 Sports Officiating: Basketball** (1 hr.) Designed for the development of expertise in officiating. Certification optional to student. Laboratory required. Offered in fall semesters of odd numbered years.

**PED 337 Sports Officiating: Volleyball** (1 hr.) Designed for the development of expertise in officiating. Certification optional to student. Laboratory required.

**PED 338 Sports Officiating: Softball** (1 hr.) Designed for the development of expertise in officiating. Certification optional to student. Laboratory required.

**PED 340 Exercise Physiology** (3 hrs.) This course is designed to study the responses and adaptations of the functions of the human body to physical exercise, and the contribution of exercise to optimal health. This course integrates the knowledge of biological processes and applies it to sport and exercise. The material covered pertinent to teaching, coaching, and appropriate for students interested in health and exercise. Prerequisites: BIO 105/106, 114/115 (preferred)

**PED 350 Theories of Adapted Physical Education** (3 hrs.) Designed to identify exceptional children and to provide a learning environment suitable to their needs and capabilities. Offered in spring of odd numbered years. Requires two hours of lecture and one hour of activity.

**PED 355 Women's Health Issues** (3 hrs.) This course will explore the topic from three perspectives: holistic health perspective, a developmental perspective, and sociocultural or global perspective. Readings, discussion, lecture, writings, research, and presentations will consider these perspectives in better understanding women's health issues.

**PED 398 Independent Study** Advanced study in health and/or physical education not covered in regular course offerings. Students work on a subject selected in conference with the instructor.

**PED 399 Internship** Supervised experience in a cooperative program with business, government, community, or related establishment in the areas of health and/or physical education.

**PED 405 Measurement and Evaluation in Physical Education** (2 hrs.) An examination of various tools of measurement and an analysis of the purposes, values and limitations of measurement tools in relation to objectives. Field experience is included. Offered in spring of odd numbered years. Prerequisites: MAT 114

**PED 406 Management in Physical Education and Athletics** (2 hrs.) A study in the development and promotion of educationally sound programs. Offered in spring of odd numbered years.

**PED 434 Methods of Teaching Secondary Physical Education** (2 hrs.) This course is designed for students planning to teach in a high school physical education program including selecting instructional units, integration with other subject areas, developing unit and lesson plans, and assessing and grading students. Offered in fall of odd numbered years.

**PHL 101 Introduction to Philosophy** (3 hrs.) This course offers an introduction to the fields and methods of philosophy. It encourages the advancement of critical thinking skills in relation to fundamental questions about who and what we are and how we should live our lives. More specifically, it explores questions relating to the following sorts of issues from a wide range of traditional and multi-cultural perspectives: belief in God; knowledge of the world itself; the relationship between our bodies and our minds; and the foundation for and application of morality. Offered each fall.

**PHL 102 World Religions** (3 hrs.) An introduction to the study of religion and a survey of the principal living religious traditions of the world, stressing their origins, historical development and contemporary manifestations. The religious traditions include indigenous, Hindu, Buddhist, Jain, Sikh, Confucian, Taoist, Shinto, Jewish, Christian and Islam. In addition, the course examines new religious movements and the responses of religions to contemporary ethical issues such as the environmental crisis and economic justice.

**PHL 212 Introduction to Ethics** (3 hrs.) An introductory survey that begins with a brief introduction of ethical theory before moving on to explore specific applied ethical issues such as the following: abortion, euthanasia, sexual morality, human cloning, animal rights, war and terrorism, and distributive justice. The focus of the course is developing critical ethical reasoning that enables deeper normative insights in to how we should live our lives. Offered each spring.

**PHL 218 Introduction to Logic** (3 hrs.) Drawing from a broad spectrum of controversial issues, this course is a systematic introduction to techniques for constructing, analyzing, and evaluating arguments using ordinary language instead of formal systems of inference. Offered every other spring.

**PHL 221 History of Ancient and Medieval Philosophy** (3 hrs.) This course is a study of the philosophers of the Western world from ancient to medieval times. The focus is on the works of the Pre-Socratic philosophers, Socrates, Plato, and Aristotle, though a brief introduction to Hellenistic and Medieval philosophers will be included. Sample topics include the following: epistemology (the nature of knowledge), civil disobedience, the relation between society and the individual, scientific knowledge, knowledge of God, and general claims about that which is necessary for achieving a flourishing life. Offered every other fall.

**PHL 222 History of Modern Philosophy** (3 hrs.) This course is a study of the 17th and 18th century Western philosophers such as Descartes, Hume, Leibniz, Berkeley, and Kant and the philosophical problems they pursued. Sample topics include: epistemology (the study of knowledge), responses to skepticism, philosophy of religion (including belief in God, the problem of evil, and the greatest possible world), personal identity, and the foundation and justification of society (e.g. per social contractarianism). Offered every other fall.

**PHL 224 Formal Logic** (3 hrs.) This course develops a complete system of deductive logic and its application to arguments in English. After learning how to identify and translate arguments from English into a formal language, various formal logical systems are introduced including Aristotelian categorical logic, statement logic, and predicate logic. Additional tools for analyzing validity that are explored include truth tables, Venn diagrams, and formal proofs.

**PHL 242 Biomedical Ethics** (3 hrs.) The course begins with a brief introduction to ethical theories and to major moral principles used in analyzing problems in biomedical ethics. Theories and principles are then applied to a sampling of biomedical cases such as the following: severely impaired newborns and their parents' right to refuse treatment for them; the justification for genetic manipulation and screening; physician-assisted suicide; doctor-patient confidentiality and informed consent; the use of fetal-cell tissues; living wills and their relationship to personal identity. The readings include analyses by physicians, jurists, and philosophers of the ethical and philosophical questions raised by the cases and issues considered.

**PHL 244 Business Ethics** (3 hrs.) A study of moral problems arising in business and industry: consumer rights, property rights and employee rights; the obligations of employees, owners and managers, governmental regulation and economic justice.

**PHL 246 Environmental Ethics** (3 hrs.) An examination of ethical issues arising from our use of natural resources, animate and inanimate, and different ethical perspectives regarding our relationship to the rest of the natural world (both now and in context of future generations). Most of the course is devoted to examining contemporary environmental issues (pollution, global warming, preservation of species, etc.) using traditional ethical theories, biocentric and ecocentric ethics, deep ecology, and concepts from economics and policy analysis.

**PHL 398 Independent Study** (1-4 hrs.) This course permits advanced study of topics not covered in regularly offered courses on a research-tutorial basis. The topic is defined by the student in conference with the instructor. Pre-requisite: two previous courses in philosophy, a major or minor in philosophy, and permission of instructor.

**PHL 410 Major Areas of Philosophy** (3 hrs.) An intensive study of a major area of philosophy such as philosophy of religion, Eastern philosophy, ethics, metaphysics, epistemology, or philosophy of mind. May be repeated for credit with change of topic. Prerequisite varies depending on course.

**PHL 420 Major Philosophers** (3 hrs.) An intensive study of the thought of a single major philosopher such as Plato, Aristotle, Hume, or Kant. May be repeated for credit with change of topic. Prerequisite varies depending on course.

**PHL 430 Philosophical Problems** (3 hrs.) An intensive study of a relatively specific philosophical problem such as evolution vs. Intelligent Designer Theory, genetic manipulation (relating to human cloning/eugenics), the mind-body problem, animal rights, philosophy of death and

dying. May be repeated for credit with change of topic. Prerequisite varies depending on course.

**PHY 105 Introduction to Physics** (3 hrs.) An introductory study of the foundations and concepts of modern physical theory. The course stresses the historical significance and philosophic implications of classical mechanics, the special and general theories of relativity and quantum theory. This course is intended for non-science majors. However, students who plan to enroll in PHY 201, but who have not taken high school physics, are encouraged to take this course first. Not open to students with credit in PHY 201. This course is typically offered once per academic year in the spring semester. Prerequisites: MAT 111 or one year of high school algebra.

**PHY 201 Physics I** (4 hrs.) A study of the science of physics covering topics in mechanics, gravitation and rudimentary quantum physics. Lecture, three hours; laboratory, three hours. This course is offered once per academic year in the Fall semester. Prerequisites: PHY 105 or one year of high school physics and previous or concurrent enrollment in MAT 124 or one year of high school calculus.

**PHY 212 Physics II** (4 hrs.) A continuation of Physics I covering topics in electromagnetism, electric circuits, waves, optics, atomic physics, nuclear physics and particle physics. Lecture three hours; laboratory three hours. This course is offered once per academic year in the spring semester. Prerequisites: PHY 201

**PHY 223 Physics III** (3 hrs.) A continuation of Physics II covering topics that require a command of calculus and more abstract concepts than those presented in PHY 201 or 212. The course is a study of selected topics in relativity, quantum mechanics and modern physics (including elementary particles). This course is typically offered once per academic year in the fall semester. Prerequisites: PHY 212 and previous or concurrent enrollment in MAT 214.

**PHY 314 Thermodynamics** (4 hrs.) Study of the general laws of thermodynamics, the kinetic theory of gases and statistical mechanics. Lecture three hours; laboratory three hours. Prerequisites: PHY 223 and MAT 224

**PHY 315 Modern Physics** (4 hrs.) The course covers applications of quantum theory and relativity theory to atoms, molecules and subatomic particles. Lecture three hours; laboratory three hours. Prerequisites: PHY 223 and MAT 224

**PHY 324 Light** (4 hrs.) A study of topics in geometrical and physical optics and in spectroscopy, including an examination of optical instruments and light sources such as lasers. Lecture three hours; laboratory three hours. This course is typically offered every other academic year in the spring semester and alternates with PHY 325. Prerequisites: PHY 223

**PHY 325 Electronics** (4 hrs.) The theory of semiconductor devices and applications of these devices in circuits. The course emphasizes electronic instrumentation and experimental technique. Lecture three hours; laboratory three hours. This course typically is offered every other academic year during the spring semester and alternates with PHY 324. Prerequisites: PHY 212

**PHY 398 Independent Study** (1-4 hrs.) On topics from the major areas of physics, chosen according to the background, requirements, or interests of the individual student. Course work will consist of readings, problem solving, laboratory research, practicums, reports or conferences, as appropriate.

**PHY 415 Introduction to Theoretical Physics** (4 hrs.) Vector analysis is developed as a working tool and applied to problems in mechanics and electromagnetic theory. The topics covered include statics, kinematics and dynamics of particles and rigid bodies, moments of inertia and inertia tensors, work and energy, gravitational theory, oscillations and electric and magnetic fields in vacuo and in material substances. Four lectures per week. This course is offered as needed. Prerequisites: PHY 223, MAT 224 and previous or concurrent enrollment in MAT 312.

**PHY 416 Introduction to Theoretical Physics** (4 hrs.) Vector analysis is developed as a working tool and applied to problems in electromagnetic theory and quantum mechanics. The topics covered include Maxwell's equations and time-dependent fields, energy and forces associated with these fields, wave propagation and the postulates of quantum mechanics, wave functions, expectation values and the quantization of angular momentum in atoms. Four lectures per week. This course is offered as needed. Prerequisites: PHY 223, MAT 224 and previous or concurrent enrollment in MAT 312.

**POL 112 Introduction to Political Science** (3 hrs.) An introductory study of political action, institutions and argument. Some current controversies in American politics will be considered, together with the experience of other countries where comparison is helpful.

**POL 205 Introduction to Political Theory** (3 hrs.) This course seeks to impart a normative and critical understanding of politics through the reading and analysis of classical and contemporary works of political philosophy.

**POL 211 American Government and Politics** (3 hrs.) An introduction to American government and politics through an examination of interactions between citizens and political institutions in the formation and the execution of public policies.

**POL 212 Introduction to International Politics** (3 hrs.) This course emphasizes the basic concepts, forces, institutions and problems underlying the international political system.

**POL 301 The American Presidency** (3 hrs.) A study of the modern American presidency in terms of its concepts and controversies. Prerequisites: POL 211

**POL 302 Political Thought and Modern Society** (3 hrs.) Offers a detailed investigation of the emergence and transformation of liberal political theory in light of the evolution of modern society. Particular attention is focused on the writings of John Rawls and Robert Nozick. Prerequisites: POL 205

**POL 303 Marxism and the Marxist Tradition** (3 hrs.) A detailed investigation of the sources and content of Marx's theory of history, society and politics. Examines modifications made to Marx's system by Lenin and selected contemporary radical theorists. Prerequisites: POL 112, 205, ECN 225, or permission of the instructor.

**POL 304 American Political Theory** (3 hrs.) Focuses on the political philosophies expressed in the Declaration of Independence and the U.S. Constitution. Considers the viability of these philosophies in the context of contemporary American society and politics. Prerequisites: POL 112, 205, or permission of the instructor.

**POL 305 International Law and Organizations** (3 hrs.) An analysis of the nature, sources, function and development of international law and organizations with special reference to the role and function of the United Nations' system for resolving international disputes. Prerequisites: POL 212 or permission of the instructor.

**POL 306 West European Government and Politics** (3 hrs.) A study of the foundations, structures and functions of the governments of selected major European countries. Prerequisites: POL 112 or 212

**POL 308 Post-Soviet Politics** (3 hrs.) An examination of the history of the Soviet political system since 1917; the influence of ideology; the role played by the Communist Party, the bureaucracy, interest groups and other actors; political culture, socialization and participation; current economic and social policy issues; and the future evolution of the system. Prerequisites: POL 112, 212 or permission of the instructor.

**POL 311 Political Parties, Voting and Campaign Strategies** (3 hrs.) Reviews the evolution and role of political parties and elections in the American political system. Examines the decline-of parties thesis and recent developments in campaign strategy. This course is offered in the Fall semester of even-numbered years and students are required to participate in political campaigns of their choice. Prerequisites: POL 112, 211 or permission of the instructor.

**POL 313 Governments and Politics of East Asia** (3 hrs.) Comparative analysis of political systems of Japan, Korea and China with special emphasis on the processes of social change, the development of attitudes and political customs. Prerequisites: ASN 201 or permission of the instructor.

**POL 314 American Constitutional Law and Politics** (3 hrs.) This course, "American Constitutional Law and Politics," (1) explores how the decisions of the U.S. Supreme Court have influenced the country's understanding of the Constitution, (2) considers the political forces that shaped the decisions, as well as the political effects of those decisions and (3) details the contours of the significant rights articulated in the decisions. Prerequisites: POL 211

**POL 316 American Jurisprudence** (3 hrs.) This course, "American Jurisprudence," (1) introduces and critiques the major philosophies of law, (2) applies these philosophies to various issues and cases and (3) orients the student to legal reasoning and other legal methods of analysis and inquiry. This course should help prepare students for the study of law, or law-related topics. Prerequisites: POL 211

**POL 319 Public Administration** (3 hrs.) Drawing on the literature of politics, psychology and organization theory, this course studies the role of bureaucracies, mainly federal agencies, in the formulation and implementation of public policy. Prerequisites: POL 211

**POL 323 Governments and Politics of Southeast Asia** (3 hrs.) A study of the historical background, contemporary setting, political process and major problems of Thailand, Burma, Indonesia, Vietnam, Laos and Cambodia. Prerequisites: ASN 201 or 212

**POL 326 Environmental Politics and Policy** (3 hrs.) This course seeks to explore and understand four broad, interrelated topics: (1) the major political processes, actors, conditions and controversies involved in the formulation and implementation of environmental policies at the local, national and international levels; (2) some of the major pieces of legislation that constitute environmental policy in the United States and the world community; (3) some of the techniques and approaches that policy analysts employ to assess the effectiveness and costs of environmental policies and (4) issues that will shape environmental politics and policies in the immediate future, such as population growth, global warming, habitat destruction and resource depletion.

**POL 340 Religion and Politics** (3 hrs.) This interdisciplinary seminar focuses on the complex interrelationship between religion and politics in a variety of historical and contemporary contexts. After a comparative survey of the methods of the two disciplines, students explore how religion

and politics have interacted in diverse settings, such as the American Revolution, the contemporary "culture wars" in the United States, protection of Native American sacred sites, the rise of religious nationalism in India and Pakistan, the war on terrorism and the Israeli-Palestinian conflict.

**POL 362 American Foreign Policy** (3 hrs.) A study of the diplomatic process designed to provide a realistic insight into the stresses and demands upon modern policy-making, including the roles of the president and Department of State. The course includes an analysis of postwar American programs, policies and difficulties in foreign affairs. Prerequisites: POL 211, 212 or permission of the instructor.

**POL 370 Drugs, Politics and Public Policy** (3 hrs.) Examines the response of the American political system to the use of psychoactive drugs. Class will consider questions pertaining to the explanation of human behavior, the structure and dynamics of American society and politics, the formation of public policy and fundamental issues of moral and political philosophy to encourage critical and sophisticated thought regarding the actual and desired relationship of American citizens with psychoactive drugs and possible political strategies for responding to perceived issues. Prerequisites: POL 112, 212 or 205

**POL 423 Politics of the Non-Western World** (3 hrs.) An analysis of the theories, concepts and processes of the political development and modernization of selected states in Asia, Africa and Latin America. Prerequisites: nine hours of comparative politics and international relations or permission of the instructor.

**PSY 112 Psychology as a Natural Science** (3 hrs.) An introductory analysis of mental processes and behavior from the perspective of natural science. Includes such topics as the nervous system, sensation and perception, animal and human learning, cognition, memory, and biomedical and behavioral aspects of abnormal psychology. Includes a computer-based laboratory designed to explore further course topics.

**PSY 113 Psychology as a Social Science** (3 hrs.) An introduction to human behavior and mental processes from the social science perspective. Includes such topics as social inference, interpersonal relations, cognitive and social development, personality structure and function, motivation and emotion, stress and adjustment, abnormal behavior, and psychotherapy. Includes a computer-based laboratory designed to explore further course topics.

**PSY 221 Educational Psychology** (3 hrs.) The application of psychological principles of learning, cognition, and child and adolescent development to the educational process in elementary and secondary schools. Topics include the impact of psychological knowledge on student learning, teaching, motivation, management of the classroom, and assessment of student learning. Offered one semester a year.

**PSY 231 Sports Psychology** (3 hrs.) An examination of the psychological factors influencing participants and, to a lesser extent, spectators in sport. Topics include the use of behavioristic principles to develop skills, and the effects of causal attribution, attention, anxiety, coaching strategy, and imagery on athletic performance. Additional special topics include audience effects, children in sports, and the psychological benefits of exercise. Offered one semester a year.

**PSY 241 Industrial/Organizational Psychology** (3 hrs.) This course applies the principles of psychology to work and other organizational settings. It presents both traditional industrial applications (personnel selection, job design, training, and performance evaluation), more recent perspectives on organizational performance (group dynamics, romance in the workplace, leadership, problem solving, organizational design, organizational development, and organizational culture and socialization),

recent work in ergonomics and engineering psychology, and consumer psychology. Offered one semester every two years. Prerequisites: PSY 112 and 113

**PSY 270 Research Tools** (3 hrs.) A hands-on exploration of how the psychologist uses the computer to search for literature, execute experiments, analyze data, and report results. Through a series of exercises using primarily PC computers in the psychology laboratory, students learn how to use the Internet to search for previously published research, how to locate and use electronic literature, how to use computer to present stimuli and record data, how to use statistical packages such as SPSS, and how to generate graphs and other APA style documents. Offered one semester a year. Prerequisites: PSY 112 and PSY 113.

**PSY 274 Methods in Experimental Psychology** (3 hrs.) An examination of experimental methods and designs utilized in laboratory research. Topics include the assumptions of science, hypothesis formation, statistical analysis of data, and assessment of theory. Also technical skills associated with literature searches and writing APA-style lab reports are emphasized. MAT 114 Elementary Statistics is recommended but not required. Offered one semester a year. Prerequisites: PSY 112 and 113.

**PSY 290 Biological Psychology** (3 hrs.) An exploration of the relationship between human behavior and biology. Basic material on genetics, neuroanatomy and neurophysiology is included, although the focus of the course is behavioral phenomena that can be understood better via an analysis of brain function. Topics covered are: vision, audition, learning, memory, motivation, emotion and abnormal behavior. Offered one semester a year. Prerequisites: PSY 112 or BIO 114.

**PSY 301 Human Sexual Behavior** (3 hrs.) The focus of this course is on the scientific study of human sexual behavior. Current research findings are presented and discussed in class. Topics include: Human anatomy & physiology; the sexual response cycle; developmental factors in sexuality; sexual difficulties & therapy; sexually transmitted diseases; and atypical sexual behavior. Additionally, opportunities are provided for students to explore their feelings and attitudes about human sexual behavior in general, and their own sexuality in particular. Offered one semester a year. Prerequisites: PSY 112 or 113

**PSY 302 Psychological Tests and Measurements** (3 hrs.) An introduction to the theory and practice of psychological tests. The course surveys the most commonly used methods, techniques, and instruments for measuring and assessing individual differences with regard to intelligence, personality, interests, aptitude, and achievement. An appraisal is made of the place of psychological tests in contemporary society and their ethical implications. Offered occasionally. Prerequisites: PSY 112 or 113

**PSY 303 Principles of Conditioning** (3 hrs.) An investigation of those basic learning principles derived from animal research with special emphasis on classical and instrumental conditioning and their variants. Students perform laboratory activities on selected topics. Offered one semester every two years. Prerequisites: PSY 112 or 113

**PSY 310 Social Psychology** (3 hrs.) A survey of the field of social psychology emphasizing social cognition and inference, patterns of interpersonal relationship, the development and change of attitudes, and group structure and function. Offered one semester every two years. Prerequisites: PSY 113

**PSY 311 Social Psychology Laboratory** (1 hr.) Optional laboratory to accompany PSY 310. Meets three hours per week. Offered one semester every two years. Prerequisites: PSY 113 and 274

**PSY 312 Developmental Psychology** (3 hrs.) A survey of mental, emotional, social, and physical development from conception to maturity, including the identification of general trends and individual differences in performance and developmental patterns. Offered one semester every two years. Prerequisites: PSY 112 or 113

**PSY 313 Developmental Psychology Laboratory** (1 hr.) Optional laboratory to accompany PSY 312. Meets three hours per week. Offered one semester every two years. Prerequisites: PSY 113 and 274

**PSY 315 Psychology of Personality** (3 hrs.) A survey of the field of personality, emphasizing historical theories of personality, including those of Freud, Jung, Adler, Rogers, Maslow, and others, modern theoretical approaches including trait theory, the self, person-situation interactions, emotion and motivation, and basic methods of investigation. Offered one semester every two years. Prerequisites: PSY 113

**PSY 316 Personality Laboratory** (1 hr.) Optional laboratory to accompany PSY 285. Meets three hours per week. Offered one semester every two years. Prerequisites: PSY 113 and 274

**PSY 320 Memory and Cognition** (3 hrs.) An investigation of theories and research dealing with cognitive structure and processes. Such topics as long- and short-term memory, forgetting, iconic and echoic storage concepts, and problem solving are included. Offered one semester every two years. Prerequisites: PSY 112 or 113

**PSY 321 Memory and Cognition Laboratory** (1 hr.) Optional laboratory to accompany PSY 320. Meets three hours per week. Offered one semester every two years. Prerequisites: PSY 112 and 274

**PSY 330 Addictive Disorders** (3 hrs.) This course will explore the basic principles of drug and alcohol action on the nervous system, the theory and use of various psychotherapeutic drugs and alcohol abuse and its treatment. Offered one semester every two years.

**PSY 340 Forensic Psychology** (3 hrs.) This course will explore the basic principles surrounding the interaction of psychology and the legal system. Forensic Psychology's foundation is within the rubrics of psychological, political science and sociological principles. It is inherently an interdisciplinary course due to its interaction between several fields of learning. Students will learn about several areas within forensic psychology including, but not limited to, what forensic psychology entails, the roles of forensic psychologists, use of psychology in the selection of law enforcement, techniques in criminal investigation, risk assessment, child custody cases, interrogation and confessions, insanity and competency to stand trial, and death penalty trials and appeals. Discussions regarding the cooperative and conflicting nature of the relationship between the legal system and psychology will be prevalent. The course is offered every two years. Prerequisites: POL 112, POL 211, PSY 113, or SCA 111

**PSY 360 History and Systems of Psychology** (3 hrs.) This course traces the great contributions of philosophers and scientists whose work converged and led to the establishment of psychology. Topics include 17th and 18th century mental philosophy, 19th century biology as it relates to mind and behavior, and 20th century psychological schools including Structuralism, Psychoanalysis, Functionalism, and Behaviorism. Offered occasionally.

**PSY 370 Sensation and Perception** (3 hrs.) How stimuli are encoded and integrated at the sensory level and further analyzed via cognitive processes to create a phenomenological reality. Emphasis is on vision. Topics include thresholds and psychophysical laws, brightness and color sensations, size, form, and depth perception, and the constancies.

Loudness, pitch, and localization of sound will also be considered. Offered once every two years. Prerequisites: PSY 112.

**PSY 371 Sensation and Perception Laboratory** (1 hr.) Optional laboratory to accompany PSY 370. Meets three hours per week. Offered once every two years. Prerequisites: PSY 112 and 274

**PSY 398 Independent Study** (1-4 hrs.) This course gives the psychology major an opportunity to increase his or her understanding of psychology as a discipline through a program of individual research supervised by a faculty member. The course may be repeated with change of topic. Enrollment by permission of the instructor. Offered every semester.

**PSY 405 International and Cross-Cultural Psychology** (3 hrs.) Utilizes an interdisciplinary perspective to focus on a contemporary challenge facing our world—the need to understand persons from different cultures as the globalization of our communications and commerce forces close contact with persons who have a different cultural background from our own. The course includes a cross-cultural examination of many of the basic topics in the field of psychology such as sensation-perception, gender, personality and abnormal. Also focuses on cross-cultural behavioral expectations and fosters development of the skills needed to evaluate a situation and determine the behavioral rules existing in that situation. Any one of the following courses is Offered one semester every two years. Prerequisites: PSY 112, 113; PHL 244; SCA 111; ECN 211, 212; ASN 211, 212; HUM 275, 278, 292; POL 212; REL 102.

**PSY 411 Abnormal Psychology** (3 hrs.) A study of the influences leading to pathological behavior, the varieties of abnormal behavior, and the current forms of therapy. Prerequisites: PSY 113. Offered one semester a year.

**PSY 412 Counseling Theories and Methods** (3 hrs.) An introduction to the major theories of counseling and psychotherapy, current issues in the field, and applications for specific groups and settings. The course includes both theoretical and experiential components. Offered one semester every two years. Prerequisites: PSY 113

**PSY 422 Psychology Seminar** (3 hrs.) Discussions, readings, and individual papers based on special problems in psychology. Offered one semester a year. Prerequisites: PSY 112 and 113, PSY 274 or 275, senior standing, and permission of the instructor.

**PSY 430 Pre-Thesis** (3 hrs.) The first course in a two-semester sequence for students wishing to complete a senior thesis. Students will be asked to complete and extensive literature review of a topic approved by their thesis advisor. Offered one semester a year. Prerequisites: PSY 112, PSY 113, PSY 270, PSY 274 and permission of the Instructor(s).

**PSY 431 Senior Thesis** (3 hrs.) The senior thesis is a report of extended library research and an experimental study focusing on a topic chosen by the student and approved by a sponsoring member of the department. Library research is performed during enrollment in pre-thesis and the experimental project is executed while taking this course. Offered one semester a year. Prerequisites: PSY 112 and 113, PSY 270 and 274, senior standing, and completion of PSY 430 with a 2.0 or higher.

**REL 101 Introduction to the Bible** (3 hrs.) Examines the historical context in which the Bible (including both the Hebrew Bible, Old Testament, and the New Testament) was written, the various types of literature found in the Bible and the important impact of the Bible on the Western cultural tradition. Special attention will be given to the questions of the Bible's relevance in addressing contemporary ethical issues. Typically offered every semester. Meets the "Fundamental Questions and

Values" context requirement of Tier II of the New Foundations curriculum.

**REL 102 World Religions** (3 hrs.) An introduction to the study of religion and a survey of the principal living religious traditions of the world, stressing their worldviews, origins, historical development, and contemporary manifestations. The religious traditions include indigenous, Hindu, Buddhist, Jain, Sikh, Confucian, Taoist, Shinto, Jewish, Christian and Islamic. In addition, the course examines new religious movements and the responses of religions to contemporary ethical issues such as the environmental crisis and economic justice. Typically offered every semester. Meets the requirement of a course with a non-Western focus in the "Cultural Diversity and Global Interdependence" context of Tier II of the New Foundations curriculum.

**REL 305 Perceptions of Death** (3 hrs.) A study of the meaning of death in its biological, psychological, social, cultural, ethical and religious contexts. Topics in this seminar include the problem of defining death, the fear and denial of death, the institutionalization and secularization of death in the modern world, the dying person and the process of dying, grief, funerals, suicide, beliefs concerning life after death and artistic responses to death, and ethical issues surrounding death (such as the artificial prolongation of life, euthanasia, capital punishment, cloning, and genocide). Typically offered every other year. Meets the Tier III Integrated Course Requirement. Prerequisites: 3 hours of Religious Studies credit.

**REL 314 The Prophets** (3 hrs.) The prophetic books of the Hebrew Bible (Old Testament) are studied against their literary, cultural and historical backgrounds. Particular attention is given those outstanding figures such as Elijah, Isaiah and Jeremiah, whose thought contributed significantly to the development of the Judeo-Christian tradition. The contemporary relevance of the prophets will also be considered. Typically offered once every four years. Prerequisites: 3 hours of Religious Studies credit.

**REL 315 Psalms, Wisdom Literature and the Apocrypha** (3 hrs.) A study of the literary and historical worlds of the Book of Psalms, Wisdom Literature (Proverbs, Job and Ecclesiastes) and selected books of the Old Testament Apocrypha (Deuterocanon). The contemporary significance of these books will also be studied. Typically offered once every three-four years. Prerequisites: 3 hours of Religious Studies credit.

**REL 316 The Teachings of Jesus** (3 hrs.) The emphasis of this course is upon developing a historical understanding of Jesus. The teachings of Jesus are examined, using the Biblical Gospels, parallel Jewish and Greek and Roman documents and early extra biblical Christian texts as source materials. Attention will be given to the interpretation of Jesus in the Gospels, Paul and other early Christian sources. Interpretations of Jesus throughout history and in the contemporary world are also studied. Typically offered every other year. Prerequisites: 3 hours of Religious Studies credit.

**REL 317 The Writings of Paul** (3 hrs.) This course examines the background, development and significance of Pauline thought. It is based on the Pauline letters of the New Testament and other relevant readings from ancient and modern interpreters. Typically offered once every three-four years. Prerequisites: 3 hours of Religious Studies credit.

**REL 319 Recent Christian Thought** (3 hrs.) An introduction to major themes, writers and movements in contemporary Christian theology, against the background of an historical overview of the development of Christian thought. Typically offered once every three-four years. Prerequisites: 3 hours of Religious Studies credit.

**REL 322 Native American Spirituality** (3 hrs.) This seminar seeks to develop an understanding of the rich and diverse spiritual traditions of

Native Americans. After an introductory survey of the history of Native America, students will explore the myths and rituals of a number of Native American nations in their changing cultural contexts, including: Hotinonshonni (Iroquois Confederacy), Lenape (Delaware), Ani'-Yun'-wiya (Cherokee), Lakota (Sioux), Hopi, Dine' (Navajo), and Kwakwaka'wakw (Kwakiutl). Other topics include the Ghost Dance movement, the Native American Church, the role of Native American spiritual teachings in the modern environmental movement, and legal issues such as protection of sacred sites. Meets the Tier III Integrated Course requirement. Typically offered every other year. Prerequisites: 3 hours of Religious Studies credit, SCA 115 or 230.

**REL 324 Spiritual Ecology** (3 hrs.) This seminar focuses on the teachings of the world's religions (and other spiritual movements) on the human relationship with the rest of nature. The religions and movements studies include Native American spiritual traditions, Hinduism, Jainism, Sikhism, Buddhism, Taoism, Confucianism, Shinto, Judaism, Christianity, Islam, Deep Ecology and Ecofeminism. Other topics include: the nature, causes and extent of the environmental crisis and solutions to it, focusing on the role of religion; the treatment of religion and the spiritual by environmental writers (e.g., Aldo Leopold and Linda Hogan); reflections on ecology by contemporary theologians (e.g., Thomas Berry and Sallie McFague) and the relationship between spiritual ecology and ecological activism. Meets the Tier III Integrated Course requirement. Typically offered every other year. Prerequisites: ENV 105, PHL 212/246 or 3 hours of Religious Studies credit.

**REL 330 Religions and Cultures of India** (3 hrs.) This seminar is an interdisciplinary study of the major religious and cultural traditions of India, with an emphasis on their contemporary manifestations. Areas of study will include the indigenous traditions of India; the family of traditions known as Hinduism; alternative traditions that emerged in India (Buddhism, Jainism, Sikhism); and traditions introduced into India (Zoroastrianism, Islam and Christianity). Special topics will include: issues related to caste and gender; the role of religions in contemporary Indian politics, literature, and cinema; the impact of secularization and modernization in India; and the expanding influence of the religions of India in the West, especially the United States. Meets the Tier III Integrated Course requirement. Typically offered every other year. Prerequisites: 3 hours of Religious Studies credit or SCA 230.

**REL 340 Religion and Politics** (3 hrs.) This interdisciplinary seminar focuses on the complex interrelationship between religion and politics in a variety of historical and contemporary contexts. After a comparative survey of the methods of the two disciplines, students explore how religion and politics have interacted in diverse settings, such as the American Revolution, the contemporary culture wars in the United States, protection of Native American sacred sites, the rise of religious nationalism in India and Pakistan, the war on terrorism and the Israeli-Palestinian conflict. Meets the Tier III integrated course requirement. Typically offered every other year. Prerequisites: 3 hours of Political Science or Religious Studies credit.

**REL 398 Independent Studies in Religion** (1-4 hrs.) This course permits advanced study of areas in religion not covered by regular listings on a research-tutorial basis. The precise topic is defined by the student in conference with the instructor. Offered as needed. Prerequisites: six hours of religion and permission of the instructor.

**SCA 111 Introduction to Sociology** (3 hrs.) A course designed to introduce the student to the scientific study of human society. Special emphasis is placed upon concepts and methods used in the sociological study of major institutions.

**SCA 115 Introduction to Cultural Anthropology** (3 hrs.) This course explores human diversity from hunters and gatherers through

modern industrialized societies. It examines the implications of various economic, social, political, symbolic, and religious systems for the lives of men and women.

**SCA 230 Specific Cultures and Civilizations** (3 hrs.) This course will examine a specific culture or culture region. We will use historical, artistic, and "native" descriptions as well as ethnographic data to try to penetrate the social institutions and relations of the people. The specific culture studied will vary; recent offerings include Native American Cultures; Cultures of the Caribbean; and Cultures of South Asia. Meets the Foreign Country or Culture general degree requirement. The course is repeatable for credit with change of topic.

**SCA 301 History and Methods of Archaeology** (3 hrs.) What archaeology is, how it is done, how it originated and developed, what archaeologists have accomplished, and how archaeology interacts with other scholarly disciplines are among the topics explored in this course. The purpose is to develop an informed understanding of archaeology and archaeological literature. There is extensive use of illustrative material drawn from American, Biblical, Classical, Minoan Mycenaean, Egyptian, and Mesopotamian digs. No laboratory or field work is required. Prerequisites: 3 hrs in REL or SCA.

**SCA 302 Fieldwork** (3 hrs.) An investigation of the methods of sociology and anthropology. Students will apply these methods by conducting their own ethnographic fieldwork projects. Prerequisites: SCA 111 or 115 or permission of instructor.

**SCA 304 Principles of Field Archaeology** (3-4 hrs.) This course is constructed around an actual archaeological dig in which the student is a full participant. Archeological dig techniques, field survey and recording, artifact preservation, classification and interpretation, and laboratory methods are taught by practice within a framework of contemporary archaeological theory. Students admitted to the class who lack adequate background in archaeology or appropriate field experience will be required to complete a noncredit orientation prior to entering the class. Prerequisites: permission of the instructor.

**SCA 325 Tribal Survival** This course will begin as a general introduction to culture change; we will look at innovation, diffusion, syncretism, world systems theory, and so forth. Then, we will focus on specific problems of contact between radically different cultures and the consequent effects on indigenous peoples. What should be the place of non-industrialized societies in today's world? How do they relate to the larger world and how can we best relate to them? Is ethnocide inevitable or are there alternatives? Prerequisites: SCA 111 or 115

**SCA 330 Sociology of the Professions** (3 hrs.) Selected issues relating to the workplace and the professions will be treated under this listing, e.g. Crime, Deviance, and Law, Sociology of Health and Medicine. May be repeated for credit with change of topic. Prerequisites: SCA 111 or 115.

**SCA 334 Magic, Witchcraft, and Religion** (3 hrs.) This course will examine anthropological approaches to the supernatural. We will begin with an overview of several important theoretical models and then apply anthropological perspectives to a variety of indigenous religious behaviors, folk beliefs, and magical phenomenon. Prerequisites: SCA 111, 115 or REL 102.

**SCA 345 Sociology of Religion** (3 hrs.) The course will endeavor to introduce students to the major thinkers in the field of the sociology of religion, to some of its central theories regarding the nature of religion and the relationship between religion and society, and to some applications of its theories to specific religions and societies. As a Tier III course, the course will explore the contributions of several academic

disciplines. Prerequisites include any one of the following: SCA 111, 115; REL 101, 102; CLA 215; HIS 105.

**SCA 346 Sociology of Literature** (3 hrs.) The course is designed to explore the interaction between society and literature, an interaction which involves 1) the impact of society and social forces upon literature, with the implication that sociology can contribute to a deeper understanding of literary texts, and 2) the impact of literature upon society, with the implication that literary texts and literary criticism can contribute to the deeper understanding of society which sociology seeks. Previous coursework in literature would be helpful, but is not required. May be taken for Tier III credit. Prerequisites include any one of the following: SCA 111 or 115; ENG 204, 205, 248, 249; CLA 215, 227, 228; PHL 221; REL 101, 102; HIS 105; POL 205, 212.

**SCA 351 Theories of Culture** (3 hrs.) This course will examine some of the most important theories in anthropology. Students will read the ethnographic and theoretical writings of a number of prominent anthropologists. We will consider the central problems addressed by these works, their conflicting solutions, and their methods. Finally, this course addresses the questions of the validity and nature of describing an "other." Offered every other year, in alternation with SCA 352 Economy and Society. Prerequisites: SCA 111 or 115.

**SCA 352 Economy and Society** (3 hrs.) An examination of the social institution viewed by many sociologists as the most important one of all: the economy. The course will examine the history of economic behavior from the earliest human cultures to the present, and will examine the various interrelationships between the economy and a number of other major social institutions. Offered every other year in alternation with SCA 351 Theories of Culture. Prerequisites: SCA 111 or 115.

**SCA 355 Social Stratification** (3 hrs.) An examination of the major explanatory theories concerning the stratification of the society into upper, middle, and lower strata, and the inequalities which this generates. Prerequisites: SCA 111 or 115.

**SCA 398 Independent Study** (1-4 hrs.) Topics of special interest on a tutorial basis, or supervised field research projects. Prerequisites: SCA 111 or 115 or permission of instructor.

**SCA 402 Shamanism and Spirit Possession** (3 hrs.) In this course we will examine shamanic worldviews and practices around the world from a variety of theoretical perspectives. We will consider such issues as the origins of shamanism, the life history and training of a shaman, relations of power surrounding shamanism, the ecstatic journey, healing techniques, the use of hallucinogenic drugs in shamanic cultures, the question of whether shamans are psychotics, and shamanic activity as symbolic performance. In addition we will examine demonic and positive possession, and spirit healing cults. Finally, we will take a brief look at the neo-shamanic movement in contemporary America and ask how this tradition can function when divorced from its social and cultural roots. Prerequisites: SCA 111 or 115.

**SCA 430 Anthropology and Sociology Seminar** (3 hrs.) A capstone course for upper-class majors examining principal sociologic and anthropological theorists and major theoretical and methodological controversies within sociology and anthropology. Prerequisites: SCA 111, 115, 351, 352, or permission of instructor.

**SCA 431 Anthropology and Sociology Honors Thesis** (2 hrs.) An option for upper-class majors who successfully complete SCA 430. Students produce an original critical paper based on either library or field research in consultation with the members of the department.

**SPA 101 Elementary Spanish I** (4 hrs.) Pronunciation, basic

conversation, fundamentals of grammar, and easy reading. Four class meetings and one hour of laboratory per week. Offered every fall semester.

**SPA 102 Elementary Spanish II** (4 hrs.) A continuation and honing of skills learned in Spanish 101, concentrating on the subjunctive and more advanced points of grammar. Four class meetings and one hour of laboratory per week. Offered every spring semester. Prerequisites: SPA 101

**SPA 203 Intermediate Spanish I** (3 hrs.) Emphasis is placed on a review of grammar and practice in Spanish composition. The readings are drawn from contemporary Spanish and Latin American literature. Offered every fall semester. Prerequisites: SPA 102.

**SPA 204 Intermediate Spanish II** (3 hrs.) Continuation of SPA 203. Offered annually in the spring semester. Prerequisites: SPA 203

**SPA 210 Spanish Conversation** (3 hrs.) Intensive oral practice in Spanish designed to improve pronunciation, increase students' basic vocabulary, and develop communication skills for everyday situations. Prerequisites: SPA 102

**SPA 303 Advanced Spanish Conversation** (3 hrs.) Continued intensive work in Spanish. Oral practice will concentrate on helping students to organize and express their ideas on a variety of topics: literature, culture, and contemporary problems related to the Hispanic world. Prerequisites: SPA 204, 210 or permission of the instructor.

**SPA 305 Commercial Spanish** (3 hrs.) This course gives practice in translating commercial documents and correspondence from Spanish to English, and from English to Spanish. An object of the course is to develop a specialized vocabulary in both languages. Prerequisites: SPA 204

**SPA 310 Special Topics in Literature** (3 hrs.) Courses on various topics in Spanish literature are offered under this listing. Examples of possible offerings are Survey of Spanish Literature since the 18th Century, Spanish Novel, and Spanish-American Short Story. Prerequisites: SPA 204 or permission of the instructor.

**SPA 351 Introduction to Spanish Literature I** (3 hrs.) This course covers the period of the epic, from 1140 to the death of Calderon, in 1681. Prerequisites: SPA 204 or permission of the instructor.

**SPA 353 Nineteenth and Twentieth Century Latin American Literature** (3 hrs.) Readings of selected novels, short stories, plays, essays, and poetry of Latin American literature from the nineteenth and twentieth century's. Prerequisites: SPA 204 or permission of the instructor.

**SPA 363 Spanish-American Novel** (3 hrs.) A study of the major currents in the Spanish-American novel in the nineteenth and twentieth century's covering works representative of principal cultural, social, political, and economic preoccupations. Prerequisites: SPA 204 or permission of the instructor.

**SPA 377 Spanish Civilization** (3 hrs.) An introduction to Spanish civilization from its beginnings to the present. (See HUM 277.) For credit in Spanish, additional work in Spanish is required. Prerequisites: SPA 204 or permission of the instructor.

**SPA 378 Latin American Civilization** (3 hrs.) An introduction to the culture and civilization of Latin America, from the colonial period to the present, with concentrated study of contemporary Latin American culture. Includes historical, social, and economic aspects as well as art and literature. (See HUM 278.) For credit in Spanish, additional work in

Spanish is required. Prerequisites: SPA 204 or permission of the instructor.

**SPA 381 Advanced Grammar and Composition** (3 hrs.) A systematic review of all common elements of Spanish grammar. Exercises are designed to develop proficiency in both spoken and written Spanish. Prerequisites: SPA 204 or permission of the instructor.

**SPA 425 Senior Honors Thesis/Project** (3 hrs.) Students majoring in Spanish who wish to graduate with Honors in their subject area may elect to write a thesis or complete a project during their senior year. The topic and nature of the thesis or project will be determined in consultation with the instructor. The student must receive a grade of A for this work in order to graduate with Honors. Prerequisites: three 300-level courses and permission of the instructor.

**SPE 101 Introduction to Speech Communication** (3 hrs.) This course provides an overview of the speech communication discipline with an emphasis on public speaking. The class includes experiential and theoretical explorations of public speaking, group dynamics and interpersonal communication.

**SPE 203 Interpersonal Communication** (3 hrs.) A skills and theory examination of communication within human relationships. The class covers communication-related areas of self-concept, self-disclosure, perception, semantics, nonverbal communication, listening, defensive communication and conflict resolution.

**SPE 220 Public Relations** (3 hrs.) Introduction to concepts, techniques, and application involved in researching and planning programs in public relations. Such programs are designed to influence public opinion and human behavior. Students should be able to define public relations, understand PR's historical perspective, and apply relevant information toward participating in a PR campaign. Offered every other spring semester.

**SPE 303 Communication in Relationships** (3 hrs.) This course examines in-depth views of various communication theories in dyadic relationships. Issues covered include content and relational aspects of messages, analysis of relationship stages and communication competence. Prerequisites: a grade of C or better in SPE 203 and sophomore standing.

**SPE 310 Business and Professional Communication** (3 hrs.) Theoretical and experiential concepts and techniques of communication in professional situations. Includes units in interviewing, persuasion and organizational communication. Prerequisites: completion of SPE 101 with grade of C or better and junior standing.

**SPE 398 Independent Study** (3 hrs.) This course permits additional study in areas of communication that are not covered by regular course listings. The precise topic is defined by the student and instructor and is taught on a research-tutorial basis. Prerequisites: completion of SPE 101 or 203 with a grade of C or better.

**SSI 101 Library Research & Information Literacy** (1 hr.) This class encourages students to develop a meta-cognitive approach to learning, developing an understanding of the explicit actions required for gathering, analyzing, and using information. The goals of SSI 101 are to lay the foundation for academic success and lifelong learning by developing the skills needed to access information as systematically, effectively, and efficiently as possible.

**SSI 400 Advanced Projects** (3 hrs.) Special interdisciplinary courses in the humanities, natural science and mathematics, or social sciences, respectively, are offered under this listing. These courses may not be counted towards meeting major requirements in any major subject, but

they may, at the major department's discretion, be applied to collateral requirements for a major. May be repeated for credit with change of topic.

**THA LB1 Musical Theater Workshop** (2 hrs.) Course provides academic credit for participation in the college musical. Participation includes those students who are actors, singers, and dancers in the production as well as those involved in the technical activities. A study of the history and genre of the musical comedy to be presented will be included.

**THA LB2 Theater Practicum** (2 hrs.) Course provides academic credit for participation in the College play or comedy. Participation includes those students who are actors in the production as well as those involved in the technical activities. A study of the history and genre of the play to be presented will be included.

**THA LB3 One Act Play Production** (1hr.) Course provides academic credit for participation in a one-act production or dinner theater. Participation includes those students who are actors in the production as well as those involved in the technical aspects of the production.

**WGS 210 Introduction to Women's Studies** (3 hrs.) Using gender as a category of analysis, this course will examine the roles, images and contributions of women of diverse races, classes and cultures from a variety of disciplinary perspectives and across representative time periods.

**WGS 301 Human Sexual Behavior** (3 hrs.) The focus of this course is on the scientific study of human sexual behavior. Current research findings are presented and discussed in class. Topics include: Human anatomy & physiology; the sexual response cycle; developmental factors in sexuality; sexual difficulties & therapy; sexually transmitted diseases; and atypical sexual behavior. Additionally, opportunities are provided for students to explore their feelings and attitudes about human sexual behavior in general and their own sexuality in particular. Prerequisites: PSY 112 or 113

**WGS/PED 355 Women's Health Issues** (3 hrs.) This course will explore the topic from three perspectives: holistic health perspective, a developmental perspective, and sociocultural or global perspective. Readings, discussion, lecture, writings, research, and presentations will consider these perspectives in better understanding women's health issues.

**WGS 356 European Women** (3 hrs.) This course will examine the history of women and gender in Europe from the French Revolution to the present. Women's and gender history raises a number of issues that are relevant in today's world. Topics such as women's suffrage, women and work, and family inform us about the process of democratization over the last two centuries as well as about how men and women lived. We will examine how women have affected history and how events have affected women. In addition the course will explore the relationship between men and women over the last 200 years. Cross listed as HIS 356. Prerequisites: HIS 102, HIS 104, HIS 106, or WGS 210, or permission of the instructor.

**WGS 410 Theory and Practice** (3 hrs.) Completion of a research project, which incorporates theoretical perspectives from the field of women's and/or gender studies and an experiential learning experience. Prerequisites: WGS 210 and permission of the minor program coordinator. (This course is a requirement for the Women and Gender Studies Minor, but may be satisfied by successfully completing an internship that has been approved by the Minor Coordinator or an approved off-campus study program that includes an internship).

**WSM 101 Westminster Seminar** (3 hrs.) The course consists of two seminars which occur during New Student Days and classes which meet four times a week throughout Fall semester. Through an overall theme

and common readings, the different sections are unified, but each section narrows the theme uniquely. In addition to completing readings and writing assignments, students will be encouraged to attend concerts and lectures and participate in field trips and service projects.

**WSM 301 Westminster Seminar Mentor** (3 hrs.) This course is for upper-class students who work as mentors for freshmen students enrolled in Westminster Seminars. Mentors will meet prior to and assist freshman during New Student Days. Mentors will be involved in teaching the seminar classes and work closely with the faculty member who both teaches the seminar and may also act as the academic advisor for these students. Class will meet weekly with the director of the Westminster Seminar.

# ADMINISTRATION AND STAFF

## Office of the President

President, **Dr. George B. Forsythe**  
Executive Assistant to the President, **Kay Jarboe**

## Academic Affairs

Interim Vice President for Academic Affairs and Dean of Faculty,  
**Dr. Carolyn Perry**  
Interim Associate Dean of Faculty, **Dr. Linda Webster**  
Executive Assistant to the Senior Vice President of the  
College and Dean of Faculty, **Janet N. Denton**  
Administrative Assistant to the Office of Academic Affairs,  
**Lorna Cockrum**  
Registrar, **Phyllis Masek**  
Coordinator of Academic Records, **Kenda L. Ferrugia**  
Director of Institutional Research, **Dr. Ray Brown**  
Director of International and Off Campus Programs,  
**Tonya Veltrop**

## Alumni and College Relations

Executive Director of Alumni and College Relations,  
**Kris Lensmeyer**  
Alumni and College Relations Coordinator, **Jeni Whittington**  
Director of College Relations, **Rob Crouse**  
IA Web and Alumni Coordinator, **Melanie Barger**  
Volunteer and Parent Relations Coordinator, **Julia Dunlap**  
Multimedia Designer, **Dale Ley**

## Athletics

Director of Athletics and Men's Basketball Coach,  
**Matt Mitchell**  
Administrative Assistant to Director of Athletics, **Brenda Saxe**  
Associate Athletic Director, **Terry Logue**  
Head Athletic Trainer, **Josh Thompson**  
Assistant Athletic Trainer, **Lora Stelzer**  
Head Football Coach, **John Welty**  
Assistant Football Coach/Recruiter and Women's Golf Coach,  
**Troy Tomlin**  
Assistant Football Coach, **E. J. Valentine**  
Baseball Coach, **Scott Pritchard**  
Men's Golf Coach and Assistant Men's Basketball Coach,  
**Landon Kurz**  
Women's Basketball Coach, **Tracey Braden**  
Men's and Women's Soccer Coach, **Joel Wallace**  
Softball Coach/Coordinator of Game Statistics, **Nicole Stacey**  
Assistant Softball Coach, **Amanda Reckamp**  
Men's and Women's Tennis Coach, **Jeff Borengasser**  
Volleyball Coach, **Kristen Ely**

## Business and Financial Affairs

Vice President for Business and Finance, **Dr. Wayne Lowen**  
Executive Assistant to the Vice President for Business  
and Finance, **Kay Fink**  
Director of Accounting Services, **Daniel Melgren**

Accounts Receivable Coordinator, **Beckie Fischer**  
Accounts Payable and Telecommunications Coordinator,  
**Lori Anderson**  
Director of Human Resources and Compensation,  
**Carl Marriott**  
Payroll Coordinator and Human Resources Assistant,  
**Carolyn Vaughn**  
Director of the College Bookstore and Mail and Printing  
Services, **Randy Hendrix**  
Bookstore Assistant, **Judy Brooks**  
Mail and Printing Services Coordinator, **Donna Andrade**  
Mail and Printing Services Assistant, **Laura Nell Kennon**

## Career Services

Director of Career Services, **Meg Langland**  
Internship Coordinator, **Dan Gomez Palacio**  
Employer Relations Coordinator, **Abigail Manwell**

## Center for Leadership & Service

Executive Director of the Center Leadership & Service,  
**David Humphrey**  
Administrative Assistant to the Director of the Center  
for Leadership & Service, **Margie Lechner**  
Assistant Director of Center for Leadership and Service for Social  
Justice and Service Learning, **Jill Pierard**  
Assistant Director of Center for Leadership and Service for Student  
Activities, **Nikki Giesler**

## Information Technology

Chief Information Officer, **Scott Lowe**  
Technical Services Manager, **Cris Ferguson**  
Network Administrator, **Harley Stocke**  
Senior Technology Support Specialist, **John Kolesa**  
Technology Support Specialist, **Rob Harvey**  
Data Systems Manager, vacant  
Web Information Coordinator/Programmer,  
**Christy Satterfield**  
Technology Support Specialist/Executive Assistant to the CIO,  
**Connie Foust**

## Counseling and Health Services

Director of Counseling and Health Services, **Dr. Robert Hansen**  
Clinic Coordinator, **Robbie Langdon**  
Health Educator/Wellness Program Coordinator, **Amanda Stevens**  
Nurse Practitioner, **Zorina Pina-Hauan**  
Administrative Assistant Counseling and Health Services,  
**Ginia Tutt**  
Associate Director of Counseling and Health Services/Counselor,  
**Lori Fox**  
Counselor, **Kristy Wanner**  
Counselor, **Michelle Hastings**  
Counselor, **Kate Harrison**  
Counselor, **Drew Lammy**

## Enrollment Services

Vice President and Dean of Enrollment Services, **George Wolf**  
Executive Assistant to the Vice President and Dean of  
Enrollment Services, **Barb McGee**  
Director of Admissions, **Kelle Silvey**  
Director of Financial Aid, **Aimee Bristow**  
Administrative Assistant to the Director of Financial Aid,  
**Teresa White**  
Loan Coordinator, **Cindy Crabtree**  
Applicant Coordinator, **Margie Dillon-Odneal**  
Marketing/Media Specialist, **Denise Tackitt**  
Data Entry Coordinator, **Colleen Fletcher**  
Regional Director of Enrollment Services (St. Louis metro),  
**Susie Stuerman**  
Regional Director of Enrollment Services (OK and TX),  
**Emily Blake**  
Enrollment Services Representative,  
**Kristen Jackson**  
Enrollment Services Representative,  
**Nick Diefenbach**  
Regional Director of Enrollment Services (MO), **Amy Marek**

## Institutional Advancement

Vice President for Institutional Advancement,  
**Daniel C. Diedrich**  
Executive Director of Development, **Donald Wood**  
Director of Development, **Ron Graves**  
Associate Director of Development, **Angela Robinson**  
Executive Assistant to the Vice President for Institutional  
Advancement, **Cathi Harris**  
Director of Advancement Services, **Vicky Thomann**  
Director of Planned Giving, vacant  
Westminster Fund Coordinator, **Carol Allbritton**  
Data Management Specialist, **Linda L. Duffy**  
Data Assistant, **Diane Henry**  
Development Support Specialist, **Claudia Tomlin**  
Assistant to the Vice President for Institutional Advancement,  
**Pat Kirby**

## Learning Opportunities Center

Director, **Karen Tompson-Wolfe**  
Learning Disabilities, **Tirza Kroeker**  
Reading Specialist, **Susan Marshall**

## Library

Director of Library Services and Head Librarian, Assistant  
Professor, **Angela Gerling**  
Head of Technical Services/Technical Services Librarian,  
**L. Corinne Caputo**  
Technical Services Assistant, **Elizabeth Williams**  
Serials/Electronic Resources Coordinator, **Kathy Renner**  
Head of Public Services, **Kathryn Barden**  
Resource Sharing Assistant, **Cindy Schoolcraft**  
Library Assistant in Public Services, **Cyndie Faircloth-Smith**  
Library Assistant in Public Services, **Linda Offineer**

## Plant Operations

Executive Director of Plant Operations & Auxiliary Services,  
**Dan Haslag**  
Fiscal Coordinator, **Venita Renner**  
Work Center Coordinator, **Pamela Crowley**  
Foreman of Grounds Services, **Scott Lawson**  
Foreman of Custodial Services, **Robert Eugene Lee**  
Manager of Building Trades and Custodial Services,  
**Bruce Vandeloecht**

Campus Security Manager, **Ron Mooney**

## Student Life

Vice President and Dean of Student Life, **Dr. John Comerford**  
Executive Assistant to the Vice President and Dean of Student Life,  
**Linda Logan**  
Dining Services Director, **Corey Pittman**

## Residential and Greek Life

Director of Residential and Greek Life, **Jackie Weber**  
Residential Life Coordinator, **E.J. Valentine**  
Administrative Assistant to the Director of Residential and  
Greek Life, **Chrissy Maddox**  
Assistant Director of Residential Life, **Kate Harrison**

## Spiritual Life

Director of Spiritual Life, **Chaplain Brad Sheppard**

## Winston Churchill Memorial and Library

Executive Director, **Dr. Rob Havers**  
Assistant Director, **Sara Winingear**  
Curator/Archivist, vacant  
Education Coordinator, **Mandy Crump**

# FACULTY

**Theresa Adams** (2003), Associate Professor of English. B.A., Adelphi University; M.A., Ph.D., University of Wisconsin-Madison.

**Michael C. Amspoker** (1986), Professor of Biology. B.S., University of California, Davis; M.S., California State University, San Diego; Ph.D., Oregon State University.

**Justin Arft** (2005), Instructor of Religion. A.B., M.A., University of Missouri-Columbia.

**Linda M. Aulgur** (1999), Associate Professor of Education. B.S., M.Ed., Ph.D., University of Missouri-Columbia.

**Michael R. Beneke** (2007), Instructor of Computer Science. B.S.Ed., Lincoln University; M.S., University of Missouri.

**Duane Benton** (1998), Visiting Professor of Constitutional Law. B.A., Northwestern University; J.D., Yale Law School; M.B.A., Memphis State University; LL.M., University of Virginia.

**Rabindra N. Bhandari** (2007), Assistant Professor of Economics. M.A., Jawaharlal Nehru University, India; M.A., Ph.D., Boston University

**Angela Bowzer** (2008), Assistant Professor of Mathematical Sciences. B.A., Bluffton University; M.S., Ohio University; Ph.D., University of Missouri-Columbia

**Debra Brenegan** (2007), Assistant Professor. B.A., M.A., (Ph.D.-ABD), University of Wisconsin.

**Max Brinkman** (2007), Instructor of Chemistry. B.A., University of Kansas; M.S., University of Tulsa; Ph.D., University of Vermont.

**Terry A. Buckley** (1986), Associate Professor of Business Administration. B.S., Oregon State University; M.B.A., University of California-Los Angeles.

**Sandra J. Burgess** (2008), Visiting Instructor. B.A., M.A., Southern Illinois University; M.A., Ph.D., University of Missouri.

**Catharine Clark** (2008), Instructor of Biology. B.S., University of North Carolina; ABD, University of Missouri-Columbia.

**Abby Coats** (2008), Assistant Professor of Psychology. B.S., Truman State University; M.S., Ph.D., Georgia Institute of Technology.

**David G. Collins** (1973), Professor of English; John A. Cotton Endowed Professorship in the Humanities. B.A., M.A., University of Rhode Island; Ph.D., University of Wisconsin.

\***John Comerford** (2005), Assistant Professor, Dean of Student Life. B.A., Western Illinois University; M.S., Central Missouri State University; Ph.D., University of Kansas.

**James P. Concannon** (2007), Visiting Instructor of Biology. B.S., M.Ed., Ph.D., University of Missouri.

**Robert J. Cowles** (2001), Associate Professor of Education. B.S., Southeast Missouri State University; M.S., Ed.D., Southern Illinois

**Debra A. Crouse** (2004), Professor of Education. B.S., Towson State University; M.S.Ed., Northwest Missouri State University; Ph.D., University of Missouri-Columbia.

**Alda I. Del Porto** (2008), Instructor of Spanish. B.A., Westminster College; M.Ed., University of Missouri.

**Heriberto Del Porto** (1979), Professor of Spanish and French. B.A., Auburn University; M.A., Ph.D., University of Georgia.

**Craig A. Dennison** (2008), Instructor of Spanish. B.A., M.A., ABD, University of Houston.

**Kevin Dingman** (2001), Instructor of Fine Arts. B.F.A., Culver-Stockton College; M.F.A., University of Missouri.

**L. Laura Elliston** (2007), Instructor of Accounting. B.S., Missouri Southern State College; M.P.A., University of Missouri-Kansas City.

**Cynthia Faircloth-Smith** (2007), Instructor of English. B.A., Belmont College; M.A., Samford University.

**Neil Christopher Fleming** (2008), Fulbright-Robertson Visiting Professor of British History. B.L., De Montfort University; M.A., Ph.D., The Queen's University of Belfast.

**George B. Forsythe** (2005), Professor of Psychology and Leadership. B.S., United States Military Academy; MACT, Ph.D., University of North Carolina at Chapel Hill.

**Glen A. Frerichs** (1980), Associate Professor of Chemistry. B.S., South Dakota State University; M.S., University of Wisconsin; Ph.D., University of Oregon.

**Richard Geenen** (2000), Associate Professor Philosophy. B.A., Northwestern University; M.A., Ph.D., University of Colorado.

\***Angela Gerling** (1998), Assistant Professor, Director of Library Services. B.S., M.L.S., University of Missouri-Columbia.

\***Nikki Giesler** (2008), Instructor of Leadership Studies, Assistant Director of the Center for Leadership and Service for Student Activities. B.S., Fontbonne University; M.S., University of Central Missouri.

**Alan Goldin** (2001), Associate Professor of Environmental Science. B.S., Antioch College; M.A.T., Harvard University; B.S., M.S., University of Montana; Ph.D., University of British Columbia.

**Samuel H. Goodfellow** (1993), Professor of History. B.A., Tufts University; M.A., Ph.D., Indiana University.

**William F. Guinee** (1992), Professor of Anthropology. B.U.S., University of New Mexico; M.A. (Folklore), M.A. (Religious Studies), Ph.D., Indiana University.

**\*Robert N. Hansen** (1986), Director, Counseling and Health Services, Assistant Professor of Psychology. B.A., M.Ed., Ph.D. University of Missouri-Columbia.

**Bernhard Hansert** (2002), Associate Professor of Chemistry. B.S., M.S., Ph.D., University of Freiburg, Germany.

**Keith T. Hardeman** (1990), Associate Professor of Speech Communication. B.A., M.A., California State University-Long Beach.

**\*Robin Havers** (2005), Assistant Professor, Director of the Winston Churchill Memorial and Library. B.A., M.A., University of London; Ph.D., Pembroke College in the University of Cambridge.

**Robert G. Hoerber, Jr.** (1978), Associate Professor of Business Administration. B.A., Westminster College; M.B.A., University of Missouri-Columbia.

**\*David W. Humphrey** (1999), Lecturer of Leadership Studies. B.S.E., M.A., Northeast Missouri State; Ph.D., University of Missouri.

**James Hutchings** (2008), Visiting Instructor of Music. B.S., Manchester College; M.M., University of Missouri-Columbia.

**Theodore B. Jaeger** (1991), Professor of Psychology. B.A., Washington and Lee University; M.A., Appalachian State University; Ph.D., University of Georgia.

**Micah James** (2007), Instructor of Mathematical Sciences. B.A., (Ph.D.-ABD), Wartburg College; M.S., University of Illinois.

**Kurt W. Jefferson** (1993), Professor of Political Science. B.A., Western Illinois University; M.A., Ph.D., University of Missouri-Columbia.

**David K. Jones** (1995), Professor of Psychology. A.B., Ph.D., University of Southern California.

**\*Tirza L. Kroeker** (2004), Assistant Professor of Learning Opportunities. B.A., Carleton College; M.Ed., University of Missouri-Columbia.

**Richard L. Lael** (1978), Professor of History. B.A., Lenoir Rhyne College; M.A., Ph.D., University of North Carolina, Chapel Hill.

**Henry D. Landry** (2006), Instructor of Asian Studies. B.S.Ed, M.Ed., University of Missouri.

**John Langton** (1981), Professor of Political Science. B.A., Albright College; Ph.D., Georgetown University.

**Kirstin L. Lawson** (2008), Visiting Assistant Professor of History. B.A., Texas A & M-Corpus Christi; M.A., Ph.D., University of Missouri.

**Victor A. Leuci** (1997), Senior Lecturer of Classics. B.A., University of California, Davis; M.A., Ph.D., University of Missouri.

**Mary Majerus** (1996), Associate Professor of Mathematical Sciences. B.S. Ed., M.Ed., University of Missouri-Columbia.

**\*Susan Marshall** (2007), Assistant Professor of Learning Opportunities. B.S.Ed., M.Ed., Ph.D., University of Missouri-Columbia.

**Erin Martin** (2008), Instructor of Mathematical Sciences. B.S., University of Missouri-Rolla; M.S., Ph.D., University of Arkansas.

**Jeffrey Mayne** (2000), Assistant Professor of Biology. B.S., Massachusetts Institute of Technology Ph.D., California Institute of Technology.

**David McMahon** (2008), Visiting Assistant Professor of Biology. B.S., Troy State University; M.S., Ph.D., Nova Southeastern University.

**Margot F. McMillen** (1987), Instructor of English. B.A., Northwestern University; M.A., University of Missouri.

**Gabriel D. McNett** (2007), Visiting Instructor of Biology. B.S., Ohio State University; M.S., University of California; Ph.D. University of Missouri.

**James McRae** (2006), Assistant Professor of Asian Philosophy & Religion. B.A., Furman University; M.A., University of Hawaii.

**Adrian E. Mendez** (2008), Visiting Instructor of Physics. B.A., Universidad de Puerto Rico; MBA, Polytechnic University of P.R.; Ph.D., University of Missouri-Columbia.

**Therese Miller** (1999), Associate Professor of Physical Education. B.S., Southwest Missouri University, M.A., Ohio State University; Ph.D., University of Missouri-Columbia.

**Edward Mirielli** (1998), Associate Professor of Computer Science. B.A., Columbia College; M.A., Ph.D., University of Missouri-Columbia.

**Jerry Morelock** (2008), Visiting Assistant Professor of History. B.S., U.S. Military Academy; M.S., Purdue University; Master of Military Art and Science Degree, U.S. Army Command and General Staff College; Ph.D., University of Kansas.

**Kenneth R. Muse** (1982), Professor of Sociology. B.A., DePauw University; M.A., Ph.D., University of Chicago.

**M. Douglas Newman** (2008), Instructor of Political Science. B.A., University of South Alabama; J.D., University of Alabama School of Law; L.L.M., George Washington University Law Center.

**Kent F. Palmer** (1976), Professor of Physics. B.S., Ph.D., The Ohio State University.

**Carolyn J. Perry** (1991), Professor of English. B.A., University of Missouri-Columbia; M.A., University of Nebraska; Ph.D., University of Missouri-Columbia.

**Catherine M. Pesce** (1996), Instructor of English. B.A., Union College; M.A., Murray State University.

**Jeffrey Pethybridge** (2007), Visiting Assistant Professor of English. B.A., Old Dominion University; M.A., Boston University; (Ph.D.-ABD, University of Missouri).

**F. Selcen Phelps** (2005), Assistant Professor of MIS/Management. M.B.A., Governor's State University; B.S., M.S., Ph.D., Middle East Technical University.

**\*Jill Pierard** (2008), Instructor of Leadership Studies, Assistant Director of the Center for Leadership and Service for Social Justice and Service-Learning. B.S., Illinois State University; M.S., Southern Illinois University.

**April Collins Potterfield** (2003), Assistant Professor of Biology. B.S., Sweet Briar College; Ph.D., Tulane University Health Sciences Center.

**Gyan Pradhan** (1997), Professor of Economics. B.A., Panjab University; M.A., Tribhuvan University; M.A., Central Missouri State University; Ph.D., American University.

**Cathryn G. Pridal** (1996), Professor of Psychology. B.A., Gustavus Adolphus; M.A., Ph.D., SUNY-Stony Brook.

**Rachel Rumble-Comerford** (2006), Instructor of Education. B.S., University of Illinois; M.S., University of Tennessee.

**Sharon L. Salem** (1980), Associate Professor of Accounting. B.S., M.S., Pennsylvania State University; CPA.

**Christopher L. Saunders** (2005), Assistant Professor of Mathematical Sciences. B.S., Juniata College; Ph.D., Pennsylvania State University.

**Assma Sawani** (2004), Assistant Professor of Accounting. B.S., M.A., University of Missouri.

**Judith C. Schaneman** (1996), Professor of French. A.B., The Colorado College; M.A., University of Wyoming; Ph.D., University of Colorado-Boulder.

**Robert A. Seelinger, Jr.** (1979), Professor of Classics. B.A., Dickinson College; M.A., Brown University; Ph.D., University of Missouri - Columbia.

**Susan B. Serota** (2004), Assistant Professor of Education. B.A., University of Missouri; M.Ed., University of Nevada; Ph.D., University of Missouri.

**\*Brad Sheppard** (1999), Instructor of Religion. B.A., Furman University; M.Div., Princeton Theological Seminary.

**Brian D. Sleeth** (2004), Visiting Assistant Professor of Business Law. B.S., M.Ed., Juris Doctorate, University of Missouri.

**\*Karen Tompson-Wolfe** (1995), Assistant Professor; Academic Support Specialist. B.S.Ed., M.A., University of Missouri-Columbia.

**Maureen Tuthill** (2008), Instructor of English. B.A., College of William and Mary; M.A., State University of New York at Stony Brook; ABD, University of Connecticut.

**Irene Unger** (2008), Assistant Professor of Biology and Environmental Science. B.S., Truman State University; M.S., St. Louis University; Ph.D., University of Missouri-Columbia.

**Linda Webster** (2001), Associate Professor of Computer Science. B.S., Arkansas Technical University; M.B.A., University of Arkansas; Ph.D., University of Missouri-Columbia.

**Michael Z. Williams** (1975), Professor of Mathematics. B.A., West Texas State College; M.S., Ph.D., Colorado State University.

**Bradley W. Wing** (2007), Visiting Assistant Professor Sociology. B.A., University of Iowa; M.A., Ph.D., University of Missouri.

**William A. Young** (1975), Professor of Religion. B.A., University of Tulsa; M.Div., McCormick Theological Seminary; Ph.D., University of Iowa.

**Wayne J. Zade** (1976), Professor of English. A.B., University of Notre Dame; M.A., University of Wisconsin; M.F.A., University of Iowa.

**Terese M. Zidon** (2007), Instructor of Biology. B.S., University of Iowa; M.S., University of Missouri-Columbia.

**Robert Zumwalt** (1997), Visiting Assistant Professor of Chemistry. B.Sc., Southwest Missouri State University; M.Sc., Ph.D., University of Missouri.

\* Professional Academic Staff have Faculty Status.

Note: figure in parenthesis indicates date individual began instruction at Westminster.

## Department and Division Chairs

Humanities.....**Prof. Wayne Zade, Division Chair**  
English.....**Dr. David Collins**  
Foreign Languages and Literature.....**Dr. Heriberto DelPorto**  
History.....**Dr. Sam Goodfellow**  
Classics, Philosophy, Religious Studies.....**Dr. Robert Seelinger**  
Communication and Fine Arts.....**Prof. Keith Hardeman**  
Natural and Mathematical  
Sciences.....**Dr. Edward Mirielli, Division Chair**  
Biology and Environmental Science.....**Dr. Jeffrey Mayne**  
Chemistry.....**Dr. Bernhard Hansert**  
Mathematics Science and Physics.....**Prof. Mary Majerus**  
Computer Science.....**Dr. Edward Mirielli**  
Social Sciences.....**Dr. Gyan Pradhan, Division Chair**  
Accounting, Business, Economics & MIS.....**Prof. Terry Buckley**  
Education (Fall 2008).....**Dr. Linda Aulgur**  
Education (Spring 2009) .....**Dr. Robert Cowles**  
Political Science.....**Dr. Kurt Jefferson**  
Psychology.....**Dr. David Jones**  
Sociology and Anthropology.....**Dr. Bill Guinee**

## Program Directors and Coordinators

Asian Studies.....**Dr. James McRae, Coordinator**  
Assessment.....**Dr. Linda Webster, Director**  
Center for Teaching Excellence.....**Dr. Therese Miller, Director**  
Fine Arts (Humanities).....**Dr. Robert Seelinger, Coordinator**  
Allied Health Professions .....**Dr. April Potterfield, Coordinator**  
International Studies.....**Dr. Sam Goodfellow, Coordinator**  
Learning Disabilities  
Program.....**Prof. Karen Tompson-Wolfe, Director**  
Legal Careers Program.....**Dr. John Langton, Coordinator**  
Leadership Studies.....**Dr. David Humphrey, Coordinator**  
Faculty Mentoring Program.....**Dr. Therese Miller, Director**  
Off-Campus Programs.....**Ms. Tonya Veltrop, Director**  
Physical Education.....**Dr. Therese Miller, Coordinator**  
Remley Women's Center.....**Dr. Sue Serota, Advisor**  
Teacher Education (Fall 2008).....**Dr. Linda Aulgur, Coordinator**  
Teacher Education (Spring 2009) .....**Dr. Debra Crouse, Coordinator**  
Westminster Seminar (Fall 2008).....**Dr. David Jones, Director**  
Writing Across the Curriculum  
Program/Writing Center.....**Dr. Theresa Adams, Coordinator**

# BOARD OF TRUSTEES

## **Officers**

Ronald D. Winney  
Chairman of the Board and  
Executive Committee Chair  
Dr. Bruce K. Brookby  
1st Vice Chairman  
G. Robert Muehlhauser  
2nd Vice Chairman  
Daniel C. Diedrich  
Secretary  
A. Wayne Lowen  
Treasurer

Mr. Gregory A. Richard  
Ms. Suzanne Richardson  
Dr. James M. Schmuck  
Ms. Anne E. Schneider  
Mr. R. Thomas Sparks, Jr.  
Ms. Linda Gill Taylor  
Mr. Lloyd B. Taylor  
Mr. Franklin P. Turner  
Mr. William H. Tyler  
Ms. Linda D. Ward  
Mr. Ronald D. Winney,  
Chairman

## **Active Members**

Ms. Linda Arnold  
Mr. Brock E. Ayers  
Ms. Jane Bell  
Mr. William A. Bennett  
Mr. R. Kent Blochberger  
Mr. Scott S. Boswell  
Mr. Edward D. "Ted" Briscoe  
Dr. Bruce K. Brookby,  
1st Vice Chair  
Dr. John G. Campbell  
Mr. Peter A. Childs  
Ms. Kim K. Daniel  
Mr. William D. Daniels  
Dr. Paul J. "Pepper" Davis  
Mr. David H. Hancock  
Mr. Overton T. Harris  
Mr. James W. Harrod  
Mr. Douglas E. Hazel  
Mr. Wallace L. Head  
Mr. Alan C. Henderson  
Mr. Johnson C. Ho  
Mr. Paul F. Kavanaugh  
Mr. Ron J. Kostich  
Mr. Robert O. Lesley  
Mr. D. Michael Linihan  
Mr. Kenneth E. Meyer  
Dr. Jerry N. Middleton  
Mr. C. Robert Monroe  
Mr. G. Robert Muehlhauser,  
2nd Vice Chair  
Mr. Kent C. Mueller  
Mr. Harold B. Oakley  
Mr. John M. Panettiere  
Dr. George K. Parkins

## **Honorary and Life Trustees**

Dr. Arthur E. Baue  
Mr. Robert H. Buckner  
Mr. Joe B. Clarke, Jr.  
Ms. Grace Craghead  
Mr. Neal Creighton  
The Honorable Jo Ann Emerson  
Mr. George C. Foster  
Mr. John C. Harris  
Mr. Dorsey W. Jackson  
Dr. Jerry D. Kennett  
Mr. John Latshaw  
Mr. John W. Marsh  
Mr. John R. McFarland  
Mr. Robert E. McIntosh  
Rev. Harold L. "Jack" Ogden  
Mr. John R. Opel  
Mr. William E. Reller  
Mr. William P. Robinett  
Mr. Charles W. Rootes  
Ms. Patricia Kopf Sanner  
Dr. Thomas F. Shields  
Mr. Thomas S. Thomas  
Mr. C. Travis Traylor, Jr.  
Mrs. Avis G. Tucker  
Mr. Roland M. Webb  
Mr. Frank B. Whitbeck  
Mr. Marvin O. Young

# ALUMNI COUNCIL

All graduates of the College, holders of honorary degrees and students who have completed at least two semesters work are members of the Westminster College Alumni Association. The officers, an alumni council of eighteen councilors at large elected by the association and one representative from Westminster clubs govern the association. The purpose of this association is to further the well being of the College and its alumni by stimulating the interests of its members in the College and each other.

Mission Statement for the Alumni Association: The Westminster Alumni Association exists to promote the mission, success and future of Westminster College and to build and maintain connections between alumni and the Westminster community.

Alumni Association Values: Tradition, Accomplishment, Responsibility and Camaraderie.

Adopted by the Westminster College Alumni Council on February 1, 2003.

Alumni Vision: Westminster graduates will lead successful and fulfilling lives. Having achieved some measure of their success because of their Westminster experience, they will give back to future generations through personal involvement and financial support. They will be actively involved in alumnae/alumni activities, maintaining fellowship with fellow graduates and sustaining their connection to the College. Further, they will support Westminster through mentorship of students, involvement with College activities, service on committees and boards, and recruitment activities in their local communities.

Officers (2006-200)  
Trey Davis '97 President  
Bill Cross '55 President-Elect  
Jeff Binder '91 Vice President

## Westminster Alumni Association Past Presidents

Harry H. Vaughn '16 (1948-49)*	Roger D. Nail '65 (1995-96)
Frank B. Whitbeck '69 (1980-82)	Gupton A. Vogt '31 (1964-66)*
C. Wayne Elsea '29 (1949-50)*	C. Robert Monroe '68 (1996-97)
John R. Gaebe '56 (1982-84)	E.C. Henderson Jr. '31 (1966-68)*
John M. Grant '29 (1950-52)*	Michael M. Feaster '66 (1997-98)
A. Thomas O'Toole '48 (1984-86)	Harry G. Woodward '37 (1968-70)*
W. Stanley Stuart '33 (1952-54)*	Brock E. Ayers '82 (1998-99)
Thomas S. Thomas '66 (1986-88)	James L. Sloss, Jr. '34 (1970-72)*
R.K. Barton Jr. '35 (1956-58)	Scott S. Boswell '86 (1999-00)
Bruce K. Brookby '68 (1988-90)	Carl Trauernicht, Jr. '47 (1972-74)
William M. Harlan Jr. '33 (1956-58)*	Robert O. Lesley '79 (2000-01)
William D. Fickle '65 (1990-92)	George C. Foster '51 (1974-76)
J.H. Atkinson Jr. '31 (1958-60)*	Michael C. Reid '68 (2001-02)
David E. Shaffer '69 (1992-93)	William A. Bennett '62 (1976-78)
William H. Clark '33 (1960-62)*	R. Thomas Sparks '87 (2002-03)
James M. Schmuck '72 (1994-95)	Marvin O. Young '51 (1978-80)
Francis M. Keener '31 (1962-64)*	Anne McIntosh Schneider '85 (2003-2005)
	Kim Boswell Daniel '90 (2005-2006)

\*Deceased

# CALENDAR

## ***FALL SEMESTER 2008***

**August 21 Thursday** First day of service for new faculty.  
New faculty orientation sessions

**August 22 Friday** Residence halls open for all students

**August 22 Friday** First day of service for returning faculty. Address by President Forsythe 9:30 a.m.

**August 23 Saturday** New Student Days begin; Columns Ceremony and New Student Convocation—robing at 5:00 p.m., Columns Ceremony at 5:30 p.m.; Convocation at 6:00 p.m.; President's Community Reception after convocation, 7:00 p.m. – 8:30 p.m.

**August 25 Monday** Faculty Development Day  
(8:30 a.m. – 3:30 p.m.)

**August 26 Tuesday** FREE Add/Drop period begins (8:00 a.m.)

**August 27 Wednesday** Classes begin (8:00 a.m.)

**September 1 Monday Labor Day Holiday** –  
No Classes, college offices closed

**September 2-7 Tues.-Sun.** Women's Recruitment

**Sept. 3 Wednesday** DEADLINE for adding courses, electing CR-D-F option, submitting Independent Study Forms and Writing Intensive Option forms

**September 9 Tuesday** First faculty meeting; other dates: Sept. 9, Oct. 7, Nov. 11, Dec. 2, Jan. 20, Feb. 3, Mar. 3, Apr. 7, and April 28

**Sept. 9-12 Tues.-Fri.** Men's Formal Rush

**September 10 Wednesday** Deadline for submitting Sabbaticals Applications for 2009-2010

**September 11 Thursday** Due date for chair reports on full and part-time faculty for academic year 2007-2008

**September 11 Thursday** Inaugural Lecture of Fulbright-Robertson Visiting Professor (7:00 p.m., Hermann Lounge) *Tentative*

**September 17 Wednesday** Last day to drop course without receiving grade of WP/WF (4:00 pm)

**September 19 Friday** Course offerings for Spring Semester 2009 & Tentative Summer 2009 due (9:00 am)

**September 26 Friday** Nominations for promotions due  
(tentative date; to be set by Faculty Personnel Committee)

**Sept. 26- 28 Fri.-Sun** Fall Family Weekend

**September 27 Saturday** Enrollment Services  
"Welcome to Westminster" Program

**October 2 Thursday** Due date for Assessment Reports on current majors to the Dean of Faculty

**October 3 Friday** All adjunct faculty class visits to be completed by this date

**October 3-4 Fri.-Sat.** Alumni Council Meetings

**October 7 Tuesday** Faculty Meeting

**October 10 Friday** DEADLINE for removing Spring 2008 Incomplete grades

**October 13-14 Mon.-Tues.** Fall Holiday, No classes

**October 16 Thursday** Executive Committee of the Board of Trustees' Meeting

**October 17 Friday** Midterm

**October 17 – 18 Fri. – Sat.** Fall Board of Trustees Meetings

**October 18 Saturday** Enrollment Services

"Welcome to Westminster" Program

**October 20 Monday** Recommendations re: adjuncts for spring to go to Dean and Div. Chairs

**October 20 – 25 Mon.-Sat.** Westminster Homecoming Week

**October 24 Friday** Enrollment Services

"Welcome to Westminster" Program

**October 24 Friday** Midterm grades due (9:00 a.m.)

**October 28 Tuesday** Academic Advising begins for Spring 2009 Pre-registration (Tentative)

**October 31 Friday** Book Adoptions for Spring 2009 due

**November 1 Saturday** Enrollment Services

"Welcome to Westminster" Program

**November 7 Friday** Deadline for withdrawing from courses with grade of WP/WF (4:00 p.m.)

**November 7 Friday** Generate Contracts for adjuncts when pre-registration information is available

**November 9 -10 Sun. - Mon.** Enrollment Services Campus Classics Weekend

**November 11 Tuesday** Faculty Meeting

**November 18-19 Tues-Wed.** Symposium for Democracy –

please require your students to attend sessions

as part of your courses

**November 21 Friday** Enrollment Services

"Welcome to Westminster" Program

**November 26- 28 Wed.-Fri.** Thanksgiving Holiday – college offices closed

**December 1 Monday** Thanksgiving Holiday ends, classes resume (8:00 a.m.)

**December 2 Tuesday** Faculty Meeting

**December 7 Sunday** Festival of Carols (tentative)

**December 12 Friday** Last day of Fall Semester classes

**December 15 - 18 Mon.-Thurs.** Final Examinations

**December 19 Friday** Christmas Vacation Begins

**December 19 Friday** Holiday faculty/staff dinner/reception (tentative)

**December 22 Monday** Grades due in Registrar's office (4:00 p.m.)

**Dec. 24 - 31 Wed. – Wed.** Christmas Holiday –  
College Offices Closed

## ***SPRING SEMESTER 2009***

**January 1-2 Thurs. – Fri.** New Year's Holiday –  
College Offices Closed

**January 11 Sunday** Residence halls open (3:00 p.m.)

**January 13 Tuesday** New student orientation and spring semester registration

**January 13 Tuesday** FREE Add/Drop period begins (8:00 a.m.)

**January 14 Wednesday** Classes begin (8:00 a.m.)

**January 19 Monday** Martin Luther King Holiday.  
No classes, College offices closed

**January 20 Tuesday** Faculty Meeting

**January 21 Wednesday** Deadline for adding courses, electing CR-D-F option, submitting Independent Study Forms and Writing Intensive Option forms

**January 24 Saturday** Enrollment Services Scholarship Competition #1

**January 30 Friday** Enrollment Services "Welcome to Westminster" Program

**February 3 Tuesday** Faculty Meeting

**February 4 Wednesday** Deadline to drop courses without receiving grade of WP/WF (4:00 pm)

**Feb. 6 – 7 Fri.-Sat.** Alumni Council Meeting

**February 7 Saturday** Enrollment Services Scholarship Competition #2

**February 9 Monday** Course offerings for Fall Semester 2009 due

**February 13 Friday** Enrollment Services "Welcome to Westminster" Program

**February 16 Monday** President's Day. No classes, College offices closed

**February 19 Thursday** Executive Committee of the Board of Trustees Meeting

**February 20-21 Fri.- Sat.** Winter Meeting of the Board of Trustees

**February 26 Thursday** Deadline for removing Fall Semester 2008 incomplete grades (4:00 pm)

**February 27 Friday** Summer research guidelines to be distributed (tentative date)

**February 28 Saturday** Enrollment Services Scholarship Competition #3

**March 3 Tuesday** Faculty Meeting

**March 5 Thursday** Midterm

**March 12 Thursday** Assessment Day (No classes) - Student Attendance Required

**March 13 Friday** Midterm grades due (9:00 a.m.)

**March 23 Monday** Deadline for submitting Faculty Summer Research Stipend and Award Applications

**March 23- 27 Mon.-Fri.** Spring Break, no classes;  
College offices closed on Friday, March 27

**March 30 Monday** Classes resume (8:00 a.m.)

**March 31 Tuesday** Academic advising for fall 2009 pre-registration begins

**April 3 Friday** Enrollment Services "Junior Day #1"

**April 3 Friday** Deadline to withdraw from courses and receive grade of WP/WF (4:00 pm)

**April 7 Tuesday** Faculty Meeting  
TBA Churchill Fellows Weekend; Kemper Lecture—TBA

**April 10 Friday** Good Friday Holiday, no classes,  
college offices closed

**April 15 Wednesday** Book Adoptions for Fall 2009 due

**April 15 Wednesday** Undergraduate Scholars Forum – no classes (all faculty and students are to participate/attend)

**April 24 Friday** Enrollment Services "Junior Day #2"

**April 24 Friday** Notification of Summer Research Awards (tentative); adjunct contracts to be generated when pre-registration information is available

**April 24-26 Fri.-Sun.** Alumni Weekend

**April 28 Tuesday** Faculty Meeting (approval of 2009 Graduates)

**May 1 Friday** Last day of spring semester classes

**May 2 Saturday** Registration of new students (tentative)

**May 4 – 7 Mon.-Thurs.** Final examinations

**May 7 Thursday** Last date for professional dues and travel requests

**May 7 Thursday** Grades due in Registrar's Office for GRADUATING SENIORS

**May 9 Saturday** Graduation Weekend: Baccalaureate, Columns Ceremony, Commencement

**May 11 Monday** Summer Session classes begin

**May 12 Tuesday** ALL Grades due in Registrar's Office (9:00 a.m.)

**May 14 Thursday** Executive Committee of the Board of Trustees Meeting

**May 15 - 16 Fri. - Sat.** Spring Board of Trustees Meetings

**May 25 Monday** Memorial Day - College Offices Closed

**May 29 Friday** Last day of Summer Session classes

**May 29 Friday** Tentative Pre-Registration for 2009-2010 new students

**June 15 Monday** Self Report Due (*and updated curriculum vitae*)

**June 22 Monday** Tentative Pre-registration for 2009-2010 new students

**(Updated 28 May 2008)**

# ALMA MATER

On the hills of old Missouri

Tapestried in green,

Rise the walls of gray Westminster.

Hail, O Mother Queen!

Refrain:

Hail, Westminster, Alma Mater

On thy hilltop throne!

Sons and daughters pledge devotion

Thine we are. Thine own.

Honored Mother, at your portal

You our hearts have won,

All your children meek and mortal

Share the task well done.

Refrain:

Forth they fare into life's conflict,

Scatter far and wide.



WESTMINSTER  
COLLEGE